

Public Document Pack

BELFAST CITY COUNCIL

SUMMONS TO ATTEND THE MONTHLY MEETING OF THE COUNCIL

TO: THE LORD MAYOR, ALDERMEN AND THE COUNCILLORS OF BELFAST CITY COUNCIL

Notice is hereby given that the monthly meeting of the Council will be held in the Council Chamber, City Hall, Belfast on Monday, 3rd April, 2017 at 6.00 pm, for the transaction of the following business:

1. Summons
2. Apologies
3. Declarations of Interest
4. Minutes of Council (Pages 1 - 6)
5. Official Announcements
6. Strategic Policy and Resources Committee (Pages 7 - 54)
7. People and Communities Committee (Pages 55 - 86)
8. City Growth and Regeneration Committee (Pages 87 - 126)
9. Licensing Committee (Pages 127 - 146)
10. Planning Committee (Pages 147 - 182)
11. Notices of Motion
 - a) Belfast Intensive Family Support Service

Proposed by Councillor Heading,
Seconded by Councillor McCusker,

"This Council recognises the excellent work undertaken by the Belfast Intensive Family Support Service (IFSS), being operated by Extern, in supporting families who have a range of long standing, entrenched and complex problems, ranging from self-harm, to addiction to suicide.

The Council expresses concern that funding for IFSS is under threat, with the loss of 47 jobs and the possible closure of a vital service for some of the most disadvantaged children and families in Belfast.

Accordingly, the Council agrees to write to the Health and Social Care Board and the Department of Health to seek an immediate resolution of this funding crisis."

(To be debated by the Council)

b) Credit Unions

Proposed by Councillor Attwood,
Seconded by Councillor Kyle,

"This Council notes the importance of credit unions, as member-owned financial co-operatives, democratically controlled by their members, which ensure people in local communities have access to credit at affordable rates.

The Council notes that there are 158 credit unions in Northern Ireland, with 93 as part of the Irish League of Credit Unions and 42 with the Ulster Federation of Credit Unions.

The Council notes that there is an opportunity, in line with its commitment to develop co-operatives, to develop a partnership/joint venture with credit unions to deliver projects with social value including but not limited to social and affordable housing.

Accordingly, the Council agrees to engage with the credit union movement and investigate innovative models for project delivery."

**(To be referred without debate to the
City Growth and Regeneration Committee)**

c) Safe Access to Healthcare

Proposed by Councillor Milne,
Seconded by Councillor Corr Johnston,

"This Council recognises that all individuals have the right to healthcare, which includes that healthcare should be physically accessible and within safe reach for all sections of the population. People should not face fear and intimidation when accessing healthcare services.

Therefore, the Council condemns all harassment and intimidation taking place outside facilities in Belfast and Northern Ireland that offer reproductive healthcare, including attempts to physically block access to facilities, verbal intimidation, and the filming and recording of staff and clients entering and leaving the building."

(To be debated by the Council)

d) Stained Glass Window - LGBT Community

Proposed by Councillor Campbell,
Seconded by Councillor McAllister,

"This Council acknowledges the positive role which the LGBT community plays in our City, whose visibility creates a more welcoming and vibrant City. Recognising that one of the Council's primary aims is to make the environment of the City Hall more balanced, inclusive and reflective of all of the citizens of the City, the Council agrees to commission a stained glass window to celebrate the contribution of our LGBT citizens and install this in an appropriate location in the City Hall."

**(To be referred without debate to the
Strategic Policy and Resources Committee)**

e) Andersonstown Leisure Centre

Proposed by Councillor Collins,
Seconded by Councillor Heading,

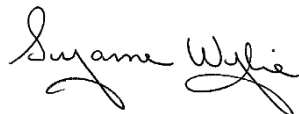
"This Council recognises the upcoming redevelopment of Andersonstown Leisure Centre and the positive potential which this investment could bring to the City.

It also notes concerns which have been raised by Trade Union representatives about jobs during and after the redevelopment. The Council is opposed to any job losses as part of the redevelopment. It also believes that any displacement process should be done transparently and equitably, to ensure that current staff are treated fairly during this process.

Finally, the Council considers it crucial that all current staff should be afforded the right to return to Andersonstown Leisure Centre after the redevelopment and under their current employment contracts, with no changes to their terms and conditions, if they so wish to. The Council calls upon GLL to work with Council staff, elected representatives and the relevant Trade Unions to ensure that action is taken which leads to the best possible deal for leisure workers."

**(To be referred without debate to the
Strategic Policy and Resources Committee)**

The Members of Belfast City Council are hereby summoned to attend.



Chief Executive

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Council

MONTHLY MEETING OF BELFAST CITY COUNCIL

Held in the City Hall on Wednesday, 1st March, 2017
at 6.00 o'clock p.m., pursuant to notice.

Members present: The Right Honourable the Lord Mayor (Alderman Kingston) (Chairperson); the Deputy Lord Mayor (Councillor Campbell); the High Sheriff (Alderman Haire); Aldermen Browne, Convery, McGimpsey; L. Patterson, R. Patterson, Rodgers, Sandford and Spence; and Councillors Armitage, Attwood, Austin, Beattie, Bell, Boyle, Clarke, Collins, Copeland, Corr, Craig, Dudgeon, Garrett, Graham, Groves, Hargey, Heading, Hussey, Hutchinson, Johnston, Long, Magee, Magennis, McAteer, McCabe, McConville, McCusker, McVeigh, Milne, Mullan, Newton, O'Donnell, O'Hara, O'Neill, Reynolds and Walsh.

Reading of Scriptures

Prior to the meeting commencing, the Lord Mayor read a passage from the Scriptures.

Summons

The Chief Executive submitted the summons convening the meeting.

Apologies

Apologies were reported on behalf of Aldermen McCoubrey and McKee and Councillors Bunting, Carson, Corr Johnston, Dorrian, Howard, Jones, Kyle, McAllister, McDonough-Brown and Nicholl.

Declarations of Interest

No declarations of interest were reported.

Minutes of the Council

Moved by the Lord Mayor (Alderman Kingston),
Seconded by the Deputy Lord Mayor (Councillor Campbell) and

Resolved - That the minutes of the proceedings of the monthly meeting of the Council of 1st February be taken as read and signed as correct.

**Meeting of Council,
Wednesday, 1st March, 2017**

Official Announcements

The Lord Mayor, on behalf of the Council, extended his best wishes to those Members who would, on the following day, be seeking election to the Northern Ireland Assembly.

Strategic Policy and Resources Committee

Moved by Councillor Hussey,
Seconded by Alderman Convery,

That the minutes of the proceedings of the Strategic and Policy and Resources Committee of 17th February be approved and adopted.

Amendment

**Review and Purpose of the
Diversity Working Group**

Moved by Councillor Dudgeon,
Seconded by Alderman McGimpsey,

That the decision of the Strategic Policy and Resources Committee of 17th February, under the heading "Review and Purpose of the Diversity Working Group", be rejected and, accordingly, the Council agrees to adopt Option 3, that is, that the Diversity Working Group be brought to a conclusion and a Historic Belfast Working Group be established to prioritise historic events and related issues. This would mean a move away from a Good Relations focus, with Good Relations being discussed by Party Leaders and the Strategic Policy and Resources Committee.

On a recorded vote, twenty-four Members voted for the amendment and twenty Members against, with two 'no votes', and it was declared carried.

<u>For (24)</u>	<u>Against (20)</u>	<u>No Vote (2)</u>
The Lord Mayor (Alderman Kingston); The High Sheriff (Alderman Haire); Aldermen Browne, Convery, McGimpsey, L. Patterson, R. Patterson, Rodgers, Sandford and Spence; and Councillors Attwood, Boyle, Copeland, Craig, Dudgeon, Graham, Heading, Hussey, Hutchinson, Johnston, McCusker, Mullan, Newton and Reynolds.	The Deputy Lord Mayor (Councillor Campbell); and Councillors Armitage, Austin, Beattie, Clarke, Corr, Garrett, Groves, Hargey, Long, Magee, Magennis, McAteer, McCabe, McConville, McVeigh, O'Donnell, O'Hara, O'Neill and Walsh.	Councillors Collins and Milne.

