

Document Pack

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



17th April, 2014

MEETING OF STRATEGIC POLICY AND RESOURCES COMMITTEE

Dear Alderman/Councillor,

The above-named Committee will meet in the Lavery Room (Room G05), City Hall on Friday, 25th April, 2014 at 10.00 am, for the transaction of the business noted below.

You are requested to attend.

Yours faithfully,

PETER McNANEY

Chief Executive

AGENDA:

1. Routine Matters

- (a) Apologies
- (b) Declarations of Interest

2. Democratic Services and Governance

- (a) Requests for the use of the City Hall and the provision of Hospitality (Pages 5 - 10)
- (b) Notice of Motion – Irish Rugby Squad (Pages 11 - 12)
- (c) Giro d'Italia – Display of Election Posters (Pages 13 - 16)
- (d) Request to film a Council meeting (Pages 17 - 18)
- (e) European Local Democracy Week 2014 (Pages 19 - 22)

- (f) Meetings and Other Commitments for Members in June (Pages 23 - 28)
- 3. **Local Government Reform**
 - (a) Consultation on the Local Government Code of Conduct for Councillors - draft Belfast City Council Response (Pages 29 - 82)
 - (b) Community Planning - Procurement of Support
- 4. **Corporate Plan and Performance Management**
 - (a) Corporate Plan 2014/15
- 5. **Finance/Value-for-Money**
 - (a) Minutes of Meeting of Budget and Transformation Panel (Pages 83 - 84)
 - (b) Request for Funding (Pages 85 - 88)
- 6. **Human Resources**
 - (a) Living Wage (Pages 89 - 94)
 - (b) Standing Order 55 – Employment of Relatives (Pages 95 - 96)
 - (c) Contractor to undertake interim Operations Manager duties at the Waterfront Hall
 - (d) Organisational Development and Design
- 7. **Asset Management**
 - (a) Belfast Public Bike Share Scheme (Pages 97 - 104)
 - (b) Leases, Licenses and Wayleaves (Pages 105 - 120)
 - (c) Connswater Community Greenway - Estates Update (Pages 121 - 128)
- 8. **Good Relations and Equality**
 - (a) Minutes of Meeting of Joint Group of Part Group Leaders and Historic Centenaries Working Group
 - (b) Minutes of Meeting of Good Relations Partnership (Pages 129 - 136)
- 9. **Cross-Cutting Issues**
 - (a) Active Ageing Strategy 2014-20 Consultation Response (Pages 137 - 166)
- 10. **Investment Programme**
 - (a) Update on job opportunities and employability aspects of the Investment Programme (Pages 167 - 172)
 - (b) Area Working Update – including BIF and LIF (Pages 173 - 176)

- (c) Heritage Lottery Fund – Approval to proceed with a Stage 1 Application for the restoration of the City Cemetery (Pages 177 - 178)
- (d) Leisure Transformation Programme
- (e) Leisure Transformation Programme - Phase 1 Update- Olympia Regeneration; Andersonstown Regeneration and Girdwood Hub (Pages 179 - 182)

To: The Chairman and Members of the Strategic Policy and Resources Committee

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Belfast City Council

Report to:	Strategic Policy and Resources Committee
Subject:	Requests for the use of the City Hall and the provision of Hospitality
Date:	Friday, 25th April, 2014
Reporting Officer:	Mr. Stephen McCrory, Democratic Services Manager (Ext. 6314)

1.	Relevant Background Information
1.1	Members will recall that the Committee, at its meeting on 26th September, 2003, agreed to the criteria which would be used to assess requests from external organisations for the use of the City Hall and the provision of hospitality. Subsequently the Committee at its meeting on 7th August, 2009, further amended the criteria so as to incorporate the new Key Themes as identified in the Council's Corporate Plan.
2.	Key Issues
2.1	The revised criteria have been applied to each of the requests contained within the appendix and recommendations have been made to the Committee on this basis.
3.	Resource Implications
3.1	Provision has been made in the revenue estimates for hospitality.
4.	Equality Implications
4.1	N/A
5.	Recommendations
5.1	The Committee is asked to approve the recommendations as set out in the Appendix.
6.	Decision Tracking
Officer responsible – Kate McCafferty	
7.	Key to Abbreviations
Not applicable.	
8.	Documents Attached
Appendix 1 – Schedule of Applications	

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Organisation/ Body	Event/Date - Number of Delegates/Guests	Request	Comments	Recommendation
Queen's University Belfast	Higher Education for Democratic Innovation International Consortium Conference Reception 26th June, 2014 Approximately 150 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	Radiocarbon in the Environment Conference Reception 18th August, 2014 Approximately 100 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	European Conference on Domestic Violence Conference Dinner 8th September, 2015 Approximately 450 attending	The use of the City Hall and the provision of hospitality in the form of a pre-dinner 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
European Society for Mental Health and Deafness	Opening Ceremony of World Congress – 'Pathways to Rights' 16th September, 2014 Approximately 400 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 Themes of 'City Leadership – Strong, Fair, Together' and 'Better support for people and communities'.	The use of the City Hall and the provision of hospitality in the form of wine and soft drinks Approximate cost £500
British Institute of Cleaning Science	Northern Ireland Cleaner of the Year 2013 20th September, 2013 Approximately 50 attending	The use of the City Hall and the provision of hospitality in the form of tea, coffee and biscuits	This event seeks to acknowledge the vital role of cleaners across various industries in Northern Ireland. The event will also aim to recognise those individuals who have been	The use of the City Hall and the provision of hospitality in the form of tea, coffee and biscuits Approximate cost

			<p>nominated within their respective industries for undertaking their duties to a high standard.</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>	£125
Common Purpose	<p>Meridian Course Final Day and Award Ceremony 7th August, 2014</p> <p>Approximately 50 attending</p>	<p>The use of the City Hall and the provision of hospitality in the form of tea/coffee and biscuits.</p>	<p>'Meridian' is a leadership programme that brings together a diverse group of leaders from the private, public, voluntary and community sectors. The participants learn how to improve their capacity to lead, effect change and expand their networks through the investigation of real-life challenges.</p> <p>This event will recognise the achievements of those individuals which have successfully completed the Meridian Programme.</p> <p>This event would contribute to the Council's Key Themes of 'City Leadership - strong, fair, together' and 'Better opportunities for success across the city'.</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 £125</p>
Ulster Journals Limited	<p>Ulster Tatler People of the Year Awards 2014 18th September, 2014</p> <p>Approximately 360 attending</p>	<p>The use of the City Hall</p>	<p>This event aims to highlight and recognise those individuals who have excelled in their chosen field.</p> <p>The awards ceremony will acknowledge those individuals who have demonstrated significant achievement in categories such as Business Man/Woman of the Year, Arts Personality of the Year and Hotelier/Publican of the Year.</p> <p>The event will also pay tribute to an individual by way of the 'Lifetime Achievement Award' that has previously been presented to Dame Mary Peters, Sir James Galway, Brian Friel, Phil Coulter, Darren Clarke, James Nesbitt and Gloria</p>	<p>The use of the City Hall</p>

			<p>Hunniford.</p> <p>This event would contribute to the Council's Key Themes of 'City Leadership – Strong, Fair, Together' and 'Better opportunities for success across the city'.</p>	
NOW	<p>Graduation Ceremony</p> <p>13th November, 2014</p> <p>Approximately 250 attending</p>	The use of the City Hall	<p>This event will highlight the work of NOW an organisation which provides training and employment services for people with learning difficulties. It will aim to demonstrate that Belfast is a city that supports people with all levels of learning difficulties and will provide the much needed support for integration into all areas of public life.</p> <p>This event would contribute to the Council's Key Theme of 'City Leadership – Strong, Fair, Together', 'Better support for people and communities' and 'Better opportunities for success across the city'.</p>	The use of the City Hall
The Royal Irish Academy	<p>Launch of Volume Five of Art and Architecture of Ireland</p> <p>17th November, 2014</p> <p>Approximately 400 attending</p>	The use of the City Hall and the provision of hospitality in the form of a drinks reception	<p>This event will seek to be a celebration of all aspects of Irish art from Georgian houses to illuminated manuscripts, and will provide new insight into every facet of the strength, depth and variety of both artistic and architectural heritage.</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 a drinks reception</p> <p>Approximate cost £500</p>

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Belfast City Council

Report to:	Strategic Policy and Resources Committee
Subject:	Notice of Motion – Irish Rugby Squad
Date:	25 th April, 2014
Reporting Officer:	Mr. Stephen McCrory, Democratic Services Manager, ext. 6314
Contact Officer:	Mr. Stephen McCrory, Democratic Services Manager, ext. 6314

1	Relevant Background Information
1.1	<p>At the Council meeting on 1st April, the undernoted Notice of Motion was proposed by Councillor Ó Donnghaile and seconded by Alderman Robinson:</p> <p>“This Council congratulates the Ireland Rugby Squad on their recent Six Nations win and in particular commends and recognises the contribution of Brian O’Driscoll to the sporting life of Ireland over the last fifteen years.</p> <p>The Council requests the Strategic Policy and Resources Committee to engage with the IRFU to host, at the earliest convenience for both, a reception/event, led by the Lord Mayor, to recognise the team’s historic win and afford the people of Belfast the opportunity to express their thanks, appreciation and support for our Ireland Rugby heroes.”</p>
1.2	The motion was passed unanimously by the Council.
2	Recommendation
2.1	The Committee is requested to consider the Notice of Motion and to take such action thereon as may be determined.

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Belfast City Council

Report to:	Strategic Policy and Resources Committee
Subject:	Giro d'Italia – Display of Election Posters
Date:	25th April, 2014
Reporting Officer:	Stephen McCrory, Democratic Services Manager, ext. 6314

1	Relevant Background Information
1.1	The Committee will recall that the Council, at its meeting on 1st April, in considering a minute of the Development Committee in respect of the preparations for the Giro d'Italia, had agreed that the Lord Mayor would write to the Environment Minister, Mr. M. Durkan, MLA, encouraging him to introduce legislation to prohibit the erection of election posters along the route of the race until the event was over. A response has now been received from the Minister, a copy of which is attached.
2	Key Issues
2.1	In his letter, the Minister has indicated that, whilst the political parties at the Northern Ireland Assembly had expressed their support for a voluntary ban on the display of election posters, officials from within his Department had been working to introduce draft legislation to bring the display of election posters under planning control.
2.2	In essence, such legislation, if and when it is introduced, would prohibit the display of election posters along the route of the Giro d'Italia until after the race had left Northern Ireland. Therefore, the display of election posters along the route would be prohibited until Wednesday, 12th May.
2.3	The Minister points out, however, that the effectiveness of such a measure would depend upon the prior cooperation of all of the political parties to agree to abide by the regulation and not to erect posters.
2.4	He adds that officials from his Department would be consulting with key stakeholders – including the Council – to ascertain how each body could contribute towards ensuring that the ban on election posters would be adhered to for the duration of the race.

3	Resource Implications
3.1	None

4	Equality and Good Relations Implications
4.1	None

5	Recommendations
5.1	The Committee is requested to note the receipt of the Minister's letter and to take such action thereon as deemed appropriate.

6	Decision Tracking
The Democratic Services Section will implement any decision taken.	

Máirtín Ó Muilleoir
Lord Mayor of Belfast
Lord Mayor's Office
City Hall
Belfast
BT1 5GS

DoE Private Office
8th Floor
Goodwood House
44 - 58 May Street
Town Parks
BELFAST
BT1 4NN

Telephone: 028 902 56019

Email: private.office@doeni.gov.uk

Your reference:

Our reference: COR/366/2014

13 April 2014

Dear Lord Mayor

Thank you for your letter of 4 April 2014, asking that I look favourably upon introducing statutory provision to prohibit the erection of election posters along the route of the Giro d'Italia, until after the event is over.

You may be aware that I met with representatives of the main political parties on 31 March 2014 to discuss the possibility of a voluntary ban on the display of election posters along the route of the Giro d'Italia from 9 – 11 May 2014. At that meeting, there was widespread acceptance on a voluntary ban, but it was emphasised that this needed to be reinforced with statutory backing.

You will be pleased to hear that my officials are working on the preparation of the necessary draft changes to the legislation to bring election posters under planning control. Any legislative bar on the display of election posters on the route of the Giro d'Italia during the event would, of course, still rely on a compliant attitude of all the political parties to achieve the desired result of a poster-free route for the race.

My officials will be consulting with all of the Councils along the route of the race so that they can contribute to this process and play their part if required.

I hope you find this information helpful.

Yours sincerely



MARK H DURKAN MLA
Minister of the Environment

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Belfast City Council

Report to:	Strategic Policy and Resources Committee
Subject:	Request to film a Council meeting
Date:	25th April, 2014
Reporting Officer:	Stephen McCrory, Democratic Services Manager, ext. 6314
Contact Officer:	Stephen McCrory, Democratic Services Manager, ext. 6314

1	Relevant Background Information
1.1	A request has been received from Pi Communications, which is the Northern Ireland Assembly Broadcasting Unit, seeking authority to access the Council Chamber floor to film a portion (15 minutes) of footage of the Council meeting on 1st May, 2014.

2	Key Issues
2.1	The purpose of the filming is to gather high definition footage of a Council meeting in session, which might be used in an educational video that Pi Communications is making which is entitled "the Importance of Voting". It is intended that the footage will be available in time for the Council and European Elections in May.
2.2	The organisation has a script currently which explains the work of Councils but they have no high definition footage of Council business to use within that.

3	Resource Implications
3.1	None.

4	Equality and Good Relations Implications
4.1	There are no equality or good relations implications identified.

5	Recommendations
5.1	That the Committee agrees to the filming of a portion (15 minutes) at the beginning of the Council meeting on 1st May, subject to the approval of the Council on that evening.

6	Decision Tracking
Facilities Management Section to liaise with Pi Communications with regard to logistical arrangements.	

7	Key to Abbreviations
None	

8	Documents Attached
None	



Belfast City Council

Report to:	Strategic Policy and Resources Committee
Subject:	European Local Democracy Week 2014
Date:	Friday, 25th April, 2014
Reporting Officer:	Mr. John McGrillen, Director of Development, (extension 3470) Mr. Stephen McCrory, Democratic Services Manager (extension 6314)
Contact Officer:	Ms. Laura Leonard, European Manager, (extension 3577) Ms. Eilish McGoldrick, Democratic Services Support Assistant (extension 6307)

1	Relevant Background Information
1.1	European Local Democracy Week (ELDW) is an annual event held each October. The overarching purpose of ELDW is to promote a better involvement of citizens in public life, enhance transparency of local government mechanisms and improve social cohesion, in particular among young people and disadvantaged groups.
1.2	ELDW builds on Local Democracy Week in which the Council has been involved in previous years by organising and hosting events involving young people from across the city.
1.3	In 2012 and 2013, the Council organised and delivered EurVoice events which allowed pupils from Secondary Schools, members of the Council's Youth Forum, representatives of the European Youth Parliament and participants from Community Groups in the City to interact with their local Councillors who undertake the role of Youth Champion within their Party.
1.4	The events have proven to be very successful and feedback from the Schools, Community Groups and from the Councillors after the events were very positive. Participants felt that last year's event was an enjoyable and diverse way for them all to meet on a one to one basis and get a sense of and discuss through many mutually important and relevant issues.

2	Key Issues
2.1	EurVoice is a unique community outreach programme designed to engage and empower young people, including those from disadvantaged social and economic backgrounds. The purpose of EurVoice is to provide a platform and framework for young people to take ownership of their own opinions and place in society, to express their views to people in authority, and to discover their own importance in shaping the future. The nature of the event serves to influence the role young people could potentially have in local democracy decision-making. EurVoice is a sister programme to the European Youth Parliament debating event which brings young people together on a national and international level.
2.2	A project steering group has been set up to organise the event comprising officers from Community Services, Democratic Services, Corporate Communications and the European Unit as well as external organisations which include the European Commission Office of Northern Ireland and the European Youth Parliament.
2.3	Following the success of EurVoice 2012 and 2013, it is felt that it would be worth organising an even more engaging event where both young people and Councillors could meet to discuss the relevant issues which face the young citizens of our City and to build on the themes discussed at the previous event. In addition to the participants who attended in 2013, invitations will also be extended to young people in the wider community.
2.4	<p>The EurVoice event will take place in the Great Hall on Tuesday, 14th October, 2014 from 12.00 noon to 4.00 p.m. and will target Belfast schools and youth organisations.</p> <p>A series of activities are planned including;</p> <ul style="list-style-type: none"> • Participating in a mock voting exercise; • Use of technology to conduct an opinion poll on a range of issues affecting young people, enabling instant feedback; • Facilitated workshops; • Panel Q&A session with Members of Council <p>The participation of elected Members is crucial to the success of the event. Along with the Lord Mayor, the involvement of the Party nominated Youth Champions will assist in achieving the outlined aims as well as breaking down barriers between young citizens, the Council and its Members.</p>

3	Resource Implications
3.1	It is expected that the event will cost approximately £3,300 which will include hospitality, IT provision and MC costs.
3.2	Provision for the cost of the event has been made within the Chief Executive's Departmental revenue estimates.

4	Equality Implications
	None.

5	Recommendations
5.1	Members are asked to agree to the hosting of the EurVoice event as outlined

6	Decision Tracking
Officers responsible: Mr. John McGrillen, Director of Development Mr. Stephen McCrory, Democratic Services Manager October, 2014	

7	Key to Abbreviations
ELDW- European Local Democracy Week	

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Belfast City Council

Report to	Strategic Policy and Resources Committee
Subject:	Meetings and Other Commitments for Members in June
Date:	25th April, 2014
Reporting Officer:	Stephen McCrory, Democratic Services Manager (Ext 6314)

1	Relevant Background Information
1.1	Members will be aware that the Committee, at its meeting on 4th June, agreed that the existing 6 Standing Committees should be reappointed at the Annual Council meeting on 2nd June for the remainder of the term of office of the Council, which will end on 31st March, 2015.
1.2	Members will also be aware that the Statutory Transition Committee has recommended to the incoming Shadow Council that it appoint 4 Committees in the first instance to take forward the work of planning to take over the administration of the City, with significant additional responsibilities, from 1st April 2015.
1.3	There will also be an urgent need to undertake induction training for incoming Members of the Shadow Council and to undertake training for all Members of both the existing Belfast City Council and the Shadow Council on the new Code of Conduct for Members, as this will apply to Members of both Councils from 25th May, 2014.
1.4	This workload will have significant implications for Members' time in June, and particularly for those Members who hold a position on both Councils.

2	Key Issues
2.1	Attached at Appendix 1 is a schedule of Committee and other meetings of the existing Council for the period from 25th May till 4th July.
2.1	Members are asked to give consideration to the following issues:

2.2	<p><u>Induction Training Requirements</u></p> <p>Incoming Members of the Shadow Council will require to undergo initial induction training and will be required to have a number of logistical matters attended to (bank details, security passes, car park passes etc) in the days immediately following their election. All Members of the Shadow Council officially take up office on Sunday, 25th May. Monday 26th May is a Bank Holiday so this initial engagement will need to take place on Tuesday 27th and Wednesday 28th May.</p>
2.3	<p><u>Code of Conduct Training</u></p> <p>The new Code of Conduct for Members (which is still being consulted upon) will apply to Members of both the existing Belfast City Council and the Shadow Council and therefore it is essential that early awareness training is undertaken so that Members do not inadvertently fall foul of the Code. The Local Government Training Group will be advertising in the week beginning 28th April for training providers to deliver this training across the 11 new Councils. It is envisaged that the training provider selected will deliver the training in partnership with the Ombudsman's Office, which will be responsible for the investigation of any alleged breaches of the Code. No doubt all of the 11 new Councils will be seeking to identify early training dates for this training and our Human Resources Section have already stressed the need for the training to be delivered in Belfast before the first meeting of the Shadow Council on 11th June.</p>
2.4	<p><u>Engagement with Party Leaders</u></p> <p>It will be important that the political parties in the Shadow Council appoint party leaders as soon as possible after the elections and no later than 29th May. A number of meetings of the party leaders will be required to identify if there is common agreement as to the method of proportionality to be applied to the appointment of positions of responsibility and to actually run the agreed process so that a report can be prepared for agreement by the Shadow Council on 11th June. Officers can provide the party leaders with options for consideration for the method of proportionality and the outcome of those methods to a variety of Committee sizes. However, this work cannot be undertaken until after the election results are known. Therefore, the meetings of party leaders will need to take place between 29th May and 3rd June so that the appropriate papers can be circulated at least 5 days prior to the meeting date of 11th June – as required under the provisions of the Local Government Bill.</p> <p>In addition to this, it will be necessary to seek a meeting of the party leaders of the parties in the existing Council to run the D'hondt exercise for the appointment of Members to Committees for the remainder of the Council Term. This needs to be agreed in advance of the Annual Council meeting on 2nd June and would, ideally take place prior to the local elections on 22nd May. Members will recall that in February 2013 it was agreed that, as there had been a change in the party strengths on the Council with Alderman McCoubrey joining the Democratic Unionist Party in November 2012, that the remaining 2 years of the Term would be considered as two 1-year terms with Sinn Fein having 38 Members across the Committees for the 2013/14 year and the DUP 37 seats with that position being reversed for the 2014/15 year.</p>

<p>2.5</p>	<p><u>Meetings of Committees and Working Groups</u></p> <p>Members will recall that the Committee agreed on 4th April that the existing 6 Standing Committees would be reappointed at the Annual Council Meeting on 2nd June and that a review of the existing Working Groups should be carried out to assess which should be reappointed for the remainder of the Council Term.</p> <p>The attached schedule shows the Standing Committees meeting on their existing scheduled days. It also shows indicative meeting dates of the 5 Area-Based Working Groups and of the Good Relations Partnership and the Audit Panel. The meeting of the Audit Panel will be required in order to consider the draft Annual Financial Report including the Annual Governance Statement for recommendation for approval by the Strategic Policy and Resources Committee on 20th June. The Good Relations Partnership, which includes outside Members, will be required to meet to consider issues in relation to Peace 3 funding and potentially matters concerning the Bonfire Programme over the Summer.</p> <p>Members are asked to give consideration as to whether it is essential that the Area-Based Working Groups meet during June or whether it would be appropriate for any decisions required to be taken directly to the Strategic Policy and Resources Committee that month. In that way, some dates would be kept free to allow the other matters requiring urgent attention to be dealt with.</p>
<p>2.6</p>	<p><u>Meetings of Committees of the Shadow Council</u></p> <p>Members will be aware that the Statutory Transition Committee has recommended to the incoming Shadow Council that it appoint 4 Committees in the first instance to take forward the work of planning to take over the administration of the City, with significant additional responsibilities, from 1st April 2015. These Committees will need to meet during the month of June and, in order to allow the minutes to be circulated 5 days in advance of the next meeting of the Shadow Council in early July, the meetings will need to be held between 16th and 24th June approximately.</p>
<p>2.7</p>	<p><u>Party Group Briefings</u></p> <p>The attached schedule shows the agreed dates for Party Group Briefings during June. Again, given the number of meetings and other important issues to be addressed by Members during that month, it is suggested that the briefings are cancelled for that month.</p>

<p>3</p>	<p>Resource Implications</p>
<p>3.1</p>	<p>None.</p>

<p>4</p>	<p>Equality and Good Relations Implications</p>
<p>4.1</p>	<p>None.</p>

5	Recommendations
5.1	<p>The Committee is recommended to:</p> <ol style="list-style-type: none"> 1. Note the contents of the report; 2. Note that induction training for new Members will take place as early as possible after the elections and indicatively on 28th and 29th May; 3. Note that Human Resources will liaise with the Local Government Training Group to attempt to establish early dates for training on the new Code of Conduct and ideally before 11th June; 4. Agree that a meeting of the Party Leaders in the existing Council will take place prior to the local elections on 22nd May to run the D'hondt process for the appointment of Committees for the 2014/15 year; 5. Agree that a meeting or series of meetings will be held with the Party Leaders of the Parties in the Shadow Council between 29th May and 3rd June to consider the allocation of Committee places and positions of responsibility in the Shadow Council; 6. Agree to reappoint the membership of the Audit Panel and the Good Relations Partnership in order that they might hold essential meetings in June with the reappointment of all other Working Groups to be considered as part of an overall report to Committee in August; 7. Note that the first meetings of the 4 Committees to be appointed by the Shadow Council on 11th June will need to take place between 16th and 24th June approximately. 8. Agree that the existing Area-Based Working Group meetings be postponed for June and any decisions required being reported directly to the Strategic Policy and Resources Committee; and 9. Agree to cancel the Party Group Briefings scheduled for June.

