

Document Pack

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



9th December, 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, 12th December, 2014 at 10.00 am, for the transaction of the business noted below.

You are requested to attend.

Yours faithfully,

SUZANNE WYLIE

Chief Executive

AGENDA:

1. Routine Matters

- (a) Apologies
- (b) Minutes
- (c) Declarations of Interest
- (d) Motion – Motor Neurone Disease (MND) Charter (Pages 3 - 10)
- (e) Motion – Black Minority Ethnic (BME) steering group (Pages 11 - 12)

2. Investment Programme

- (a) Capital Programme – Update (Pages 13 - 18)

3. **Democratic Services and Governance**
 - (a) Election Accounts (Pages 19 - 20)
 - (b) Requests for the use of the City Hall and the provision of Hospitality (Pages 21 - 26)
4. **Finance/Value-for-Money**
 - (a) Extension of Existing Webcasting Contract (Pages 27 - 28)
 - (b) Minutes of Meeting of Budget and Transformation Panel (To Follow)
5. **Asset Management**
 - (a) Leases, Licences and Disposals (Pages 29 - 34)
 - (b) Connswater Community Greenway - Estates Update (Pages 35 - 44)
6. **Good Relations and Equality**
 - (a) Minutes of Meeting of Diversity Working Group (To Follow)
 - (b) Minutes of Meeting of Good Relations Partnership (To Follow)
 - (c) International Conference – “Combating Hate Crime in Europe” (Pages 45 - 48)
7. **Cross-Cutting Issues**
 - (a) Draft Smoking Policy (Pages 49 - 54)

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



Belfast City Council

Report to:	Strategic Policy and Resources Committee
Subject:	Motion – Motor Neurone Disease (MND) Charter
Date:	12th December, 2014
Reporting Officer:	Stephen McCrory, Democratic Services Manager, ext. 6314

1	Relevant Background Information
1.1	Members will recall that the Council, at its meeting on 1st December, referred the undernoted motion, which had been moved by Councillor E. Groves and seconded by Alderman Kingston, to the Committee for consideration:
1.2	<p>“This Council calls on all Members and officers to sign the Motor Neurone Disease (MND) Charter. This five-point charter recognises the rights and priorities of people living with MND and their carers, sets out what good care looks like for them and is designed to raise awareness and understanding of this devastating disease.</p> <p>The Council also requests the Strategic Policy and Resources Committee to give consideration to hosting a civic reception within the City Hall and for the City Hall to be illuminated for that event in appropriate colours to allow campaigners to raise awareness on this important issue.”</p>
2	Key Issues
2.1	It is matter for the Committee to consider the motion. In addition, it would be necessary to identify an appropriate amount from within existing budgets to oversee any reception that the Council might wish to host.
3	Resource Implications
3.1	To be determined.
4	Equality and Good Relations Implications
4.1	None

5	Recommendations
5.1	The Committee is requested to consider the motion and take such action thereon which may be determined.

6	Decision Tracking
Democratic Services Section will follow up on any decision taken.	



themndcharter

Achieving quality of life, dignity and respect for people with MND and their carers



“Many people with MND die without having the right care, not having a suitable wheelchair, not having the support to communicate.

We have got to set a standard so that people like us are listened to and treated with the respect and dignity we deserve.

We have got to stop the ignorance surrounding this disease and have to make sure that when a patient is first diagnosed with MND, they must have access to good, co-ordinated care and services.

One week waiting for an assessment or a piece of equipment is like a year in most people’s lives, because they are an everyday essential to help us live as normal a life as possible and die with dignity”

Liam Dwyer, who is living with MND

The MND Charter aims to gain support from individuals and organisations with a personal or professional connection to MND, in working towards the vision of the right care, in the right place, at the right time for people with MND and their carers.

Anyone can sign up to the MND charter. By doing so, you are showing that you have listened to the voice of people with MND and their carers, and pledge to understand and support the principles and priorities set out in the charter.

Show your support and sign the MND Charter:

Online: www.mndassociation.org/mndcharter

Email: campaigns@mndassociation.org

Telephone: 01604 611684

MND Association

PO Box 246 Northampton NN1 2PR

www.mndassociation.org

Registered charity no 294354

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1

People with MND have the right to an early diagnosis and information

THIS MEANS:

- an early referral to a neurologist
- an accurate and early diagnosis, given sensitively
- timely and appropriate access to information at all stages of their condition

There is no diagnostic test for MND – it can only be diagnosed by ruling out other neurological conditions. People with MND can be halfway through their illness before they receive a firm diagnosis.

GPs need to be able to identify the symptoms and signs of a neurological problem and refer directly to a neurologist in order to speed up diagnosis times for MND.

Appropriate tests must be carried out as soon as possible to confirm MND. The diagnosis should be

given sensitively, in private, with the person with MND accompanied by a family member/friend and with time to ask questions. A follow-up appointment with the neurologist should be arranged at diagnosis.

At diagnosis people with MND should be offered access to appropriate information and should be informed about the MND Association. Appropriate information should be available at all stages of the person's condition in a language of their choice.

2

People with MND have the right to access quality care and treatments

THIS MEANS:

- access to high-quality co-ordinated services managed by a specialist key worker with experience of MND
- early access to specialist palliative care in a setting of their choice, including equitable access to hospices
- access to appropriate respiratory and nutritional management and support, as close to home as possible
- access to the drug riluzole
- timely and appropriate access to NHS continuing healthcare when needed

People with MND may need as many as 18 health and social care professionals providing care at any one time. This clearly needs co-ordination to work effectively. Co-ordinated care can improve the quality of life of people with MND and provide value

for money for the NHS by preventing crises and emergency hospital admissions. The care should be co-ordinated by a specialist key worker with experience of MND who can anticipate needs and ensure they are met on time. On-going education

for health and social care professionals is important to reflect advances in healthcare techniques and changes in best practice.

As MND progresses, the respiratory muscles and muscles of the mouth and throat may be affected. People with MND may therefore need respiratory and nutritional support. It is important that these services are available as close to the person's home as possible so that travelling is minimised and support is available quickly.

In 2001 the National Institute for Health and Clinical Excellence (NICE) recommended riluzole as a cost-effective drug for people with MND. GPs can be reluctant to prescribe riluzole on cost grounds, despite its NICE-approved status, or to monitoring for side effects during its use. However, it is vital

that people with MND have ongoing access to this important treatment.

As the disease progresses, people with MND may need more intensive health care. It is important that people with MND have timely access to NHS continuing healthcare when they need it.

Half of people with MND die within 14 months of diagnosis. Early access to specialist palliative care¹ from soon after diagnosis is therefore vital and should be available in a setting of the person's choice. Some hospices give preferential access to people with a cancer diagnosis. It is important that access is based on need, not diagnosis, so that people with MND have equitable access to hospice care. Hospices can provide high-quality respite care, which can benefit both the person with MND and their carer.

3

People with MND have the right to be treated as an individual and with dignity and respect

THIS MEANS:

- **being offered a personal care plan to specify what care and support they need**
- **being offered the opportunity to develop an Advance Care Plan to ensure their wishes are met, and appropriate end-of-life care is provided in their chosen setting**
- **getting support to help them make the right choices to meet their needs when using personalised care options**
- **access to appropriate communication support and aids**
- **opportunities to be involved in research if they so wish**

Everyone with MND should be offered a personal care plan² to specify what care and support they need. The plan should be regularly reviewed as the disease progresses and the person's needs change.

As the disease progresses, some people with MND will lose their ability to communicate due to severe speech and physical impairments. It is important that people with MND can access speech and language therapy to help them maintain their voice for as long as possible. However, as the disease progresses, people with MND may need access to communication aids including augmentative and alternative communication (AAC)³. The ability to

communicate is a basic human right. For people with MND, communication support and equipment are vital in order to remain socially active and to communicate their wishes about their care, especially during hospital stays and other medical environments.

Some people with MND will need support to help them make the right choices to meet their needs when using personalised care options, such as personal budgets.

Many people with MND value the opportunity to be involved in research as it provides hope that one

¹ **Specialist palliative care** – palliative care is the active holistic care of patients with progressive illness, including the provision of psychological, social and spiritual support. The aim is to provide the highest quality of life possible for patients and their families. Specialist palliative care is care provided by a specialist multidisciplinary palliative care team

² **Personal care plan** – a plan which sets out the care and treatment necessary to meet a person's needs, preferences and goals of care.

³ **Augmentative and Alternative Communication (AAC)** – is used to describe the different methods that can be used to help people with speech difficulties communicate with others. These methods can be used as an alternative to speech or to supplement it. AAC may include unaided systems such as signing and gesture as well as aided systems such as low tech picture or letter charts through to complex computer technology

day an effective treatment will be developed. Everyone with MND who wishes to should be able to participate in research as far as is practicable.

People with MND should be offered the opportunity to develop an Advance Care Plan⁴

to make clear their wishes for future care and support, including any care they do not wish to receive. The plan should be developed with support from a professional with specialist experience and may include preferences for end-of-life care.

4

People with MND have the right to maximise their quality of life

THIS MEANS:

- **timely and appropriate access to equipment, home adaptations, wheelchairs and suitable housing**
- **timely and appropriate access to disability benefits**

In order to maximise their quality of life, people with MND may need access to equipment, home adaptations, wheelchairs and suitable housing. These needs should be anticipated so that they are met in a timely way. This is particularly true of wheelchairs which are important for maximising independence and quality of life.