**Meeting of Council,
Wednesday, 1st March, 2017**

Leisure Transformation Programme – Assets Update

Clonduff Community Centre

At the request of Members, the Lord Mayor, on behalf of the Council, condemned those responsible for the recent break-in and the damage caused to the Clonduff Community Centre, urged anyone with information on the incident to contact the Police Service of Northern Ireland and commended those Council officers who were working to ensure that groups which used the facility were accommodated elsewhere.

Adoption of Minutes

Subject to the foregoing amendment, the minutes of the meeting of the Policy and Resources Committee of 17th February were approved and adopted.

People and Communities Committee

Moved by Councillor Garrett,
Seconded by Councillor McCabe,

That the minutes of the proceedings of the People and Communities Committee of 6th and 7th February be approved and adopted.

Minutes of the Strategic Cemetery and Crematorium Working Group

Plot Z1 - City Cemetery

At the request of Councillor McCabe, the Chief Executive confirmed that the next report to be submitted to the Strategic Policy and Resources Committee on the Capital Programme Update would provide a timescale for the completion of the permanent memorial to mark the babies buried within Plot Z1 in the City Cemetery, which had now moved to a Stage 3 (Committed) project on the Capital Programme.

Jewish Graves - City Cemetery

At the request of Alderman Spence, the Lord Mayor, on behalf of the Council, paid tribute to those Council officers who had been involved in overseeing the restoration of Jewish graves which had been damaged during an attack in 2016 in the City Cemetery.

The Cenotaph

As a result of a recent incident which had been highlighted by Councillor Corr, the Council agreed that a review should be undertaken of the security measures in place currently around the Cenotaph at the City Hall.

**Meeting of Council,
Wednesday, 1st March, 2017**

Adoption of Minutes

Subject to the foregoing additions, the minutes of the meetings of the People and Communities Committee of 6th and 7th February were approved and adopted.

City Growth and Regeneration Committee

Moved by Councillor Graham,
Seconded by Alderman Spence and

Resolved - That the minutes of the proceedings of the City Growth and Regeneration Committee of 8th February be approved and adopted.

Licensing Committee

Moved by Councillor Armitage,
Seconded by Councillor Copeland and

Resolved - That the minutes of the proceedings of the Licensing Committee of 15th February, omitting matters in respect of which the Council has delegated its powers to the Committee, be approved and adopted.

Planning Committee

Moved by Councillor Johnston,
Seconded by Councillor Armitage and

Resolved - That the minutes of the proceedings of the Planning Committee of 14th February, omitting matters in respect of which the Council has delegated its powers to the Committee, be approved and adopted.

**Belfast Waterfront and Ulster Hall Ltd.
Shareholders' Committee**

Moved by Councillor Walsh,
Seconded by the Deputy Lord Mayor (Councillor Campbell) and

Resolved - That the minutes of the proceedings of the Belfast Waterfront and Ulster Hall Ltd. Shareholders' Committee of 20th February be approved and adopted.

**Meeting of Council,
Wednesday, 1st March, 2017**

Notices of Motion

Review of Enforcement Services

In accordance with notice on the agenda, Councillor Boyle proposed:

“Belfast City Council is responsible for a range of different enforcement services, including such things as on-street drinking, management of litter and addressing noise. It is important that, when carrying out enforcement duties in respect of these types of issues, our approach operates within the principles of consistency, proportionality and fairness, recognising the rights of all individuals.

This Council, therefore, agrees that it is timely for a review to be undertaken of enforcement activities across relevant Council Departments to ensure that such services are effective, efficient and responsive to the needs and demands across the City.”

The motion was seconded by Councillor Mullan.

In accordance with Standing Order 13(f), the motion was referred, without discussion, to the People and Communities Committee.

Support for Amateur Boxing

In accordance with notice on the agenda, Councillor McVeigh proposed:

“This Council has demonstrated its support for amateur boxing in Belfast by developing and resourcing its boxing strategy.

This Council recognises the good results that this strategy has delivered, particularly through its support for sports officers who work specifically with clubs across Belfast.

We believe it is imperative that this support continues and calls on the Council to reaffirm its commitment to supporting amateur boxing in Belfast.

In particular, we call on the Council to continue to employ those sports officers who currently do work to support clubs and assist them in the work they carry out with boxing clubs.”

The motion was seconded by Councillor Beattie.

In accordance with Standing Order 13(f), the motion was referred, without discussion, to the People and Communities Committee.

**Meeting of Council,
Wednesday, 1st March, 2017**

Irish Presidential Elections

At the request of Councillor O'Hara, the Council agreed, in accordance with Standing Order 13(i), that the motion standing in her name be withdrawn from the agenda.

Lord Mayor
Chairperson

Strategic Policy and Resources Committee

Friday, 24th March, 2017

MEETING OF STRATEGIC POLICY AND RESOURCES COMMITTEE

Members present: Councillor Hussey (Chairperson);
The High Sheriff (Alderman Haire);
Aldermen Browne, Convery and Rodgers;
Councillors Attwood, Clarke, Corr, Craig, Graham,
Hargey, Jones, Long, McAllister, McCabe,
McVeigh, O'Donnell, Walsh.

In attendance: Mrs. S. Wylie, Chief Executive;
Mr .G. Millar, Director of Property and Projects;
Mr. R. Cregan, Director of Finance and Resources;
Mr. S. McCrory, Democratic Services Manager; and
Mr. J. Hanna, Senior Democratic Services Officer.

Minutes

The minutes of the meeting of 17th February were taken as read and signed as correct. It was reported that those minutes had been adopted by the Council at its meeting on 1st March.

Apologies

An apology for inability to attend was reported from Councillor Reynolds.

Declarations of Interest

No declarations of interest were reported.

Restricted Items

The Information contained in the following two reports is restricted in accordance with Part 1 of Schedule 6 of the Local Government Act (Northern Ireland) 2014

Senior Management Staffing Matters

The Committee considered a report in relation to the arrangements for the recruitment and selection of the post of Head of Human Resources and which provided an update on the interim senior management arrangements for functions currently within the Planning and Place and the Development Departments.

With regard to the two additional elected Members to sit on the recruitment panel alongside the Chairperson, the following Members were nominated, Councillor Jones,

**Strategic Policy and Resources Committee,
Friday, 24th March, 2017**

Attwood and Hargey. On a vote by show of hands 5 Members voted for Councillor Jones, 7 for Councillor Attwood and 8 for Councillor Hargey.

Accordingly, the Committee:

- agreed that the selection panel for the Head of Human Resources be comprised of the Chairperson (or his nominee) and Councillors Attwood and Hargey, the Chief Executive and a Council director;
- agreed the proposed recruitment and selection timeframe to recruit the post on a permanent basis.
- in relation to interim senior management arrangements, agreed that the current fixed term contract with the Director of Planning and Place be extended until 31st December, 2017 (subject to review) on the same basis as at present; and that the current secondment arrangement with Invest NI in relation to the interim Director of Development be extended until 31st December, 2017 (subject to review).

City and Neighbourhood Services

(The Director of City and Neighbourhoods Services attended in connection with this item.)

The Committee noted a report which provided an update on the City and Neighbourhood Services Department's change programme.

Matters Referred Back from Council/Notices of Motion

Notice of Motion – Youth Services – Responses from the Department of Education and the Education Authority

The Committee was reminded that the Council, at its meeting on 1st February, had passed the following motion on Youth Services, which had been proposed by Councillor McCusker and seconded by Councillor Attwood:

"This Council notes with deep concern the proposed cuts in youth services in Belfast, which could see the loss of 131 posts in youth organisations.

The Council recognises the important and vital contribution of our youth services to Belfast and believes that these cuts will have a major negative impact on local communities.

The Council opposes these cuts in youth services and agrees to seek an urgent cross-party meeting with the Education Authority and the Minister of Education or senior Department of Education officials to raise our concerns and calls for the funding to be reinstated."