6	Documents Attached
Appendix 1 – Draft schedule of meetings from 25th May to 4th July	

Sunday 25th	Monday 26th	Tuesday 27th *	May 2014 Wednesday 28th *	Thursday 29th *	Friday 30th *	Saturday 31st
Members of Shadow Council Take Office	Public Holiday	Induction Training for New Members	Induction Training for New Members	Meetings of Party Leaders	Meetings of Party Leaders	

June 2014						
1st	2nd *	3rd *	4th *	5th *	6th *	7th
	Meetings of Party Leaders	Meetings of Party Leaders	3:30pm UUP Briefing 4:30pm Health and Environmental Services	4:30pm Town Planning 5:15pm Alliance Briefing	10.00 Strategic Policy and Resources	
8th	9th * 1:00pm Good Relations Partnership	10th * 1.00 Audit Panel 5:00pm DUP Briefing	11th 3:30pm Sinn Fein Briefing	12th 4:30pm Parks and Leisure	13th	14th
15th	16th *** 4:30pm SDLP Briefing	17th *** 4:30pm Development	18th *** 2:30pm PUP Briefing 4:30pm Licensing	19th *** 4:30pm Town Planning	20th *** 10.00 Strategic Policy and Resources	21st
22nd	23rd ***	24th *** 2.00 West Area Working Group	25th 6.00 East Area Working Group	26th Minute Book Issued 12.00. Greater Shankill Area Working Group 6.00 South Area Working Group	27th 5.30 North Area Working Group	28th
29th	30th					

July 2014				
1st	2nd **	3rd **	4th **	5th
10:45am Special Council for the Somme Anniversary 6.00 Council				

* Training on Code of Conduct to take place before 11th June

** Meeting of Shadow Council on 2nd, 3rd or 4th July

*** Meetings of the 4 Committees to be appointed by the Shadow Council will need to take place between 16th and 24th June

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Report to:	Strategic Policy and Resources Committee (SP&R)
Subject:	Local Government Reform - Consultation on the Local Government Code of Conduct for Councillors - draft Belfast City Council Response
Date:	25 April 2014
Reporting Officer:	Suzanne Wylie, Chief Executive Designate
Contact Officers:	Ronan Cregan, Director of Finance and Resources John Walsh, Town Solicitor Stephen McCrory, Democratic Services Manager

1.0	<u>RELEVANT BACKGROUND INFORMATION</u>
1.1	<p><u>Consultation</u></p> <p>The Department of the Environment is seeking views from consultees on its proposals in relation to the new Local Government Code of Conduct for Councillor. This is a mandatory code of conduct which outlines the principles which will govern the conduct of councillors.</p> <p>The Code will be applicable to all Councillors (both existing and new members) following the election on 22 May 2014 and it will outline the principles and rules of general conduct, disclosure and registration of interests, lobbying and access to councillors, decision making and application of the code with regard to planning matters. Part 9 of the Code (in relation to planning matters) will not however come into force until 1 April 2015 when planning powers are formally adopted by the new council. A copy of the consultation document (including the draft Code of Conduct) is attached at Appendix 1.</p> <p>In order to meet the 30th April deadline for responses, it is proposed that the draft BCC response be presented to the Belfast STC on the 9th April 2014 and then to SP&R on the 25th April 2014.</p> <p>The STC approved the attached response at Appendix 2 at its meeting on the 9th April.</p>
1.2	<p><u>Code of Conduct</u></p> <p>The Local Government Bill provides for the introduction of a new ethical framework for local government in Northern Ireland, a key element of which is the introduction of a mandatory code of conduct for councillors. Previously, councillors were guided by a non-mandatory Northern Ireland Code of Local Government Conduct which issued in 2003.</p> <p>Once it receives Royal Assent the Local Government Act 2014 will:</p> <ul style="list-style-type: none"> • provide for the introduction of a mandatory Northern Ireland Local Government Code of Conduct for Councillors (“the Code”) • impose a requirement for councillors to observe the Code; and • establish mechanisms for the investigation and adjudication of written complaints by the Commissioner of Complaints (NI Ombudsman) <p>The mandatory code of conduct will be consistent with the seven Nolan principles of selflessness, integrity, objectivity, accountability, openness, honesty and leadership, as well as the four additional principles of equality, promoting good relations, respect and good working relationships that are already adopted by the Northern Ireland Assembly code.</p> <p>The code will detail the standards of conduct that are expected when acting as a councillor and conducting council business, including, very importantly, the discharge of the council’s new planning functions.</p>

	<p>A draft of the code must be laid before and approved by resolution of the Assembly before it can come into force.</p> <p>It is intended that the ethical standards framework should be reviewed after three to four years to assess how it is working and to consider whether any modifications are needed, such as the setting up of standards committees in councils.</p>
1.4	<p><u>Role of the Commissioner (investigation and adjudication processes)</u></p> <p>The Bill makes provision for the investigation and adjudication processes that should be undertaken by the commissioner, and it applies relevant provisions of the Commissioner for Complaints (Northern Ireland) Order 1996 to the ethical framework. The Commissioner may investigate any written complaints from any person that a councillor (or former councillor) has failed, or may have failed, to comply with the Code.</p> <p>Where, following an investigation, it is found that a person has failed to comply with the Code of Conduct; the Commissioner may decide to:</p> <ul style="list-style-type: none"> - censure the person found to have failed to comply with the Code; - suspend or partially suspend the person from being a councillor for up to one year - disqualify the person from being, or becoming, a councillor for a period of up to five years <p>In addition, the Commissioner may make recommendations to a council about any matter relating to the exercise of a council's functions.</p> <p>The Code states that it is the responsibility of each councillor to ensure that they are familiar with the provisions of the Code and that they comply with those provisions accordingly. It is therefore essential that all Councillors to be fully cognisant of both the contents of the Code in relation to the standards of conduct required and the role of the Commissioner in relation to investigations, adjudication and the imposition of any sanctions as a result of a breach of the Code.</p> <p>It is envisaged that all Councillors will receive dedicated training in relation to the Code of Conduct and that the Department, in conjunction with the Commissioner for Complaints, will issue detailed guidance in support of the Code.</p>
1.5	<p><u>Appeals Mechanism included in Local Government Bill</u></p> <p>The Local Government Bill has been amended to include the provision of an appeal to the High Court as part of the ethical standards framework.</p> <p>The DOE Minister has indicated that he intends to bring forward a further Bill which will establish an independent body with responsibility for adjudication within the ethical standards framework, which will be outside the remit of the Commissioner for Complaints. The Commissioner will still retain responsibility for receiving all complaints and undertaking all investigations.</p>
1.6	<p>Given the mandatory nature of the Code and the need to revert to the NI Assembly to make any changes, it is important to ensure that local government is satisfied with the structure and the content of the Code prior to its introduction in the Assembly.</p>
2.0	<u>KEY ISSUES</u>
	<u>Summary of draft response to the Department of the Environment</u>
2.1	<p>Officers have carried out a review of the draft Code of Conduct and a detailed response is attached at Appendix 2 for the Committees' consideration and comment.</p>

2.2	<p>An initial summary of the priority issues for the Council as identified by officers is set out below for information. Officers are aware that the Code of Conduct for Councillors will be subject to political consideration and individual Party Groups may wish to express their own views.</p> <p>It is recognised that there are a number of queries around processes and definitions and that it is likely that these will be addressed in the supporting guidance.</p>
2.3	<p>General points</p> <ul style="list-style-type: none"> • On a general point, the Council would note that the guidance in relation to the Code of Conduct has not yet been issued. It is therefore difficult to give proper consideration to the Code in the absence of the supporting guidance. • The Council welcome the amendment to the Local Government Bill which provides a right of appeal to councillors who are deemed to be in breach of the Code. However, the draft Code contains many high level principles against which members might have a difficulty in discerning if a particular course of conduct is, or could, amount to a breach. There are accessible English standards cases that could have provided a reference point to give greater clarity. • The Council would be concerned that paragraph 15 of the introductory text refers to “a body of precedent”. This in effect means that there is acceptance that the Commissioner will establish the benchmark for conduct as opposed to the Code. A principle of law is that law should have some degree of certainty thus an individual may judge with some certainty what type of conduct falls short or transgresses the required standard. • The Council note that grafted into the code are certain legal duties which exist independent of the Code. The Council would seek clarification as to whether the Code therefore provides for individual sanction to be imposed in relation to those legal duties that exist independently from the Code. <p>Comments on the draft Code</p> <ul style="list-style-type: none"> • Requirement to comply with the Code (p.14) – the Council welcome the provision in Part 2 to apply the Code to all councillors, including councillors of existing councils until those councils are dissolved in April 2015. • Enforcement of the Code (p.16) – the Council are supportive of the role of the Commissioner but would recommend that the supporting guidance provides clarity around the enforcement process, including: the making of a complaint; target timescales for resolving complaints; the investigation process; dealing with malicious complaints and whether or not fees will be chargeable if a complaint is found to be vexatious. • Rules of General Conduct (p.20) – under 4.14 - duty to have regard to advice – the Council feel that the Code should also reference the power of surcharge which has been retained. Under paragraph 4.16 disclosure of information - the code duplicates a legal duty under Data Protection Act (DPA) which also has a sanction/penalty for disclosure. Perhaps rather than creating a freestanding further obligation, the code should reference the existing legal duty. Under paragraph 4.18 (p.23) “Dealings with your council” – it is unclear as to what “substantial land, property or other interests” means in practice. How would a Member decide if any such interest is substantial? In addition, what does “friend or associate” mean in relation to planning applications? As it currently stands, this could result in a high degree of uncertainty. Will this section apply only if it is the Councillor themselves who make the application on behalf of such a person and does it not apply if the person themselves make the application? • Registration of Interests (p.24) – paragraph 5.2 (vii) identifies a personal interest in respect of “any land where the landlord is your council and the tenant is a firm in which you are a partner,

	<p><i>a company of which you are a remunerated director, or a body of the description specified under sub-paragraph (iv) above” - would this also apply to outside bodies to which Members are appointed by the Council? An example may be a waste management group appearing before a committee.</i></p> <p>In respect of paragraph 5.2 (ix) – this would impact when Trade Unions address Council or Committee if any Members are also in the Union. The Council would recommend that the Department further examine the potential impact of that instance.</p> <p>The section on sensitive information (5.6 to 5.8) places a responsibility on CEOs that might in practice present them with some difficulty. More discussion is required in relation to this issue. It would be helpful if either the Code, or the associated guidance gave a few examples of what would be regarded as ‘sensitive information’.</p> <ul style="list-style-type: none"> • Lobbying and Access to Councillors (p.28) – paragraph 7.5 could have serious implications for Councillors in dealing with planning and licensing applications. It must be ensured that Councillors are fully aware of how some present practices will not be able to be replicated in the new arrangements. There must be a thorough communication exercise with the public and agents as the current system <i>encourages</i> lobbying of elected members.
3.0	Resource Implications
3.1	No resource implications attached to this report.
4.0	Equality and Good Relations Implications
4.1	No equality or good relations implications attached to this report.

5.0 Recommendations	
<p>Members are asked to:</p> <ul style="list-style-type: none"> (i) note the contents of this report (ii) consider the draft Council response attached at Appendix 2; (iii) agree that the draft Council response, subject to any changes made by Members, be submitted to the Department of the Environment 	

4.0 Appendices	
<p>Appendix 1 – Consultation on the Northern Ireland Local Government Code of Conduct for Councillors</p> <p>Appendix 2 – Draft BCC response to the Department of the Environment</p>	



The Draft Northern Ireland Local Government Code of Conduct for Councillors

Consultation Document

March 2014

This Consultation Document seeks views on the Department's proposals for the Northern Ireland Local Government Code of Conduct for Councillors.

Comments should be sent by 30 April 2014 to:

**Department of the Environment
Local Government Policy Division 1
Level 4, Causeway Exchange
1-7 Bedford Street
Town Parks
Belfast, BT2 7EG.**

E-mail: LGPDConsultations@doeni.gov.uk

Textphone 02890 540642

The following persons will be able to answer queries in relation to the proposed scheme:

Name	E-mail	Telephone
Mylene Ferguson	mylene.ferguson@doeni.gov.uk	028 9082 3350
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Contents

	Page
Background	1
Consultation on policy proposals for local government reform	2
Changes to the previously proposed ethical standards framework	4
Costs	5
The Local Government Bill	6
Sanctions applied by the Commissioner	7
Provision of indemnities	7
The way forward	9
Annex – The draft Northern Ireland Local Government Code of Conduct for Councillors	10
List of Consultees	38

Background

The Committee on Standards in Public Life

1. Following a number of highly publicised cases and concerns over unacceptable behaviour by holders of public office, the UK Government set up the Committee on Standards in Public Life (CSPL) in October 1994 to address the issues surrounding ethical standards. The CSPL has since established a reputation for authoritative expertise in the field of public sector ethics.

The Tenth Report

2. The 10th report of the CSPL was entitled “Getting the Balance Right - Implementing Standards in Public Life”. Its aim was to examine the administrative procedures, which flowed from the implementation of the various recommendations of the CSPL since its formation in 1994. The selected issues for consideration included:
 - the management and enforcement of codes of conduct, including declarations of interest, across local government, the National Health Service and other public bodies; and
 - whether the Seven Principles of Public Life were being embedded into organisational culture and what steps were being taken to ensure that this involved the appropriate use of training and development.
3. The CSPL’s report, which was published on 19 January 2005, contained 33 recommendations, two of which related to local government in Northern Ireland. The UK Government subsequently agreed all the recommendations in its formal response to that Report.

4. The recommendations relating to ethical standards for local government in Northern Ireland were:

“Recommendation 15:

Following the review of public administration, and upon the restoration of the Assembly in Northern Ireland, a Statutory Code of Conduct for Councillors should be introduced with a proportionate and locally-based framework for enforcement, drawing upon experience of other parts of the UK.

Recommendation 29:

The three principal regulators (Standards Board for England, Local Government Ombudsman for Wales, and Standards Commission for Scotland) should put in place formal arrangements for the sharing of experiences and best practice. This should be extended to include the body with designated responsibility for enforcement of a new statutory framework in Northern Ireland.”

Consultation on policy proposals for local government reform

5. The consultation on the policy proposals for local government reform (November 2009) proposed that all written complaints regarding alleged breaches of ethical standards, should be referred to the Office of the Northern Ireland Commissioner for Complaints (the Commissioner). The Commissioner would decide whether a complaint should be referred to the relevant council for local resolution, or retained for investigation by the Commissioner’s office. If retained, the Commissioner would adjudicate on the case and, if necessary, apply any sanctions.

6. The consultation also proposed that each council should have an independent monitoring officer and a standards committee to deal with complaints referred to it by the Commissioner (i.e. more minor breaches). The independent monitoring officer would investigate and would report his/her findings to the standards committee to assess whether a breach had occurred and, if necessary, adjudicate on the matter. It was proposed that each standards committee should include independent members.
7. Responses to the consultation were supportive of the proposals; with strong support both for the introduction of a mandatory code of conduct and that the principles of conduct which would apply in councils should be the same as those which apply in the Assembly.
8. In response to the consultation, several respondents commented that consideration should be given to developments in other jurisdictions, particularly the proposals which were then in the Localism Bill.
9. Since the consultation was carried out, however, there have been a number of developments, both at the Assembly and in other jurisdictions, which have led to some proposed changes to the framework.
10. In the Assembly, the OFMDFM Committee (in July 2012) consulted on proposals to reform and update the Office of the Northern Ireland Ombudsman, which incorporates the Office of the Commissioner for Complaints, with the intention of creating a Northern Ireland Public Services Ombudsman (NIPSO). The proposals give consideration to extending the number of organisations and bodies that the NIPSO can investigate as well as the possible introduction of additional powers. The Department is aware that the Committee propose to bring forward a Bill to give effect to these proposals and that although

the content of the Bill has not been finalised, it is likely to have an impact on the Office of the Commissioner.

11. As a result of the Localism Act 2011, the English standards system has become less prescriptive with the abolition of the Standards Board regime and the removal of the requirements for local authorities to adopt a model code of conduct and maintain standard committees. Instead, each authority must adopt its own code, which must be consistent with the seven Nolan principles, and must put in place arrangements under which relevant allegations can be investigated and determined. These arrangements must include provision for the appointment of an independent person, whose views are to be sought and taken into account before a decision is made. The amendments taken forward in the Localism Act reflect a shift away from an overly bureaucratic system.

Changes to the previously proposed ethical standards framework

12. The new councils will be taking on new functions and responsibilities and will have a new community planning duty and revised governance and performance improvement frameworks. The revised ethical standards framework proposed by the Department is that the investigation and adjudication processes should be contained completely within the Commissioner's office. This is a less bureaucratic system and will allow councillors, of the new councils, to concentrate on their new duties and responsibilities rather than having to become involved in the setting up of a new ethical standards framework. This revised framework was agreed by the Executive.

13. This change, to the previously proposed framework, has a number of advantages:

- it removes the need for appointing monitoring officers and establishing standards committees (including any independent membership) in councils;
- the involvement of the Commissioner's office adds transparency, independence and ensures fairness and these factors are likely to improve public confidence in the system;
- it ensures a uniform approach to all complaints; and
- the Commissioner is experienced in carrying out investigations.

14. Introducing this revised model will allow the new councils to bed down without having to become involved in dealing with alleged breaches in standards and the setting up of standards committees. It will be less bureaucratic and less costly for councils as they will not have to pay remuneration and expenses to independent members of standards committees.

15. Experience in other jurisdictions has also shown that the standards framework is an area that can give rise to difficult and sensitive issues. By allowing the Commissioner to deal with all alleged breaches of the code in the first few years of the new councils, this will allow a body of precedent to build up.

Costs

16. The PricewaterhouseCoopers Economic Appraisal (October 2009) on Local Government Service Delivery had given indicative costs for the proposed new ethical standards framework of £800,000 i.e. £50,000

for each of the new councils in respect of the setting up of standards committees and £250,000 for additional resources in the Commissioner's office. The modified proposals (because councils will no longer have to establish standards committees and appoint independent monitoring officers) would therefore see a reduction in estimated costs of £550,000 for councils. There would, however, still be resource implications for the Commissioner's office (estimated at £380,000). However, the new framework will produce a more cost effective system and an overall reduction in costs by £420,000.

17. It is proposed that councils will still provide for these costs and, subject to the agreement of the Assembly, the Local Government Bill will provide for the Department to apportion the cost between councils. The Bill will also place a requirement on the Department to consult with councils, on the method of apportionment, prior to finalising the amount due.

The Local Government Bill

18. The Local Government Bill was introduced into the Assembly on 23 September 2013 and has just completed its Committee Stage. The Bill provides, among other things, for:

- the introduction of a mandatory code of conduct for councillors which will also specify the principles of conduct;
- the declaration of acceptance of office that a councillor will be required to serve on the clerk of their council to include an undertaking that the councillor will observe the code of conduct;
- all complaints regarding alleged breaches of the code to be referred to the Commissioner for Complaints;

- the Commissioner to be responsible for investigating, adjudicating and, if necessary, recommending sanctions regarding alleged breaches of the code; and
- the Commissioner to issue guidance on any matters relating to the ethical framework.

Sanctions applied by the Commissioner

19. The Bill also provides for the imposition of sanctions, where the Commissioner decides that a person has failed to comply with the Code. The Commissioner must decide whether no action should be taken or whether the nature of the failure is such that the Commissioner should-

- (a) censure the person in such terms as the Commissioner thinks appropriate;
- (b) suspend or partially suspend the person from being a councillor for such a period, and in such a way, as the Commissioner thinks appropriate, however, that period shall not exceed one year or, if shorter, the remainder of the person's term of office; or
- (c) disqualify the person for being, or becoming (whether by election or otherwise) a councillor, for such a period as the Commissioner thinks appropriate but not exceeding five years.

Provision of Indemnities

20. The Department made the Local Government (Indemnities for Members and Officers) Order (Northern Ireland) 2012 (the 2012 Order) which came into operation on 27 November 2012. That Order conferred powers on district councils to indemnify, subject to certain restrictions, some or all of their members and officers in respect of personal liabilities incurred in connection with service on behalf their

councils. The provisions within that Order mirrored those available to councils in England and Wales, with the exception of the provisions relating to the Code of Conduct for Councillors. With the introduction of a mandatory Northern Ireland Local Government Code of Conduct for Councillors, the Department proposes to amend this Order to reflect the position in other jurisdictions.

21. The 2012 Order requires councils to include terms within any indemnity (including any insurance secured) for the re-payment of sums expended by the council or insurer in any cases in which a member or officer has been convicted of a criminal offence (if the indemnity or insurance policy would otherwise cover the proceedings leading to that finding or conviction). The Department is seeking comments on its proposal to amend the Local Government (Indemnities for Members and Officers) Order (Northern Ireland) 2012, to reflect the position in other jurisdictions and extend the above-mentioned requirement to re-pay any sums expended to cases in which a member has been found to be in breach of the Northern Ireland Local Government Code of Conduct for Councillors.

Way forward

22. During initial discussions on the introduction of the Code, both with key stakeholders and the Environment Committee, the application of the Code to existing councils was highlighted, with particular regard to the difficulties which may arise in running two systems of ethical standards. The main issue related to councillors who were members of both the existing council and also the new council and when the business of these councils overlapped. The decision of which Code of Conduct should apply was raised. To address this, the Department intends to apply the proposed mandatory Code of Conduct to all councillors from May 2014; this will be by way of legislation which will

provide for the transitional arrangements between existing and new councils.

23. It is intended that the ethical standards framework provisions in the Bill should be reviewed after 3-4 years, to consider whether the framework should be modified to include more involvement from councils, which will include consideration of whether the establishment of standards committees within councils is preferable and also the role of the Commissioner in taking forward both investigation and adjudication.
24. As mentioned above, the Bill includes a provision to provide for a mandatory code of conduct. The Department intends for this code to become mandatory shortly after the Bill receives Royal Assent. This will require the Department to lay a draft of that Code before the Assembly to receive approval.
25. The Department has produced a draft of the Code which has been prepared, in conjunction with the Northern Ireland Commissioner for Complaints, and is now seeking comments on-
 - the content of the code; and
 - the provision of indemnities.
26. All comments should be forwarded to the address below by 30 April 2014.

**Department of the Environment
Local Government Policy Division 1
Level 4, Causeway Exchange
1-7 Bedford Street
Town Parks
Belfast, BT2 7EG.**

The Northern Ireland Local Government Code of Conduct for Councillors



Department of the
Environment

www.doeni.gov.uk

Approved by the Northern Ireland
Assembly on **2014

Contents

Part	Page
1. Introduction	
Effective date of the Northern Ireland Code of Conduct for Councillors	
Background	
Public Expectations	
Guidance	
2. Requirement to comply with the Code	
Who does the Code apply to?	
When does the Code apply?	
Enforcement of the Code	
3. Principles of Conduct	
4. Rules of General Conduct	
Requirements as a councillor	
Behaviour towards other people	
Behaviour of councillors	
Participation in meetings/reaching decisions	
Disclosure of information	
Use of your position	
Use of your council resources	
Dealings with your council	
Expenses and allowances/gifts and hospitality	
Registration of gifts and hospitality	
5. Registration of interests	
The role of the Chief Executive	
Interests	
Registration of financial and other interests and memberships and management positions	

Sensitive information

6. Disclosure of Interests

Pecuniary interest

Private or personal non-pecuniary interest

Dispensations

7. Lobbying and access to councillors

Rules of conduct regarding lobbying

8. Decision making

9. Application of the Code of conduct with regard to planning matters

Development management

Decisions contrary to officer recommendation

Decisions contrary to local development plan

Policy and strategic issues

Other interests

Unauthorised development

Annex A – Information on Guidance

Annex B – Glossary

Annex C - Sanctions

1. **INTRODUCTION**

Effective Date of the Code of Conduct for Councillors

- 1.1 Parts 1 to 8 of this Code come into force on 26 May 2014 and Part 9 (Planning) shall come into force on 1 April 2015. This Code has been laid in draft and approved by a resolution of the Assembly. The Code may be amended or revised at any time but such amendment or revision is subject to the same Assembly procedure.