People with MND need timely and appropriate access to disability benefits to help meet the extra costs of living with a disability. Information on appropriate benefits needs to be readily accessible in one place and easily understandable.

5

Carers of people with MND have the right to be valued, respected, listened to and well supported

THIS MEANS:

- **timely and appropriate access to respite care, information, counselling and bereavement services**
- **having their needs assessed as carers and individuals, ensuring their health and emotional well being is recognised and appropriate support is provided**
- **timely and appropriate access to benefits and entitlements for carers**

Caring for someone with MND is physically and emotionally demanding. Carers need to be supported in order to maintain their caring role. Every carer should have their needs assessed and given timely and appropriate access to respite care, information, counselling and bereavement services. It is important to support the emotional and

physical needs of the carer in a timely way so that they can continue their caring role.

Carers should also have timely and appropriate access to benefits and entitlements to help manage the financial impact of their caring role.

⁴ **Advance care plan** – a plan which anticipates how a person's condition may affect them in the future and, if they wish, set on record choices about their care and treatment and/or an advance decision to refuse a treatment in specific circumstances so that these can be referred to by those responsible for their care or treatment (whether professional staff or family carers) in the event that they lose capacity to decide or communicate their decision when their condition progresses

themndcharter

Achieving quality of life, dignity and respect for people with MND and their carers

The MND Charter embraces the natural rights of people with MND and their carers and sets out the respect, care and support they deserve and should expect.

We urge all individuals with a connection to MND, either personally or professionally, and organisations working with people with MND to endorse and sign up to the charter.

By signing the charter, you are pledging your understanding and support for the charter statements to help ensure people with MND and their carers have their rights respected and are given the very best opportunity to access the care they need to live the highest quality of life possible and achieve dignity in death.

Motor neurone disease (MND) is a fatal, rapidly progressive disease. It can leave people locked into a failing body, unable to move, walk, talk and eventually breathe. Life expectancy from diagnosis is two to five years, and around half of those die within 14 months. The rapid progression of MND means rapidly changing needs. Therefore, what matters most is that people with MND receive a rapid response to their needs and good quality care and support, ensuring the highest quality of life as possible and the

ability to die with dignity – and it will save the Government money in the long run.

The MND Charter sets out the key priorities for local services to help get it right for MND. This disease is particularly difficult to manage. We believe that if we get it right for MND we can get it right for other neurological conditions.

We all have a responsibility to make it work for MND – show your support by signing the five point charter



Belfast City Council

Report to:	Strategic Policy and Resources Committee
Subject:	Motion – Black Minority Ethnic (BME) steering group
Date:	12th December, 2014
Reporting Officer:	Stephen McCrory, Democratic Services Manager, ext. 6314

1	Relevant Background Information
1.1	Members will recall that the Council, at its meeting on 1st December, referred the undernoted motion, which had been moved by Councillor McNamee and seconded by Councillor Keenan, to the Committee for consideration:
1.2	“This Council, cognisant of its responsibility as an equal opportunities employer and civic leader, seeks to establish a BME (Black Minority Ethnic) steering group to encourage and promote ethnic representation within the Council's workforce and seeks to address the issue of under-representation of people from the BME community in political life, supplementing and strengthening the work already undertaken as part of the Workforce Race Action Plan 2012 to 2015.”
2	Key Issues
2.1	It is matter for the Committee to consider the motion. In addition, it would be necessary to identify an appropriate amount from within existing budgets to oversee any initiative the Council might wish to introduce.
3	Resource Implications
3.1	To be determined.
4	Equality and Good Relations Implications
4.1	To be determined.
5	Recommendations
5.1	The Committee is requested to consider the motion and take such action thereon which may be determined.

6	Decision Tracking
Democratic Services Section will follow up on any decision taken.	



Report to:	Strategic Policy and Resources Committee
Subject:	Capital Programme – Update
Date:	12 December 2014
Reporting Officer:	Gerry Millar, Director of Property and Projects Ronan Cregan, Director of Finance and Resources

1.0	Purpose of report
1.1	<p>The Council's Capital Programme is a rolling programme of investment which either improves existing Council facilities or provides new facilities. This report provides -</p> <ul style="list-style-type: none"> ▪ key highlights since the last Committee report in October ▪ specific project updates ▪ an update on planned communications and engagement activities for capital projects
1.2	<p>Members are asked to note that a detailed report on the Capital Programme will be brought to Committee in January in conjunction with a finance paper. It had been intended to take this paper in this month however Members will be aware that they have been updated on a number of occasions in relation to the risks associated with the ERDF projects and a number of crucial decisions are awaited from InvestNI in relation to these projects which will inform the content of this paper.</p>
2.0	Relevant Background Information
	<i>Capital Programme – Key highlights – June-August 2014</i>
2.1	<p>Significant progress has been made in the delivery of the capital programme since it was agreed by SP&R Committee in February 14. The Property & Projects Department is happy to arrange site visits to any capital project.</p>
2.2	<p>Key highlights since the last update report in October include -</p> <ul style="list-style-type: none"> • the new Adventurers Learning Centre at the Zoo and the new pavilion at Suffolk have been completed and handed over • tenders have been awarded for the new pavilions at Dixon and Waterworks as part of the £15million pitches strategy with work commencing this month • construction works are continuing on the extension to the Waterfront to provide dedicated conference and exhibition facilities, Phase 2 of the Connswater Community Greenway, the £11.7m Girdwood Hub; the new £1.7m 3G pitch at Cliftonville; Half Moon Lake and Drumglass Park and work will begin early in the New Year to install the 30 docking stations across the city centre for our Public Bike Share Scheme • Super-Connected voucher scheme - Over 850 applications have been received for connection Vouchers and over £1m has been allocated in the form of grants. 10 of the 16 demand stimulation (information) events have been run and have been very positively received by attendees. • Super-Connected wi-fi in public buildings. The tender has closed and BT have been selected as the

	service provider. In total wi-fi will be installed in 119 buildings including the City Hall; Waterfront; Ulster Hall; St. George's Market; Belfast Castle and Malone house where work has begun while another 113 venues will go live by the end of the March including community centres; leisure centres; sports and bowling pavilions, the Zoo and Smithfield Market.
3.0	KEY ISSUES
3.1	Members have agreed that all capital projects must go through a three Stage process where decisions on which projects progress are taken by SP&R. This provides assurance as to the level of financial control and will allow Members to properly consider the opportunity costs of approving one capital project over another capital project. Importantly it will also enable Members to focus on delivering the projects which can have maximum benefits and investment return for the city and local areas.
	Capital projects – Updates
3.2	Tamar Street – Members will recall that they agreed last month that this project is rescoped as a wider masterplan for the Ballymacarrett area and is dropped back down to Stage 1- Emerging Project on the Capital Programme. It was noted that master-planning would also provide an opportunity for any future development plans for the site to reflect wider community need and compliment the adjacent CCG Phase 2 works at C.S Lewis Square and the ‘Best of East’ centre which is currently under construction. Members further agreed that the site should be cleared to facilitate an interim use of the site. Members are asked to note that this recommendation has now been reflected in the Capital Programme.
3.3	In light of this agreement SP&R Committee is now asked to agree that this site is transferred to the corporate landbank from the Development Department. Members are asked to note that interest has already been expressed in the use of the cleared site to facilitate contractors working on the adjacent CCG Scheme including its potential use by the Rivers Agency as a storage compound for piling. This would complement lease arrangements which are being progressed to enable the CCG contractor's lease of hard standing space at the adjacent Connswater Community.
3.4	Fleet Programme - Members are asked to note that the Director of Finance & Resources has agreed to the purchase of an additional Bergman vehicle and has confirmed that this is within the affordability limits of the Council and the original agreed budget for the Fleet Replacement Programme for this year.
	Capital Programme – Communications and Events updates
3.5	Members are asked to note the activity undertaken between August and November 2014 in relation to the capital programme and the wider Investment Programme. A detailed breakdown of all activity is listed in Appendix B. Highlights include: <ul style="list-style-type: none"> - 97 articles placed in local/regional/national media for Investment Programme projects, with 97% rated as positive or factual, including: <ul style="list-style-type: none"> - launch of £15 million Pitches Strategy in partnership with the GAA; - ‘breaking ground’ on new Belfast Waterfront extension; - appointment of contractor for Phase 2 of Connswater Community Greenway; - employability and sub-contracting events relating to major developments; - continued rollout of Super-connected Belfast programmes and activities; - announcement of charges for Belfast Bike Share Scheme; - ‘Careers in the City’ event at City Hall; and - closure of Tropical Ravine ahead of restoration work starting