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Friday, 24th March, 2017**

The Democratic Services Manager reported that responses had now been received from the Private Secretary to Mr. Peter Weir, Minister of Education, and Mr. G. Boyd, Chief Executive of the Education Authority.

The Private Secretary, within her response, had confirmed that the Minister had made it clear that, in terms of those organisations delivering extended, outreach and detached initiatives, no funding had been withdrawn, no decision had been taken to withdraw funding and there were no proposals to withdraw funding. It was pointed out that the Minister appreciated the uncertainty surrounding short-term funding streams which were additional to the core youth budget and the impact which that could have on workers across the sector. Whilst the overall budget available for youth services had not yet been agreed, the Minister had requested officials to ensure that, within the funding available, a longer term approach be adopted to prioritise access to and longer opening times for centres operating in areas of disadvantage or near interface areas. The response concluded by confirming that, due to the Northern Ireland Assembly Elections, Mr. Weir's role of Minister of Education would cease on 2nd March and that, due to his diary commitments, it would not be possible to schedule a meeting to discuss youth provision.

Mr. Boyd, within his response, had confirmed that the Education Authority had not proposed any cuts to youth services in 2016/2017 and was not planning any reduction for 2017/2018. However, he pointed out that the Education Authority did not have a budget allocation for 2017/2018 and, as a result, it had to advise all staff on temporary contracts that their employment was not guaranteed beyond 31st March, 2017. That position had been reiterated within further correspondence which confirmed also that the Education Authority believed that the work undertaken by youth workers was a vital component in the support which the youth service provided to young people, particularly the most vulnerable and marginalised. Mr. Boyd concluded by stating that the Education Authority was continuing to work with the Department of Education to find a solution to the funding issue and that, since the Education Authority agreed with the Council's position, as set out within the motion of the 1st February, it did not believe that there was merit in having a meeting to discuss the matter. He did, however, confirm that he would be happy to meet with members to discuss youth provision generally in Belfast.

After discussion, the Committee noted the responses which had been received and agreed that an All-Party Deputation meet with the Chief Executive of the Education Authority.

Belfast Agenda

City Development Members' Forum

The Committee agreed to defer consideration of the matter to allow Party briefings to take place.

Physical Programme and Asset Management

Capital Programme Update

The Committee considered the undernoted report:

“1.0 Purpose of Report or Summary of main Issues

1.1 The Council’s Capital Programme is a rolling programme of investment which either improves existing Council facilities or provides new facilities. This report outlines

- an update on the Capital Programme for 2016/2017
- proposed movements on the capital programme – Bereavement System
- the Capital Programme and capital financing for 2017/2018

2.0 Recommendations

2.1 Members are asked to –

- note that since April of last year over £130m of projects have been completed
- note that a number of Council projects have been shortlisted for the RICS Awards including the Waterfront Exhibition and Conference Centre, Girdwood Hub, 9 Adelaide and the Innovation Factory.

Project Movements

- Agree that the following project is moved to Stage 2 - Uncommitted on the Capital Programme – IT Programme – Bereavement Services System – OBC to be worked up and brought back to Committee for further consideration

Capital Programme and Capital Financing 17/18

- agree the Capital Programme for 2017/2018 as outlined in Appendix 1-3
- note as outlined in 3.8 below that the phased nature of the capital programme means that there is an unallocated amount of financing for 2017/2018 and it is recommended that this is ringfenced towards a number of non-recurrent projects which require spend during 2017/2018 as outlined in 3.10 below

- agree that necessary procurement processes be initiated for non-recurrent capital projects as required with contracts to be awarded on the basis of most economically advantageous tenders received and full commitment to deliver to ensure all non-recurrent projects can be delivered by the end of March 2018

3.0 Main report

Key Issues

3.1 The Council's rolling Capital Programme is a significant programme and Members agreed the Capital programme for 2016/17 in March last year. In the past year over £130m of projects have been successfully delivered across the city including

- Belfast Waterfront Conference and Exhibition Facility – the £30m new dedicated exhibition and conference facilities at the Waterfront. In addition the existing Waterfront has been upgraded to ensure continuity of provision between the two facilities
- Connswater Community Greenway – major works this year included the opening of the CS Lewis Square in November and the opening earlier this month of a major new section linking C.S. Lewis Square, Mersey Street and Victoria Park which included the new James Ellis Bridge. When completed later this year, the CCG will consist of 16km of new foot and cycle paths, improved green spaces, 23 new or improved bridges, 5km of flood walls and embankments, 6 new tourism and heritage trails as well as the C.S. Lewis Square
- 9 Adelaide – new office accommodation - All staff have now moved into the building with the exception of the remainder of Digital Services who will move in in May
- Innovation Factory – providing accommodation space for up to 382 employees and capable of housing 100+ small businesses the new £9.1m Innovation Factory formally opened in September 2016.
- North Foreshore Infrastructure works – works on the ERDF funded project were completed at the end of October with works now continuing on the infrastructure required for the development sites. The new Film studio is also nearing completion.

A leisure development brief for the north end of the site is currently out to the market.

- **LTP – New Olympia Leisure Centre** – the new leisure facility as part of the £21.75m Olympia regeneration was successfully opened in January. Work is continuing on the next phase of the project which the development of the new Boulevard and a new playground and pitch work. To facilitate this the old Olympia has already been demolished
- **Pitches** – new pitch and pavilion at Cliftonville and Woodlands; new pitch at Ormeau; new pitch and extension to pitch at Musgrave; new pavilion at Victoria and new pitch at Sally Gardens
- **Upgrades to parks, open spaces and playgrounds** - including
 - the £580,000 playground refurbishment programme which upgraded playgrounds across the city at Cregagh; Jubilee Park; Alloa Street; Wedderburn; Grove; Glencairn; Ardoyne; Springhill Site A and Castleton
 - Upgrade works were also undertaken at Roddens Crescent and Mount Eagles Playground and Twinbrook Wildlife Park
 - A new playground and MUGA at Whiterock under the first phase of the Whiterock Community Corridor project
 - A new MUGA at Springfield Avenue Site A
 - Boxer Statues – a statue of John Caldwell in Dunville Park and a new boxing sculpture in Woodvale Park
- **City Hall Works** – works to facilitate the new dedicated exhibition space on the ground floor of the City Hall which is due to open in May
- In addition a range of corporate projects have been undertaken including Fleet Replacement Programme for 2016/2017; a substantial upgrade to the Prince Regent Road depot and a range of ICT projects

3.2 Members are asked to note that the Property & Projects Department is happy to arrange site visits for Members/ Party Groups to any capital programme project.

RICS Awards – Shortlisted projects

- 3.3 Members are also asked to note that a number of Council projects have been shortlisted for the prestigious RICS Awards which ‘*showcase the achievements of the most inspirational regional initiatives and developments in land, property, construction and the environment*’ in the following categories

Project	Category
Office Accommodation	Commercial
Girdwood	Community Benefit Regeneration Design through Innovation Infrastructure
Innovation Factory	Regeneration
Waterfront	Commercial

- 3.4 As part of the shortlisting the RICS judges have visited each of the projects. If successful through this stage the projects will be further shortlisted for the Northern Ireland finals at the end of May. The subsequent winners from the Northern Ireland region are then invited to the overall awards later in year.

Proposed movements on/additions to the Capital Programme

- 3.5 Members have previously agreed that all capital projects must go through a 3 Stage process where decisions on which projects progress are taken by SP&R. Members are asked to agree to the following movements as summarised below

Move to Stage 2 – Uncommitted

Project	Project overview	Proposed Stage
Bereavement Systems	Replacement of the Bereavement Administration System	Stage 2- Uncommitted

- 3.6 **IT Programme - Bereavement Systems – required to ensure the continued effective booking of all burials and cremations in the Council. Members are asked to note that an OBC will now be worked up for this project and further detail will be brought back to Committee in due course for consideration.**

Capital Programme and Capital Financing – Impact of Members decisions

3.7 Members are asked to note that the Council incurs both capital expenditure and capital financing costs in the delivery of its Capital Programme.