Background

The Local Government Act (Northern Ireland) 2014

- 1.2 As a consequence of decisions taken by the Executive on the future shape of local government, the 2014 Act contains a number of provisions for the reform of local government. This includes a new ethical framework for local government in Northern Ireland, a key element of which is the introduction of a mandatory code of conduct for councillors. Previously, councillors were guided by a non mandatory Northern Ireland Code of Local Government Conduct which issued in April 2003.
- 1.3 The 2014 Act:-
- provides for the introduction of a mandatory Northern Ireland Local Government Code of Conduct for Councillors (“the Code”);
 - imposes a requirement for councillors to observe the Code; and
 - establishes mechanisms for the investigation and adjudication of written complaints.
- 1.4 The 2014 Act requires the Department to consult councils and such associations and bodies representative of councils and council officers and such other persons as appear to it be appropriate, before issuing or revising a mandatory code.

Public expectations

- 1.5 The Northern Ireland public has the right to expect high standards of behaviour from councillors and the manner in which they should conduct themselves in undertaking their official duties and in maintaining working relationships with fellow councillors and council employees. As a councillor, you must meet those expectations by ensuring that your conduct complies with the Code. The Code details the principles and rules of conduct which is expected of you when acting as a councillor and in conducting council business. Therefore your behaviour will be judged against these standards of conduct.

Guidance

- 1.6 To aid you in complying with this Code, you should read the guidance available from:
- the Northern Ireland Commissioner for Complaints, on the application of the Code and the complaints procedure,
 - the Department, on planning matters, and
 - the Equality Commission for Northern Ireland.

Information on where this guidance is available and additional contact details are set out as Annex A to the Code.

2. Requirement to Comply with the Code

Who does the Code apply to?

- 2.1 This Code replaces the non statutory code issued in April 2003 and applies to councillors of councils established in accordance with section 1 of the 1972 Act as amended by the Local Government (Boundaries) Act (Northern Ireland) 2008.
- 2.2 The Code will also apply to councillors of existing councils¹ and shall continue to apply until those councils are dissolved in April 2015.
- 2.2 The 2014 Act requires a councillor to serve on the Chief Executive of their council a declaration of acceptance of office before they can act in the capacity of councillor. This declaration includes an undertaking that the councillor has read and will observe the Code (as revised from time to time).

¹ “existing councils” refers to those councils currently in place prior to the local government elections on 22 May 2014

2.3 The 2014 Act also requires that a person who is not an elected person, but who becomes a member of any committee of a council, may not act as such unless they have given a written undertaking to the Chief Executive of the council and in the case of a joint committee, to each of the Chief Executives of the councils constituting the committee. This also includes an undertaking that they have read and will observe the Code (as revised from time to time).

2.4 In summary, the Code applies to the following persons-

- (a) any person who is elected to office within a council,
- (b) any person chosen under section 11(4b) of the Electoral Law Act (Northern Ireland) 1962 to fill a casual vacancy,
- (c) any person treated as a non-voting member by section 21 of the 2014 Act, and
- (d) any person who is not an elected representative as mentioned in section 32(4) of the 2014 Act,

Throughout the Code, where the term “councillor” is used it shall also refer to those persons mentioned in sub-paragraphs (a) to (d) above.

2.5 As a councillor, it is your responsibility to make sure that you are familiar with the provisions of the Code and that you comply with those provisions.

2.6 You are entitled to legally express any political opinion that you hold. In doing so, however, you should have regard to the Principles of Conduct and should not express opinions in a manner that is manifestly in conflict with the Principles of Conduct.

When does the Code apply?

2.7 You must observe the Code:

- (a) whenever you conduct the business, or are present at a meeting, of your council;
- (b) whenever you act, claim to act or give the impression you are acting in the role of a councillor; and
- (c) whenever you act, claim to act or give the impression you are acting as a representative of your council.

- 2.8 In addition to having effect in relation to conduct at the times mentioned above (paragraph 2.6), at all times you must not conduct yourself in a manner which would reasonably be regarded as bringing your position as a councillor, or your council, into disrepute.

Appointment to other bodies

- 2.9 As a councillor you may be appointed or nominated to represent your council on another body. If so:
- (a) where that body has a code of conduct relating to its members, you must comply with that code when acting on behalf of that body; and
 - (b) where that body does not have a code of conduct relating to its members, you must, when acting on behalf of that other body, comply with this Code, except and insofar as it conflicts with any other lawful obligations to which that other body may be subject and if you become aware of any such conflict, you should draw it to the attention of your council and the other body as it becomes apparent to you.
- 2.10 Where your appointment to another body does not arise from your position as a councillor, paragraph 2.7 has effect in that you must not conduct yourself in a manner which would reasonably be regarded as bringing your position as a councillor, or your council, into disrepute.

Enforcement of the Code

- 2.11 The 2014 Act gives the Northern Ireland Ombudsman, in his capacity as the Northern Ireland Commissioner for Complaints (the Commissioner), responsibility for the operation of the enforcing mechanisms of this Code. The 2014 Act extends the functions of the Commissioner's Office to include the investigation of, and adjudication on, failure to comply with the Code.
- 2.12 The Commissioner may investigate written complaints from any person that a councillor (or former councillor) has failed, or may have failed, to comply with the Code. The Commissioner may also investigate cases of alleged failure to comply with the Code, which come to his attention as a result of an investigation of a written complaint.

2.13 Where the Commissioner, having undertaken an investigation, determines that he should make an adjudication on the matters investigated, he will decide whether or not there has been a failure to comply with the Code. Where the Commissioner decides that there has been such a failure, he will decide whether no action should be taken or whether he should-

- (a) censure the person found to have failed to comply with the Code;
- (b) suspend, or partially suspend, the person from being a councillor for a period of up to one year; or
- (c) disqualify the person for being, or becoming, a councillor for a period of up to five years.

3. **PRINCIPLES OF CONDUCT**

3.1 The Code is based on 12 principles, which are intended to promote the highest possible standards of behaviour for councillors. These principles draw on the seven principles of conduct that the Committee on Standards in Public Life believed ought to underpin public life², and five further principles of conduct that have been adopted by the Northern Ireland Assembly.

3.2 You are required to have regard to the principles in undertaking your role as a councillor. The principles are complementary to the rules set out in the Code. Your compliance with the rules will help ensure that you satisfy the 12 principles.

3.3 The 12 principles of conduct are:

Public Duty

You have a duty to uphold the law and to act on all occasions in accordance with the public trust placed in you.

You have a general duty to act in the interests of the community as a whole.

You have a special duty to your constituents and are responsible to the electorate who are the final arbiter of your conduct as a public representative.

² Committee on Standards in Public Life, Members of Parliament, ministers, civil servants and quangos (First Report) May 1995

Selflessness

You should act in the public interest at all times and you should take decisions solely in terms of the public interest. You should not act in order to gain financial or other material benefits for yourself, your family, friends or associates.

Integrity

You should not place yourself under any financial or other obligation to outside individuals or organisations, which might reasonably be thought by others to influence you in the performance of your duties as a councillor.

Objectivity

In carrying out council business, including considering public appointments, awarding contracts or recommending individuals for rewards and benefits, you should make choices on merit.

Accountability

You are accountable to the public for your decisions and actions and for the way that you carry out your responsibilities as a councillor and must submit yourself to whatever scrutiny is appropriate to your responsibilities.

Openness

You should be as open as possible about the decisions and actions that you take. You should give reasons for your decisions when required and restrict information only when the wider public interest clearly demands it.

Honesty

You should act honestly. You have a duty to declare any private interests relating to your public duties. You should take steps to resolve any conflicts between your private interests and public duties at once and in a way that protects the public interest.

Leadership

You should promote and support these principles by leadership and example in order to establish and maintain the trust and confidence of your constituents, and to ensure the integrity of your council and its councillors in conducting business.

Equality

You should promote equality of opportunity and not discriminate against any person by treating people with respect regardless of race, age, religion, gender, sexual orientation, disability, political opinion, marital status and whether or not a person has dependants.

Promoting Good Relations

You should act in a way that is conducive to promoting good relations by providing a positive example for the wider community to follow and that seeks to promote a culture of respect, equity and trust and embrace diversity in all its forms.

Respect

It is acknowledged that the exchange of ideas and opinions on policies may be robust but this should be kept in context and not extend to individuals being subjected to unreasonable and excessive personal attack. You should keep in mind that rude and offensive behaviour may lower the public's regard for, and confidence in, councillors and councils. You should therefore show respect and consideration for others at all times

Good Working Relationships

Between councillors – you should work responsibly with other councillors for the benefit of the whole community. You must treat other councillors with courtesy and respect. You must abide by your council's standing orders and should promote an effective working environment within your council.

Between councillors and council employees - The relationship between councillors and employees must at all times be professional, courteous and based on mutual respect. You should show respect and consideration for council employees at all times and ensure that your actions do not compromise their impartiality.

4. RULES OF GENERAL CONDUCT

Requirements as a councillor

- 4.1 Councillors hold public office under the law and must act:
- (a) lawfully;
 - (b) in accordance with the Code;
 - (c) in accordance with the Commissioner's guidance on matters relating to the conduct of councillors; and
 - (d) in line with the standing orders of their council.
- 4.2 It is your personal responsibility to comply with these requirements and to review regularly (at least annually and when your particular circumstances change) your personal circumstances with this in mind, and to take steps to mitigate any conflict of interests. This may be in relation to a change of business interests, involvement on a new committee or a change in family interests. Where there is a possible conflict of interest, you may wish to seek advice from your own solicitor or other relevant professional.
- 4.3 You must not at any time, whether in the course of your duties as a councillor or in private (*as this may have an impact on the public's perception of your office*), procure, advocate or encourage any action contrary to the Code.
- 4.4 You must work responsibly and with respect, with others and with employees of councils. The "Protocol for Relations between Councillors and Employees in Northern Ireland District Councils³", which is included as Appendix 3 in the Code of Conduct for Local Government Employees, is available on the Local Government Staff Commission's website
- http://www.lgsc.org.uk/fs/doc/publications/EMPLOYEE_CODE_FEBRUARY_2004.doc

³ The Department notes this Protocol is being reviewed and will update this reference to any revised version.

Behaviour towards other people

4.5 You must:

- (a) show respect and consideration for others;
- (b) not use bullying behaviour or harass any person; and
- (c) not do anything which compromises, or which is likely to compromise, the impartiality of those who work for, or on behalf of, your council.

Behaviour of councillors

4.6 You must:

- (a) report, whether through your council's own reporting procedure or direct to the proper authority, any conduct by another person which you believe involves or is likely to involve criminal behaviour;
- (b) comply with any request of the Commissioner in connection with an investigation conducted in accordance with the Commissioner's statutory powers;
- (c) not make vexatious, malicious or frivolous complaints against other councillors or anyone who works for, or on behalf of, your council; and
- (d) promote the Code and the Principles on which it is based.

4.7 You must report to the Commissioner the conduct of any fellow councillor which you believe is, or is likely to be, in breach of the Code. However, you must not make unfounded accusations or malicious complaints against other councillors.

4.9 You are reminded that councils have specific responsibilities under equality legislation. That legislation underpins many of the requirements of this Code. You should ensure that you are familiar with the relevant statutes and provisions and, in particular, with the obligations contained in your council's equality scheme, when taking decisions.

4.10 This will enable you to have due regard to the need to promote equality of opportunity on grounds of age, marital status, disability, political opinion, race, religious belief, sex, sexual orientation, and whether or not people have dependants; and to have regard to the desirability of promoting good relations between people of different racial groups, religious belief or political opinion.

- 4.11 You must maintain and strengthen public trust and confidence in the integrity of your council. You must promote and support the Code at all times and encourage fellow councillors to follow your example.
- 4.12 You must assist your council to act, as far as possible, in the interests of the whole community. Whilst individuals are entitled to pursue their own personal concerns about local issues, you must not represent their views above the wider public interest.
- 4.13 The Code of Practice on Local Authority Accounting requires the disclosure of related party transactions. You must co-operate with your council with regard to providing the necessary information to be included in the annual accounts of the council.

Participating in meetings/reaching decisions

- 4.14 You must:
- (a) when participating in meetings or reaching decisions regarding the business of your council, do so on the basis of the merits of the circumstances involved and in the public interest, having regard to any relevant advice provided by your council's officers, in particular, by the chief executive, the chief finance officer (where appropriate) or the council's legal advisers; and
 - (b) give reasons for your decisions, when required to do so, in the interests of fairness, openness and accountability and in accordance with any statutory requirements.

Disclosure of information

- 4.15 You must not disclose confidential information or information which should reasonably be regarded as being of a confidential nature, without the express consent of a person authorised to give such consent, or unless required to do so by law.

Use of your position

- 4.16 You must not in your official capacity or otherwise, use or attempt to use your position improperly to confer on or secure for yourself, or any other person, an advantage or create or avoid for yourself, or any other person, a disadvantage.

Use of council resources

- 4.17 You must not use, or authorise others to use, the resources of your council:
- (a) imprudently;
 - (b) in breach of your council's requirements;
 - (c) unlawfully;
 - (d) other than in a manner which is calculated to facilitate, or to be conducive to, the discharge of the functions of your council or of the office to which you have been elected or appointed;
 - (e) improperly for political purposes; or
 - (f) improperly for private purposes.

Dealings with your council

- 4.18 You may have dealings on a personal level with the council of which you are a member – for example as a council ratepayer, tenant, and recipient of a council service or as an applicant for a licence or consent granted by the council. You must not seek preferential treatment for yourself, your family, friends, colleagues or employees because of your position as a councillor or as a member of a body to which you are appointed by that council and you must avoid any action which could lead members of the public to believe that preferential treatment is being sought.

Expenses and allowances/gifts and hospitality

- 4.19 You must:
- (a) observe the law and your council's rules governing the claiming of expenses and allowances in connection with your duties as a councillor;
 - (b) not accept from anyone gifts (other than civic gifts or those of a trivial/inexpensive nature), hospitality (other than official hospitality, such as a civic reception or a working lunch duly authorised by your council), material benefits or services for yourself or any person which might place you, or reasonably appear to place you, under an improper obligation;
 - (c) within 28 days of receiving any gift, hospitality, material benefit or services mentioned in paragraph (b) which is above a value specified in a resolution of your council, provide written notification to your Chief Executive of the

existence and nature of that gift, hospitality, material benefit or service and in accordance with any standing orders of your council; and

- (d) discourage gifts and offers of hospitality to a family member.

5. **REGISTRATION OF INTERESTS**

The role of the Chief Executive

- 5.1 Section 65 of the 2014 Act requires every Chief Executive to ensure that their council has established and maintains a register of member's interests. In addition, this Code recommends that a register for gifts and hospitality should also be established and maintained and that procedures are in place for dealing with relevant declarations of interests.

Interests

- 5.2 You must regard yourself as having a personal interest in any business of your council if it relates to or is likely to affect:
 - i. any employment or business carried on by you;
 - ii. any person who employs or has appointed you, any firm in which you are a partner or any company for which you are a remunerated director;
 - iii. any person, other than your council, who has made a payment to you in respect of your election or any expenses incurred by you in carrying out your duties as a councillor;
 - iv. any corporate body which has a place of business or land within your council's district, and in which you have a beneficial interest in a class of securities of that body that exceeds the nominal value of £25,000 or one hundredth of the total issued share capital of that body;
 - v. any contract for goods, services or works made between your council and you or a firm in which you are a partner, an unincorporated body (i.e. Industrial & Provident Society), a company of which you are a remunerated director, or a body of the description specified in subparagraph (iv) above;
 - vi. any land in which you have a beneficial interest and which is within your council's district;

- vii. any land where the landlord is your council and the tenant is a firm in which you are a partner, a company of which you are a remunerated director, or a body of the description specified in sub-paragraph (iv) above;
- viii. any body to which you have been elected, appointed or nominated by your council;
- ix. any —
 - (aa) public authority or body exercising functions of a public nature;
 - (bb) company, industrial and provident society, charity, or body directed to charitable purposes;
 - (cc) body whose principal purposes include the influence of public opinion or policy;
 - (dd) trade union or professional association; or
 - (ee) private club, society or association operating within your council's district,
in which you have membership or hold a position of general control or management; and
- x. any land within your council's district in which you have a licence (alone or jointly with others) to occupy for 28 days or longer.

Registration of financial and other interests and memberships and management positions

- 5.3 Subject to the paragraphs 5.6 and 5.7, you must, within 28 days of your election or appointment to office (if that is later), register your financial interests and other interests, where they fall within a category mentioned above, in your council's register maintained under section 65 of the 2014 Act by providing written notification to your Chief Executive.
- 5.4 You must, within 28 days of becoming aware of any registerable interest or change to any registered interest, register that new interest or change by providing written notification to your Chief Executive.
- 5.5 The requirement to register an interest does not apply to sensitive information determined in accordance with the following paragraph.

Sensitive information

- 5.6 Where you consider that the information relating to any of your personal interests is sensitive information, and your Chief Executive agrees, you need not include that sensitive information when registering that interest or, as the case may be, a change to the interest.
- 5.7 You must, within 28 days of becoming aware of any change of circumstances which means that information previously excluded due to it being sensitive is no longer sensitive, notify your Chief Executive asking that the information be included in your council's register of members' interests.
- 5.8 In this Code, "sensitive information" means information whose availability for inspection by the public creates, or is likely to create, a serious risk that you or a person who lives with you may be subjected to violence or intimidation.

6. DISCLOSURE OF INTERESTS

Pecuniary interest

- 6.1 Section 28 of the Local Government Act (Northern Ireland) 1972 (the "1972 Act") requires you to declare any pecuniary interest (including that of a spouse you are living with) that you may have in any matter coming before any meeting of your council. Such interests will be recorded in the statutory register kept by your council for this purpose.
- 6.2 You must not speak or vote on a matter in which you have a pecuniary interest. If such a matter is to be discussed by your council, you must withdraw from the meeting whilst that matter is being discussed.

Private or personal non-pecuniary interest

- 6.3 You must also declare any significant private or personal non-pecuniary interest in a matter arising at a council meeting. In addition to those areas set out in paragraph 5.2, an interest will also be significant where you anticipate that a decision on the matter might reasonably be deemed to benefit or disadvantage yourself to a greater extent than other council constituents. Any sensitive information mentioned in paragraphs 5.6 to 5.8 is not required to be given.

6.4 You must declare any significant private or personal non-pecuniary interests in a matter as soon as it becomes apparent. You must then withdraw from any council meeting (including committee or sub-committee meeting) when the matter is being discussed. It is your own personal responsibility to determine, having regard to council advice and guidance, whether you have any such interest.

Dispensations

6.5 In exceptional circumstances, you may be able to get a dispensation to speak and vote at a council meeting in spite of a pecuniary interest. The Department may grant such a dispensation under section 29 of the 1972 Act.

6.6 On occasions, you may feel that it would be to your council's benefit if you were to remain in a council meeting when a matter in which you have a significant private or personal non-pecuniary interest is to be debated. Before doing so, you must consider whether your interest is so significant that it would be wrong in any circumstances for you to remain. Your council may have specific guidance on such matters. Subject to this, you may speak and vote on such a matter if **(but only if)**:

- at least half of the council or committee would otherwise be required to withdraw from the debate due to their personal interests in the matter; or
- your withdrawal, together with that of other councillors of the council or committee who are required to withdraw due to their personal interests in the matter, would leave the council or committee without a quorum.

6.7 In those circumstances outlined in the preceding paragraph, you should take advice on the matter from a relevant senior council employee. If you decide to remain in the meeting, you must declare that decision and your reasons for doing so.

6.8 In the case of a sub-committee which is very small and where a large proportion of councillors declare a personal interest in the matter, it will usually be more appropriate for the matter to be referred to the parent committee.

6.9 It would, however, be appropriate for you to remain at a council meeting and speak and vote on a matter in which you have declared a significant private or personal non-pecuniary interest if your interest arises because you are:

- a member of a public body; or
- a member or supporter of a charity, voluntary body or other organisation formed for a public purpose (i.e. not for the personal benefit of members).

However, except where you have been appointed by your council as a representative on the organisation, you must not vote (although you may speak) on any matter directly affecting the finances or property of the organisation if you are a member of the organisation's management committee or governing body.

- 6.10 Section 30 of the 1972 Act requires you to disclose to the council, in writing, any relevant family relationship, as set out in paragraph (6) of that section, known to exist between you and any person you know either holds, or is a candidate for appointment to, any office in the council.
- 6.11 The requirement to make your relevant interests known on matters, in council and committee meetings, also applies in your dealings with council employees and in your unofficial relations with fellow councillors.

7. LOBBYING AND ACCESS TO COUNCILLORS

- 7.1 In order for a council to fulfil its commitment to being open, accessible, and responsive to the needs of the public, it should encourage appropriate participation by organisations and individuals in the decision-making process. Clearly, however, the desire to involve the public and other interest groups in the decision-making process must take account of the need to ensure transparency and probity in the way in which the council conducts its business.
- 7.2 As a councillor you will need to be able to consider evidence and arguments advanced by a wide range of organisations and individuals in order to perform your duties effectively. Some of these organisations and individuals will make their views known directly to individual councillors or council committees. The rules in this Code set out how you should conduct yourself in your contacts with those who seek to influence you.
- 7.3 You may be lobbied by a wide range of people including individuals, organisations, companies and developers. As a general rule, it is an essential element of the democratic system that any individual should be able to lobby the council or a councillor.

Rules of Conduct regarding lobbying

7.4 If you are lobbied on matters such as applications made under regulatory powers or matters of a quasi-judicial nature, such as the determination of certain licence applications, and you will have a role in the council's decision on that matter, you must:

- (a) make it clear that you are not in a position to lend support for or against any such application; and
- (b) direct any such representations, to the appropriate department of the council.

This does not prevent you from seeking factual information about the progress of the case.

7.5 If you are asked to decide on such matters, you must not:

- (a) organise support for a particular recommendation on the matter;
- (b) organise opposition to a particular recommendation on the matter;
- (c) lobby other councillors about the matter;
- (d) comply with political group decisions on the matter where these differ from your own views; or
- (e) act as an advocate to promote a particular recommendation in relation to the matter.

7.6 This Part also applies in relation to individual staffing matters such as the appointment or discipline of employees.

8. DECISION-MAKING

8.1 You must ensure a proper and fair hearing and avoid bias, or conduct that may give any impression of bias, in relation to statutory decision making processes. These provisions apply not only to decisions made under planning legislation but to a number of other decisions of a quasi-judicial or regulatory nature, which a council may also have to consider. These will include applications for various licences and a range of other similar applications where the issuing of a statutory approval or

consent is involved. This also includes where a council is acting in an enforcement, disciplinary or adjudicatory role.