	<ul style="list-style-type: none"> • Update on overall delivery in City Matters magazine (September/November 2014), reaching 130,000 residents, with individual articles providing more detail on projects • Continued increase in web traffic – our site now attracts an average of over 145,000 visitors per month. Investment pages attracted their highest figures for 2014 in October and November, coinciding with major announcements and increase in press activity. • Facebook and Twitter continue to be valuable engagement tools, with regular posts on key projects now reaching up to 127,000 Facebook users • Branded signage now installed at high visibility points within all capital projects • Detailed communications plans developed for capital schemes, including upcoming projects like the Innovation Centre and the North Foreshore • Regular updates and news items provided in Intercom, Team Brief, Interlink and TV screens in frontline locations, as well as new Chief Executive’s blog
3.6	<p>Upcoming activity is currently being planned for the following projects and initiatives:</p> <ul style="list-style-type: none"> • Further employability and sub contracting events – December 2014 • Rollout of free wifi to 119 public buildings – December 2014/January 2015 • Public information re: Phase 2 of Connswater Community Greenway – January 2015 • Opening of Adventurers’ Learning Centre at Belfast Zoo – TBC • Funding announcements for Innovation Centre and North Foreshore – TBC • Completion of work at Half Moon Lake – TBC
4.0	Recommendations
4.1	<p>Members are asked to note the contents of this report and</p> <ul style="list-style-type: none"> - Note that a detailed report on the Capital Programme will be brought into Committee in January <p>Project Updates</p> <ul style="list-style-type: none"> - <i>Tamar Street</i> – note that the SP&R Committee last month agreed that the Tamar Street proposed capital programme project (which was a Stage 2 – Uncommitted project) is rescoped to become a wider masterplan for the Ballymacarrett area and is dropped down to a Stage 1 – Emerging Project and that the site was cleared to maximise the potential of the site. Members are asked to note that this has now been reflected on the Capital Programme. In light of this agreement SP&R Committee is asked to agree that this site is transferred to the corporate landbank and to note that interest has been expressed in the use of the cleared site to facilitate contractors working on the adjacent CCG Scheme - <i>Fleet Programme</i> – note that the Director of Finance & Resources has agreed to the purchase of an additional Bergman vehicle and has confirmed that this is within the affordability limits of the Council and the agreed Fleet Replacement budget for 2014-15. <p>Communication and Engagement – Capital Programme projects</p> <ul style="list-style-type: none"> - note the communications and engagement activity which is planned over the coming months
5.0	Decision Tracking
The Director of Property and Projects and the Director of Finance and Resources will oversee the implementation of the recommendations within this report.	
6.0	Equality
Individual projects are equality screened	
7.0	Documents Attached

Appendix A - Investment Programme communications update (December 2014)

Overview of all Investment Programme communications activity

This report covers activity for the period August to November 2014 (at 28/11/14)

Media relations

Press releases issued	Total number	137	
	Relating to Investment Programme	17	12% of total
Take-up	Total number	58% used	42% not used
	Relating to Investment Programme	82% used	18% not used
Overall coverage in local, regional and national media	Total number of articles placed	636	
	Relating to Investment Programme	97	15% of total
Coverage tone	Total number of articles	87% positive, factual or opinion	13% negative or inaccurate
	Relating to Investment Programme	97% positive or factual	3% negative or inaccurate
Media enquiries	Total number of enquiries received	449	
	Relating to Investment Programme	26	6% of total
	Percentage responded to within 24 hours	92%	

www.belfastcity.gov.uk

Website traffic	Average number of unique visitors	145,921	
	Average number of unique visitors to /investment (overall progress)	594	0.4% of total
	Average number of unique visitors to /regeneration (individual projects)	1391	0.95% of total

Ongoing actions to increase traffic:

- Continued use of homepage to highlight overall progress
- Increased use of 'calls to actions' for projects - e.g. sign up for updates, invitation to attend an event, etc - to drive traffic towards specific pages
- Two-way conversations encouraged on social media – e.g. 'tell us what you think about...' - to gain feedback about projects and promote overall benefits of investment
- Encouraging officers to work with Corporate Communications to create more interactive content, e.g. videos and maps, which paint a picture of the impact of our investment

Social media

Facebook	Total number of page likes	27,140 (w/c 24 November 2014)	
	Number of posts	166	
	Relating to Investment Programme	18	11% of total
	Total post reach (number of people potentially reached via posts, shares and likes)	127,305 (w/c 24 November 2014)	

Twitter	Total number of followers	36,500 (w/c 24 November 2014)	
	Number of tweets	1,237	
	Relating to Investment Programme	95	8% of total

Internal communications

- Ongoing updates provided via:
 - Two-page spread in each edition of Intercom magazine – project updates, profiles of staff contribution within schemes, and Q+As for issues raised at Big Picture briefings
 - Regular updates in Team Brief, focusing on key milestones in overall progress
 - Regular updates on Interlink, accessed by 1,600 PC users each day, including a full presentation (updated monthly), highlighting Investment Programme delivery so far
 - Regular news items displayed to 1,000 staff on 58 TV screens in frontline locations
 - Specific departmental achievements explored via departmental Team Briefs

Publications, advertising and graphic design

- Regular overview column included in September/November 2014 City Matters, distributed to 130,000 residents and public areas, and also including articles about:
 - start of work at Belfast Waterfront and Adventurers' Learning Centre
 - how schools, sports clubs and communities will benefit from Pitches Strategy
 - case studies for Achieve Bursary Fund, Local Investment Fund recipients and beneficiaries of social clauses introduced at major projects
 - projects coming soon, including Belfast bike share scheme
 - ways to get involved, e.g. Girdwood community events or public call for memories and pictures relating to the history of the Tropical Ravine
- Continued implementation of a 'look and feel', with branding across all material to identify projects as part of the Investment Programme
 - 393 publication jobs processed, with 7% of these materials for IP projects
 - Signage progressed for new capital projects, including extension work at Roselawn Cemetery, improvements to Half Moon Lake and pitch developments



Belfast City Council

Report to:	Strategic Policy and Resources Committee
Subject:	Election Accounts
Date:	Friday, 12 th December, 2014
Reporting Officer:	Stephen McCrory, Democratic Services Manager (ext 6314)

1	Relevant Background Information
1.1	There is a requirement for the Election Accounts for the running of the Local Government Elections in May 2014 to be notified to the Council. The statement of expenditure in respect of the Elections which were held earlier in the year is set out below.
1.2	It should be noted that the elections in May, 2014 were joint elections where both the European Parliament Election and the Local Election were held on the same day.

2	Key Issues
2.1	The total cost of the Elections was £618,114 as compared with a cost of £343,578 for the Local Elections in 2011, an increase of £274,536. This increase is due principally to the fact that in 2011 the costs were split 3 ways – for a European Parliament Election, a Local Election and a Referendum on the voting system for Parliamentary elections with the Electoral Office being responsible for 2 of the 3 – whereas in 2014 the costs were for a joint election with the Council being responsible for half the costs. In addition, the Local Elections in May 2014 were to the new Belfast District Council which has a significantly larger population. There were also 10 District Electoral Areas in 2014 compared to 9 in 2011 and this necessitated the holding of an additional count.

2.2	<table border="1"> <thead> <tr> <th>Category</th> <th>£</th> </tr> </thead> <tbody> <tr> <td>Postage to Candidates' Election addresses</td> <td>£252,845</td> </tr> <tr> <td>EONI Postage cost</td> <td>£34,750</td> </tr> <tr> <td>Registers</td> <td>£675</td> </tr> <tr> <td>Advertising</td> <td>£11,643</td> </tr> <tr> <td>Stationery/Printing</td> <td>£17,452</td> </tr> <tr> <td>Use of Polling Premises</td> <td>£3,293</td> </tr> <tr> <td>Equipment</td> <td>£264</td> </tr> <tr> <td>Hire of Equipment</td> <td>£5,727</td> </tr> <tr> <td>Transport and Travel</td> <td>£6,412</td> </tr> <tr> <td>Ballot Papers</td> <td>£29,500</td> </tr> <tr> <td>Count/Verification Staff</td> <td>£103,825</td> </tr> <tr> <td>Poll Staff</td> <td>£151,728</td> </tr> <tr> <td>TOTAL</td> <td>£618,114</td> </tr> </tbody> </table>	Category	£	Postage to Candidates' Election addresses	£252,845	EONI Postage cost	£34,750	Registers	£675	Advertising	£11,643	Stationery/Printing	£17,452	Use of Polling Premises	£3,293	Equipment	£264	Hire of Equipment	£5,727	Transport and Travel	£6,412	Ballot Papers	£29,500	Count/Verification Staff	£103,825	Poll Staff	£151,728	TOTAL	£618,114
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TOTAL	£618,114																												
2.3	I would like to take this opportunity to thank all of those Departments of the Council and the staff without whose help the successful running of the local elections would not have been possible.																												