- Capital Expenditure is the expenditure incurred in the actual delivery of contracts e.g. the actual payments to the contractor for a construction contract
- Capital Financing is the method the council uses to fund the capital expenditure. The capital financing costs include loan repayments (principle and interest); revenue contributions (cash payments to repay or avoid taking out loans); capital receipts and external funding.

Capital Financing 2017-2018

3.8 At its meeting on 20 January 2017, the Strategic Policy and Resources Committee approved a capital financing budget of £18,751,901 for 2017/2018. Members will be aware however that the Council has already committed financing to a range of physical projects under the Capital Programme as outlined in Appendices 1 and 2 and a number of non-recurrent projects which accounts for £14.8m of this. Loan repayments are an additional £2,492,749 and Committee had previously agreed that £375,000 be ringfenced for planned maintenance for 2017/2018.

Table 1 – Existing Capital Financing Budget 2017/2018

Existing Capital Financing Budget		£18,751,901
Less: Physical Programme Commitments (capital programme and non-recurrent projects)	£14,833,891	
Existing BCC Loans	£1,815,430	
Lisburn/Castlereagh Transferred Loans	£677,319	
Planned Maintenance	£375,000	£(17,701,640)
Balance Remaining		£1,050,261

3.9 This means that there is £1.05m of unallocated capital financing to support any emerging proposals already on the Capital Programme and any future additional proposals.

3.10 Members are asked to note however that there are already a number of emerging proposals which will require non-recurrent capital financing during 2017/2018 including

- **Accommodation Dilapidations** – Members will be aware that the Council, through the development of 9 Adelaide, has been able to consolidate all staff in the new office premises, Cecil Ward or the City Hall. This has allowed the Council to exercise Break Options in the current leased premises at Adelaide Exchange, 21 Linenhall Street and Lanyon Place. Standard ‘Yield Up’ provisions in commercial leases entitle a landlord to the return of premises in their original state as let to the tenant upon determination of the letting and to issue a schedule of dilapidations specifying required works the tenant must undertake - tenants have the option to agree a payment in lieu of undertaking any such works. Limited obligations in this regard were secured by the Council for both Lanyon Place and 21 Linenhall Street. The Council is currently in negotiations with the landlords for the respective premises to agree the final costs arising under the terminal schedule of dilapidations in each case to ensure that the best value for money agreement is achieved for the Council
- **Rural Development Programme** - match funding requirement of £70,000 from the Council to ensure that monies can be secured under the Rural Development Programme for Village Renewal Schemes in Edenderry and Hannahstown. The City & Growth Committee, at its meeting on 8th March, asked that this be referred to the SP&R Committee for consideration
- **City Centre Animation and Meanwhile uses** – in support of the ambitious City Centre Regeneration and Investment Strategy which the Council has set. Members will be aware that many of the proposals for the city centre are necessarily long term as they are strategic infrastructure and/or building projects. It has therefore been recognised that there is a need to do a number of projects in the interim which will help to animate the city centre and it is proposed that a number of ‘meanwhile’ use projects are taken forward on a pilot basis. Members are asked to note however that these will be tested through the market and at this stage it is not yet known, what if any, capital financial implication there may be for the Council

- **Waterfront IT projects** – required in order to ensure that the Waterfront continues to remain at the leading edge in terms of conference facilities
- **SMART Cities** – works required to support the SMART Cities programme which has previously been agreed by Committee. The detail on this programme is currently being worked up.

3.11 Officers are currently working through the above projects, however with the exception of the Rural Development Programme, the exact costs are currently still unknown. It is therefore recommended that Members agree that the capital financing balance of £1.05m remains unallocated to cover the potential costs of these projects and others which may arise during 2017/18.

3.12 Members are further asked to agree that the necessary procurement processes (including the invitation of tenders and/or the use of appropriate ‘framework’ arrangements) be initiated for non-recurrent capital projects as required with contracts to be awarded on the basis of most economically advantageous tenders received and full commitment to deliver to ensure all non-recurrent projects can be delivered by the end of March 2018.

Physical Programme 2017/2018 and beyond

3.12 Members are aware that the Council is currently delivering a major physical programme which includes

- over 70 projects on the Capital Programme
- the £105m Leisure Transformation Programme which will see the redevelopment of 7 leisure centres across the city
- 35 BIF projects which includes 12 which are at Stage 3 –Committed with the 23 projects currently being worked up
- A £9m LIF programme – which has already seen over 50 projects completed across the city with over
- a £6m annual rolling programme of maintenance
- In addition the Council is now becoming the delivery agent of choice for a number of central government departments and is currently either delivering or proposed to be the delivery agent for over 40 projects across the city under the Building Successful Communities initiative, Urban Villages or the Social Investment Fund.

- 3.13 Members will recognise from the above that resources, particularly financial resources, are in increasingly short supply and there is ever increasing demand for the Council to do more with less and less and it is clear that this level of investment cannot be sustained at this rate in the future given the budgetary pressures facing the Council and the wider public sector.

Members therefore need to be aware that each decision they take in relation to progressing a capital project or agreeing additional money towards any one project has a consequential impact on the level of financing that is available for other capital projects and each individual decision therefore subsequently limits the capacity of the Council to progress other capital projects thereby potentially necessitating some difficult decisions for Members in terms of prioritisation. Members will be aware that a new Programme Office has recently been established and one of the current pieces of work being undertaken by the Programme Office is the development of a prioritisation matrix which will enable Members

- 3.14 Members are asked to note that officers are continually seeking opportunities for enhancing the level of funding which is available including looking at opportunities for capital receipts through site disposals and through the use of grants.

- Disposals - There are a number of potential disposals which officers are looking at. However Members will be aware that realising capital receipts through disposals can be slow and time consuming and will be dependent on the market demand.
- Grants – Members will be aware that the Council has successfully leveraged in over £100m of grant funding in the past few years and while grants are a welcome source of income they tend to either have specific criteria that may not suit council projects or objectives; they often require match funding, are process heavy and are front loaded in that the Council must fund the expenditure upfront.

Physical Programme – Ensuring the benefits and outcomes are maximised

- 3.15 Members should also note that the continued massive investment into the city's physical infrastructure is inconsequential if physical projects are simply seen as the stand-alone development of a facility/asset. As outlined in 3.1

above many of our major physical projects are now either completed and/or at construction phase with the ensuing demands that this places upon resources, both in terms of project management, community engagement and establishing effective revenue budgets to deliver the programmes that will make a difference on the ground. This is likely to require future growth in the revenue budgets.

Communities are the lifeblood of our city and assets will only succeed if they are properly planned and programmed from the outset in order to ensure that they meet the needs of local communities and the city and to deliver real and tangible community and economic benefits. It is therefore vital that all of the Council's physical projects are intrinsically linked to the social, community and economic outcomes set under the Belfast Agenda and this is a key part of the three stage approval process which Members have agreed. This will ensure that the physical programme is aligned with the city outcomes framework to ensure that the maximum benefits and outcomes are achieved.

3.16 Financial & Resource Implications

The capital programme is a rolling programme of investment in council assets

3.17 Equality or Good Relations Implications

All capital projects are screened as part of the stage approval process.”

The Committee adopted the recommendations.

Area Working Update

The Director of Property and Projects submitted for the Committee's consideration the following report:

“1.0 Purpose of Report or Summary of main Issues

1.1 To update Members on a number of area related issues for Members' consideration.

2.0 Recommendations

2.1 The Committee is asked to:

AWG minutes

- Approve the most recent round of Area Working Group (AWG) Minutes (*South – 27th February; North – 28th February and East – 13th March*).

Local Investment Fund

- note the LIF projects which have previously been approved in principle which have been scored. Members are asked to note that both these projects have met the threshold and to therefore agree that these are progressed to due-diligence

Belfast Investment Fund

- agree the recommendations from the South and East AWGs in respect of their ringfenced BIF allocations as outlined in Section 3.5 and 3.6 below

3.0 Main report

KEY ISSUES

AREA WORKING GROUP UPDATES

- 3.1 Members agreed in June 2016 that the Area Working Group minutes would be taken into the SP&R Committee for approval going forward in line with the Council's commitment to openness and transparency and to ensure a consistent approach with other Member-led Working Groups. Members are asked to approve the most recent round of AWG Minutes (*South – 27th February; North – 28th February and East – 13th March*).