- 8.2 In taking decisions on such matters, you may have to take account of different points of view or make decisions based on specified statutory criteria.
- 8.3 In such cases, you must:
- (a) ensure that decisions are properly taken;
 - (b) ensure that parties involved in the process are dealt with fairly;
 - (c) not only act fairly, but also be seen to act fairly;
 - (d) not prejudge or demonstrate bias, or be seen to prejudge or demonstrate bias, in respect of any such decision before the appropriate council meeting; and
 - (e) only take into account relevant and material considerations and should discount any irrelevant or immaterial considerations.
- 8.4 You must not only avoid impropriety, but must at all times avoid any occasion for suspicion and any appearance of improper conduct, to reduce the risk of your, or your council's, decisions being legally challenged.
- 8.5 Whilst council business decisions will normally be made solely on merit, you may on occasions be expected to have regard to formal council policy on allocating appointments in accordance with political proportionality. This policy does not apply to the appointment of council employees or the award of contracts.

9. APPLICATION OF THE CODE OF CONDUCT WITH REGARD TO PLANNING MATTERS

- 9.1 Care must be taken when dealing with planning matters. All councillors will have contact with planning issues, either as advocates for or against planning applications, as members of the planning committee, or as members of the full council.
- 9.2 Your role as a councillor is to represent the views and aspirations of your community through development of the local development plan, discussions with developers and council planning officers or deciding on planning applications. This Code (and any associated guidance) is intended to assist you in balancing the interests of developers and interest groups with taking planning decision, by applying your local

knowledge and the advice and guidance of planning officers, in a fair, impartial and transparent way, for the benefit of the whole community. This Code applies to councillors at all times when involving themselves in the planning process, including taking part in the decision-making meetings of the council or when involved in less formal occasions, such as meetings with officers or the public. It applies equally to local plan development and planning enforcement as it does to planning applications.

Development management

- 9.3 Your involvement in the development management process is crucial. As a councillor you can encourage developers and others to engage with the council and residents in the planning process. It is important that you represent the needs of your community in discussions with developers. Lobbying is therefore a normal and perfectly proper part of the political process
- 9.4 However, particular considerations apply when you are dealing with planning applications, as lobbying can lead to the impartiality and integrity of a councillor being called into question. Given that a decision on a planning application cannot be made before the planning committee meeting has been held, when all available information relating to the application is available and has been considered (this refers to planning applications which are not dealt with under schemes of delegation), you should take particular care (if you are a member of the planning committee) about expressing an opinion that may be taken as indicating you have already made up your mind on the issue before you have heard all the evidence and arguments.
- 9.5 If you are a member of the planning committee, you must not state your intention to vote in a particular way before the committee meeting has taken place. It is entirely appropriate for councillors, including those who will have a decision-making responsibility, to make known to planning officers what representations from constituents and prospective developers they have received on a planning application, to attend public meetings/events and to assist constituents in making their views known to the relevant planning officer. If you do express an opinion, you must make it clear that you will only be in a position to take a final decision after having heard all the relevant evidence and arguments at committee.
- 9.6 Planning decisions can only be made on valid planning grounds and are based on making an informed decision within a local and regional policy framework, in the public interest. If you sit on a planning decision-making committee, you must strike a

balance between the wishes of constituents, residents, developers and the wider public interest and to do so in a way that is impartial and transparent.

9.7 Where you will be participating in making the decision, you must not:

- (a) organise support for, or opposition;
- (b) lobby other councillors; or
- (c) act as an advocate,

to promote a particular recommendation on a planning application, on a planning agreement, or on taking enforcement action. However, other councillors who are not part of the decision-making process can make representations and address the relevant committee.

9.8 You must not act or take planning decisions in order to gain financial or other material benefits for yourself, family, friends or associates.

Decisions contrary to officer recommendation

9.9 You must not seek to apply undue pressure towards planning officers to provide a particular recommendation on any planning decision. If you propose, second or support a decision contrary to an officer's recommendation, you must only do so on the basis of sound planning considerations which must fairly and reasonably relate to the application concerned. These considerations include planning policy, landscaping, impact on the neighbourhood, planning history, etc.

Decisions contrary to local development plan

9.10 If you propose, second or support a decision contrary to the development plan, you must only do so on the basis of sound planning considerations, which must fairly and reasonably relate to the application concerned, and you must clearly demonstrate how these considerations justify overruling the development plan.

Policy and strategic issues

9.11 Councillors have a vital role in facilitating engagement with their communities in the production of planning policy by encouraging them to express their views on the plan-making process. In your key role in establishing planning policies for the area, you are fully entitled to express your views or advocate proposals for the making,

approval or amendment of the development plan, including supplementary planning guidance published by the council.

- 9.12 Planning legislation requires councillors of a council to determine all planning applications in accordance with the development plan, unless material considerations indicate otherwise. You must undertake this responsibility without undue influence or personal interest.

Other interests

- 9.13 If you have substantial land, property or other interests which would prevent you from voting on a regular basis, you must not sit on a decision-making committee that deals with planning applications.
- 9.14 You must not act on behalf of, or as an agent for, an applicant for planning permission with the council other than in the course of your professional role which you have registered.
- 9.15 When making a planning application for your own property or that of a family member, friend or associate, you must not take any further part in the development management process following submission of the application. Such applications should be decided by the planning committee and not dealt with by officers under delegated powers. You have the same rights to explain your proposal to an officer but you must not seek to improperly influence the decision.
- 9.16 If you work as a lobbyist for a developer, you must declare this as an interest and you should not then be involved in any decision-making process relating to that developer.

Unauthorised development

- 9.17 If you are made aware of an unauthorised development and you refer the matter to the council for possible enforcement action, you must advise all subsequent inquirers to deal directly with the relevant department/officer, and you should not lobby for a particular outcome. This does not prevent you from seeking factual information about the progress of the case.
- 9.18 Where you have an interest in the outcome of a planning committee decision on enforcement action, you must disclose that interest and not take part in, or seek to influence, the decision.

INFORMATION ON GUIDANCE

<p><u>The Northern Ireland Commissioner for Complaints</u></p> <p>Telephone : 028 902 33821 OR Text phone : 028 908 97789 OR Email : ombudsman@ni-ombudsman.org.uk OR Via Post</p> <p>The Ombudsman Freepost BEL 1478 Belfast BT1 6BR</p> <p>OR</p> <p>The Ombudsman 33 Wellington Place Belfast BT1 6HN</p>	<p><u>Equality Commission for Northern Ireland</u></p> <p>Equality House 7 - 9 Shaftesbury Square Belfast BT2 7DP</p> <p>Telephone : 028 90 500 600 Textphone : 028 90 500 589 Fax : 028 90 248 687 Email : information@equalityni.org</p> <p>Website: www.equalityni.org</p>
<p><u>The Department of the Environment</u></p> <p>Local Government Policy Division 1 Causeway Exchange 1-7 Bedford Street Town Parks Belfast, BT2 7EG.</p> <p>Website: www.doeni.gov.uk E-mail: LGPD@doeni.gov.uk Textphone 028 905 40642</p>	

GLOSSARY

In this Code:

“the 1972 Act” means the Local Government Act (Northern Ireland) 1972;

“the 2014 Act” means the Local Government Act (Northern Ireland) 2014;

“Councillor” for the purposes of this Code means-

- (e) any person who is elected to office within a council,
- (f) any person chosen under section 11(4b) of the Electoral Law Act (Northern Ireland) 1962 to fill a casual vacancy,
- (g) any person treated as a non-voting member by section 21 of the 2014 Act, and
- (h) any person who is not an elected representative as mentioned in section 32(4) of the 2014 Act;

“council” means the council of a local government district established in accordance with the Local Government (Boundaries) Act (Northern Ireland) 2008⁴;

“Chief Executive”, means a person appointed as clerk of a council; and

“meeting” means any meeting—

- (a) of the relevant council or of a committee or sub-committee of the relevant council,
- (b) of the executive of the relevant council or of a committee or sub-committee of the executive of the relevant council,
- (c) of a joint committee or sub-committee of a joint committee which includes the relevant council, or
- (d) where members or officers of the relevant council are present, including circumstances where a member of an executive or officer of the council, acting alone exercises a function of the council.

⁴ Until 31 March 2015, “council” shall also include those councils in place prior to the Local Government Elections of 22 May 2014 and the Code shall apply to the councillors of those councils.

SANCTIONS APPLIED BY THE COMMISSIONER

Under section 62(3) of the Local Government Act (Northern Ireland) 2014, where the Commissioner decides that a person has failed to comply with the Code, the Commissioner must decide whether no action should be taken or whether the nature of the failure is such that the Commissioner should-

- a. censure the person in such terms as the Commissioner thinks appropriate;
- b. suspend or partially suspend the person from being a councillor for such a period, and in the way, as the Commissioner thinks appropriate. However, that period shall not exceed one year or, if shorter, the remainder of the person's term of office; or
- c. disqualify the person for being, or becoming (whether by election or otherwise) a councillor, for such a period as the Commissioner thinks appropriate but not exceeding five years.

List of Consultees

Age Concern NI

All Northern Ireland District Councillors

All Northern Ireland District Councils

An Munia Tober

arc21

Archbishop of Armagh and Primate of all Ireland

Association of Local Government Finance Officers

Association for Public Service Excellence

British Chamber of Commerce

Belfast Solicitors Association

Carers NI

Chief Local Government Auditor

Chinese Welfare Association

Church of Ireland

Civic Forum

Civil Law Reform Division

Coalition on Sexual Orientation

Community Relations Council

Community Technical Aid

Confederation of British Industry

Construction and Employers Federation

Courts and Tribunal Service

Disability Action

District Judge (Magistrates Court) – Laganside Courts

Equality Commission for NI

Equality Forum NI

Federation of Small Businesses

Food Standards Agency for Northern Ireland

Gingerbread

Help the Aged NI

HM Council of County Court Judges

HM Revenue & Customs

Human Rights Commission

Irish Bankers Federation

Law Centre (NI)

Law Society of Northern Ireland

Local Government Staff Commission (LGSC)

MENCAP

Men's Project

MEPs

Methodist Church in Ireland

Ministerial Advisory Group for Architecture and the Built Environment (the MAG)

Ministry of Defence

MLAs

MPs

National Association of Councillors (NAC)

NI Assembly / Committee for the Environment

NI Association of Citizens Advice Bureaux

NI Audit Office

NIACRO

NI Chamber of Commerce and Industry

NI Chamber of Trade

NI Committee – Irish Congress of Trade Unions (NIC/ICTU)

NI Council for Voluntary Action

NI Gay Rights Association (NIGRA)

NI Political Parties

NIPSA

North South Ministerial Council – NI Secretariat

North West Region Waste Management Group (NWRWMG)

Northern Ireland Court Service

Northern Ireland Judicial Appointments Commission (NIJAC)

Northern Ireland Law Commission

Northern Ireland Local Government Association (NILGA)

Northern Ireland Local Government Officers' Superannuation Committee

NI Ombudsman

Participation and the Practice of Rights Project

Public Service Commission (PSC)

Presbyterian Church in Ireland

QUB – School of Law

RSPB

RNIB

RNID

Save the Children

School of Law

Secretary – Catholic Bishops of Northern Ireland

Section 75 Groups

Society of Local Authority Chief Executives (SOLACE)

Staff Commission for Education & Library Boards

SWaMP2008

The Executive Council of the Inn of Court Northern Ireland

The General Consumer Council for Northern Ireland

The Law Society of Northern Ireland

The Northern Ireland Council for Ethnic Minorities

The Rainbow Project

Ulster Farmers Union

UU – School of Law

Victims Groups and Individuals

Women's Forum

Women's Support Network

Youth Council for Northern Ireland

Youthnet

Northern Ireland Local Government Code of Conduct for Councillors

General

- On a general point, the Council would note that the guidance in relation to the Code of Conduct has not yet been issued. It is therefore difficult to give proper consideration to the Code in the absence of the supporting guidance.
- The Council note that grafted into the code are certain legal duties which exist independent of the Code. The Council would seek clarification as to whether the Code therefore provides for individual sanction to be imposed in relation to those legal duties that exist independently from the Code.
- The Council welcome the amendment to the Local Government Bill which provides a right of appeal to councillors who are deemed to be in breach of the Code on the basis that the absence of an appeal would be unlawful. In light of the draft Code this will be important - much of it is high level principles against which members might have a difficulty in discerning if a particular course of conduct is, or could, amount to a breach. There are accessible English standards cases that could have provided a reference point to give greater clarity.

Background

- Paragraph 15 refers to “a body of precedent”. This in effect means that there is acceptance that the Commissioner will establish the benchmark for conduct as opposed to the Code. A principle of law is that law should have some degree of certainty thus an individual may judge with some certainty what type of conduct falls short or transgresses the required standard.

Penal provisions are construed in their narrowest context as a general rule. It appears that the draft Code is capable of giving rise to sanctions but which does not of itself give clarity - a point that is tacitly acknowledged in paragraph 15 of the introductory text.

Comments on the draft Code

- **Requirement to comply with the Code (p.14)** – the Council welcome the provision in Part 2 to apply the Code to all councillors, including councillors of existing councils until those councils are dissolved in April 2015.
- **Enforcement of the Code (p.16)** – the Council are supportive of the role of the Commissioner but would recommend that the supporting guidance provides clarity around the enforcement process, including: the making of a complaint; target timescales for resolving complaints; the investigation process; dealing with malicious complaints and whether or not fees will be chargeable if a complaint is found to be vexatious.
- **Rules of General Conduct (p.20)** – under 4.14 duty to have regard to advice – the Council feel that the Code should also reference the power of surcharge which has been retained.
- Under paragraph 4.16 disclosure of information - the code duplicates a legal duty under DPA which also has a sanction/penalty for disclosure. Perhaps rather than creating a freestanding further obligation, the code should reference the existing legal duty. The worst cases would be picked up by the disqualification route following conviction.
- Under paragraph 4.18 (p.23) “Dealings with your council” – it is unclear as to what “substantial land, property or other interests” means in practice. How would a Member decide if any such interest is substantial? In addition, what does “friend or associate” mean in relation to planning applications? As it currently stands, this could result in a high degree of uncertainty. Will this section apply only if it is the Councillor themselves who make the application on behalf of such a person and does it not apply if the person themselves make the application?
- **Registration of Interests (p.24)** – paragraph 5.2 (vii) identifies a personal interest in respect of “*any land where the landlord is your council and the tenant is a firm in which you are a partner, a company of which you are a remunerated director, or a body of the description specified under sub-paragraph (iv) above*” - would this also apply to outside bodies to which Members are appointed by the Council? An example may be a waste management group appearing before a committee.

In respect of paragraph 5.2 (ix) – this would impact when Trade Unions address Council or Committee if any Members are also in the Union. The Council would recommend that the Department further examine the potential impact of that instance.

The section on **sensitive information** (5.6 to 5.8) places a responsibility on CEOs that might in practice present them with some difficulty. More discussion is required in relation to this issue. It would be helpful if either the Code, or the associated guidance gave a few examples of what would be regarded as ‘sensitive information’.

- **Lobbying and Access to Councillors (p.28)** – paragraph 7.5 could have serious implications for Councillors in dealing with planning and licensing applications. It must be ensured that Councillors are fully aware of how some present practices will not be able to be replicated in the new arrangements. There must be a thorough communication exercise with the public and agents as the current system *encourages* lobbying of elected members.

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**Minutes of Budget and Transformation Panel Meeting
11 April 2014**

1. Attendance

Members:

Alderman Gavin Robinson (Chair)
Councillor Tim Attwood
Councillor Matt Garrett for Councillor Jim McVeigh
Councillor Billy Hutchinson
Councillor Lee Reynolds

Apologies:

Alderman David Browne
Councillor Maire Hendron
Councillor John Kyle

Officers:

Peter McNaney Chief Executive
Andrew Hassard, Director of Parks and Leisure
Mark McBride, Head of Finance and Performance
Sharon McNicholl, Strategic Planning and Policy Manager
Caroline Wilson, Neighbourhood and Development Manager

2. Leisure Transformation Programme

The Director of Parks and Leisure distributed a draft outline of the management report which will be presented to the Strategic Policy and Resources (SP&R) Committee on the 25 April 2014. He advised that the APSE report prepared on behalf of the Trade Unions was not available at this stage, but the TUs had confirmed that it would be delivered to management on 11 April. Elected Members and Senior Managers had also been invited to a briefing by APSE and the Trade Unions on Monday 14 April 2014.

The Panel agreed that the management report should include a "Fact Sheet" summarising the Key Assurances which the Council are committed to. This should cover issues such as:-

- Terms and Conditions
- Pensions
- Continuity of Employment
- Living Wage
- Apprenticeships
- Good Employer
- No Leisure Centre Closures
- Leisure Centres will still be owned by the Council
- Leisure Capital Investment Programme.

It was also agreed that the Leisure Transformation Programme item should form the substantive business at the SP&R Meeting on the 25 April and that officers should therefore try to limit the content and presentation of other reports at the meeting. Ideally if the other items of business could be limited cleared within a 30 minute slot, this would leave appropriate time for members to consider and discuss the Leisure Transformation programme report. Sharon McNicholl agreed to write to Directors advising them of this.

3. Communications Update

The Chief Executive referred to the draft information leaflets on the Investment Programme and Local Government Reform, together with the latest edition of City Matters.

The Panel commented that the documents were very useful and that subject to the minor amendments discussed they should be distributed to the Party Groups.

4. Belfast Future City – Proposed June Conference

The Chief Executive provided an overview of the draft report on the Belfast Future City Conference – Planning for Growth, which is proposed for the 20 June 2014.

The Panel agreed with the proposal to align the date of the Belfast Conference with the Regeneration and Investment Conference in Liverpool as this would facilitate the attendance of key speakers at the Belfast Conference. It was noted that the full report would be presented to the Strategic Policy and Resources Committee on the 25 April 2014.

Members highlighted the significant number of meetings and events which would have to take place in June following the establishment of the Shadow Council which would operate alongside the existing Council governance structures. The Panel asked the Chief Executive to be mindful of this when scheduling meetings in June and to consider if non urgent meetings could be rescheduled to August.

The Chief Executive advised that he would consider the proposed June timetable of meetings at the next Corporate Management Team meeting following which a draft schedule of meetings will be distributed to Members.

5. Date of Next Meeting

To be Advised



Belfast City Council

Report to:	Strategic Policy and Resources Committee
Subject:	Request for Funding
Date:	25 April 2014
Reporting Officer:	Ronan Cregan, Director of Finance and Resources
Contact Officer:	Mark McBride, Head of Finance and Performance

1.0	Relevant Background Information
1.1	<p>This report presents a request for financial assistance from the City of Belfast Youth Concert Band towards the cost of a tour to Italy.</p> <p>Under Section 37 of the Local Government Finance Act (Northern Ireland) 2011, the council has discretion to consider exceptional requests for financial assistance. A small, special expenditure budget (Grants and Subscriptions) within the Finance and Resources Department makes provision for such requests providing:</p> <ul style="list-style-type: none"> • The council has the statutory authority to make such payments • Assistance is not available from the remit of another Committee <p>The criteria for assessing requests for assistance which would fall within the Council's special expenditure budget were approved by the Policy and Resources Committee on the 18 June 2004 and are included as Appendix 1.</p>

2.0	Key Issues
2.1	The City of Belfast Youth Concert Band is made up of 65 players between the ages of 14 and 21 who are drawn from communities across the City.
2.2	The band is seeking a contribution towards a tour of the Lake Garda region of Italy which will include performances in Torri del Benaco, San Zeno di Montagna and Pastrengo.
2.3	The cost of the tour is approximately £75k and the band's parents association are fund raising through individual contributions and activities to help defray

	expenses.
2.4	The request states that “The members of the band are excellent ambassadors for the City and are always proud to represent the young people of Belfast.” and “The City of Belfast School of Music and its students make a significant contribution to the cultural life and reputation of the City.”
2.5	On previous occasions the Committee accepted there was benefit to be gained from assisting annual overseas tours undertaken by the students from the Belfast School of Music and contributions of £5k towards tours by the City of Belfast Youth Concert Band and the City of Belfast Youth Orchestra have been made.
2.6	The City of Belfast Youth Concert Band or other groups from the Belfast School of Music are not in receipt of funding from any other council department. As in previous years the committee has discretion as to whether to support this request. If assistance is agreed the Youth Band will be required to acknowledge the support from the council in publicity material etc.

3.0	Resource Implications
3.1	<u>Financial</u> The committee may wish to consider a contribution of £5,000, the sum provided towards previous tours. Resources exist within the current budget.

4.0	Recommendations
4.1	It is recommended that the Committee considers a contribution of £5,000 towards the City of Belfast Youth Concert Band tour of the Lake Garda region of Italy and, if agreed, passes the undernoted resolution: “That the expenditure in respect of the aforementioned event be approved under Section 37 of the Local Government Finance Act (Northern Ireland) 2011, it being the opinion of the Committee that the expenditure would be in the interest of, and would bring direct benefit to the District, and its inhabitants of the District, with the Committee being satisfied that the direct benefits so accruing would be commensurate with the payment to be made.”

5.0	Decision Tracking
The Director of Finance and resources will confirm the decision of Council and arrange payment and conditions if agreed.	

6.0	Documents Attached
Appendix 1 – Criteria for the assessment of requests for financial assistance.	

B Policy and Resources Committee,

2772 Friday, 18th June, 2004

Special Expenditure Budget - criteria to be applied in the assessment of requests

- (1) whether there are sufficient funds remaining in the Council's Special Expenditure budget for the relevant financial year;
- (2) whether the application for financial assistance links to any of the Council's Corporate Objectives;
- (3) whether the direct benefit to be obtained is specific to the Council or its district or inhabitants;
- (4) whether the activity or initiative in respect of which assistance is being sought is being promoted by a person or organisation living or operating, or otherwise having a direct connection with, the City;
- (5) whether the request for financial assistance relates to an event or initiative which falls within the remit and statutory power of any other Committee of the Council (in which case it should be so referred);
- (6) whether the request relates to a specific event, activity or initiative as distinct from a request for a contribution to general funds;
- (7) whether the benefit to be obtained will be commensurate with the payment to be made.

Notwithstanding the foregoing, the Council would nevertheless reserve to itself the right to give special consideration to any particular request for financial assistance if the Members consider that special circumstances apply and legal advice has been sought where appropriate.

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Belfast City Council

Report to:	Strategic Policy & Resources Committee
Subject:	Living Wage
Date:	25 April 2014
Reporting Officer:	Jill Minne, Assistant Chief Executive and Head of Human Resources
Contact Officers:	Catherine Christy, HR Manager, ext 3226 Karen Russell, HR & OD Manager, ext 4702

1.0	Purpose
1.1	The purpose of this report is to update Members on progress towards becoming a living wage employer and propose how this can be implemented.