3	Resource Implications
3.1	The cost of running the elections is provided for in a sinking election fund.

4	Equality Implications
4.1	None associated with this report

5	Recommendations
5.1	The Committee is asked to note the statement of expenditure for the Elections.



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, 12th December, 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
Ulster University Business School	Annual Conference for the Council for Hospitality Management Education 4th May, 2016 Approximately 180 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 meeting 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
Belfast City Council, Parks and Leisure Department	City of Belfast International Rose Trials – Judges Reception and Dinner 16th July, 2015 Approximately 150 attending	The use of City Hall and the provision of Hospitality in the form of a Civic Dinner	The annual City of Belfast International Rose Trials will be held during Rose Week. The Trials are renowned worldwide for attracting international rose growers in addition to a significant number of visitors. This event would contribute to the Council's Key Theme of 'City Leadership, Strong, Fair and Together'.	The use of City Hall and the provision of Hospitality in the form of a Civic Dinner. Approximate cost £4,500
St. Patrick's Parish Trust	"St. Patrick's 200 years Past and Present" 9th March, 2015 Approximately 220 attending	The use of the City Hall and provision of hospitality in the form of tea/coffee and biscuits	This event seeks to celebrate the 200th Anniversary of St. Patrick's Church and to acknowledge its contribution to the general life and well-being of the city. This event will highlight the good relations which existed between the religious communities in the City and the financial support received from the Protestant Community for the building of St. Patricks. This event would contribute to the Council's Key Theme of 'City leadership, strong, fair and together' and 'Better support for people and communities'.	The use of the City Hall and provision of hospitality in the form of tea/coffee and biscuits Approximate cost £550
The Corrymeela Community	"The Poet, The Peacemaker and the President" (celebrating 50 years of	The use of the City Hall and the provision of Hospitality in the form of a	This event will celebrate 50 years of Corrymeela and its work in supporting communities all over Belfast through respite	The use of the City Hall and the provision of Hospitality in the form of a drinks

	Reconciliation) 30th October, 2015 Approximately 450 attending	drinks reception	care. It will highlight the many projects undertaken by Corrymeela and will provide an opportunity to celebrate and share 50 years of reconciliation. This event would contribute to the Council's Key Themes of 'City Leadership – Strong, Fair, Together' and 'Better support for people and communities'.	reception
Patient and Client Council	Celebration and Prize-giving Event 30th April, 2015 Approximately 120 attending	The use of City Hall	This event will celebrate and recognise the contribution of the Patient and Client Council in gathering information which will help improve services for the community. This event would contribute to the Council's Key Themes of 'Better support for people and communities' and 'Better Services – listening and delivering'.	The use of the City Hall
Youth Philanthropy Initiative	Go YPI Northern Ireland 2015 23rd June, 2015 Approximately 160 attending	The use of the City Hall	This event will celebrate the work undertaken by young people within their communities to research ways in which they can make a difference. The event will highlight how pupils develop their employability and teamwork skills while enhancing stronger connections within their communities. This event would contribute to the Council's Key Theme of 'City Leadership – Strong, Fair, Together' and 'Better support for people and communities' and in addition would contribute to the Council's thematic area of Children and Young People.	The use of the City Hall
IN! Magazine	The IN! Awards 13th June, 2015 Approximately 400 attending	The use of the City Hall	This event aims to promote and celebrate the positive achievements of Northern Ireland's leaders in the fields of sport, music, fashion and film & television. This event will recognise individuals	The use of the City Hall

			<p>from the aforementioned fields who have excelled and promoted Northern Ireland both nationally and internationally.</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>	
Glortha Aduaidh/ Northern Voices	<p>Glortha Aduaidh/ Northern Voices Peace III Event</p> <p>17th February, 2015</p> <p>Approximately 120 attending</p>	The use of the City Hall	<p>This event will celebrate the official closure of this Peace III project and the launch of the radio and television documentary series which looks at the social impact of the City's troubled past from all perspectives.</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>	The use of the City Hall
Chartered Institute for Securities and Investment	<p>Speak Up</p> <p>24th February, 2015</p> <p>Approximately 50 attending</p>	The use of the City Hall	<p>This event will highlight the problems experienced by so-called "whistleblowers" and encourage people to speak out about possible wrong-doing.</p> <p>This event would contribute to the Council's Key Theme of 'City Leadership – Strong, Fair, Together' and 'Better support for people and communities'.</p>	The use of the City Hall
Malaysia and You Belfast 2015	<p>Malaysia and You Belfast Night 2015</p> <p>8th March, 2015</p> <p>Approximately 350 attending</p>	The use of the City Hall	<p>Malaysian Night 2015 is the climax event of a week long programme called Malaysia and You 2015.</p> <p>This programme consists of a series of events which includes a mini charity carnival, sports tournament, interactive bazaar and ends with a formal dinner which the organisers wish to take place in the City Hall.</p> <p>The aim of the programme is to promote cultural diversity, encourage charity activity and also to forge closer relationships between Malaysians and</p>	The use of the City Hall

			<p>the citizens of Belfast.</p> <p>This event would contribute to the Council's key themes 'City Leadership - strong, fair, together' and of 'Better support for people and communities'.</p>	
Atlantic Youth Trust	<p>Tall Ships Belfast Ball</p> <p>18th April, 2015</p> <p>Approximately 400 attending</p>	<p>The use of the City Hall and the provision of hospitality in the form of a drinks reception</p>	<p>This event provide the opportunity to raise awareness of tall ships races and celebrate the return of the tall ships to Belfast for an historic third time.</p> <p>This event would contribute to the Council's key themes 'Better opportunities for success across the City' and 'Better support for people and communities'.</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>
Confederation of British Industry	<p>CBI Northern Ireland Council Meeting</p> <p>15th September, 2015</p> <p>Approximately 50 attending</p>	<p>The use of the City Hall and the provision of appropriate hospitality</p>	<p>This event will provide the opportunity to bring together business leaders to discuss the business needs and future expansion of industry in the City.</p> <p>This event would contribute to the Council's Key Theme of 'City Leadership – Strong, Fair, Together' and 'Better support for people and communities'.</p>	<p>The use of the City Hall and the provision of appropriate hospitality</p> <p>Approximate cost £500</p>
Royal Town Planning Institute Northern Ireland	<p>Annual Dinner</p> <p>23rd April, 2015</p> <p>Approximately 100 attending</p>	<p>The use of the City Hall</p>	<p>This event will highlight the work of RTPI, one of the leading training providers in the field of Town Planning and for this reason the City Hall has hosted their conferences in the past. Belfast City Council and RTPI have both benefitted due to the long relationship enjoyed by both parties.</p> <p>This event would contribute to the Council's key themes 'City Leadership - strong, fair, together' and of 'Better support for people and communities'.</p>	<p>The use of the City Hall</p>



Belfast City Council

Report to	Strategic Policy and Resources Committee
Subject:	Extension of Existing Webcasting Contract
Date:	12th December, 2014
Reporting Officer:	Stephen McCrory, Democratic Services Manager (ext 6314)

1	Relevant Background Information
1.1	The Council decided in 2011 to tender for the provision of a webcasting service to allow for the live webcasting of meetings of the full Council.
1.2	The Council received only one expression of interest, from Public-I, for the provision of the service. The contract was agreed for the provision of up to 60 hours of broadcasting per year at a monthly cost of £1,500.

2	Key Issues
2.1	The contract with Public-I was signed in September 2011 for a 2 year period with the possibility of a 1 year extension. The option for the extension was activated in September 2013 and ran out in September 2014.
2.2	Members will be aware of the current discussions which are ongoing with the Shadow Strategic Policy and Resources Committee about the venue for future meetings of Committees from April next year and whether or not the proceedings of such Committees should be recorded either by way of an audio recording or the webcasting option. A further report in this regard will be considered by that Committee in due course.
2.3	Given the uncertainty about exactly how many meetings will be required to be webcast in future, it is recommended that the existing contract with Public-I is extended on a monthly basis up until April 2015 to allow for a decision to be taken. At that point, a new tendering exercise will be undertaken to source a provider for the webcasting service.

3	Resource Implications
3.1	The monthly cost of extending the current contract is approximately £525 and this has been provided for within existing budgets.

4	Equality and Good Relations Implications
4.1	None associated with this report.

5	Recommendations
5.1	The Committee is recommended to extend the webcasting contract with Public-I on a monthly basis to end not later than April, 2015.

6	Decision Tracking
Stephen McCrory, Democratic Services Manager December, 2014	



Belfast City Council

Report to:	Strategic Policy and Resources Committee
Subject:	<p>Asset Management: Leases, Licences & Disposals</p> <p>(i) North Queen Street Community Centre – New Licence Agreement to Holy Family and Golden Gloves Amateur Boxing Club</p> <p>(ii) Glen Road – New Lease to An Munia Tober</p> <p>(iii) Ballymacarrett Recreation Centre Lease Renewal</p> <p>(iv) Denmark Street Community Centre - Denmark Street Residents Association Rent Review</p> <p>(v) Land to the rear of 26-32 and 36-40 Ladybrook Park</p> <p>(vi) Disposal of Land at Orangefield Playing Fields</p> <p>(vii) Licence Agreement – Bicycle Stands at Lagan Valley Regional Park</p>
Date:	12 December 2014
Reporting Officer:	Gerry Millar – Director of Property & Projects Department, ext 6217
Contact Officer:	Cathy Reynolds – Estates Manager, Property & Projects Department, ext 3493

1	Relevant Background Information
1.1	<p>At its meeting on 21 October 2014 the Development Committee agreed to recommend to Strategic Policy and Resources Committee that:</p> <p>(i) North Queen Street Community Centre: A new licence agreement for facilities at Centre is granted to Holy Family and Golden Gloves Amateur Boxing Club.</p> <p>(ii) Glen Road : A new lease for additional premises on the Glen Road is granted to An Munia Tober.</p> <p>(iii) Ballymacarrett Recreation Centre: A new lease for Ballymacarrett Recreation Centre is granted to Connswater Community and Leisure Services.</p> <p>(iv) Denmark Street Community Centre: The rent payable for use of the Centre by Denmark Street Residents Association is reviewed under the terms of their Lease.</p>
1.3	<p>(v) Land to the rear of 26-32 and 36-40 Ladybrook Park</p> <p>At its meeting on 12 September 1991 the former Parks Committee agreed to the disposal of land to the rear of houses at 8-40 Ladybrook Park, to the adjoining householders. Subsequent to the Committee approval a number of disposals took place, however the Council continue to hold title to the areas of land to the rear of 26-32 and 36-40 Ladybrook Park.</p>
1.4	<p>The subject land does not form part of any other land in Council ownership and is effectively inaccessible other than by the occupants of the houses on Ladybrook Park. In addition the householders may seek to claim to have been in possession of the land for</p>