LOCAL INVESTMENT FUND UPDATE

Projects recommended to proceed to due-diligence

- 3.2 Members are asked to note that 2 LIF2 projects which had previously been agreed for in principle funding (*WLIF2-23 – Blackie River Community Centre and NLIF073/NLIF2-20 – Jennymount Methodist Church*) have now been scored by officers. Both projects have successfully met the minimum threshold and it is recommended that these projects now proceed to the Due Diligence stage of the LIF process

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- 3.3** In January 2016, as part of the rates setting process, it was agreed that £5m would be ringfenced to support BIF projects in the areas of Lisburn and Castlereagh which transferred across under LGR with the monies to be shared equally as these areas had not had an opportunity to have any BIF projects considered.
- 3.4** Members noted in March 2016 that the allocation for Outer East fell across two AWGs (South and East as residents transferred into the Balmoral (South), Lisnasharragh (East) and Orminston (East) DEAs). The total that transferred into these areas was just over 25,000 with approx 1/5 of these transferring into Balmoral (South) and the remainder transferring into the East DEAs. In terms of the £2.5million available for Outer East this equated to £500,000 for South and £2million for East and this allocation was agreed by Members.
- 3.5** SOUTH AWG – The South AWG at its meeting on 27th February, made the following recommendations for the consideration of the SP&R Committee in relation to their ringfenced BIF allocation.

Project	Comments
Knockbreda Parish Church Hall	Add as a Stage 1 – Emerging Project with up to £250,000 to be ringfenced Further detail to be brought back to the South

- 3.6** EAST AWG - The East AWG at its meeting on 13th March, made the following recommendations for the consideration of the SP&R Committee in relation to their ringfenced BIF allocation.

Project	Comments
Tullycarnet Community Support Services	Add as a Stage 1 – Emerging Project
Lisnarragh Community Schools Project	Add as a Stage 1 – Emerging Project
Castlereagh Presbyterian Church	Add as a Stage 1 – Emerging Project

It was further agreed that these projects would be considered as part of the options appraisal which had previously been agreed to enable the East AWG with relative prioritisation of

the emerging projects and fully test their feasibility. The East AWG also agreed not to consider any further proposals under the Outer East BIF at this stage.

3.7 FINANCIAL & RESOURCE IMPLICATIONS

- **Financial - £5m has been ringfenced for BIF projects in the transferring in areas of which £2m has been ringfenced for Outer East and £500,000 for Outer south**
- **Resource - Officers time to deliver projects.**

3.8 Equality or Good Relations Implications

No implications.”

The Committee adopted the recommendations.

Asset Management: Acquisition of Land at Blythefield Street

The Committee was reminded that, at its meeting on 16th August, 2016, it had agreed to the recommendation of the People and Communities Committee to grant a lease and right of way to land at Blythefield Sports Pitch to the Greater Village Regeneration Trust (GVRT). The lease was to provide the GVRT with appropriate security of tenure to meet the funding requirements of Sport NI. A grant totalling £134,000 had been available to the GVRT to resurface the football pitch. However, subsequently, it had transpired that two small plots of land within the boundary of the football pitch were not in the Council’s ownership.

The Director of Property and Projects reported that, although the plots had been incorporated in the football pitch and occupied by the Council for many years, it appeared that they were never formerly transferred and remained in the legal ownership of the Northern Ireland Housing Executive (NIHE) and the Department for Communities (DfC). In order to grant a lease to the GVRT, it would be necessary to formally transfer the plots from the NIHE and DfC to Council ownership. Both organisations had agreed to the transfer. The DfC was seeking a transfer fee of £200 as assessed by Land and Property Services, whilst the NIHE had not as yet asked for a fee but should it do so, it was anticipated that a similar sum would be assessed. In addition, the Council would be required to pay a Land Registration fee in the region of £150 per plot and might be liable for DfC’s legal costs.

A secondary access to the sports pitch would be made available to the GVRT via Bentham Drive and that would require a grant of a Right of Way over Council owned land.

The Committee approved:

- The acquisition of the two small plots of land contained within the Blythefield Sports Pitch at a cost not exceeding £1300; and

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- The grant of the Right of Way to the GVRT to provide a secondary access to the Blythefield Sports Pitch.

George Best Memorial Sculpture

The Committee was advised that a small art group, Lecale Bronze, was preparing to raise funds by way of public donation to complete a bronze life size sculpture of George Best. The group had offered to gift the completed sculpture on the basis that the Council would arrange for its installation on property accessible to the general public. The artists felt that a location at the new Olympia entrance would meet such requirements.

The Director of Property and Projects reported that the art group had advised that members of the Best family had viewed images of the statue, had approved the quality of the work and assured them of their support. The group had also advised that the location would be acceptable to the Best family.

He explained that the fundraising for completion of the piece in bronze would be carried out by the art group by a crowdfunding website. The completion costs were estimated at £37,000 for artist fees, foundry costs and materials, plus there would be an additional fee for the fundraising website. The group anticipated that the fundraising and sculpture would be completed well ahead of the completion of the boulevard in Spring 2018. The George Best name was a trademark and the art group was in the process of arranging for a licence for the fundraising effort. On completion and installation, the George Best statue would become the property of the Council for the purposes of ownership and maintenance.

The Committee agreed to accept the gift of a George Best sculpture and facilitate its installation on the new Boulevard at Olympia to be completed in 2018.

Finance, Procurement and Performance

Contracts for Award

The Committee:

- (1) approved the public advertisement and acceptance of tenders as listed in Appendix 1, table 1 below, through the Council's electronic procurement system; and
- (2) granted delegated authority to the appropriate Director, using pre-agreed criteria, to accept the most economically advantageous tender, and allow extensions where contracts were under review as per table 2:

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Appendix 1 - Schedule of tenders for consideration

Table 1 – New tenders

Title of tender	Senior Responsible Officer	Proposed contract duration
MTC for installation of new soft flooring	Gerry Millar	1 year plus 2
MTC for repair and maintenance of fire and intruder alarm systems	Gerry Millar	2 years plus 2
MTC for repair and maintenance of CCTV systems	Gerry Millar	2 years plus 2
MTC for repair and maintenance of swimming pools	Gerry Millar	2 years plus 2
MTC for drain clearance and camera surveys	Gerry Millar	1 year plus 2
Repair, installation, fill and removal of bonfire beacons	Rose Crozier	1 year plus 1 plus 1

Table 2 – Contracts for extension of contract period

Title of tender	Director Responsible	Proposed extension
Mechanical services for repair, maintenance and minor works	Gerry Millar	Month by month until new contract is in place
Installation of new metal fencing	Gerry Millar	Month by month until new contract is in place
Employee counselling services	Jill Minne	Month by month until new contract is in place
Occupational health physician services	Jill Minne	Month by month until new contract is in place

Prudential Code and Treasury Management Indicators

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

“1.0 Purpose of Report or Summary of main Issues

- 1.1 The Local Government Finance Act (NI) 2011 and the supporting Prudential and Treasury Codes produced by the Chartered Institute of Public Finance and Accountancy (CIPFA), require the council to consider the affordability and**

sustainability of capital expenditure decisions through the reporting of prudential and treasury management indicators.

1.2 This report provides information for Members on the prudential indicators for Belfast City Council for the period 2017/18 to 2019/20 and the Council's Treasury Management Strategy for 2017/18.

2.0 Recommendations

2.1 The Committee is asked to

- Note the contents of this report and the prudential and treasury management indicators included within the appendices to the report.

And agree:

- The Authorised Borrowing Limit for the Council of £174m.
- The Treasury Management Strategy for 2017/18, which has been included as Appendix 2 to this report

3.0 Main report

3.1 The Local Government Finance Act (NI) 2011 requires the Council to adopt the CIPFA Prudential Code for Capital Finance in Local Authorities. In doing so, the Council is required to agree a minimum revenue provision policy annually and set and monitor a series of Prudential Indicators, the key objectives of which are to ensure that, within a clear framework, the capital investment plans of the council are affordable, prudent and sustainable.