2.0	Relevant Background Information
2.1	<p>Members will be aware that, at the Strategic Policy and Resources Committee on 21 February 2014, a notice of motion was tabled regarding the Living Wage. It was agreed that the council would take action:</p> <ol style="list-style-type: none"> 1. To become a Living Wage employer, in consultation with staff and their representatives, and to revise upwards payment to those employees currently receiving below the living wage level; 2. To include a commitment to include the Living Wage in all new employment contracts; 3. To review the extent to which the council's Living Wage policy might be able to be applied to currently contracted-out services or as each contract comes up for renewal; 4. To encourage other employers in Belfast to adopt a similar anti low-pay policy for their staff; 5. To review the ratio between the lowest and the higher paid council officers; and 6. To ensure that the appropriate Council Committee received reports on progress towards the above at least annually, and initially by April 2014. <p>This report deals with points 1, 2, 4 and 5 relating to the provision of a living wage for direct employees of the council. Point 3 is being taken forward by the Property and Projects Department.</p>

3.0	Key Issues
	<p data-bbox="236 129 821 163">Organisation pay structure and equal pay</p> <p data-bbox="153 197 1428 465">3.1 To meet Single Status and equal pay obligations, a fair and non-discriminatory pay structure applicable to all staff in the council, was introduced in July 2007. An equality-proofed job evaluation scheme was used to determine the grade of each job and the pay structure, based on narrow pay scales, each consisting of three or four spinal column points (SCPs), was developed. Each SCP has an associated salary value in keeping with the recognised National Joint Council (NJC) Local Government Services Scales. However, following the transfer of both local and central government staff into the council for local government reform there will be different pay and grading structures in operation.</p> <p data-bbox="153 499 1428 633">3.2 Work will now start on organisation design and restructuring and it is proposed that a review of the pay structure is carried out as part of that organisation work for the new council and supports future work to reduce and manage staff costs effectively as part of the efficiency programme.</p> <p data-bbox="153 667 1428 969">3.3 Best practice recommends that an equal pay review is conducted jointly between management and a trade union representative every three years. A joint review of basic pay was conducted during 2011, with an agreement that the next review would take place 2014/15. In order for the next equal pay review to be meaningful, it is proposed that this is delayed and carried out as part of the overall pay structure review when relevant employees will have transferred employment to the council on protected terms and conditions. A pay review conducted at this time would enable the council to identify and take steps to address equal pay issues which may arise as a result of different terms and conditions applying to different groups of staff.</p> <p data-bbox="236 1003 406 1037">Living wage</p> <p data-bbox="153 1070 1428 1440">3.4 The current living wage hourly rate is £7.65. Two pay grades on the current organisation pay structure have spinal column points (SPCs) which fall below the living wage hourly rate. These are grades 1B and 1C. Appendix one sets out the grades and hourly rates for these grades, the types of jobs affected and the number of staff currently in those roles. Staff on pay scale 1B will not have the potential to earn £7.65 per hour. Thirty-six staff, currently on scale 1B will be earning below the living wage at 1 April 2014. All staff on pay scale 1C have the potential to earn more than £7.65 per hour as the top point on this scale is £7.71 per hour and thirty-four have already reached SCP11. The remaining six will still be paid below the living wage at 1 April 2014. It should be noted that some staff are required to work weekends and at night and as a result receive additional allowances on top of their basic pay, increasing their overall wage to above living wage.</p> <p data-bbox="236 1473 638 1507">Casual workers and trainees</p> <p data-bbox="153 1541 1428 1843">3.5 A number of casual workers are currently paid at a rate below the living wage. Many of these casual workers work in Leisure and the Waterfront Hall and Members will be aware that both services are currently under review. It is therefore proposed that the implementation of a living wage for casual workers is considered as part of these reviews and as part of the overall pay structure review proposed to take as a result of the forthcoming organisation design work. (Members will also be aware that work is ongoing to develop a casual workers policy, which will include general principles on the use of casual workers, a procedure for the use of casual workers, their recruitment, terms of engagement and rates of pay etc).</p> <p data-bbox="153 1877 1428 1944">3.6 It is also proposed that Industrial Placements and Apprentices are excluded at this time due to the trainee nature of their employment status.</p> <p data-bbox="153 1977 1428 2045">3.7 Therefore forty-two staff in the council will earn less than the Living Wage at 1 April 2014. Proposals on how to deal with the forty-two staff are outlined below:</p>

3.8	In order to deal effectively with this issue it is proposed to redesign and re-evaluate grade 1B posts to grade 1C, assimilate all forty-two staff to SCP 11 and base weekend enhancement and night work where applicable, on the revised hourly rate. Approximate costs will be £56,000 per annum.
3.9	The cost has been calculated at a point in time and may change as people are newly appointed to the affected jobs. Figures will need to be verified by the Payroll unit and annual pay negotiations may also impact on these figures and decrease costs. Any voluntary redundancies resulting from ongoing reviews may also have an impact.
3.10	This proposed approach is in keeping with the Council's Single Status Agreement and will ensure that the value of the job reflects the duties of the post and is in line with the NJC local government scales. It will however, create a single point pay scale until the pay structure is fully reviewed and will require the job holders to agree to additional duties. A number of comparable jobs are already evaluated at grade 1C in other departments and the expected change in duties will be minimal.
3.11	The trade unions have agreed this approach in principle and if the approach is agreed by Members it is proposed that the increases should be implemented from the date of Council ratification.

4	Resource Implications
4.1	This initiative will involve additional annual expenditure of approximately £56 000 and can be funded from existing budgets.

5	Equality Implications
5.1	The approach recommended offers the most equitable solution for all staff and is in keeping with current pay agreement and policies.

6	Recommendations
	Members are asked to: <ul style="list-style-type: none"> • agree to a review of the pay structure aligned to the new organisation structure • agree to delaying the equal pay review to be carried out in conjunction with the full pay structure review • approve the above recommendations to progress implementation of the living wage for council staff .

7	Key to abbreviations
	LGR - Local Government Reform SCP - Spinal column point NJC - National Joint Council

Grades and hourly rates for grades 1B and 1C

Current grade	Spinal column point	Hourly rate
Scale 1B	5	£6.45
	6	£6.54
	7	£6.69
	8	£6.90
Scale 1C	8	£6.90
	9	£7.11
	10	£7.26
	*11	£7.71

- *the SCP 11 hourly rate is above the living wage rate
- post holders progress through the scale via annual pay increments

Jobs currently paying scale 1B and 1C and numbers of staff currently in post

Jobs in Scale1B (paying less than living wage)	Number currently in post
Cleaners in leisure centre	35
Cleaner in a play centre	1
Jobs in Scale 1C (40 staff) (with potential to pay less than living wage, i.e., SCP 8-10)	Number currently in post
Street sweepers	4
Refuse Collector	1
Messengers	2
Housekeepers	2
Car park Attendant	1
Zoo Crew	6
Cleaners in Facilities	24

NB At 1 April 2014, only 6 staff on Grade 1C will be being paid below the living wage rate as others have already reached SCP11.

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Belfast City Council

Report to:	Strategic Policy and Resources Committee
Subject:	Standing Order 55 – Employment of Relatives
Date:	25 April 2014
Reporting Officer:	Ronan Cregan, (Director of Finance and Resources, ext 6083)
Contact Officer:	Jill Minne, Assistant Chief Executive & Head of HR, ext 3220

Relevant Background Information

To inform the Committee of delegated authority exercised by the Director of Finance and Resources to the employment of individuals who are related to existing officers of the Council.

The Director of Finance and Resources has authorised the appointments of the following individuals who are related to existing officers of the Council in accordance with the authority delegated to him by the Policy and Resources (Personnel) Sub-Committee on 27 June 2005. The Committee is asked to note the appointments are authorised by the Director under Standing Order 55.

NAME OF NEW EMPLOYEE	POST APPOINTED TO	RELATIONSHIP TO EXISTING OFFICER	NAME OF EXISTING OFFICER	DEPARTMENT
Robert Hill	Mobile Facilities Attendant (Part time, temporary)	Brother	Brian Hill	Parks & Leisure
Matthew Hill	Casual Mobile Facilities Attendant	Son	Brian Hill	Parks & Leisure
Shannon Mitchell	Mobile Facilities Attendant (Part time, temporary)	Daughter	Robert Mitchell	Parks & Leisure
Melissa Largey	Casual Mobile Facilities Attendant	Daughter Niece	Michael Largey Albert Largey	Parks & Leisure Parks & Leisure
John Donaldson	Casual Mobile Facilities Attendant	Son	John Donaldson	H&E Services
Barbara Scott	Mobile Facilities Attendant (Part time, temporary)	Wife	Robert Scott	Parks & Leisure
Karen Guthrie	Mobile Facilities Attendant (Part time, temporary)	Mother	Declan McCann	Parks & Leisure

Karen McCann	Mobile Facilities Attendant (Part time, temporary)	Sister	Declan McCann	Parks & Leisure
Paul Regan	Mobile Facilities Attendant (Part time, temporary)	Brother	Elizabeth Regan	Parks & Leisure
Curtis Waddell	Mobile Facilities Attendant (Part time, temporary)	Son	Jackie Waddell	Parks & Leisure
Ronan Kennedy	Assistant Digital Analyst	Brother-in-law	Jean Oakes	Chief Executive's

Resource Implications

Financial

Provision for these posts exists within the revenue budgets of the relevant departments.

Human Resources

There are no Human Resource considerations. The appointments have been made on the basis of merit in accordance with the Council's Recruitment Policies.

Asset and Other Implications

There are no other implications

Recommendations

Committee is asked to note the appointments are authorised by the Director of Finance and Resources in accordance with Standing Order 55.



Belfast City Council

Report to:	Strategic Policy and Resources Committee
Subject:	Belfast Public Bike Share Scheme
Date:	18 th April 2014
Reporting Officer:	Gerry Millar Director of Property & Projects Ext 6217
Contact Officer:	Cathy Reynolds, Estates Manager Ext 3493 Keith Sutherland, Urban Development Manager Ext 3578

1	Relevant Background Information
1.1	The SP&R Committee agreed at its meeting on the 21 st March 2014 to proceed to awarding the contract for the Design, Build, Operation and Maintenance of the Public Bike Share Scheme, subject to additional resources required for the capital construction being secured from DRD.
1.2	The development of a Public Bike Share scheme is identified as a partnership project in Belfast City Council's Investment Programme 2012-2015. The primary objective of the Belfast Public Bike Share scheme is to provide a sustainable low cost transport system for the citizens of Belfast and for visitors as well as benefits such as improved health and reduced congestion.
1.3	Phase 1 of the Public Bike Share scheme aims to create a network of up to 30 docking stations supporting 300 bikes with associated infrastructure in the city centre to be implemented by March 2015. The locations of the docking stations were agreed by the Development Committee on 19 th March 2013 and ratified in the Council meeting on 3 rd April 2014.

2	Key Issues
2.1	Members were asked to note last month that the submission from the preferred bidder for Lot 1 to Design, Build, Operate and Maintain indicated that the capital cost for Phase 1 will be £1,140,000. The original Council grant award was £698,700 therefore indicating a deficit of £441,300.
2.2	A supplementary application had however been made to DRD for an increase in grant support to cover the additional capital cost for Phase 1. DRD has considered the Council's request for £441,303 further capital funding and in a letter to the Chief Executive on 10 th April 2014 they have confirmed that they will meet the full amount of the capital costs of the Public Bike Hire Scheme of £1,140,000.
2.2	<p>Ownership of the proposed bike docking station sites (as listed in Appendix 1) falls into the following categories:</p> <ul style="list-style-type: none"> • Private Ownership • Department of Social Development • Belfast City Council • Department of Regional Development, Road Service
2.3	Definitive locations will need to be agreed between the operator and the Council in line with the contract requirements for a total 30 no docking stations.
	Legal Arrangements/Agreements
2.4	<p><u>Sites in Private and DSD Ownership</u></p> <p>It is proposed that the Council shall take a licence of the lands required for the docking stations from private landowners and DSD. Whilst DSD assets are due to transfer to the Council in April 2015 under LGR the public bike hire scheme needs to be implemented by March 2015. A Licence Agreement will therefore be required with DSD for the period pre LGR transfer.</p>
2.5	<p>The Licence Agreements will permit the Council to use and occupy the sites for the purpose of a Public Bike Share Scheme and the landowners contractual arrangements will be with the Council rather than with the Scheme Operator. This is the preferred approach insofar as it satisfies the landowners and provides the Council with control over the use and development of the sites. The terms of the licence are summarised as follows:</p> <ul style="list-style-type: none"> (i). A term of 6 years renewable for a further 3 years. (ii). An option in favour of the Council to renew at the end of the 9th year. (iii). A licence fee of £1.00 per annum, if demanded and without review (iv). Use restricted to bike docking stations only (v). Council right to terminate
2.6	Following the grant of licences, the Council will enter into 'back to back' Agreements with the Operator in relation to the development, use and occupation of the bike docking station sites. These will be known as 'Land Access Agreements' by which the Operator is bound to perform the obligations imposed on the Council under the terms of the Licence and all development and operational rights will be conveyed to the Operator. In addition, the Land Access Agreements will indemnify the Council against any legal action arising out of the Operator's use and occupation of the sites.

<p>2.7</p>	<p><u>Sites in Council Ownership</u></p> <p>The Council shall grant a licence on BCC held sites to the Operator on similar terms and conditions as above.</p>
<p>2.8</p>	<p><u>Sites in DRD/Roads Service Ownership</u></p> <p>The DRD has confirmed that the construction and maintenance of bike share docking stations shall be by way of a Street Works Licence(s) to be granted by DRD to the Council. The Council will subsequently enter into Agreement(s) with the scheme Operator in relation to the installation, maintenance management and operation of the bike hire scheme on DRD lands. DRD has advised that this is permissible but the Council is not permitted to contract out off or assign its legal responsibility for any offences under the Street Works (NI) Order 1995.</p>
<p>2.9</p>	<p>However, the Council will protect its position by ensuring that the obligations imposed on the Council under the Street Works Licence are passed, as far as they can be, to the Scheme Operator. This will be achieved by a condition imposed on the Operator making compliance with the Street Works Licence and the relevant legislation a condition of the operational contract. Further, the Council shall have the right to terminate the Agreement in the event of a breach of the Street Works Licence. In addition, the Operator will be obliged to provide a warranty to the Council ensuring compliance with the Street Works Licence and the Council will be permitted to monitor the use and occupation of the lands.</p>

<p>3</p>	<p>Resource Implications</p>
<p>3.1</p>	<p><u>Financial</u></p> <p>The licence agreements are on the basis of a nil rental. Capital and revenue financial implications were included in the report to the Strategic Policy & Resources Committee on 21 March 2014. As noted above, DRD has now confirmed that they will meet the full amount of the capital costs of the Public Bike Hire Scheme of £1,140,000.</p>
<p>3.2</p>	<p><u>Human</u></p> <p>Staff resource from Estates, Urban Development and Legal Services required to progress the land access and licence agreements.</p>
<p>3.3</p>	<p><u>Assets</u></p> <p>Occupation of the docking station sites by way of the legal agreements as detailed above represents effective asset management.</p>

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

5	Recommendations
5.1	The Committee is asked to approve that the appropriate Licences, Land Access Agreements and Street Works Licences are entered into in relation to the Public Bike Share Scheme docking stations, as outlined above and subject to detailed terms being agreed by the Estates Manager and Legal Services.

6	Key to Abbreviations
BCC – Belfast City Council DRD – Department of Regional Development DSD – Department of Social Development	

7	Documents Attached
Appendix 1: Schedule of Sites and Ownership	

APPENDIX 1

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Appendix 1 Schedule of Sites and Ownership

No	Area	Location	Ownership
1	City Hall	Footpath in front of City Hall, Donegall Sq North/West	DRD Roads Service
2	Victoria Square	Footpath Victoria Street close to the entrance Victoria Square Shopping Centre	DRD Roads Service
3	Custom House Square	Public open space on the east side of Donegall Quay, close to the Big Fish	DSD
4	Central Station	Mays Meadow, rear of Central Station	DRD Roads Service
5	St. George's Market	Cromac Square	DRD Roads Service
6	Gasworks	Close to the entrance of the Gasworks at Cromac Street/Ormeau Road	BCC
7	Waterfront Hall	Open space area close to the entrance of the Waterfront Hall	DSD
8	Shaftesbury Square	Footpath at the corner Botanic Avenue/Donegall Pass	DRD Roads Service
9	Europa Bus Centre 1	Public open space at Blackstaff Square	DSD
10	Europa Bus Centre 2	Footpath Great Victoria Street/Hope Street	DRD Roads Service
11	Castlecourt	Footpath at the entrance to the Castlecourt Shopping Centre	DRD Roads Service
12	Smithfield	At Smithfield Market	DRD Roads Service
13	St. Anne's Cathedral	Public space at Cathedral Gardens, close to the University of Ulster	BCC
14	St. Patrick's Cathedral	Footpath at the corner Carrickhill/Donegall Street	DRD Roads Service
15	Yorkgate/City North	Only potential site, depending on future plans for contra-flow bus lane	DRD Roads Service
16	Dunbar Link	Footpath in the area Dunbar Link/Dunbar Street	DRD Roads Service
17	High Street	Open space North Street/Waring Street	Private
18	BBC/Dublin Road	Footpath at Bankmore Square	DSD
19	Wellington Place West	Traffic island on College Square East	DRD Roads Service
20	Millfield	Open space on the grounds of Belfast Met	Private
21	Odyssey Arena	Open space in front of Odyssey Arena	Private
22	Harbour	Open space at entrance of new Harbour development	Private
23	St. Malachy's	Footpath opposite St. Malachy's in Alfred Street	DRD Roads Service
24	Bradbury Place	Footpath at King William Park	DRD Roads Service

Note: definitive locations for 30no docking stations are to be agreed between the operator and the Council in line with contract requirements; any additional locations are likely to be on BCC, DSD or DRD land

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Belfast City Council

Report to:	Strategic Policy and Resources Committee
Subject:	Connswater Community Greenway: Estates Update
Date:	25 th April 2014
Reporting Officer:	Gerry Millar - Director of Property & Projects
Contact Officer:	Celine Dunlop Estates Surveyor

1	Relevant Background Information
1.1	Belfast City Council, as part of the City Investment Strategy, has agreed to co-ordinate the acquisition of lands to enable the Connswater Community Greenway Programme to proceed. The Council will secure rights over the land needed for the Greenway and shall be responsible for the management and maintenance of this land and any assets on the land. The Greenway must be accessible for 40 years to comply with the Big Lottery Fund letter of offer, although the intention is to secure rights for longer if possible.
1.2	Phase One of the Greenway is almost complete and the Council hope to appoint a contractor for Phase Two later this year.

2	Key Issues
2.1	As part of the CCG the existing bridge from Bloomfield Parade to Flora Street Walkway will be replaced with a new pedestrian bridge over the Connswater river. The Crown Estate own the river bed and Council officials have agreed to acquire an easement from the Crown Estate over the river bed in the location shown outlined red on the plan attached at Appendix '1' for a premium of £1000.
2.2	As part of the CCG works, the entrances to Elmgrove Primary School and the Metropolitan College at Montgomery Rd will be upgraded to match the CCG works on the adjoining adopted road. The Council will agree a management and maintenance regime with BELB and the Metropolitan college to allow the entrances to be upgraded and to cover the ongoing maintenance and management of the entrances.
2.3	The Rivers Agency require access for their contractor to use the lands at Greenville Park and Dixon Park as shown outlined red on the plan attached at Appendix '2' as a contractors compound and working area for the purposes of constructing a new culvert

2.4	<p>at Grand Parade.</p> <p>In order to facilitate the construction of the CCG/FAS scheme, a number of accommodation works agreements will be required from landowners along some parts of the scheme. ARUP, under instruction from the CCG/FAS Project Manager and the Estates Management Unit, will agree the detail of the accommodation works with the individual landowners. The agreements will take the form of a licence to take access to the land and as such will require Committee approval under the scheme of delegation.</p>
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3	Resource Implications
3.1	<p><u>Finance</u></p> <p>The proposal to acquire an easement from the Crown Estate requires expenditure of £1000 plus reasonable legal and surveyors fees.</p> <p>Other than the capital cost which forms part of the CCG contract, there are no additional costs associated with the proposal to make a management and maintenance agreement with BELB and the Metropolitan College.</p> <p>The Council will not charge Rivers Agency for the licence as the works will assist in flood alleviation in the area.</p> <p>The cost of accommodation works will be included within the capital costs of the CCG/FAS and there are no additional costs associated with the proposal.</p>
3.2	<p><u>Assets</u></p> <p>The new bridge will form part of the CCG which when complete will be managed and maintained by the Council.</p> <p>BELB and the Metropolitan College will be responsible for the management and maintenance of the entrances following completion of the CCG work.</p> <p>There are no ongoing assets implications in regard to the proposed licence to Rivers Agency.</p> <p>When completed the accommodation works will be handed over to the land owner and there will be no ongoing assets implications for the Council.</p>
3.3	<p><u>Human Resources</u></p> <p>Staff resource will be required from the Estates Management Unit and Legal Services to complete the easement, the management and maintenance agreements, the licence to Rivers Agency and the accommodation works agreements.</p>

4	Equality and Good Relations Considerations
4.1	<p>The CCG will have a positive impact in terms of equality of opportunity and good relations.</p>

5	Recommendations
5.1	<p>It is recommended that the Committee grant approval for the Council to:</p> <ul style="list-style-type: none"> (i) Acquire an easement from the Crown Estate over the land outlined red on the plan attached at Appendix '1' for £1000 plus reasonable legal and surveyors fees. (ii) Agree a management and maintenance agreement with BELB for Elmgrove and Belfast Metropolitan College for Montgomery Road to allow the Council to upgrade the entrances to Elmgrove Primary School and the Belfast Metropolitan College at Montgomery Rd as part of the CCG Phase Two contract. (iii) Grant a licence to Rivers Agency for use of the land shown hatched red on the plan attached at Appendix '2' for a contractor's compound and working area for the purposes of constructing a new culvert across Grand Parade. (iv) Make accommodation works agreements as required to facilitate the construction of phase 11 of the CCG/FAS.