	<p>sufficient time to establish possessory title. Despite this the Council has received an enquiry from the owners of 38 Ladybrook Park seeking to formally acquire the portion to the rear of their property from the Council. The area in question is outlined red on the location map attached as appendix 1.</p>
1.5	<p>(vi) Disposal of Land at Orangefield Playing Fields At its meeting on 11 December 2014 the Parks and Leisure Committee received a report regarding the disposal of 54 square metres of land at Orangefield Playing Fields Director of Property and Projects will provide an update to Committee on the decision of the Parks and Leisure Committee.</p>
1.6	<p>The relevant land is not currently used for parks purposes and no other service use has been identified following circulation of details to other Departments.</p>
1.7	<p>(vii) Licence Agreement – Bicycle Stands at Lagan Valley Regional Park At its meeting on 11 December 2014 the Parks and Leisure Committee received a report on the proposed installation of bicycle stands at three Parks and Leisure sites within the Lagan Valley Regional Park.</p>
1.8	<p>At its meeting on 20 August 2013 the Development Committee approved a BCC contribution to the installation of bicycle stands and signage, to be installed, at those sites within LVRP which fall within the Belfast Local Government Area. The installations reported to the Parks and Leisure Committee form part of the works to which this funding is being applied.</p>

2	Key Issues
2.1	<p>(i) North Queen Street Community Centre – New Licence Agreement to Holy Family and Golden Gloves Amateur Boxing Club A new licence agreement would be based on the previous agreement for a period of 5 years from 1 February 2014. A revised rent is proposed of £1,075 per annum.</p>
2.2	<p>(ii) Glen Road – New Lease to An Munia Tober The new lease until 30 September 2017 will include the former traveller liaison office, the remaining space within the compound and the adjacent car park at an annual rent of £2,315 per annum.</p>
2.3	<p>(iii) Ballymacarrett Recreation Centre Lease Renewal The new lease will be for a period of 5 years from 1 October 2014 at a revised rent of £10,775 per annum.</p>
2.4	<p>(iv) Denmark Street Community Centre – Denmark Street Residents Association Rent Review Rent review from 1 April 2013 at a revised amount of £3,786 per annum.</p>
2.5	<p>(v) Land to the rear of 26-32 and 36-40 Ladybrook Park The Council no longer have any practical means of gaining access to the land at the rear of Ladybrook Park. The disposal price agreed in recent times for similar portions of land has been £4,000 per acre. It is considered that disposal at this same figure of £4,000 represents the best price the Council could hope to achieve for the land.</p>
2.6	<p>(vi) Disposal of Land at Orangefield Playing Fields As some use has been made of this land by adjoining owners, its disposal will assist in clarifying the Council's responsibilities at this location. The agreed disposal price of</p>

2.7	<p>£1500 is considered to represent 'best price' in accordance with the Council's statutory responsibilities as set out in the Local Government Act (NI) 1972.</p> <p>(vii) Licence Agreement – Bicycle Stands at Lagan Valley Regional Park A Licence Agreement between BCC and LVRP is required in order to regulate the installation and pre-installation processes and the transfer of ownership of the bicycle stands to BCC following their successful installation. The Director of Property and Projects will provide a verbal update to Committee on the decision of the Parks and Leisure Committee.</p>
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3	Resource Implications
3.1	<p><u>Finance and Assets</u></p> <p>(i) North Queen Street Community Centre – New Licence Agreement to Holy Family and Golden Gloves Amateur Boxing Club</p> <ul style="list-style-type: none"> • A licence fee of £1,075 per annum would become payable from 1 February 2014. <p>3.2 (ii) Glen Road – New Lease to An Munia Tober</p> <ul style="list-style-type: none"> • An annual rent of £2,315 would become payable until 30 September 2017. <p>3.3 (iii) Ballymacarrett Recreation Centre Lease Renewal</p> <ul style="list-style-type: none"> • A rent of £10,775 per annum would become payable under the new lease from 1 October 2014. <p>3.4 (iv) Denmark Street Community Centre - Denmark Street Residents Association Rent Review</p> <ul style="list-style-type: none"> • A rent of £3,786 per annum will become payable from 1 April 2013. <p>3.5 (v) Land to the rear of 26-32 and 36-40 Ladybrook Park</p> <ul style="list-style-type: none"> • A figure of £80 (£4,000 per acre) has been agreed with the owners of 38 Ladybrook subject to Committee approval. • If the formal disposal of the entirety of the land was achieved this would provide the Council with a capital receipt of approximately £730.00. However it is not expected all householders will take up any further offer of the land and total capital receipts from the land are likely to be somewhat less than this. As part of the arrangement with householders it would be expected they would bear their own legal costs. <p>3.6 (vi) Disposal of Land at Orangefield Playing Fields</p> <ul style="list-style-type: none"> • Disposal will result in a capital receipt of £1,500 to the Council. <p>3.7 (vii) Licence Agreement – Bicycle Stands at Lagan Valley Regional Park</p> <ul style="list-style-type: none"> • As the bicycle stands are designed to benefit Council facilities no licence fee is appropriate in this case. • The introduction of these new installations is designed to enhance the attractiveness of the Parks (and LVRP) to cycle users, ownership of the stands will transfer to Council after installation.
3.8	<p><u>Human Resources</u></p> <p>Staff resources from the Estate Management Unit, Community Services, Parks and Leisure Department and Legal Services will be required to complete all agreements.</p>

4	Recommendations
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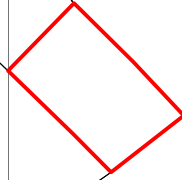
	<p>It is recommended that Members agree to the following subject to incorporation of appropriate terms, as required, in legal agreements to be prepared by the Town Solicitor:</p>
4.1	<p>(i) North Queen Street Community Centre To a further licence to Holy Family and Golden Gloves Amateur Boxing Club for 5 years from 1 February 2014 subject to an annual fee of £1,075 per annum.</p>
4.2	<p>(ii) Glen Road – New Lease to An Munia Tober To a new lease until 30 September 2017 at a yearly rent of £2,315 on the terms outlined above.</p>
4.3	<p>(iii) Ballymacarrett Recreation Centre Lease Renewal To a further lease to CC&LS for 5 years from 1 October 2014 with provision to extend for a further 5 years subject to a rent of £10,775 per annum.</p>
4.4	<p>(iv) Denmark Street Community Centre Denmark Street Residents Association Rent Review To a revised rent of £3,786 per annum payable from the rent review date of 1 April 2013.</p>
4.5	<p>(v) Land to the rear of 26-32 and 36-40 Ladybrook Park To dispose of the land to the rear of 38 Ladybrook Park to the dwelling's owners at a price of £80 (£4,000 per acre) with each party bearing their own legal costs. In addition to this authority for officers to contact again the remaining householders at 26, 28, 30, 32, 36 and 40 Ladybrook Park with a view to agreeing disposal terms based on the figure of £4,000 per acre, with each party bearing their own legal costs.</p>
4.6	<p>(vi) Disposal of Land at Orangefield Playing Fields To authorise the disposal of 54 square metres of land at Orangefield Playing Fields for the sum of £1500, subject to each party bearing their own legal costs.</p>
4.7	<p>(vii) Licence Agreement – Bicycle Stands at Lagan Valley Regional Park To authorise the grant of a licence agreement to allow LVRP's contractors access to the Council sites within LVRP, for the installation of approved bicycle stands and for ownership of those stands to transfer to the Council upon their successful installation.</p>

5	Key to Abbreviations
5.1	<p>AMT – An Munia Tober CC&LS – Connswater Community and Leisure Services BCC – Belfast City Council LVRP – Lagan Valley Regional Park</p>

6	Documents Attached
6.1	Appendix 1 – Location Map 38 Ladybrook Park.



LADYBROOK PARK



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Lady Brook

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Belfast City Council

Report to:	Strategic Policy and Resources Committee
Subject:	Connswater Community Greenway: Estates Update
Date:	12th December 2014
Reporting Officer:	Gerry Millar - Director of Property & Projects
Contact Officer:	Celine Dunlop–Estates Surveyor Ext: 3419

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 (CCG) 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 CCG has been completed and Farrans have been appointed to construct the final phase with work commencing on site mid January 2015. Completion of the contract is scheduled for June 2016.
1.3	Farrans have a requirement for a site compound close to the Hollywood Arches and Council officials have identified the area shown outlined red on the plan attached at Appendix '1' as being suitable and available for use by Farrans for the duration of the contract.
1.4	The Council will require an easement from the Crown Estate to allow the construction of a boardwalk as part of the Connswater Community Greenway (CCG) over the Connswater River at Connswater Retail Park at the location shown outlined red on the plan attached at Appendix '2'.
1.5	As part of the CCG scheme the Council would propose to take a lease from the Crown Estate for an area of land which will be created following completion of the East Belfast Flood Alleviation at the Newtownards Road bridge as shown shaded blue on the plan attached at Appendix '3'.