3.2 At the Strategic Policy and Resources Committee on the 9 December 2011, Members approved the Council's Treasury Management Policy which is based on the CIPFA Treasury Management Code of Practice. The Treasury Management Policy requires that a Treasury Management Strategy be presented to the Strategic Policy and Resources Committee on an annual basis and that it is supported by a mid-year and year end treasury management reports.

3.3 The prudential indicators are included as Appendix 1, while the treasury management strategy and treasury management indicators have been included as Appendix 2.

3.4 The comparison of 'Gross Borrowing' to 'Capital Financing Requirement' (CFR) is the main indicator of prudence when

considering the proposed capital investment plans of the Council. Estimated gross borrowing should not exceed the CFR for the current year plus two years. The Council's estimated gross borrowing position, illustrated in Table 3, Appendix 1, is comfortably within the CFR in the medium term. The Director of Finance and Resources therefore considers the estimated levels of gross borrowing as being prudent.

- 3.5 Table 4 and 5 (Appendix 1) shows the estimated financing costs for capital expenditure as a percentage of the estimated net revenue stream for the Council, based on the medium financial plan, and the incremental impact on the rates of the Investment Programme. These illustrate that in the medium term, capital financing costs will represent 10.09% of the Council's net running costs. On this basis the Director of Finance and Resources is satisfied that the level of capital expenditure is affordable.
- 3.6 The Finance Act requires the Council to set an affordable borrowing limit, relating to gross debt. The Prudential Code defines the affordable limit as the 'Authorised Borrowing Limit' and gross borrowing must not exceed this limit. Table 6 (Appendix 1) sets out the recommended 'Authorised Borrowing Limit' for the Council as being £174m.
- 3.7 **Financial & Resource Implications**
- As detailed in the report.
- 3.8 **Equality or Good Relations Implications**
- None."

The Committee adopted the recommendations.

Belfast Citywide Tribunal Service

The Committee considered the undernoted report:

"1.0 Purpose of Report or Summary of main Issues

- 1.1 At the request of committee, to present a funding proposal made by Belfast Advice Group requesting £100,000 to support the continued provision of a citywide tribunal service 2017/18.

2.0 Recommendations

- 2.1 The Committee is asked to;

- Note the update on the Citywide Tribunal Service and that the Belfast Advice Group have confirmed that they have not secured additional funding for the delivery of the Citywide Tribunal Service for 2017/18.

3.0 Main report

3.1 In February, Strategic Policy and Resources Committee agreed a potential funding allocation of £100k, from the forecast capital financing underspend, towards a City Wide Tribunal Service for 2017/18. Committee indicated that *'the payment of the £100k to the group would be subject to a further report to the Committee on the receipt and assessment of an application for funding which would detail the achievements to be delivered as well as the plans in place to attract levered funding'*.

3.2 The Belfast Advice Group has presented a funding proposal for committee's consideration, which is attached as Appendix 1.

3.3 The proposal details the total cost to provide the service in 2017/18 as £224,997 and seek to secure £100k from Council with a further £124,997 yet to be secured.

3.4 The group has presented its proposed expenditure over the 12 month period outlining the total cost of the service (Page 8 of the proposal). Based on this information Council will contribute 43% towards the salary costs of seven staff and 51% towards running costs.

3.5 Having considered the proposal, officers sought clarification from the Belfast Advice Group in relation to expenditure and the plan to attract additional funding. Officers met with group representatives on Monday 20th March.

3.6 The Belfast Advice Group confirmed they have not secured additional funding for the delivery of the Tribunal service in 2017/18. The group has made initial steps to develop and seek funding for a regional tribunal service incorporating advice groups across all eleven council areas. In the absence of secured additional funding the service will not be viable over a 12 month period.

3.7 Key Issues

In assessing the proposal and feedback from the meeting with the representatives, officers would note the following:

- The current period of extended funding is due to end 31 March 2017.
- There is no detailed plan in place to attract and secure the additional funding to provide the service over the 12 months. At the meeting with the representatives, BAG stated that progress had been made with MLAs and DfC officials prior to the recent Assembly election and that they were in the process of re-engaging with all political parties at Stormont.
- In response to council correspondence, the Minister for Communities indicated their position on funding of the Belfast citywide tribunal service that is, that tribunal services should be incorporated as an element of generalist advice services for which the advice sector is already in receipt of funding. BAG have indicated that recent engagement with officials confirmed there is no additional budget to support the Belfast service outside of their Generalist Advice grant as part of the Community Support Programme to local government. Any potential funding would be dependent upon identification of need and that the service must be delivered at a regional level.
- The Belfast Advice Group has indicated that it has taken on board the information from DfC and has started a process to build support for the development of a regional service. The group has contacted Council funded advice services across all eleven Councils. The first meeting with these organisations to discuss a proposed regional service is planned for Friday 24 March.
- The group has also contacted the Big Lottery and are planning to make an application for the regional tribunal service.
- In the absence of secured additional funding for the project, there is significant risk to its viability over the 12 month period.

3.8 Financial & Resource Implications

Request for funding of £100K from Belfast City Council for 2017/18

3.9 Equality or Good Relations Implications

None.”

After discussion, the Committee agreed to provide funding of £100,000 from the forecast capital financing underspend, to the Belfast Advice Group, towards a City Wide Tribunal Service for 2017/18.

Equality and Good Relations

Minutes of the Meeting of the Shared City Partnership

The Committee approved and adopted the minutes of the meeting of the Shared City Partnership of 6th March.

Decade of Centenaries Programme

The Committee was reminded that there was an ongoing programme of work in relation to the Decade of Centenaries which had been continuing since 2011. The anniversaries of a number of significant events from a hundred years ago would occur this year and, in line with previous programmes, it was proposed that the Council continued with its programme of commemorations.

A draft programme for the period April 2017 – March 2018, together with estimated costs is set out below:

Appendix 1:

Proposed Programme of Activity for April 2017 – March 2018

In preparing the programme of events and activities prior to 1916, Members had requested that any Council activity should focus on the following elements:

- That any activity would have a strong Belfast focus
- That the human stories of lost lives would be explored, as a common thread
- That commemoration activity would be respectful

The following proposed programme of events seeks to include activity that can continue under these principles.

Based on previous programmes the following indicative costs would be required in the delivery of work around the Decade of Centenaries over the period covered by the proposals in this report.

Depending on the decisions of Members, the following is presented below, identifying the programme activities and potential resources required. Based on previous programmes, the activity would generally require costs such as speakers' fees, catering, drama and technical support.

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Theme: Politics and Parliaments

Activity	Date	Potential cost
An exploration of the Irish Convention of August. (Talk/lecture)/Possible re-enactment of the Convention, using drama and use of the Council Chamber as a venue, subject to agreement and approval	October 2017	£10,000
An analysis of the General Election of 1918 and the First meeting of Dáil Eireann in the Mansion House in January 1919. (Talk/Lecture)	January 1918	£2,500

Theme: The End of World War I.

Activity	Date	Potential cost
Battle of Messines and Passchendaele	May/June 2017	£4,000
The World and the First World War- Russian Revolution(Talk/lecture)	November 2017	£1,000

The Politicisation of Women

Activity	Date	Potential cost
Women and politics in post war Belfast (Talk and drama evening)	February 2018	£3,000

It was reported that there was scope to work alongside other organisations such as the Fellowship of the Messines Project and/or the Unionist Centenary Committee in the delivery of some of the proposed events relating to the Battles of Messines and Passchendaele, given that those would take place in May/June. It was anticipated that a further report on the Decade of Centenaries, which looked at a programme to cover the 1918 - 1922 period, would be submitted to the Committee in due course for consideration.

The Committee approved the Decade of Centenaries programme for delivery and noted that funding for the Battle of Messines and Passchendaele events would be covered through existing budgets given that these would take place in May/June and the remainder would be considered as part of the year end finance report in June.