6	Decision Tracking
6.1	Action to be completed by Celine Dunlop and Lisa Armstrong by 31 st July 2014.

7	Key to Abbreviations
7.1	CCG Connswater Community Greenway

8	Documents Attached
8.1	Plan at Appendix '1'.
8.2	Plan at Appendix '2'

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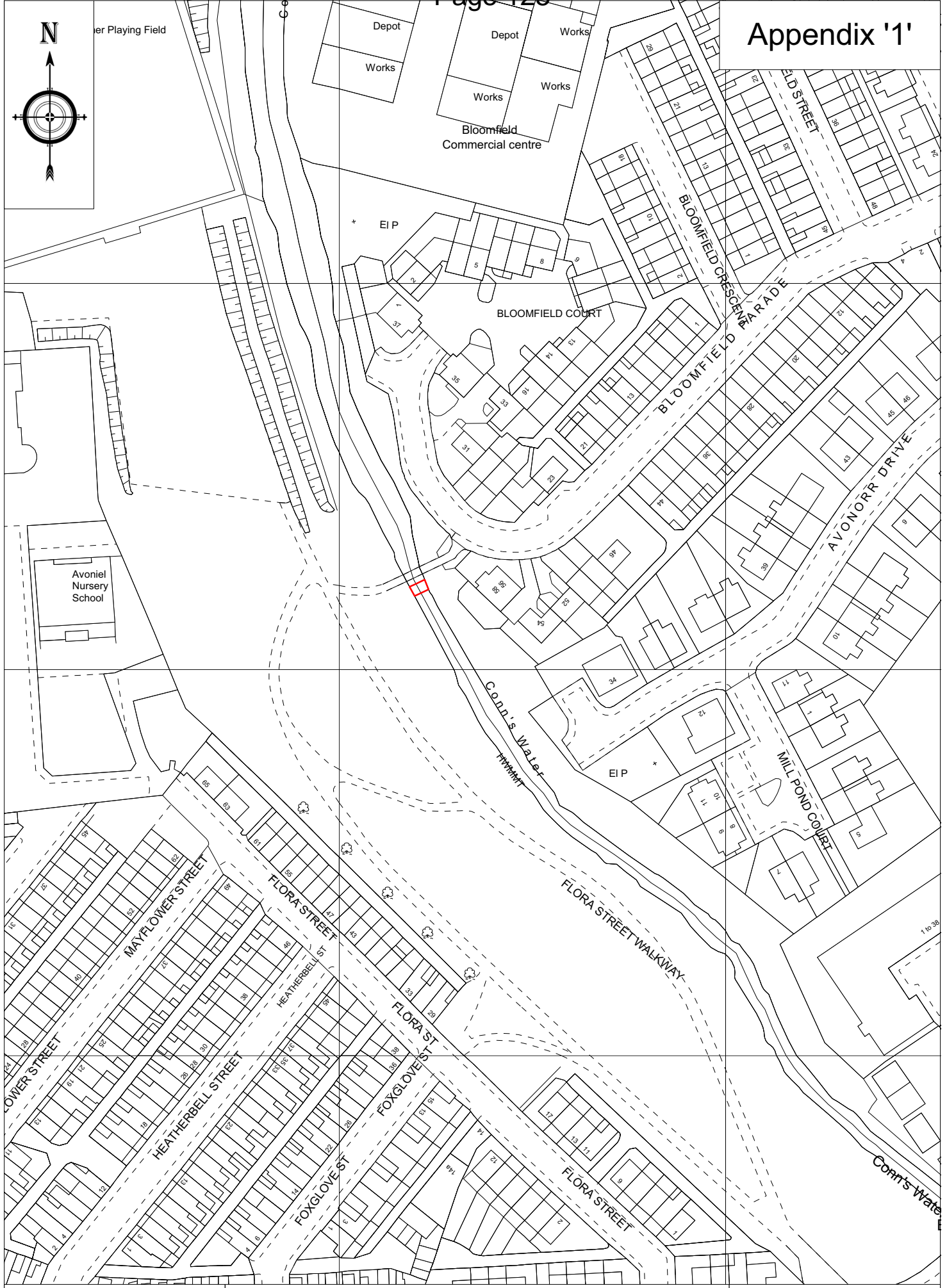


er Playing Field

Depot
Works
Bloomfield
Commercial centre

EIP
BLOOMFIELD COURT

Avoniel
Nursery
School



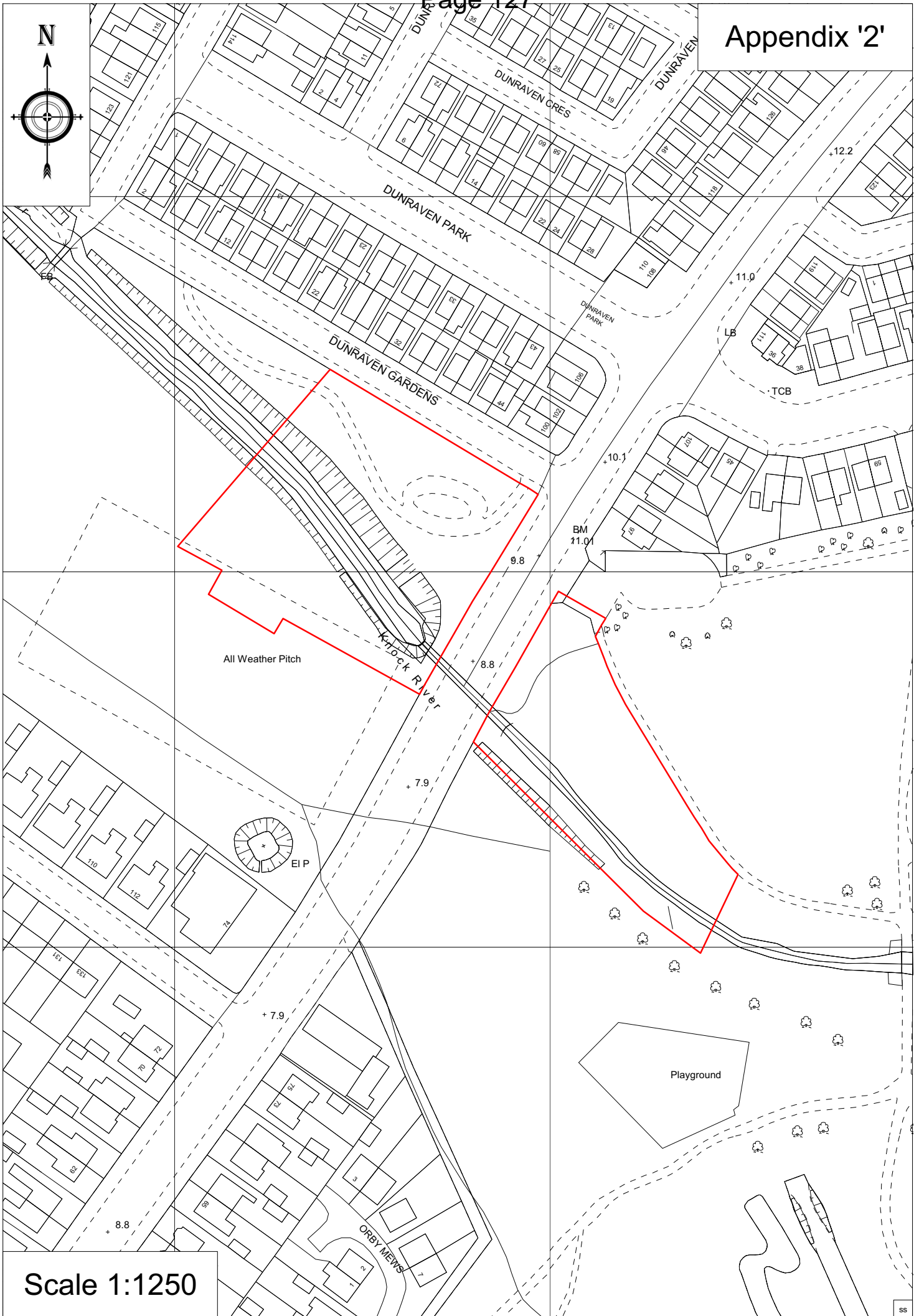
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Connswater Community Greenway - Plot 35a

Area 11.2 sq m

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Scale 1:1250

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GOOD RELATIONS PARTNERSHIP**MONDAY, 7th April, 2014****MEETING OF THE GOOD RELATIONS PARTNERSHIP**

Members present: Councillor Hendron (Chairman);
Alderman Stoker; and Councillors Attwood,
Kyle and Reynolds.

External Members: Ms. O. Barron, Belfast Health and Social Care Trust;
Mr. S. Brennan, Voluntary/Community Sector;
Ms. A. Chada, Minority Ethnic Groups;
Mr. R. Galway, Confederation of British Industry/
Shorts Bombardier;
Ms. J. Hawthorne, Northern Ireland Housing Executive;
Mr. B. McGivern, Belfast City Centre Management; and
Mr. P. Scott, Catholic Church.

In attendance: Mrs. S. Wylie, Chief Executive Designate;
Mr. S. Lavery, Programme Manager;
Mr. I. May, PEACE III Programme Manager; and
Mr. H. Downey, Democratic Services Officer.

Apologies

Apologies were reported on behalf of Councillor Mac Giolla Mhín, Dr. C. Hughes,
Mr. P. Mackel and Mrs. M. Marken.

Minutes

The minutes of the meeting of 10th March were taken as read and signed
as correct.

Declarations of Interest

Ms. A. Chada declared an interest in respect of agenda item 4, viz., International
Day of Peace 2014, in that she was the Executive Director of Springboard, the
organisation which was leading the event.

Congratulations

The Chairman, on behalf of the Partnership, congratulated Mrs. S. Wylie on
being appointed recently to the post of Chief Executive for the new Council.

Update on Good Relations Grant-Aid Applications

The Programme Manager reminded the Partnership that, at its meeting on 10th
March, it had agreed that a report be submitted to its next meeting providing clarification
on a number of issues around the Good Relations and Summer Intervention Funds. In

**Good Relations Partnership,
Monday, 7th April, 2014**

terms of applications to the Good Relations Fund, he reported that twenty-three had been received from groups in North Belfast, fourteen from South Belfast and seven each from of the East, West and Shankill areas. Five applications had been submitted by migrant and emerging communities. Eighteen applications for Summer Intervention Funding had originated from groups in North Belfast, twelve from West Belfast, and seven each from the East, South and Shankill areas. No applications to that Fund had been received from migrant and emerging communities.

He reported further that four of the five applications which had been received from theatre companies had been successful, with funding having been allocated to education and outreach programmes for young people, to women's groups and to migrant communities. He added that the Council was working to include all of its grants schemes on the Government Funding Database, which was used by Central Government departments to record allocations across a range of funding streams.

The Partnership noted the information which had been provided and that the Good Relations Unit would continue to work to encourage increased applications to the Good Relations and Summer Intervention Funds from under-represented areas and groups across the City.

PEACE III – Implementation Update

The PEACE III Programme Manager reminded the Partnership that, at its meeting on 10th March, it had agreed that information be submitted to a future meeting on the level of communications activity which had, to date, been undertaken under the Peace III Programme. He reported that, as required under the Programme, a comprehensive communications plan had been formulated by Council officers and that it had been approved subsequently by the Special European Union Programmes Body. The plan had included significant activities, such as a launch event and a major conference, both of which had taken place in the City Hall, and the publication of six editions of the Belfast PEACE III News. He outlined the extent of the communications activities which had been recorded also on the Peace III Programme database in terms of, for example, press releases, media articles and information seminars and stated that he would, on 8th April, be attending an annual meeting of the PEACE III Communications Network for representatives of all PEACE III and INTERREG projects.

He confirmed that it was proposed that an event be held later in the year in order to publicise the work which had been undertaken by projects being funded under the Belfast PEACE III Plan. The event, which had been scheduled provisionally to coincide with Community Relations Week in June, would be an opportunity also to launch the final report by Blueprint Development Consultancy on its evaluation of the Plan. The cost of the event would be approximately £1,000, which could be met from within existing budgets. He added that a copy of the company's interim evaluation had been forwarded recently to the Council and was now available on the Mod.gov site and requested that any comments on the document be forwarded to him for inclusion in the final report which was due to be produced in May.

The Partnership noted the information which had been provided and approved the expenditure for the aforementioned event.

**Good Relations Partnership,
Monday, 7th April, 2014**

International Day of Peace 2014

The Partnership was reminded that the United Nations' International Day of Peace, which had been established in 1982, took place each year on 21st September. The Programme Manager explained that the aim of the Day of Peace was to provide an opportunity for individuals, communities and organisations to highlight efforts to end conflict and promote practical acts of peace. In Belfast, the Day of Peace was led each year by Springboard, of which Ms. Angila Chada, a Member of the Good Relations Partnership, acted as Executive Director. That organisation encouraged Belfast citizens, organisations and governmental bodies to mark the day either privately or publicly and to re-dedicate their ongoing commitment to non-violence, reconciliation and peace-building.

He reported that the Council had, since 2009, supported the Belfast Peace Day event and that, since 2010, the Good Relations Partnership had hosted a principal event in the City Hall. He pointed out that it was proposed that the Partnership hold an appropriate event on 19th September in the City Hall, which would again send out a powerful message that it condemned the use of violence and supported peace-building. He added that information on the International Day of Peace would be included on both the Council's website and its events calendar and that it would be circulated to all Council employees through the internal Intercom magazine.

After discussion, during which the Members commended the Springboard organisation on its contribution to the ongoing success of the International Day of Peace, the Partnership agreed that the Strategic Policy and Resources Committee be recommended to approve the holding on 19th September of an appropriate event in the City Hall and to allocate funding of up to £1,500 to the event.

Community Relations Week 2014

The Programme Manager informed the Partnership that the Community Relations Council had, for each of the past eleven years, co-ordinated the holding of Community Relations Week in Northern Ireland, with a view to raising awareness of community relations work and to encourage others to become involved. In 2013, over 150 events, including exhibitions, festivals and debates, had been organised by community and voluntary groups, district councils and other agencies around community relations themes.

He reported that Community Relations Week would, this year, take place from 16th till 22nd June and that, in view of the positive feedback which had been generated in 2013, it was proposed that the Council again facilitate the 'Living Library' event. He explained that the initiative, where visitors were afforded an opportunity to speak informally with 'people on loan' from a range of religious, political and cultural backgrounds, was an innovative way to promote dialogue, reduce prejudice and encourage understanding between individuals. It enabled also participants to break stereotypes by challenging common prejudices in a positive and humorous manner. He suggested that, in order to maximise participation amongst visitors, it would be beneficial if the members of the Partnership could become involved in the event.

**Good Relations Partnership,
Monday, 7th April, 2014**

The Programme Manager reminded the Partnership that, at its meeting on 9th December, 2013, it had agreed to allocate funding of £5,000 towards the production of an information guide for refugees and advice providers. He pointed out that key elements of the guide would be translated into four languages, details of which would be circulated to the Partnership, and that it would be launched, on a date to be determined, in the City Hall during Refugee Week, which would coincide with Community Relations Week. A number of speakers would be present to promote the guide and individuals who had attained refugee status and who were living in Belfast would relay their experiences. Accordingly, he recommended that the Partnership agree to the hosting of the 'Living Library' event and the launch of the Transition Guide, the total cost of which would not exceed £2,500 and which could be met from within existing budgets.

The Partnership adopted the recommendation, subject to approval being granted by the Strategic Policy and Resources Committee.

Meeting of Forum for Cities in Transition

The Partnership considered the undernoted report:

"1 Relevant Background Information

1.1 The Forum for Cities in Transition was founded in April 2009 by Derry-Londonderry, Kirkuk, the Greek-Cypriot and Turkish-Cypriot communities of Nicosia and Mitrovicë/Kosovska Mitrovica, with the aim of encouraging mutual learning, dialogue and the resolution of conflict through non-violent methods. The Forum's founding director, Pdraig O'Malley, is Moakley Professor of Peace & Reconciliation, University of Massachusetts, Boston, USA.

1.2 The Forum for Cities in Transition works on the principle that cities that are in conflict or have emerged from conflict are in the best position to help other cities in similar situations. Delegates at events have included Mayors, Councillors, municipal officers, and representatives of the business, voluntary and community sectors. The participating cities are:

- | | |
|---------------------|-------------|
| • Beirut | • Kirkuk |
| • Belfast | • Mitrovica |
| • Derry-Londonderry | • Mitte |
| • Haifa | • Mostar |
| • Jerusalem | • Nicosia |
| • Kaduna | • Ramallah |

Members may recall that the Annual Conference of the Forum for Cities in Transition was held in 2011 in Derry/Londonderry from 23rd-26th May, 2011 and the Partnership granted approval for three political Members to attend the Conference.

Good Relations Partnership,
Monday, 7th April, 2014

- 1.3 In 2012, the Council was again invited to send representatives and four elected Members attended the Conference held in Kirkuk, Northern Iraq, in October 2012. A post-event report back was provided to the Good Relations Partnership
- 1.4 At the last meeting in Kirkuk, it was decided the 5th Anniversary meeting would be hosted in Belfast. The meeting will take place from 27th till 30th October, 2014 and is scheduled to draw over 100 delegates from many countries.
- 1.5 The conference is being organised by Alan Leonard, Director of the Northern Ireland Foundation together with a sub group of the Council's Good Relations Partnership and other members such as Jim Wells MLA, Peter Osbourne and Quintin Oliver. Alan and Quintin also form part of the FCT secretariat which will organise facilitate and supervise the meeting. The conference will have keynote speakers of global reputation including the Assistant General Secretary of the United Nations for Habitats. Arrangements are being made for the speakers and delegates to meet the Secretary of State for Northern Ireland, First Minister and Deputy First Minister including politicians both at the Assembly and the Council. In addition to the meeting there will also be a parallel Peace Panel Conference involving many players who facilitated the Northern Ireland Peace Process.
- 1.6 The subgroup has met several times and as a result has agreed a provisional programme that is currently being put in place.
 - 26th October - Delegates arrive
 - 27th October - 1st Session in Parliament Buildings
 - 28th October – 2nd Session in Skainos or 174 Trust
 - 29th October – 3rd Session in Farset or Belfast City Mission
 - 30th October - Final Session in City Hall (Rooms already booked)
- 1.7 Details of the programme will be confirmed as soon as possible and will depend on size, costs and availability of the venues.
- 1.8 Whilst the Meeting has received core funding from organisations such as the Department of Foreign Affairs, it has

Good Relations Partnership,
Monday, 7th April, 2014

a current shortfall to ensure a successful conference. They are preparing bids at present for OFM/DFM, Community Relations Council, International Fund for Ireland etc. and wish to make a funding bid to the Council. Initially, this bid was to be made to Good Relations but the ceiling on funding within that budget is currently £10,000. As the bid is more likely to be in the region of £25,000 it was thought prudent that the Good Relations Partnership if satisfied take this bid directly to the Strategic Policy & Resources Committee (SP&R) of the Council. Due to the elections and therefore no meetings next month this bid would need to go to SP&R in April.

- 1.9 Additionally, there will be a separate bid made to the Lord Mayor's Office to both welcome and possibly host a civic reception for the speakers and delegates on the first night of the meeting.

Key Issues

- 2.1 Belfast, through Elected Members, is part of the Forum for Cities in Transition with Belfast agreeing to host the 5th Meeting in October. Arrangements are currently underway in terms of invitations, speakers, programmes and venues.
- 2.2 Funding is a key issue and whilst core funding has been obtained from Department of Foreign Affairs bids are currently being made to other organisations including Belfast City Council. Because of the elections bids must be made in April.
- 2.3 The Lord Mayor's Office is being approached separately to see if a welcome and civic reception can be arranged.

3 Resource Implications

3.1 Financial

Approval is being sought from the Strategic Policy and Resources Committee to provide funding of up to £25,000.

3.2 Human Resources

It is proposed to employ a team of temporary staff to assist with the conference arrangements by the organisers however some Council staff may be involved in facilitation during the meeting.

**Good Relations Partnership,
Monday, 7th April, 2014**

3.3 Assets and Other Implications

None.

4 Equality Implications

4.1 The organisation will undertake its own Equality Impact Assessment

5 Recommendation

5.1 The Partnership is requested to endorse the work of the Sub-Group and request that the Strategic Policy and Resources Committee allocate funding of £25,000 for the 5th Meeting of the Forum for Cities in Transition."

After discussion, the Partnership adopted the recommendation.

Request for Funding – Yad Vashem

The Partnership was advised that the Yad Vashem organisation had been established in 1953 in order to document the history of the Jewish people during the Holocaust period. The organisation, which was committed to four elements of remembrance, namely, Commemoration, Documentation, Education and Research, was based in a campus in Jerusalem which housed various archives, exhibitions, memorials and museums.

The Programme Manager explained that, as part of its work, Yad Vashem produced mobile exhibitions for display at locations across the world in order to inform people of the history of the Jewish people during the Holocaust period. He reported that the organisation, in partnership with the International Christian Embassy Jerusalem, had sought from the Council a financial contribution towards the cost of an exhibition, entitled 'No Child's Play'. He pointed out that the exhibition, which would cost in total approximately £10,000, would relay the personal stories of the children who had experienced the Holocaust, through toys, games, artwork, diaries and poems. It was envisaged that it would be displayed in schools, art centres, museums, churches and other suitable venues across Northern Ireland. Accordingly, he recommended that the Partnership seek approval from the Strategic Policy and Resources Committee for funding of up to £2,500 to be allocated towards the cost of the exhibition.

During discussion, several Members suggested that the Council should seek to ensure that the City Hall would be included within the list of venues to host the exhibition and that it should be displayed there for as long a period as possible. The point was made that the Council should discuss with Yad Vashem the possibility of providing at an appropriate location within the City a permanent venue to mark the Holocaust.

**Good Relations Partnership,
Monday, 7th April, 2014**

In response, the Programme Manager undertook to raise those issues with the Yad Vashem organisation and to advise the Partnership in due course of its views in that regard.

The Partnership adopted the recommendation, subject to the level of funding to be requested from the Strategic Policy and Resources Committee being increased to £5,000.

Bonfire Management Programme 2014

The Chief Executive Designate reminded the Partnership that, at its meeting on 13th October, 2013, it had considered a report relating to the delivery by the Council of a Bonfire Programme for 2014. The Partnership had agreed, in view of the fact that PEACE III funding had been due to end in December, 2013, that the Council would deliver a similar programme as in previous years, with its contribution being increased to £100,000 and further funding to be secured from external sources. It had agreed also that revised guidelines be put in place for those groups which qualified for funding under the Programme. She confirmed that, in addition to the aforementioned contribution, a total of £41,100 had been secured from the Policing and Community Safety Partnership and the Northern Ireland Housing Executive. 75% of the total Council funding allocated to the Programme could be recouped from the Office of the First Minister and the Deputy First Minister, subject to the receipt of a Letter of Offer.

She reported that Council officers were in the process of identifying an appropriate delivery mechanism for the Bonfire Programme. Initial indications had suggested that the initiative could be provided in-house through the realignment of existing staff and the procurement of specialist services for, amongst other things, the installation and removal of beacons. She highlighted the limited time available before the commencement of the bonfire season and the fact that the Partnership, due to the forthcoming elections, would not be meeting during the month of May and, accordingly, she recommended that authority be delegated to the Programme Manager to oversee the delivery of the initiative once a preferred option had been agreed. She stressed that, whilst there could be some changes to the way in which the initiative would be delivered, it would still be in keeping with the Partnership's decision of 13th October, 2013.

The Partnership adopted the recommendation and noted that it would, at its next meeting, be advised of the progress of the Bonfire Management Programme.

Chairman



Belfast City Council

Report to:	Strategic policy and Resources Committee
Subject:	OFMDFM Active Ageing Strategy 2014-20 Consultation Response
Date:	18 th April 2014
Reporting Officer:	Siobhan Toland, Head of Environmental Health, ext 3281
Contact Officer:	Damian Connolly, Environmental Health Manager, ext 3361

1	Relevant Background Information
1.1	Members will be aware Belfast, like other communities across the world, is facing the challenges of an aging population. Currently 19% of the population of Belfast is over 60 and this is expected to rise to 36% by 2050.
1.2	Members will also recall the Council has identified older people as a priority within its current corporate plan, and Belfast became the first area in Northern Ireland to join the World Health Organisation Global Network of Age-friendly Cities and Communities. At the Council's request, Belfast Strategic Partnership has developed a 3 year Age-friendly Belfast Plan which it will implement 2014 -2017.
1.3	The Council's work programme in this area is directed and overseen by the All Party Reference Group on Older People, currently chaired by Councillor Bernie Kelly.
1.4	On 21 st February 2014 the Office of the First Minister and Deputy First Minister launched their Active Ageing Strategy 2014 -2020 for public consultation.
1.5	The strategy is designed to make a real difference to the quality of life for older people and to enable as many people as possible to enjoy the benefits and rewards of life for as long as possible. The strategy seeks to recognise the diversity of older people and challenge the negative stereotype that they are a cost to society when they are actually an asset.
1.6	The aims of this strategy are closely aligned to those within the Age-friendly Belfast Action Plan and it is anticipated its implementation will significantly contribute towards Belfast becoming a more Age-friendly City.

2	Key Issues
2.1	The Active Ageing Strategy sets a vision that "Northern Ireland is an age- friendly region in which all people, as they get older, are valued and supported to live actively to their fullest potential; with their rights and dignity protected". To help achieve an Age-friendly Northern Ireland the action plan proposes to assist the eleven new Councils becoming members of the WHO Age-friendly Cities and communities network. This would appear to endorse the approach taken by Belfast joining the network in 2012 and producing its 3 year plan in 2014. Age-friendly Belfast should significantly benefit from such support.