2	Key Issues
2.1	The Parks and Leisure Committee at its meeting on the 11 th December 2014 considered the grant of a licence to Farrans for the duration of the EBFAS/CCG contract on terms and conditions to be agreed with the Estates Management Unit and Legal Services subject to approval by the SP&R Committee. The Director of Property & Projects will provide an update to the Committee on the decision of the Parks & Leisure Committee.
2.2	There are constraints at the area outlined red on the plan attached at Appendix '2'; there is insufficient land area to construct the footpath/cycleway so a boardwalk will need to be constructed over part of the Connswater River at this location. The Crown Estate who own the bed of the river at Connswater Retail Park have agreed to grant the Council an easement to construct and maintain a boardwalk on the area shown outlined red on the plan attached at Appendix '2' for a premium of £250.
2.3	In addition, as part of the flood alleviation measures, Rivers Agency will narrow the channel of the river as it flows under the Newtownards Road bridge creating an area of land on either side of the channel as shown shaded blue on the plan attached at Appendix'3'. The Council would propose to maintain these areas of land as part of the Connswater Community Greenway and the Crown Estate have agreed to grant the Council a lease for 150 years for a one off premium of £1750. Rivers Agency have agreed with Council officials to reimburse the Council the £1750 premium and associated fees as this land is to be created solely as part of the flood alleviation works. It is appropriate, however, that the Council takes the land by way of lease in order to manage it as part of the CCG in the longer term.

3	Resource Implications
3.1	<u>Finance</u>
3.1.1	Farrans will pay £60.00 pa as a licence fee for the site compound.
3.1.2	The proposal to acquire an easement from the Crown Estate requires expenditure of £250 plus reasonable legal and surveyors fees.
3.1.3	The proposal to acquire a 150 year lease from the Crown Estate for the land to be created at the Newtownards Road bridge will require expenditure of £1750 plus reasonable legal and surveyors fees; such costs to be reimbursed by Rivers Agency as part of the EBFAS/CCG scheme.
3.2	<u>Assets</u>
3.2.1	The land let to Farrans will remain in the ownership of the Council and will be fully reinstated and resurfaced by Farrans before being handed back to the Council on completion of the EBFAS/CCG contract.
3.2.2	The boardwalk and the land at the Newtownards Road will form part of the CCG which when complete will be managed and maintained by the Council.
3.3	<u>Human Resources</u>

	Officers from Estates and Legal Services will subject to Members approval complete the licence to Farrans and the easement and the lease from the Crown Estate.
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4	Equality and Good Relations Considerations
4.1	The EBFAS/CCG will have a positive impact in terms of equality of opportunity and good relations.

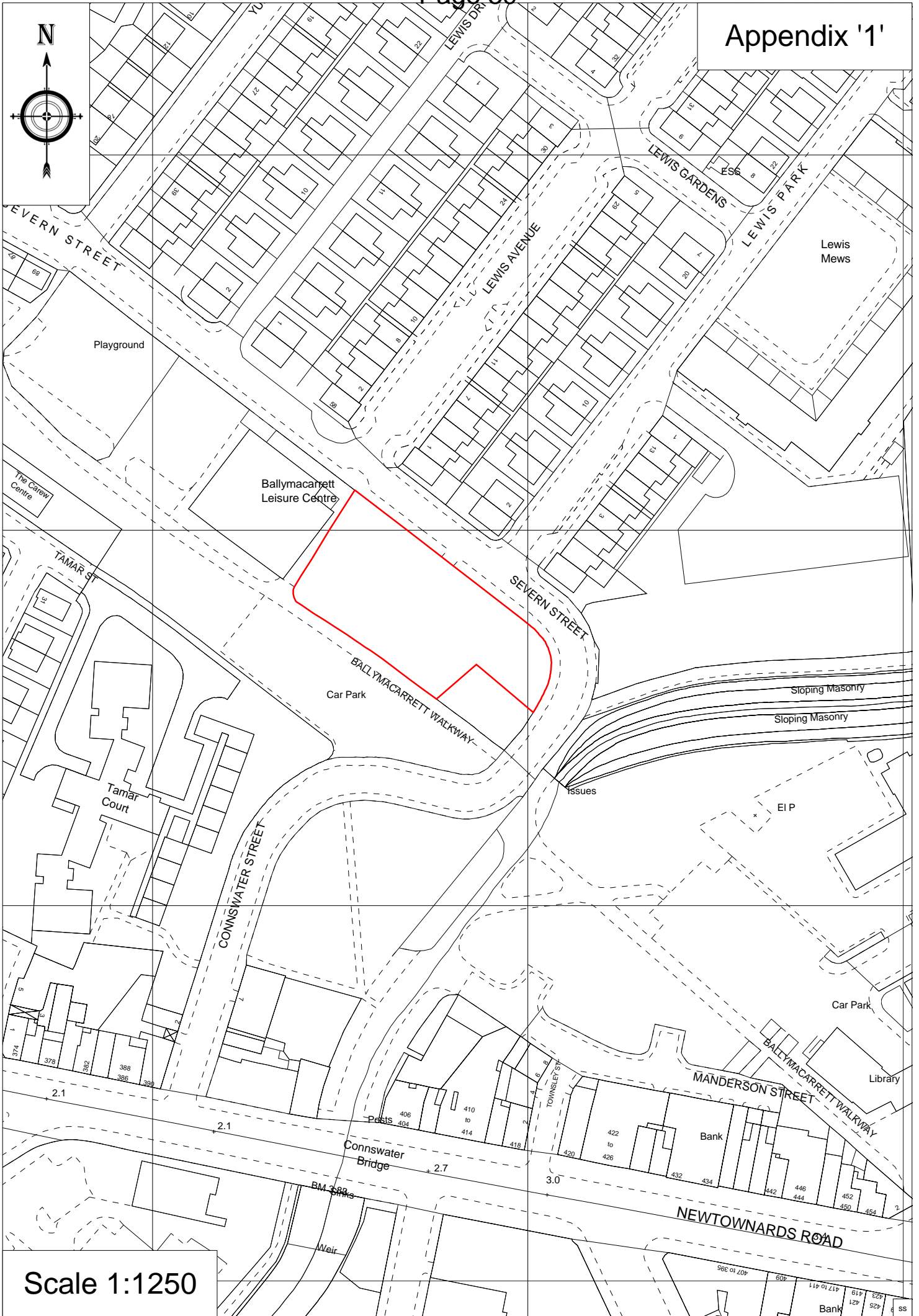
5	Recommendations
5.1	<p>It is recommended that the Committee grant approval for the Council to:</p> <ul style="list-style-type: none"> (i) Grant Farrans a licence to use the area of land outlined red on the plan attached at Appendix '1' for the duration of the EBFAS/CCG. (ii) Acquire an easement from the Crown Estate over the land outlined red on the plan attached at Appendix '2' for £250 plus reasonable legal and surveyors fees. (iii) Acquire by way of 150 year lease the land shown shaded blue on the plan attached at Appendix '3' for £1750 plus reasonable legal and surveyors fees subject to such costs being reimbursed by Rivers Agency as part of the EBFAS/CCG scheme.

6	Decision Tracking
6.1	The Director of Property and Projects to ensure completion of the licence, easement and lease if approved by Members.

7	Key to Abbreviations
7.1	CCG Connswater Community Greenway EBFAS/CCG East Belfast Flood Alleviation/Connswater Community Greenway

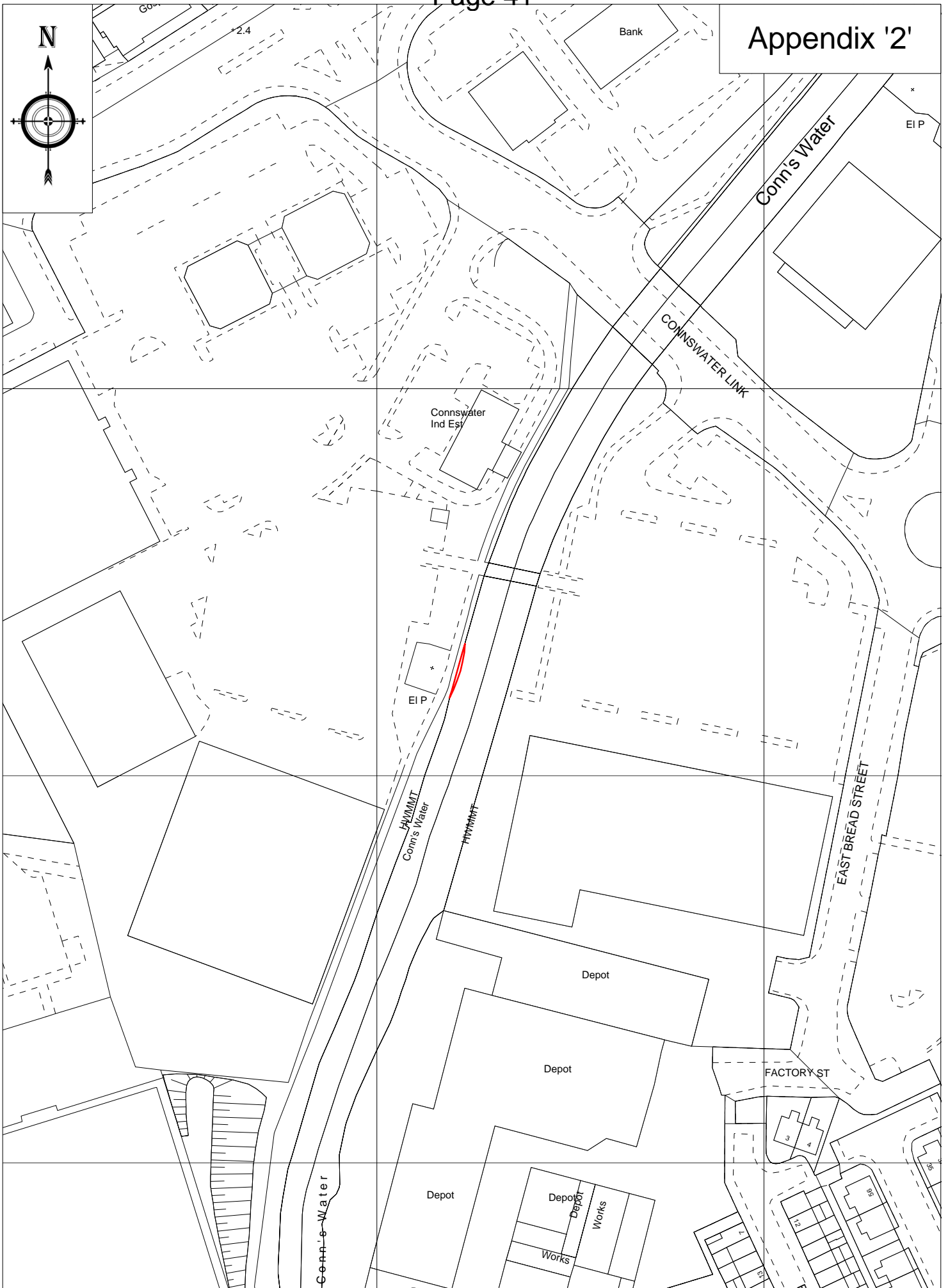
8	Documents Attached
8.1	Plan at Appendix '1' Plan at Appendix '2' Plan at Appendix '3'