Establishment of Historic Working Group

The Committee was reminded that, as part of the review of the Diversity Working Group, it had been agreed that that group would be replaced by a Historic Working Group to priorities historic events and related issues. That would mean a move away from a Good Relations focus, with Good Relations primarily being discussed by Party Leaders and the Strategic Policy and Resources Committee.

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Draft terms of reference had been developed for the working group and these are set out as follows:

- to consider how the Council can maximise and promote the historic richness of legacies and assets of Belfast;
- to develop a long term plan to celebrate, promote and commemorate our historic assets and events;
- to apply the agreed core set of principles established to commemorate any events;
- to advise on the detailed decade of centenaries programme once agreed via Party Leaders and Strategic Policy and Resources Committee; and
- to make recommendations to the Strategic Policy and Resources Committee regarding the issues above.

It was proposed that the membership of the Historic Working Group would comprise of one nominee from each of the six main political parties.

The Committee approved the proposed terms of reference and the membership of the Historic Working Group.

Equality Screening Outcome Report

The Committee was advised that one of the main requirements of the Council's Equality Scheme was to carry out the screening of new and revised policies. That allowed any impacts relating to equality of opportunity and/or Good Relations to be identified and addressed. An equality screening template was completed by the relevant officer, in consultation with the Equality and Diversity Officer. On a quarterly basis, the Equality and Diversity Officer collated all completed templates into a Screening Outcome Report and published it onto the Council's website along with the relevant completed screening templates.

The Committee noted a summary of the Equality Screening which had taken place through quarter 3 – 2016/17.

Operational Issues

City Hall Exhibition – Operational Arrangements

The Committee considered the undernoted report:

“1.0 Purpose of report

- 1.1 To seek the Committee's endorsement of the proposed operational arrangements for the new Exhibition Area opening in May 2017.**

2.0 Recommendations

2.1 The Committee is asked to;

- Note and endorse the operational mechanisms set out below;
- Note and endorse the proposed changes to the Security Unit;
- Endorse the approach to merchandising within the Exhibition area.

3.0 Background

3.1 The Committee will be aware that the council has agreed to develop and operate a high-quality permanent visitor attraction in the east side of the City Hall building. This facility is to be managed on a day-to-day basis by the Civic HQ Unit of the Facilities Management Section. The following provides a summary of the operational modalities of the Exhibition:

3.2 Staffing & opening hours

Following discussion at the Strategic Policy & Resources Committee, the planned opening hours of the facility are as set out below. As can be seen, the facility will be open seven days per week including late-night opening each Thursday.

FACILITY OPENING HOURS	
Monday	09.30 - 17.00
Tuesday	09.30 - 17.00
Wednesday	09.30 - 17.00
Thursday	09.30 - 20.00
Friday	09.30 - 17.00
Saturday	10.00 - 17.00
Sunday	10.00 - 17.00

3.3 As the Committee will be aware, a new Tours & Exhibitions reception is being constructed in the former PUP party room in G02; this will be the main entrance for all visitors (SP&R Committee has already agreed to close the East entrance at the same time as the exhibition is opened to the public).

3.4 This reception will be staffed by two full-time Leaders and supplemented by three part-time Reception Administrator (Tours & Exhibitions) staff plus a casual pool. These newly created posts are currently being recruited and appointments will be made by 31st March 2017. It is planned to have all new

staff in place by 1st May 2017 to allow for a period of detailed familiarisation with the Exhibition and the associated various systems and services.

3.5 Charging and customer management

In line with the recommendations of the council's principal consultants, Redhead Ltd, and the decisions of the Strategic Policy & Resources Committee, the basic orientation to charging is that for all 'walk-in' visitors entrance to the facility will be free. A charge will however be applied to 'commercial' groups¹ defined as being groups of visitors paying a premium to a third party as part of a wider managed itinerary (e.g. cruise-ship tour operators).

3.6 Entrance fees for these commercial groups will be on the following basis:-

Package	Price
City Hall - tour only	£2.00
Exhibition (incl. headset & souvenir guide)	£5.00
Exhibition (incl. headset & guide) & City Hall tour	£6.00

3.7 Costs relating to other aspects of the visitor experience will be as follows

Hire of headsets	£3.50 per person (non-refundable)
Purchase of souvenir guide	£1.00
Downloadable app	£1.50 (will not be available initially but may be introduced later)

3.8 In terms of payments, the new systems will accept credit-card, contactless card and cash payments, and in terms of billing it has been agreed that debtors' invoicing in arrears will be an option (not currently permitted for tour bookings). Online booking facilities are also being explored.

3.9 A system of 15-minute booking slots will be in place; this is inevitable given the capacity of the first themed area of the tour is 35 people, so that we may at peak times have to 'drip-feed' visitors into the facility in discrete slots in order to comply with Building Control requirements. As outlined

¹ As is currently the case for commercial tours of the building

above, the East entrance will become an exit-only facility in order to assist with customer management and traffic flows.

3.10 The large 'commercial' groups will be catered for in a separate waiting area immediately opposite the main Tours & Exhibitions Reception.

3.11 It is now anticipated that the official opening of the new Exhibition facility will take place on Monday 15th May 2017, and the facility will be open to the public thereafter.

3.12 Systems & services

Multi-lingual interactive headsets delivering the agreed content in eight languages (including Irish & Ulster Scots) will be available for hire. While these are expensive devices to procure and programme, we will not take deposits for them because of the additional administrative and customer management problems this poses; instead we are using a series of radio-frequency 'anti-forget' sensors and alarms at all main exits to try to manage down the potential for loss.

3.13 These headsets are kept in dedicated charging stations which are also linked to an information system which will provide timely and accurate information in relation both to stock of headsets on hand at any given time and also more detailed reports on usage (e.g. which languages are most selected, duration of use etc).

3.14 A dedicated point-of-sale system has also been procured and is currently being configured ready for use with all cash receipts from all headset hire, souvenir guide sales and merchandising etc, together with a booking system to track numbers and pre-allocate 'commercial' groups etc.

3.15 Merchandising

Merchandising sales have the potential to generate significant income for the council, depending upon the location within the Exhibition, item pricing and the range of stocked items. Dedicated merchandising advice was sought in terms of this aspect of the facility and proposals developed on foot of that advice.

3.16 The Committee will however be aware that the proposal to create a new, dedicated Tours & Exhibitions reception area on the main marble was turned down by the Committee and alternative plans have therefore been developed.

- 3.17 The intention is to reposition the existing main Reception counter somewhat, close to its existing location but with a dedicated merchandising area immediately behind it (see Appendix 1).
- 3.18 This represents the best available alternative, in that it maintains line-of-sight of the merchandising area for visitors and keeps the area broadly within the overall footprint of the facility, as recommended by our consultant.
- 3.19 An initial range of merchandising items has now been agreed and these items are being procured. In addition to the regular and some bespoke souvenir items we plan to stock some locally produced items, and are currently in discussion with colleagues in the Economic Development Unit about arranging a 'Made in Belfast' competition.
- 3.20 All the marketing and merchandising material will replicate the brand logo and text developed by Redhead, the USP of which is the City Hall building itself.
- 3.21 **Bobbin area**

The Committee will be aware that the Bobbin facility will become part of the wider exhibition area, and has been closed for necessary renovations for some time. The Committee will also recall that SP&R committee has previously agreed that, in the period between the opening of the Exhibition and the letting of a new franchise contract for the Bobbin, the previous operator, LOAF, would be offered the use of the facility.

- 3.22 LOAF has indicated it is keen to take up this opportunity as soon as possible and it is proposed to grant access to LOAF to the new facility on 10th April 2017 for the purposes of setting up and preparing for opening.
- 3.23 It is intended that the facility will be opened to the public on 19th April 2017, with access by the back door only. The Exhibition itself would remain closed off as at present until the official opening, and the Bobbin area would also be screened off at the entrance until the full opening. LOAF has yet to confirm these provisional dates.
- 3.24 **Management & control**

The back-office elements of the Civic HQ structure are being revised currently in order to take into account the Exhibition responsibilities (and also the transfer of function bookings from Democratic Services). It is hoped that this exercise will

be complete by the end of April 2017 and will provide additional management and supervisory support to the Tours & Exhibitions staff.