2.2	<p>The strategy sets out 5 strategic aims based on UN principles for older people, to promote :</p> <ol style="list-style-type: none"> 1. Independence: choice and control in their lives through the co-ordinated delivery of good warm housing in safe neighbourhoods, accessible transport, adequate income and standard of living, access to social networks and good user friendly information and equal access to participation in the workplace. 2. Participation: active participation of older people in all aspects of life, including social participation which helps address isolation and loneliness and ensures that older people are properly integrated, valued and included in society; to promote the active participation and citizenship of older people in decision making on policies, the provision of services and volunteering opportunities. 3. Care: equal access to high quality health and social care services, which promote and maintain physical, mental and emotional health and wellbeing, and support those with long-term conditions. Health and social care services should conform to best practice and be informed by continuous professional development, research, individual preference and need. 4. Self-fulfilment: To support older people to develop to the fullest of their potential through promoting education, training, leisure and arts opportunities which will support the development of life skills, positive mental, emotional and physical health and wellbeing. 5. Dignity: protect the human rights of older people
2.3	<p>here; to uphold dignity and respect for older people in all areas of life; to promote equality, address inequality, challenge ageism and outlaw discrimination, recognising the additional challenges faced by older people with multiple identities such as gender, age, religion, disability, ethnicity, sexual orientation and the locality that they grew up in.</p>
2.4	<p>It is envisaged that these aims will be delivered by Government departments, agencies and health and social services. They will be used to direct their own policies, programmes and services to improve the lives of older people.</p>
2.5	<p>The Strategy also includes a wide ranging action plan of additional programmes to help address issues such as fuel poverty, benefit uptake, decision making, dementia services, safer homes, carers support, education, transportation and legislation.</p> <p>Members are asked to consider and agree the draft response to OFMDFM (in Appendix1) which includes the following the key areas this committee may wish to highlight for consideration :</p> <ul style="list-style-type: none"> ▪ The potential to simplify the strategy so it is clearer and more concise, ▪ The need for the strategy and action plan to have clear outcomes and indicators against which it can be monitored and evaluated, ▪ The need for the strategy to recognise the importance of strong partnerships at regional and at local level to effectively deliver aims, ▪ The need to recognise the essential role of Councils, particularly through leading the Community Planning process, this will give older people the opportunity to influence the shape of local services ▪ The need to further emphasise the important role community planning has for the other Government Departments and agencies at the table who will need to develop and deliver targeted resources for agreed outcomes, ▪ The need consider to establishing an regional Age-friendly forum including the Public Health Agency, DOE and the eleven new Councils to collaborate, share information and resources, ▪ The need to consider developing a regional positive ageing campaign, involving local Age-friendly Partnerships, to promote the value of older people, to encourage respect and

	<p>improve intergenerational relationships,</p> <ul style="list-style-type: none"> ▪ The need with reflect the current proposals published by the DSD in February 2014 to roll out the affordable warmth scheme across Northern Ireland and to work with all Councils to target the 33,000 households who are spending more than 25% of their income on fuel. The Action Plan should seek to clarify the full extent of actions planned to tackle fuel poverty over the next 6 years. ▪ To support the proposal for the DHSSP/Public Health Agency to extend and enhance the home safety check scheme, currently delivered by Councils, to promote the health and wellbeing of older people and reduce accidents through a home visitation scheme which will also make small home improvements and fit equipment. Councils may be ideally placed to manage such a scheme provided it is fully funded by DHSSP/PHA
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3	Resource Implications
3.1	HR Implications None
3.2	Financial implications None
3.3	Equipment Implications None

4	Equality and Good Relations Considerations
4.1	Equality screening has been carried out.

5	Recommendation and decision
5.1	Members are asked to consider the consultation response to the Active Ageing Strategy and agree the response to OFMDFM.

6	Decision Tracking
6.1	Belfast City Council response will be forwarded to OFMDFM by member services.

Key to abbreviations
World Health Organisation (WHO)
Belfast Strategic Partnership (BSP)
Healthy Ageing Strategic Partnership (HASP)

Documents attached and Links to Documents
Attached Appendix 1: Consultation response
Links Active Ageing Strategy 2014-20 consultation summary http://www.ofmdfmi.gov.uk/active-ageing-strategy-2014-2020-consultation-summary.pdf Active Ageing Strategy 2014-20 consultation full version http://www.ofmdfmi.gov.uk/active-ageing-strategy-2014-2020-consultation.pdf

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Belfast City Council response to:

Active Ageing Strategy 2014-20

Consultation Questionnaire

April 2014

Belfast City Council welcomes the consultation and the opportunity to comment.

Belfast, like other communities across the world is facing the challenges of an ageing population. Currently 19% of the population of Belfast is over 60 and this is expected to rise to 36% by 2050.

Belfast City Council since 2007 has identified older people as a priority within its corporate plan and Belfast became the first area in Northern Ireland to join the World Health Organisation Global Network of Age -friendly Cities and Communities in 2012. At the Council's request Belfast Strategic Partnership has developed a 3 year Age-friendly Belfast Action Plan which it will implement 2014 -2017.

The Age-friendly Belfast vision is that **"Belfast will be a city where older people live life to the full"**

Within our action plan 3 Key themes have been identified:

- **Age-friendly Image** - creating a positive view of ageing
- **Age-friendly Lives** - reducing life inequalities and isolation
- **Age-friendly Neighbourhoods** - creating friendly places to live

The Councils work programme in this area is directed and overseen by the All Party Reference Group on Older People, currently chaired by Councillor Bernie Kelly.

The aims of the Active Ageing Strategy are closely aligned to those within the Age-friendly Belfast Action Plan and it is anticipated its implementation will significantly contribute towards Belfast becoming a more Age-friendly City.

Belfast City Council would make the following comments for your consideration;

The strategy document is quite complicated and perhaps consideration could be given as to how to simplify the strategy so it is clearer, more concise, and easier to understand.

Outcome measures and key indicators

The strategy and action plan should adopt an outcomes based approach, establish a baseline of where we are now and have clear outcomes, milestones and indicators against which progress can be monitored and evaluated. There might be merit in considering the approach that OFMDFM adopted for its **Child Poverty Strategy** and the Cycle of WHO Global Network of Age-friendly Cities which seeks continual improvement.

Partnership Working

The Active Ageing Strategic Action Plan primarily focuses on the regional approach lead by individual government departments. Little reference is made to the importance of strong local and regional partnerships working collaboratively to tackle the complex multi factorial issues associated with Active Ageing.

Our experience in delivering Age-friendly Belfast is that strong local partnerships involving statutory, community, voluntary, and private sector organisations are essential to plan and deliver effective programmes.

The strategy and action plan should perhaps clearly identify the partners who can contribute to each aim and action to improve the situation.

Community Planning

In 2015 Councils will be given responsibility to lead statutory partners in the development of Community Plans, this process will give older people the opportunity to influence the shape of local services.

The Active Ageing Strategy should clearly recognise the essential roll of councils, particularly through leading the Community Planning process, to give older people influence and to deliver Age Friendly communities. The strategy should emphasis the important role which community planning has for the other Government Departments and agencies at the table who will need to develop and deliver targeted resources for agreed outcomes.

Your Details

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3. Telephone: 02890320202

4. Email: connollyd@belfastcity.gov.uk

5. Are you responding as an individual or does this response represent the views of an organisation?

Organisation

6. If responding on behalf of an organisation, please state your organisation:

Belfast City Council

7. What is your role in your organisation?

Environmental Health Manager

Strategic Context

8. Page 9 of the consultation document outlines the United Nations Principles for Older Persons upon which the Strategy's strategic aims are based. Do you agree that the UN Principles for Older Persons are a good basis on which to develop the strategic aims?

Yes

Do you have any further comments on the UN Principles?

Belfast City Council agrees with the UN Principles and the five strategic aims. The Council has formally committed to these principles by signing The Dublin Declaration on Age-Friendly Cities and Communities in Europe in June 2013.

Vision Statement

The Active Ageing Strategy outlines a vision (page 12 of the consultation document and page 4 of the summary version):

"Northern Ireland is an age friendly region in which all people, as they get older, are valued and supported to live actively to their fullest potential; with their rights and dignity protected."

9. Do you agree with the vision outlined above?

Yes.

Do you have any additional comments on the vision?

Belfast City Council strongly supports the vision. In particular the Council welcomes the concept of a WHO Age-friendly Northern Ireland as this is consistent with the approach currently being implemented in the City.

Strategic Aims

In order to achieve this stated vision, the Active Ageing Strategy has identified five strategic aims, based on the UN Principles (page 14 of the consultation document and pages 6 and 7 of the summary version):

1. **Independence:** To promote active independent living by older people giving them choice and control in their lives through the co-ordinated delivery of good warm housing in safe neighbourhoods, accessible transport, adequate income and standard of living, access to social networks and good user friendly information and equal access to participation in the workplace.
2. **Participation:** To promote the active participation of older people in all aspects of life, including social participation which helps address isolation and loneliness

and ensures that older people are properly integrated, valued and included in society; to promote the active participation and citizenship of older people in decision making on policies, the provision of services and volunteering opportunities.

3. **Care:** To promote equal access to high quality health and social care services, which promote and maintain physical, mental and emotional health and wellbeing, and support those with long-term conditions. Health and social care services should conform to best practice and be informed by continuous professional development, research, individual preference and need.
4. **Self-fulfilment:** To support older people to develop to the fullest of their potential through promoting education, training, leisure and arts opportunities which will support the development of life skills, positive mental, emotional and physical health and wellbeing.
5. **Dignity:** To promote and protect the human rights of older people here; to uphold dignity and respect for older people in all areas of life; to promote equality, address inequality, challenge ageism and outlaw discrimination, recognising the additional challenges faced by older people with multiple identities such as gender, age, religion, disability, ethnicity, sexual orientation and the locality that they grew up in.

10. For each of the strategic aims please tell us to what extent you agree that these are appropriate to a Strategy aimed at active ageing?

	Strongly agree	Agree	Neither agree nor disagree	Disagree	Strongly disagree
1. Independence	x				
2. Participation	x				
3. Care	x				
4. Self-fulfilment	x				
5. Dignity	x				

Do you have any additional comments on these strategic aims? (Please state which strategic aim your comments apply to).

The consultation and research carried out by Belfast City Council and the Healthy Ageing Strategic Partnership showed that respect and social inclusion was particularly important to older people in the City. Therefore we welcome the strategic aims and in particular the aim to promote Dignity.

The aims align to our Age-friendly Belfast key themes Age-friendly Lives, Neighbourhoods, and Image.

11. Are there any other areas or themes that you think the strategic aims should cover/address in the Active Ageing Strategy?

No

If yes, please outline these below.

Signature Programmes – Strategic Aim 1 (Independence)

Delivery on these strategic aims will be supported by a number of Signature Programmes, details of which are included in the Strategy's Action Plan (see Annex C of the consultation document, pages 83-107) and pages 8 to 11 of the summary version. These will be taken forward in phases. Phase 1 will involve programmes for which resources have already been identified. For the remaining project proposals (Phase 2), additional resources will be required. This section will examine Signature Programmes 1-8 which relate to Strategic Aim 1 (Independence).

Independence: To promote active independent living by older people giving them choice and control in their lives through the co-ordinated delivery of good warm housing in safe neighbourhoods, accessible transport, adequate income and standard of living, access to social networks and good user friendly information and equal access to participation in the workplace.

12. For each of the Signature Programmes please tell us to what extent you agree that these are appropriate to achieving the 'Independence' strategic aim?

	Strongly agree	Agree	Neither agree nor disagree	Disagree	Strongly disagree
1. *Active Ageing (Age Friendly Environments): To promote physical and social environments that support healthy and active ageing and a good quality of life for older people through assisting the eleven new councils to become Age Friendly Environments working towards the longer term goal of making Northern Ireland an Age Friendly region.	x				
2. Poverty (Benefit uptake): To annually target up to 10,000 older people, older people living with a disability / care needs, older people as carers themselves and working age people caring for older people with the aim of increasing the uptake of benefits.		x			
3. *Fuel Poverty/Affordable Warmth: To enable Councils to implement energy efficiency measures, using local installers, for households facing fuel poverty in the Mid-Ulster (Magherafelt, Cookstown and Dungannon) and Newtownabbey council areas.				x	

4. Housing – (Accessible Homes – Private Sector): To assist older and disabled people to find suitable, accessible property by developing and piloting a voluntary code of good practice for those renting or selling property.		x			
5. Housing – (Accessible Homes – Public Sector): To meet the housing needs of older people and those with disabilities by implementing an Accessible Housing Register for social housing to identify and support the allocation of suitably accessible and adapted properties.		x			
6. Transport – (Improved Rural Transport): To improve access to health and welfare services and reduce social isolation. This may be through increasing the flexibility of the Rural Community Transport Partnerships and other transport service providers and by extending rural bus services provided by Translink where demand proves to exist.	x				
7. Transport – (Easier Travel): To make the use of public transport easier through use of technology to provide information for example through audio-visual displays on bus fleets.	x				
8. *Fear of Crime: To address fear of crime and promote community safety by engaging with and understanding the concerns of older people and addressing these through community safety initiatives and intergenerational approaches.	x				

Do you have any additional comments on these Signature Programmes? (Please state which Programme your comment refers to.)

Active Ageing (age-friendly environments)

In order to assist Councils creating Age-friendly communities OFMDFM should consider:

- Establishing a regional Age-friendly forum including OFMDFM, the Public Health Agency and the eleven new Councils to collaborate, share information and resources.
- Through the Northern Ireland Statistical and Research Agency developing appropriate and robust statistical data, indicators and targets to plan and evaluate the Councils Age-friendly Programmes and Action Plans. Data should be available as appropriate at regional, Council, electoral ward and super output areas.
- Developing a regional positive ageing campaign, involving local Age-friendly Partnerships, to promote the value of older people, to encourage respect and improve intergenerational relationships,
- Developing further research to support Active Ageing and Age-friendly Communities in Northern Ireland

Poverty

Belfast City Council agrees that poverty including fuel poverty must be robustly tackled to ensure independence. Poverty is a major challenge in significant parts of Belfast and older people are disproportionately affected. It is also recognised that older people even in more affluent areas can live in large houses but not have the money to heat them and feed themselves.

The Northern Ireland Multiple Deprivation Measure (NIMDM) 2010 provides a relative measure of deprivation in small areas across Northern Ireland. Results are presented at the Super Output Area (SOA) geography which contains an average of 2,000 people. There are 890 Super Output Areas in Northern Ireland which are ranked from most deprived (rank 1) to least deprived (rank 890). It is constructed from 52 different indicators relating to seven types or 'domains' of deprivation: Income, Employment, Health, Education, Proximity to Services, Living Environment and Crime & Disorder.

There are 150 SOAs in Belfast, 51 (34%) of which are in the top 10% most deprived SOAs in Northern Ireland. An analysis of the distribution of older residents across Belfast shows that;

- one third of Belfast's resident population aged 60+ (17,752) live within the 10% most deprived SOAs

- an additional 13% (7,004) live within the top 20% most deprived SOAs in NI
 - 14% (7,328) live within the 10% least deprived SOAs in NI
 - an additional 12% (6,161) live within the 20% least deprived SOAs in NI
-
- The council welcomes the proposal to increase benefit uptake among older people and carers.
 - Belfast City Council recognises that a strategic and inclusive approach is essential to maximise the level of impact and resources required to tackle elements of poverty. It also recognises the importance of local authorities in supporting this approach.
 - This approach was endorsed at a Civic Forum on Tackling Poverty hosted by the city's Lord Mayor in January 2014. Delegates identified key issues associated with poverty including fuel poverty, finance, advice services, food poverty and access to services. While the forum acknowledged the importance of tackling these symptoms of poverty, delegates also identified the need for greater co-ordination amongst organisations in terms of simplifying approaches, shared learning, and working together to achieve joint outcomes.
 - The feedback from this forum is currently being analysed to inform the way forward and provides the opportunity to revisit the Council's existing Framework on Tackling Poverty and Social Inequalities.
 - Belfast City Council is funding the Belfast Citywide Tribunal Service for two years. It is managed and delivered by the Belfast Advice Group, a new consortium of advice providers from across Belfast. Belfast Citywide Tribunal Service represents clients who wish to appeal Social Security Agency (SSA) decisions on benefits, including Employment Support Allowance, Disability Living Allowance, Personal Independent Payment and Universal Credit.

Fuel Poverty

Belfast City Council feel this is a very important issue given the statistics quoted in the document of 52% of people aged 60-74 and 66% of people aged 75 and over are living in fuel poverty.

- With respect to fuel poverty the proposed action does not reflect the proposals released by the DSD in February 2014 to roll out the affordable warmth scheme across Northern Ireland and to work with all Councils to target the 33,000 households who are spending more than 25% of their income on fuel. The Action Plan should seek to clarify the full extent of actions planned to tackle fuel poverty over the next 6 years.

Signature Programmes – Strategic Aim 2 (Participation)

This section will examine Signature Programmes 9 to 10 which relate to Strategic Aim 2 (Participation). Again, please refer to the Strategy's Action Plan (Annex C of the consultation document) and pages 8 to 11 of the summary version for further details of these Signature Programmes.

Participation: To promote the active participation of older people in all aspects of life, including social participation which helps address isolation and loneliness and ensures that older people are properly integrated, valued and included in society; to promote the active participation and citizenship of older people in decision making on policies, the provision of services and volunteering opportunities.

13. For each of the Signature Programmes please tell us to what extent you agree that these are appropriate to achieving the 'Participation' strategic aim?

	Strongly agree	Agree	Neither agree nor disagree	Disagree	Strongly disagree
9. *Engagement (Having a Say): To enable older people to inform policies that affect them through their engagement in development, delivery and review of the Active Ageing Strategy and Action Plan.	x				
10. *Digital Inclusion: To ensure older people are not excluded from accessing information and services: by promoting digital inclusion through the Go ON NI programme which works with various organisations to recruit digital champions, provide tuition and detail the help that is available to assist older people and people with disabilities access online	x				

government, services , and by providing information in alternative formats.					
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* Programmes for which resources are already available Aim 2 (Participation)

Do you have any additional comments on these Signature Programmes? (Please state which Programme your comment refers to.)

No

Signature Programmes – Strategic Aim 3 (Care)

This section will examine Signature Programmes 11 to 15 which relate to Strategic Aim 3 (Care). Again, please refer to the Strategy's Action Plan (Annex C of the consultation document) and pages 8 to 11 of the summary version for further details of these Signature Programmes.

Care: To promote equal access to high quality health and social care services, which promote and maintain physical, mental and emotional health and wellbeing, and support those with long-term conditions. Health and social care services should conform to best practice and be informed by continuous professional development, research, individual preference and need.

14. For each of the Signature Programmes please tell us to what extent you agree that these are appropriate to achieving the 'Care' strategic aim?

	Strongly agree	Agree	Neither agree nor disagree	Disagree	Strongly disagree
11. Care - Dementia Services: To improve the services and support arrangements currently available for people with dementia, their families and their carers through actions to complement recommendations in the Northern Ireland Dementia Strategy, November 2011.	x				
12. Care - My Home Life: To improve the quality of life of care home residents by implementing the "My Home Life" programme aimed at empowering and enabling older people to have more control over their lives.	x				
13. Care - Healthy Homes: To promote the health and wellbeing of older people and reduce accidents through a home visit scheme which will also make small home improvements and fit equipment with a view to making the home environment safer.	x				
14. Care - Carers Support (Short Breaks): To improve the health and well being of carers and their	x				

<p>choice and control over respite provision by establishing a Short Break Bureau and influencing change in traditional models of respite.</p>					
<p>15. Care - Co-ordination (Single Assessment Tool): To enable older people with a disability to continue living at home, with appropriate home care support, or to make a decision regarding the need for nursing or residential home care by coordinating and sharing information to improve decision making and risk management. This will be achieved by rolling out the Single Assessment Tool for Northern Ireland into physical and sensory disability care programmes.</p>	<p>x</p>				

Programmes

Do you have any additional comments on these Signature Programmes? (Please state which Programme your comment refers to.)

Care - Healthy Homes:

The Council welcomes the proposal for the DHSSP/Public Health Agency to extend the current home safety check scheme to promote the health and wellbeing of older people and reduce accidents through a home visitation scheme which will also make small home improvements and fit equipment with a view to making the home environment safer. As Councils currently deliver the home safety check scheme and work to promote health and wellbeing they may be ideally placed to manage the scheme locally. Such a scheme would however have to be fully funded by DHSSP/PHA.

Signature Programmes – Strategic Aim 4 (Self-fulfilment)

This section will examine Signature Programmes 16 and 17 which relate to Strategic Aim 4 (Self-fulfilment). Again, please refer to the Strategy's Action Plan (Annex C of the consultation document) and pages 8 to 11 of the summary version for further details of these Signature Programmes.

Self-fulfilment: To support older people to develop to the fullest of their potential through promoting education, training, leisure and arts opportunities which will support the development of life skills, positive mental, emotional and physical health and wellbeing.

15. For each of the Signature Programmes please tell us to what extent you agree that these are appropriate to achieving the 'Self-fulfilment' strategic aim?

	Strongly agree	Agree	Neither agree nor disagree	Disagree	Strongly disagree
<p>16. Self-fulfilment - Employment Opportunities (Working Life): To develop a proposal, as part of the new strategy to tackle economic activity in NI, to increase the employment prospects of economically inactive older people, particularly those with a work-limiting health condition or disability and those with family or caring commitments.</p>	x				
<p>17. Self-fulfilment - Education and Leisure: To explore how to better promote the benefits of further education opportunities amongst older workers.</p>	x				

Do you have any additional comments on these Signature Programmes? (Please state which Programme your comment refers to.)

In the Age-friendly Belfast plan Business in the Community have committed to support employers to plan better for age diverse workforces and encourage businesses to support older workers to remain in work if they wish and support employment opportunities for older people.

Signature Programmes – Strategic Aim 5 (Dignity)

This section will examine Signature Programmes 18 and 19 which relate to Strategic Aim 5 (Dignity). Again, please refer to the Strategy's Action Plan (Annex C of the consultation document) and pages 8 to 11 of the summary version for further details of these Signature Programmes.

Dignity: To promote and protect the human rights of older people here; to uphold dignity and respect for older people in all areas of life; to promote equality, address inequality, challenge ageism and outlaw discrimination, recognising the additional challenges faced by older people with multiple identities such as gender, age, religion, disability, ethnicity, sexual orientation and the locality that they grew up in.

16. For each of the Signature Programmes please tell us to what extent you agree that these are appropriate to achieving the 'Dignity' strategic aim?

	Strongly agree	Agree	Neither agree nor disagree	Disagree	Strongly disagree
18. *Dignity – Discrimination: To end unfair age-related discrimination through developing and consulting on proposals to extend age discrimination legislation on the provision of goods, facilities and services.	x				
19. *Dignity – Decision making (Mental Capacity): To uphold the right of people to make decisions in respect of their healthcare, welfare or financial affairs; and to provide support and protection to those who do not have capacity to do so. This will be achieved by progressing the draft Mental Capacity Bill which will introduce a new, single statutory framework governing all decision making in relation to the care, treatment or personal welfare of a person aged 16 or over, who lacks capacity to make a specific decision for themselves.	x				

Do you have any additional comments on these Signature Programmes? (Please state which Programme your comment refers to.)

- The strategy highlights the need to challenge the stereotypes of ageing and particularly the need to ensure older people are seen as an asset rather than a burden to society, to recognise the active role they play in their communities and in the economy. This has been identified as one of the key priorities within the Age-friendly Belfast plan. Consideration should be given to develop a regional positive ageing campaign, involving local Age-friendly Partnerships, to promote the value of older people, to encourage respect and improve intergenerational relationships.

Signature Programmes – Phase 2

As mentioned, the Signature Programmes will be taken forward in two phases. Phase 1 will involve programmes for which resources have already been identified. For the remaining project proposals (Phase 2), additional resources will be required. This section seeks to prioritise the 12 Phase 2 Signature Programmes.

Again, please refer to the Strategy's Action Plan (Annex C of the consultation document) and pages 8 to 11 of the summary version for further details of these Signature Programmes.

17. If you had to select six Phase 2 Signature Programmes to go ahead first, which six would you select? (Please tick **SIX ONLY**)

Please note: This is designed to gauge what level of priority respondents place on each proposed Phase 2 Signature Programme. It should not be read as a suggestion that only six programmes will go ahead. (Continued overleaf)

Signature Programme	
Poverty (Benefit uptake): To annually target up to 10,000 older people, older people living with a disability / care needs, older people as carers themselves and working age people caring for older people with the aim of increasing the uptake of benefits.	X
Housing – (Accessible Homes – Private Sector): To assist older and disabled people to find suitable, accessible property by developing and piloting a voluntary code of good practice for those renting or selling property.	
Housing – (Accessible Homes – Public Sector): To meet the housing needs of older people and those with disabilities by implementing an Accessible Housing Register for social housing to identify and support the allocation of suitably accessible and adapted properties.	
Transport – (Improved Rural Transport): To improve access to health and welfare services and reduce social isolation. This may be through increasing the flexibility of the Rural Community Transport Partnerships and other transport service providers and by extending rural bus services provided by Translink where demand proves to exist.	
Transport – (Easier Travel): To make the use of public transport easier through use of technology to provide information for example through audio-visual displays on bus fleets.	
Care - Dementia Services: To improve the services and support arrangements currently available for people with dementia, their families and their carers through actions to complement recommendations in the Northern Ireland Dementia Strategy, November 2011.	x
Care - My Home Life: To improve the quality of life of care home residents by implementing the “My Home Life” programme aimed at empowering and enabling older people to have more control over their lives.	
Care - Healthy Homes: To promote the health and wellbeing of older people and reduce accidents through a home visit scheme which will also make small home improvements and fit equipment with a view to making the home	x

environment safer.	
Care – Carers Support (Short Breaks): To improve the health and well being of carers and their choice and control over respite provision by establishing a Short Break Bureau and influencing change in traditional models of respite.	x
Care - Co-ordination (Single Assessment Tool): To enable older people with a disability to continue living at home, with appropriate home care support, or to make a decision regarding the need for nursing or residential home care by coordinating and sharing information to improve decision making and risk management. This will be achieved by rolling out the Single Assessment Tool for Northern Ireland into physical and sensory disability care programmes.	
Self-fulfilment - Employment Opportunities (Working Life): To develop a proposal, as part of the new strategy to tackle economic activity in NI, to increase the employment prospects of economically inactive older people, particularly those with a work-limiting health condition or disability and those with family or caring commitments.	X
Self-fulfilment - Education and Leisure: To explore how to better promote the benefits of further education opportunities amongst older workers.	x

Equality Impact

Any Strategy is likely to have impacts beyond the specific areas and issues it may be targeting. As such we would welcome views on how delivering this Strategy and the contents within it may affect other groups in society.