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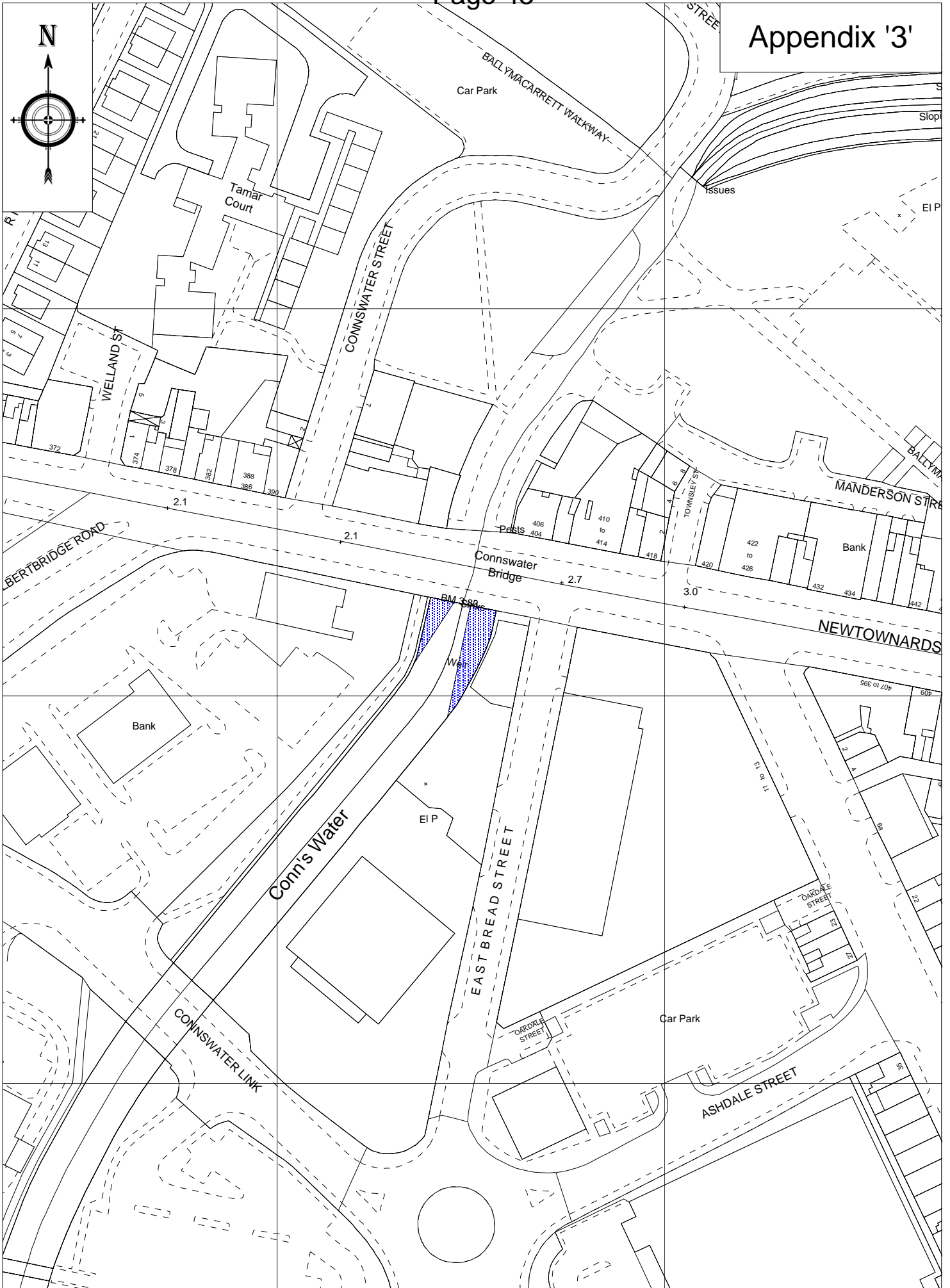
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Connswater Community Greenway - Plot 4
Boardwalk

Area 0.002 acres

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Scale 1:1250

Connswater Community Greenway - Plot 4

Area 0.047 acres

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Report to:	Strategic Policy and Resources Committee
Subject:	International Conference – “Combating Hate Crime in Europe”
Date of Meeting:	Friday 12th December 2014
Reporting Officer:	Nicola Lane, Good Relations Manager, Ext 6020
Contact Officer(s):	Alison Allen, Safer City Manager, Ext 3780

1.0	Purpose of report / Relevant Background Information
1.1	Members will be aware that Council has been providing strategic co-ordination of efforts in addressing hate crime across Belfast and in particular racist hate crime.
1.2	<p>This work has involved a range of statutory, community and voluntary partners across the city and delivering on the following themes:</p> <ol style="list-style-type: none"> 1) <u>Support Services</u>: to include the development of a single resource of support services, agreed referral pathways and to consider the accessibility of this information to minority ethnic communities. 2) <u>Communication and Messaging</u>: to include examining the potential for a media campaign, to develop appropriate positive messages and securing support for this campaign. 3) <u>Community Activity</u>: to include developing a co-ordinated platform for existing community activity around racist hate crime, along with identifying good practice and how to sustain this good practice
1.3	In further supporting this work, Belfast Good Relations Partnership, Belfast PCSP, Queens University Belfast and the Centre for Democracy and Peace Building commissioned an in-depth analysis of the social and economic contribution of migrant workers. This research has provided for the first time a robust platform upon which to challenge myths and misconceptions.

2.0	Key Issues
2.1	As part of its 14/15 Strategic Action Plan, Belfast PCSP has committed to delivering a regional conference to raise awareness of all forms of hate crime and to promote local good practice in promoting tolerance and inclusivity.
2.2	Belfast PCSP was later approached by the Centre for Democracy and Peace Building with a view to working in partnership with Wilton Park to widen the scope of the conference to include an international dimension which would provide the opportunity for stakeholders in Northern Ireland to learn from international best practice. This would mean potentially bringing in 80 international delegates for 2-3 nights.
2.3	Wilton Park is a not for profit independent organisation which has over 50 years experience in working at an international level to facilitate strategic discussions about change. They have strong relationships in Northern Ireland having been involved in supporting the peace process over a number of years.

<p>2.4</p> <p>2.5</p> <p>2.6</p> <p>2.7</p> <p>2.8</p>	<p>The objectives of the international conference would be:</p> <ul style="list-style-type: none"> - To further improve collaboration and co-operation among stakeholders, especially cross-border interaction - To facilitate an exchange of best practice between civil society and government organisations - To learn from the successes and shortcomings of existing partnership strategies, training programmes and interfaces among stakeholder groups and organisations - To formulate more effective strategies at all levels to reduce prejudicial attitudes driving hate crime <p>The conference had been provisionally scheduled for the last week in March 2015 with Belfast PCSP and the Centre for Democracy and Peace Building providing match funding of approximately £7,000. This match funding is specifically to ensure the conference is accessible to communities by arranging satellite sessions across Belfast and opportunities for the wider community to engage with the international delegates.</p> <p>Wilton Park normally secures their own funding to deliver their conferences from philanthropic organisations or governments. However, Wilton Park have recently advised Belfast PCSP and the Centre for Democracy and Peace Building that they will not be able to access the required funding to cover their costs this financial year. However this position may change if the conference took place post March 2015.</p> <p>At the December Council Cllr Colin Keenan suggested that Belfast City Council should consider providing financial assistance to allow the conference to take place this financial year.</p> <p>Extensive engagement has taken place with central government on the development of the conference with OFMDFM and DoJ actively supporting the conference. Both departments are particularly interested in ensuring that communities in Belfast benefit from the international learning and that the conference provides a platform for Belfast to showcase local good practice in this field.</p>
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<p>3.0</p> <p>3.1</p> <p>3.2</p>	<p>Resource Implications</p> <p>Belfast PCSP and the Centre for Democracy and Peace Building have committed approximately £7,000 specifically to support the roll out of the conference into communities across Belfast in this financial year.</p> <p>The estimated cost of Wilton Park delivering the main 3 day international conference in Belfast is £20,000 - £25,000. This does not include the figure of £7,000 mentioned above. Exploratory work is ongoing with local partners to secure other match funding but none has been confirmed to date. Up to £10,000 may potentially be secured.</p>
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<p>4.0</p> <p>4.1</p>	<p>Recommendations</p> <p>It is recommended that Members consider whether they wish to support the delivery of the international conference “Combating hate crime in Europe: optimising the comprehensive approach” this financial year and if so whether they agree to make a further financial contribution to a maximum of £25,000 to enable this to happen. The costs would be met by realignment of resources within the Health and Environmental Services Departmental Budget</p>
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5.0	Equality and Good Relations Implications
5.1	There are no equality or good relations implications at present; however, due to the nature of the work this will be continually monitored.

6.0	Key to Abbreviations
6.1	PCSP – Policing and Community Safety Partnerships OFMDFM – Office of First and Deputy First Minister DoJ – Department of Justice

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Belfast City Council

Report to:	Strategic Policy and Resources Committee
Subject:	Draft Smoking Policy
Date:	12 December 2014
Reporting Officer:	Ronan Cregan, Director of Finance and Resources and Deputy Chief Executive
Contact Officer:	Emma Eaton, Corporate Health and Safety Manager, ext 3223

1	Relevant Background Information
	<p>At the Strategic Policy and Resources Committee on the 19th September, a report was tabled on upgrading the existing Council Smoking Code of Practice to a Smoking Policy and a proposal to prohibit the use of electronic cigarettes within Council buildings and vehicles.</p> <p>The Committee agreed to defer consideration of the report to enable further information to be obtained.</p>

2	Key Issues
	<p>As requested by Committee, further consideration has been given to accommodating electronic cigarette users inside Council facilities.</p> <p>After consideration, it remains the position of the Corporate Health and Safety Unit that due to the unregulated nature of electronic cigarettes and uncertainty over the chemical composition of the vapours, that the Council should follow the advice of the Public Health Agency and British Medical Association and extend the Council's Smoking Policy to include e-cigarettes. This is until such times as more evidence becomes available on the health impacts of second hand vapour from electronic cigarettes.</p> <p>With regards to concerns that such restrictions on the use of electronic cigarettes may imply that the Council are not supportive of staff who are trying to give up smoking, the Council's overall commitment to the health and wellbeing of staff</p>

	<p>and the provision of an in-house Smoking Cessation Programme should be recognised. This programme is in accordance with NICE recommendations and uses approved Nicotine Replacement Therapy (NRT) products. At this time, electronic cigarettes have not been approved for this use.</p> <p><u>Conclusion</u></p> <p>It is recommended that until such times as more evidence becomes available on the health impacts of second hand vapour from electronic cigarettes, that the Council supports the advice of the Public Health Agency and British Medical Association and extends the Council's Smoking Policy to include e-cigarettes.</p> <p>As this is an evolving issue and new studies and advice are being published on a regular basis, it is recommended that if agreed, this Policy be formally returned to Committee in twelve months for review.</p>
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3	Resource Implications
	<p><u>Financial</u> None</p> <p><u>Human Resources</u> None</p> <p><u>Assets and Other Implications</u> None</p>

4	Equality and Good Relations Implications
	None

5	Recommendations
	The Strategic Policy and Resources Committee is requested to give consideration to this matter and to approve the revised Smoking Policy including e-cigarettes provided at Appendix One.

6	Decision Tracking
	Ronan Cregan, Director of Finance and Resources and Deputy Chief Executive

7	Key to Abbreviations
	NICE – National Institute for Health and Care Excellence

8	Documents Attached
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Appendix 1: Draft revised Smoking Policy which is extended to place restrictions on electronic cigarettes

Appendix1:



BELFAST CITY COUNCIL POLICY

SMOKING POLICY

DATED DECEMBER 2014 (DRAFT)

INTRODUCTION

The Belfast City Council Smoking Policy aims:

- To protect the health of staff, visitors and contractors from the potential ill-health effects of passive smoke and electronic cigarette vapours whilst in Council buildings and vehicles;
- To ensure compliance with the statutory requirements of The Smoking (NI) Order 2006;
- To demonstrate the commitment of Belfast City Council to creating a cleaner, greener and healthier environment.

SCOPE

This policy will apply to all Belfast City Council staff, elected members, contractors and any other persons who enter Belfast City Council premises or vehicles.

REFERENCES

The Smoking (NI) Order 2006
The Smoke Free (Signs) Regulations 2007

RESPONSIBILITIES

- The Corporate Health & Safety Manager is responsible for the implementation and review of the Smoking Policy and related documentation;
- The Elected Members, Chief Executive and the Corporate Management Team are responsible for the authorisation of the Smoking Policy and related documentation;
- The Corporate Management Team is responsible for the implementation of the Smoking Policy and related documentation within their Departments.
- All employees are required to be aware of this Policy and comply with it at all times including ensuring that customers and visitors do not smoke in Council buildings and vehicles.

POLICY STATEMENT

Smoking is not permitted at any main entrance /exit or inside any part of any building managed, leased or owned by Belfast City Council.

Smoking (including the use of electronic cigarettes) is not permitted inside any Belfast City Council vehicle at any time.

The use of electronic cigarettes is not permitted at any main entrance /exit or inside any part of any building managed by Belfast City Council.

SMOKING CONSIDERATIONS

The smoking ban does not extend beyond the inside of Council buildings and vehicles. Where employees smoke in the open on Council grounds or are provided with designated smoking areas, the following should be considered:

- Any health, safety and/or fire related risks i.e. smoking is not permitted in the vicinity of any flammable, highly flammable or explosive stores; where there is any significant combustible material; or anywhere that presents a significant fire risk
- The provision of smoking receptacles
- Public image issues such as employees gathering at the front / rear of Council buildings and employees smoking in the vicinity of children, other employees and members of the public
- Smoking must not be permitted where passive smoke could reasonably access a building via open windows, ventilation systems etc.
- Agreement (as appropriate) on times when smoking is permitted such as during authorised breaks, whilst undertaking specific activities etc.
- Any designated smoking area is compliant with the legislation if:
 - i) It has no roof; or
 - ii) It has a roof and the structure has 50% of the surrounding walls open ('roof' includes any fixed or moveable structure or device that can cover all or part of the premises as a roof including canvas awnings)

ELECTRONIC CIGARETTES

E-cigarettes are battery-powered products designed to replicate smoking behaviour without the use of tobacco. They consist of a cartridge containing liquid nicotine, an atomiser (heating element), a rechargeable battery and electronics. They turn nicotine, flavour and other chemicals into a vapour that is inhaled by the user. The exhaled vapour can be seen, and some products have a light emitting diode at the tip that lights up when the user inhales.

The Council's decision to prohibit the use of e-cigarettes within its buildings and vehicles is based on the British Medical Association's (BMA) guidance on the subject. The BMA advises that e-cigarettes are subject to limited regulation, are not licensed and there is no peer reviewed evidence that they are safe or effective in helping smokers cut down or quit. The BMA recommends that their use should be prohibited in workplaces and public places to limit second hand exposure to the vapour exhaled by the use, and to ensure their use does not undermine smoking prevention and cessation by reinforcing the normalcy of cigarette use.

POLICY ENFORCEMENT

Any employee found to be in breach of this Policy i.e. smoking (including e-cigarettes) in a Council building or vehicle will be liable to formal disciplinary action in accordance with established Council procedures.

The Health & Environmental Services Department within the Council have a statutory duty to enforce all smoking legislation. Any employee smoking (excluding e-cigarettes) in

a Council vehicle or premises will be committing a criminal offence and may be issued with a Fixed Penalty Notice. Failure to display appropriate signage in council vehicles or premises may result in a Fixed Penalty Notice.

SMOKING SIGNAGE

To ensure compliance with The Smoke-Free (Signs) Regulations (NI) 2007 all Belfast City Council vehicles and entrances to premises must display appropriate 'No Smoking' signage.

SMOKING CESSATION SUPPORT FOR EMPLOYEES

The council will support any employee who wishes to stop smoking. They should contact the Smoking Cessation Officer at stopsmoking@belfastcity.gov.uk

RELATED DOCUMENTATION

Belfast City Council Health and Wellbeing Strategy

AMENDMENT HISTORY

Version No.	Changes	Date
1	Third revision	April 07
2	Existing Smoking 'Code of Practice' upgraded to a Smoking 'Policy' in line with best practice and extended to include e-cigarettes.	December 14

Further Information and Advice

For further information and advice please contact the Corporate Health and Safety Unit

Health and Safety Team: DDI 9027 0400 Ext 3234

E-mail: health&safety@belfastcity.gov.uk