18. Please describe the effect that you think delivery of the Strategy may have on the nine groups contained within Section 75 of the Northern Ireland Act.

	Strongly positive	Mainly positive	No effect	Mainly negative	Strongly negative
Religious beliefs	x				
Political opinion	x				
Racial groups	x				
Age	x				
Marital status	x				
Sexual orientation	x				
Gender	x				
Persons with a disability and persons without	x				
Persons with dependants and persons without	x				

Please provide any further detail as to why you feel the Strategy will have negative/positive effects.

Further comments

19. Do you have any further comments/suggestions regarding the proposed Active Ageing Strategy?

Confidentiality and Access to Information Legislation

Information provided in response to this consultation, including personal information, may be published or disclosed in accordance with access to information legislation: these are chiefly the Freedom of Information Act 2000 (FOIA), the Data Protection Act 1998 (DPA) and the Environmental Information Regulations 2004 (EIR).

If you want the information that you provide to be treated as confidential, please be aware that, under the FOIA, there is a statutory Code of Practice (section 45) with which public authorities must comply and which deals, amongst other things, with obligations of confidence. In view of this, it would be helpful if you could explain to us why you regard the information you have provided as confidential. If we receive a request for disclosure of the information, we will take full account of your explanation, but we cannot give an assurance that confidentiality can be maintained in all circumstances. An automatic confidentiality disclaimer generated by your IT system will not, of itself, be regarded as binding on the Office of the First Minister and deputy First Minister.

For further information about confidentiality of responses please contact the Information Commissioner's Office on 028 9026 9380 or email ni@ico.gsi.gov.uk (or see their website at www.ico.gov.uk).

Please circle below if you wish your response to be treated as anonymous.

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Belfast City Council

Report to:	Strategic Policy and Resources Committee
Subject:	Investment Programme – Update on job opportunities and employability aspects of the Investment Programme
Date:	25 April 2014
Reporting Officer:	Jill Minne, Assistant Chief Executive and Head of Human Resources (Ext 6038)
Contact Officer:	Catherine Christy, Human Resource Manager (Ext 3226)

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 three year duration. This report is to update Members on achievements regarding the job opportunities and placement targets and to seek agreement to the targets and plans for year three, including the “ring-fencing” of two full-time permanent Recycling Operative job opportunities to the long term unemployed.
1.2	Members will be aware that within years one and two we successfully delivered targeted employability interventions through first piloting the ring-fencing of five Business Support Clerk posts to the long term unemployed, supported by a pre-recruitment and training programme. Building on the success of this in year two we delivered a pre-employment programme in partnership with Grafton Recruitment, whereby five seasonal Cleansing Operative posts were ring-fenced to 30 long-term unemployed participants along with the delivery of a pre-employment programme.

2.0	Key Issues
2.1	Update on job and employability opportunities Year one and two targets for both job opportunities and placements were exceeded. The collective job opportunities target for years one and two of the Investment Programme was 170 and the Council has delivered 509 job opportunities (295 permanent and 214 temporary jobs). The collective work placements target for years one and two was 340 and 486 placements were provided. Please see Appendix One for a detailed breakdown of employability interventions and work placements provided. The year three targets for job opportunities and work placements (as previously agreed) are 30 and 170 respectively.

2.2	<p>Our pilot initiative to ring fence five Business Support Clerk (BSC) posts to the long term unemployed and provide a pre recruitment and training programme was the first of its kind in the public sector in Northern Ireland. This was very well received by our partner organisations and the five successful candidates were appointed to permanent positions in May 2013. Based on the success of this pilot and applying the learning from the evaluation process we successfully implemented a joint pre-recruitment programme with Grafton Recruitment to recruit five long term unemployed people into seasonal cleansing operative posts last year.</p>
2.3	<p>Ten apprenticeship opportunities (for electricians, fleet technicians, painters and gardeners) were offered in March 2013 and successful applicants started employment with Belfast City Council in September 2013. Sixteen paid one-year industrial placements were also recruited in year two through our ongoing university partnership arrangements.</p>
2.4	<p>Partnership Working</p> <p>The Council has worked closely with a number of partner organisations on our employability initiatives in order to achieve the successes of years one and two. In particular in year two we have continued to work with the Department of Employment and Learning (DEL) and its lead contractors providing placements for its Steps to Work programme as well as with the LEMIS (Local Employment Intermediary Services) 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. In year two we have also built on existing partnerships with NIACRO and have been able to offer more placements to ex- offenders.</p> <p>The Council will also host six managers across a range of disciplines from the Berlin Administration for a four week placement this summer.</p>
2.5	<p>Year three proposals and next steps</p> <p>While we have already exceeded the targets set for the full three year programme, Human Resources wants to continue to stretch employability targets for year three. Having worked closely with NIACRO in year two we are also in discussions with the Prison Service to review placement and education initiatives. In addition we will continue to build relationships with all our existing partners.</p>
2.6	<p>Following the success of previous ring-fencing exercises, we are seeking Member approval to ring fence two out of seven Recycling Operative job opportunities in the Cleansing section. The same best practice model, agreed with the Equality Commission, the Local Government Staff Commission and with DEL, would be applied, including the delivery of a pre recruitment and training programme. The programme will consist of on the job work experience and classroom based training for twenty participants which will be selected by our existing employability partners; Steps to Work providers, LEMIS providers and disability organisations. It is also proposed that the Prince's Trust is brought on board as an additional partner as part of our focus on the employability requirements of the NEETS (Not in Employment Education or Training) group. It is anticipated that appointments will be made before the end of July 2014.</p>

3.0	Resource Implications
3.1	Human Resources Engagement in these employability initiatives requires ongoing 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 permanent Recycling Operative posts is based on the previously implemented programmes and will be developed in accordance with the DEL, the Equality Commission and the Local Government Staff Commission.

5.0	Recommendations
	Members are asked to:
5.1	<ul style="list-style-type: none"> note the progress in relation to job opportunities and employability targets set out in the Investment Programme
5.2	<ul style="list-style-type: none"> support the continued approach to delivering year three targets
5.3	<ul style="list-style-type: none"> agree the proposal to ring fence two Recycling Operative posts to the long-term unemployed and deliver a pre recruitment training programme

6.0	Decision Tracking
6.1	The Investment Programme activity in relation to job and employability opportunities and initiatives will continue to be reported to Strategic Policy and Resources Committee as appropriate.

7.0 Key to Abbreviations
DEL – Department of Employment and Learning LGSC – Local Government Staff Commission ECNI – Equality Commission for Northern Ireland LEMIS – Local Employment Intermediary Services

8.0 Documents Attached
Appendix One – Placements and outreach activity

Appendix One

Employability interventions and work placements from 1 April 2012 to 31 March 2014

20 (year 1) and 32 (year 2) targeted 'Job Assist / Employability' Interventions
e.g. pre-recruitment training programmes, targeted job assist interventions including:

Job Assist / Employability Interventions	Year 1	Year 2	Year 3	Total
Pre-recruitment training programmes	1 (39 participants)	1 (30 participants)	-	2
Job assist outreach for LEMIS providers	19 (initiatives)	31	-	50

Placement Type	Year 1 1 April 2012 – 31 March 2013	Year 2 1 April 2013 – 31 March 2014	Investment Programme 1 April 2012 - YTD
University	30	26	56
College	24	12	36
School	79	83	162
Disability	32	28	60
Young Person's Employment Initiative	12	12	24
Youth Employment Scheme	1	1	2
Steps to Work	22	20	42
Graduate Acceleration Programme	6	11	17
Training Orgs and Community Projects (including Belfast Met)	3	7	10
Youth Justice Agency	2	0	2
NIACRO	0	1	1
Programme Led Apprenticeships	2	3	5
Pre Recruitment Training Programme	39	30	69
Total	252	234	486

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Belfast City Council

Report to:	Strategic Policy & Resources Committee
Subject:	Area Working Update – including BIF and LIF
Date:	25 th April 2014
Reporting Officer:	Gerry Millar, Director of Property & Projects, Ext: 6217
Contact Officers:	Sinead Grimes, Programme Manager, Ext: 6203 Keith Sutherland, Urban Development Manager, Ext.3578

1.0	Relevant Background Information												
1.1	Members are aware that since their inception the AWGs have played an integral role in recommending investment decisions in terms of LIF and Local Interventions to the SP&R Committee. It was also previously agreed at SP&R in November 2012 that the AWGs would play a central part in recommending decisions related to the Belfast Investment Fund (BIF).												
2.0	Area Working Group Updates including LIF and Local Interventions												
2.1	At the most recent round of AWGs, officers updated Members on the external meetings they have facilitated on the LIF proposals. In accordance with Council procedures, individual Members declared any conflicts of interest and this was noted in the minutes of the AWG. Members also had the opportunity to discuss potential reallocations of LIF monies for projects which are no longer progressing. On the basis of the information presented, the Shankill and East AWGs have made the following recommendations for the consideration of the Committee:												
	SHANKILL AWG - Local Investment Fund												
2.2	The Shankill AWG has made the following recommendation for the consideration of the SP&R Committee in relation to their Local Investment Fund money. This is from the reallocation of monies from LIF projects which are no longer proceeding (see 2.4 below)												
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Local Investment Fund – Projects no longer proceeding																																							
2.4	<p>Members will recall that it was highlighted that a number of LIF projects which had received in principle recommendations for funding had made limited progress in terms of going through the due-diligence process and it was likely that a number would no longer be able to proceed for a variety of reasons including the groups' capacity to manage capital projects, the scale and complexity of some schemes and the fact that many are reliant on match funding that is not yet in place, particularly from SIF. It was also highlighted that even projects which have gone through due-diligence may still not complete due to a range of external factors including planning and match funding. It was agreed in November 2013 that the Director of Property & Projects would write out to all projects and that the AWGs would then have the opportunity to reallocate monies to alternative projects or existing LIF projects which require additional funding. Members are asked to note that the following projects which had previously received in principle funding commitments are now no longer proceeding and AWGs have either reallocated these monies and/or are considering further projects for funding.</p>																																						
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	<p>The North AWG is currently looking at the potential reallocation of a number of other projects which are not likely to proceed. A further update on these will be brought back to committee if required.</p>																																						
2.5	Local Investment Fund – projects which have changed scope																																						
	<p>Members are asked to note that the following LIF projects have changed scope from the original proposals recommended by the AWGs. The relevant AWGs have agreed the change in scope to these proposals. Members are asked to note that the amount of funding has not changed and the main outcomes of the projects have not changed.</p>																																						
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3.0	Current status – BIF projects																																						
3.1	<p>Members are aware that BIF was established to enable the Council to take a lead role and work in partnership to deliver key investment projects across the city. Members have previously agreed an approval process for all BIF projects which reflects the Stage Approval process for all Council capital projects. The first stage of this process is the development of a Strategic Outline Case (SOC) which will test the four abilities of the projects – i.e. feasibility, deliverability, affordability, sustainability. The</p>																																						

	SP&R Committee has already agreed that 19 projects progress to Stage 1. Committee further agreed last month to move 3 of these (St. Comgall's, St. Mary's CBS pitches and Stranmillis Gateway) to Stage 2 and the development of an Outline Business Case.
3.2	The North AWG has now recommended that an additional project, the development of business incubation units by Cliftonville Community Forum, be added to the emerging BIF list. As highlighted above, this project had previously received in principle commitment of funding for £100,000 under LIF. However the project was dependent on receiving match funding from SIF which is now not progressing. The North AWG is therefore recommending that the funding under LIF is de-committed and the project is instead progressed under BIF.
3.3	Members are asked to consider if they wish to progress the project as recommended by the North Area Working Group to be moved to Stage 1 (i.e. the development of an SOC) which will test its feasibility in the first instance. Members are asked to note that this does not constitute a final decision to invest in any project. Members are also asked to note that officers are continuing to work with groups to progress the development of the remaining BIF projects to help bring these up to a state of readiness where Members can take informed investment decisions to a later stage.
4.0	Equality Implications
Emerging equality implications to be considered as further details emerge of projects	
5.0	Recommendations
Committee is asked to note the contents of this report and -	
Local Investment Fund and Local Intervention monies	
<ul style="list-style-type: none"> ▪ agree the Local Investment Fund and Local Intervention recommendations as proposed by the East and Shankill AWGs ▪ note the Local Investment Fund projects which are no longer proceeding. AWGs are considering the reallocation of monies from projects which are no longer proceeding 	
Belfast Investment Fund	
<ul style="list-style-type: none"> ▪ agree if the suggested BIF project as outlined in 3.2 above (Cliftonville Community Forum) is progressed to the next stage and completion of an Outline Business Case. Members are asked to note that this does not constitute a final decision to invest and that further detail will be brought back to Committee in due course for Members to make the final investment decision. 	

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Belfast City Council

Report to:	Strategic Policy & Resources Committee
Subject:	Heritage Lottery Fund – Approval to proceed with a Stage 1 Application for the restoration of the City Cemetery
Date:	25 th April 2014
Reporting Officer:	Andrew Hassard, Director of Parks & Leisure
Contact Officers:	Sinead Grimes, Programme Manager, Ext: 6203

1.0	Purpose of Report
1.1	To seek approval from Members to submit a Stage 1 application to the Heritage Lottery Fund (HLF) under its <i>'Parks & People Programme'</i> for the restoration of the City Cemetery.
2.0	Relevant Background Information
2.1	Members will be aware of a recent successful application by the Council to the HLF's Heritage Grant programme for the restoration of the Tropical Ravine in Botanic Gardens which secured funding of £2.32m. HLF acknowledged the quality of this application and reiterated its wish to receive further applications from the Council - particularly under its <i>'Parks for People'</i> programme which has funded many local authority projects across the UK including projects in Lisburn, Larne, Derry and Armagh.
3.0	Key Issues
3.1	The <i>'Parks for People'</i> programme provides grants from £100,000 up to £5 million. Projects must contribute to a range of outcomes for heritage, people and communities, through physical development and programming activities. The programme, which previously only funded projects in parks, has recently been expanded to include cemeteries.
3.2	The Council, through the Parks & Leisure Department, and in consultation with the HLF, identified 3 potential suitable sites for the Parks for People programme - City Cemetery; Alexandra Park and Victoria Park. However following feedback from visits with the HLF to each site it is apparent that, whilst all three have potential, the City Cemetery currently presents the greatest opportunity. Due to the significance of the Cemetery, its design, heritage features and current condition, and widespread public interest in the site and its history, a City Cemetery project would appear to meet the following key strategic factors cited by HLF: <ul style="list-style-type: none"> • There should be a definable heritage in design and history; • There should be a 'heritage need' i.e. definable actions which will put the heritage in better condition; and • There should be a community/public appetite for the project.
3.3	Members will be aware that the City Cemetery is currently an Emerging Project at Stage 1 on the Capital Programme under the wider Falls Park Masterplan project.
3.4	It is proposed that the Council applies to HLF for a grant under the <i>'Parks for People'</i> programme for a project based at City Cemetery, taking into account the context of the wider Falls Park Masterplan, and with a view to developing a longer term plan for further applications for projects in other areas of

	<p>the city. Members are asked to note that an application to <i>'Parks for People'</i> programme would follow a similar route to the Tropical Ravine Heritage grant application – that is a 2 stage process with a maximum of 24 months between the first round and final submission, and with the opportunity to apply for a development grant to fund the intervening planning work. The next submission deadline for Parks for People Stage 1 is 31 August with a decision anticipated in December 2014. The final level of grant to be requested will be identified during the development of a first round application. The initial costs for the development of the first submission will be funded out of the Feasibility Fund.</p>
3.5	<p>If an application is successful the principal cost to the Council would be in the form of a 'partnership contribution'. For grants of £1 million or more the HLF requires a minimum 10% contribution, however it is likely that a higher level would be expected from the Council. This would be determined through discussion with HLF. Members are asked to note that this does not constitute a final decision to invest in this project and that further information will be brought back to Committee in due course.</p>
4.0	Equality Implications
Emerging equality implications will be considered if the project progresses.	
5.0	Recommendations
<p>Committee is asked to note the contents of this report and</p> <ul style="list-style-type: none"> • agree to the submission of a Stage 1 application for the restoration of City Cemetery under the HLF's <i>'Parks for People'</i> programme. Members are asked to note that this will be within the context of the wider Falls Park Masterplan which is already an Emerging Project on the Capital Programme. Members are asked to note that this does not constitute a final decision to invest in this project and that further information will be brought back to Committee in due course. Any initial costs for the development of the Stage 1 application will be funded out of the Feasibility Fund • note that officers from Parks & Leisure will also look at the development a longer term plan for further applications for projects in other areas of the city 	



Belfast City Council

Report to:	Strategic Policy & Resources Committee
Subject:	Leisure Transformation Programme - Phase 1 Update- Olympia Regeneration; Andersonstown Regeneration and Girdwood Hub
Date:	25 th April 2014
Reporting Officer:	Andrew Hassard, Director of Parks & Leisure
Contact Officers:	Sinead Grimes, Programme Manager, Ext: 6203

1.0	Relevant Background Information
1.1	Members will recall that the SP&R Committee at its meeting in June, agreed a £105m capital expenditure affordability limit for the leisure transformation programme. This included £38m towards the Olympia and Andersonstown schemes under Phase 1. The purpose of this paper is to update Members on the current status of these projects.
2.0	Olympia Regeneration
2.1	<p>Members are aware that there is a very tight timescale for the delivery of Olympia given the construction programme for the new Windsor stadium. Phase 1a (development of the new facility) is integral to this development because the project design involves sharing a new roof structure. In October 2013, approval was given to progress the Olympia project from Stage 2 to Stage 3 – Committed on the Capital Programme however it was highlighted that a number of outstanding issues remained to be resolved including the agreement of a mutually beneficial community benefits partnership with the IFA. Subsequently the Statutory Transmission Committee at its December meeting consented, subject to conditions to award contracts for the Olympia Regeneration Project.</p> <p>Members will recall that an update on these issues was taken to Committee last month and all outstanding issues in relation to Olympia were agreed by Members, subject to further information on the mutually beneficial community benefits partnership being brought back to Committee.</p>
2.2	<p>Members are asked to note that a cross party delegation from the Council met with the Minister for Culture, Arts and Leisure and DCAL officials on Tuesday 15th April specifically to discuss community benefits to ensure the stadia developments deliver sustained city and community benefits and to ensure that the stadia, leisure facilities and associated public realm are shared, welcoming and safe spaces for everyone.</p> <p>At this meeting it was highlighted that both the Council and DCAL agreed on the importance of sustaining community benefit and there is a need to further refine the specific detail in regard to a community benefits partnership with the IFA. The Minister noted that all three sporting codes were currently financially supported by DCAL to facilitate engagement with</p>

	<p>local communities and schools. It was imperative that any proposed longer term arrangements built on this work, as well as complemented ongoing work supported by the Council and agencies such as Sports NI. She also highlighted that community benefits proposals were not restricted to sporting activities and could include broader well-being proposals.</p> <p>It was therefore agreed at this meeting that community benefit would be looked at across the three sporting codes (with the GAA, IFA and IRFU) and that the Council would convene a meeting between DCAL officials, the three sporting codes and the Council before the end of May to allow for a revised proposal to be brought back to Committee in June.</p> <p>Members are asked to note that a final decision on this must be made by June in order to facilitate the development of the new facility.</p>
<p>3.0</p>	<p>Andersonstown Regeneration</p>
<p>3.1</p>	<p>The project at Andersonstown will provide new leisure facilities at the site of the existing Leisure Centre. It will also include regeneration of the wider site for uses such as recreation and commerce. Three proposed design schematics have been drawn up and a period of intensive public engagement was held between 20 March-12 April. This engagement process was extremely successful with over 1000 attendees at the different sessions and over 350 feedback forms filled in. These consultation responses are currently being analysed and will be presented to the next West AWG (29th April) and will be fed back to Committee in June. The results from this consultation process will inform the design brief.</p>
<p>3.2</p>	<p>Members will also be aware that discussions have been ongoing with other key providers in the area including the Health Trust to maximise the overall use of site and provide a centre that delivers the best outcomes for the local area. Members are asked to note that the Health Trust has been very receptive and positive about looking at the feasibility of locating a number of GP practices within the redeveloped centre. However the Trust have highlighted that at this stage that any relocation, either via a leasing arrangement or a capital build, will require departmental approvals and that this could take a minimum of 5 months for a lease or longer if it is a capital build.</p> <p>Members are asked to note that waiting for any approved decision from the health trust will have a consequential impact on the timescale for the build.</p>
<p>3.3</p>	<p>This therefore presents Members with a number of options and Members are asked to consider:</p> <ul style="list-style-type: none"> - if they wish officers to continue to progress discussions with the Health Trust and to defer the design brief process for the new centre until the outcome of the discussions with the Health Trust is known and the decision goes through their departmental approval processes which will take at least five months or longer; or - if they wish to look continue to the current timetable for the design for the new centre and as part of the design process look at how the building could be flexibly designed, if possible, in order to accommodate any future provision for health/GPs.

4.0	Girdwood Hub
4.1	Members are asked to note that work commenced on the development of the Girdwood Hub on Monday 14 th April and is anticipated to be completed by Summer 2015. Members will be kept up to date with progress.
5.0	Equality Implications
<i>Phase 1 – Leisure Transformation Programme</i> - A high level EQIA is currently being prepared for the LTP. This will include capital investments and will be presented to SP&R in due course for its consideration.	
6.0	Recommendations
<p>Committee is asked to note the contents of this report and -</p> <p>Olympia Regeneration</p> <ul style="list-style-type: none"> ▪ note that the Council has highlighted to DCAL that it is committed to the principle of community benefit subject to further refinement of the detail involved ▪ note that a meeting with all three sporting codes, DCAL and Council officials will be organised before the end of May to agree this detail and to facilitate a further update being brought back to Committee in June when a decision must be reached by Committee in order to ensure the successful delivery of the project <p>Andersonstown Regeneration</p> <ul style="list-style-type: none"> ▪ agree if they wish to continue to progress discussions with the Health Trust in relation to the provision of health facilities within the redeveloped Andersonstown Centre. Members are asked to note that this may have an impact on the timescales for the development due to the Trust's decision making timescales. Alternatively as part of the design process officers can look if there is a possibility to flexibly design the new centre so that future provision for health/GPs can be accommodated <p>Girdwood Hub</p> <ul style="list-style-type: none"> ▪ note that work commenced on the development of the Hub on Monday 14th April and is expected to be completed by Summer 2015 	
7.0	Abbreviations
<p>IFA – Irish Football Association</p> <p>GAA – Gaelic Athletic Association</p> <p>IRFU – Irish Rugby Football Union</p>	

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