- 3.25 With regard to safety and customer management, the Unit has agreed an overall maximum visitor number of 350 for the area with Building Control, and has also tabled a comprehensive management plan for the facility. This includes health & safety issues, customer management and flow control, access/egress, escalation processes and facility management.
- 3.26 In addition to the five new Reception posts created as per the above, the Cleaning & Portering Unit has recruited two additional day-time part-time Cleaners specifically to clean the toilets, corridors and principal areas of the Exhibition facility.

3.27 Security reorganisation

In relation to Security, we are currently reorganising the unit's shift rota to ensure that two Security Operatives are on duty at all times throughout the opening hours of the Exhibition. This will be essential to monitor visitor numbers, respond to and escalate any issues arising, deal with customer queries, and assist with headset management. The lower estimate of visitor numbers for the Exhibition is 100,000 p.a. so these staff will be essential.

- 3.26 In addition, elected members will be aware that the new council building at 9-21 Adelaide Street is now almost fully operational, and by July 2017 the two buildings at Cecil Ward and 9 Adelaide will together house nearly 1,200 staff. Clearly, adequate security cover at this building will be necessary, and for the reasons above the Unit has been considering how best to allocate its resources to provide the enhanced levels of service, without any greater financial burden on the rate-payer.
- 3.29 It is proposed therefore, that Security staff will be deployed, working to new shift arrangements, to ensure the necessary cover at the Exhibition Area and 9 Adelaide. This new proposed rota means that BCC security staff won't cover the council's Duncrue site (the council's current security contractors, Sword Security Ltd, will cover this site); ensures BCC security staff are deployed at the Council's new and high profile exhibition and buildings; allows cover for the Exhibition area at weekends to be provided in normal time rather than on double-time enhanced hours as at present; requires one additional week-end day to be covered but 27

fewer night shifts per person per annum; and means that staff who rely on public transport for work no longer have the difficulties associated with the poor service for this location in off-peak hours.

- 3.30 In addition, Control Room operatives will be required to operate additional, enhanced CCTV and access-control systems on foot of the Exhibition and changes to car-parking processes but the externalisation of fire and intruder alarm monitoring will ease the burden on these roles.
- 3.31 Further, the installation of a fully-automated access-control system at the Raphael St site will mean enhanced management and utilization of this important city-centre site and extend opening hours.
- 3.32 There will be no changes to existing terms and conditions of employment for these staff (including pay & grading) and there will be no change to the staffing numbers on the Council's organisational structure, but rather the shift rota for security cover has been proposed on the basis of a minimally reduced number of security staff as a result of natural turnover.
- 3.33 By making the changes outlined above, the Security Unit would be in a position to fulfil all its obligations including the new cover required in the Exhibition and the 9 Adelaide building from within its current budgetary allocation and without requiring any additional rate-borne resources.
- 3.34 Additional CCTV cameras will cover all areas and themed rooms of the Exhibition and will be recorded and monitored in the Control Room on a 24/7 basis. Some additional software may be needed in the Control Room in future to exploit the wider analytical capabilities of these cameras, but this would be the subject of a separate report once the Exhibition is operational.
- 3.35 Impact on existing services
- The Committee will be aware that the long-standing City Hall tours function will continue to operate after the Exhibition itself becomes operational. Visitor numbers for this service continue to be stable and robust, with almost 60,000 visitors per annum taking tours (public and private).
- 3.36 This service is a distinct offer in itself, and it has therefore been necessary to seek to ensure that the main Exhibition does not succeed at the expense of the tours service but

rather that the two offers are managed and marketed as complementary to each other. As set out above, package prices are available for commercial groups, who can choose to take only the Exhibition or to take both Exhibition and public tour, at substantially discounted rates.

3.37 In addition, the infrastructure within the Exhibition and the content of the souvenir guide are being used to proactively market and promote the tour service, as will the free downloadable app. This app will be available on both iOS and Android platforms (but not Windows Phone) and will give the visitor useful and interesting information about the City Hall (including stained-glass windows, statuary & grounds.) and will also actively promote the tour service.

3.38 Signage

All signage is currently being reviewed in liaison with Corporate Communications; this will provide a focus on the Exhibition, Tours & Bobbin but will also ensure proper sign-posting of the other public-facing services e.g. BDM & Civil Partnerships.

3.39 Marketing

The Corporate Communications Section is currently developing both a planned programme of activity in relation to the Exhibition launch and also a media campaign in respect of the marketing of the facility both in the lead-up to launch but also thereafter on social media etc. A budget of £35,000 has been allocated for this work from the main Exhibition project fund.

3.40 Financial & Resource Implications

All the expenditure relating to the provision of staffing and operational systems and services has been provided for in the revenue estimates of the Civic HQ Unit for 2017/18 or, where appropriate, in the overall capital project budget (e.g. signage etc.).

3.41 Equality & Good Relations Implications

The Exhibition has been designed to ensure DDA compliance in liaison with the Good Relations Unit, and there are no other direct good relations or equality issues arising in respect of this report.”

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After discussion, the Committee:

- noted and endorsed the operational mechanisms as set out in the report;
- endorsed the approach to merchandising with the Exhibition Area; and
- agreed not to endorse the proposed changes to the Security Unit at this stage, but rather that the security reorganisation proposals be deferred to enable them to be considered at Party Briefings.

Request for Loan of the Young Citizen Volunteers (YCV) Flag

The Director of Property and Projects advised the Members that occasionally requests were received from outside bodies to borrow an individual piece of art or an artefact item from the City Hall collection. Most requests were relatively straight forward and were dealt with by the appropriate officers and most items were loaned subject to the proper loan agreement and insurance arrangements being in place. However, a request had been received recently from Mr. Gilbert Ossieur, President of the Friends of Flanders Field Museum in Ypres, Belgium for the loan of the Young Citizen Volunteers (YCV) flag for a commemorative event taking place on 7th June, 2017 to mark the 100th anniversary of the Battle of Whytschaete.

He advised that the flag was not on general display in the City Hall and was not intended to form part of the new Exhibition Area and visitor attraction and was, in fact, only displayed once each year during the Somme commemorations. However, it was a valuable historical artefact which could not be replaced and would require professional handling and protection.

He explained that officials from the Flanders Field Museum in Ypres would cover all necessary insurance and transport costs and a comprehensive loan agreement would also need to be completed before the flag was released.

The Committee approved the request for the loan of the Young Citizen Volunteers flag.

Request for the use of the City Hall Grounds – Feile an Phobail

The Committee was advised that a request had been received from Feile an Phobail to use the front lawns on 13th August 2017 for the City Hall Rocks Back event. The event featured young and emerging bands performing on stage and showcased bands from all sections of the community and the types of music played included Rock, Blues, Heavy Metal, Rap, Ska and Reggae.

The Director of Property and Projects reported that the organisers required use of the grounds between 8.00am and 7.30pm for stage and sounds set ups and strip downs. The event itself took place between 1.00pm and 5.00pm. Depending on the weather, the event could attract up to 2,000 people. The profile of those attending included family and followers of the bands, plus local and overseas visitors in the City for the day. The event was free to enter and no other charges were made by the organisers.

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The organisers would be providing staging, sound system and toilets. They would also be providing their own stewarding/marshalling staff and would of course have to comply with the usual conditions, including indemnities for damage and submission of a formal event management plan. Feile an Phobail had previously been granted use of the grounds for this annual event and these had taken place in the grounds without incident.

The Committee approved the request for the use of the City Hall grounds from Feile an Phobail to hold its annual City Hall Rocks Back event.

**Request for the use of the City Hall Grounds –
Fields of Battle, Lands of Peace**

The Committee was advised that a request had been received from the Cultural Affairs office of the US Embassy in London seeking the Council's agreement to host an outdoor photographic exhibition to be set up in the grounds of the City Hall. The exhibition, including set up and strip down days, would run for the full month of September, 2017.

The exhibition entitled Fields of Battle, Lands of Peace: The Doughboys 1917 – 18 was a powerful photographic exhibition by the photo-journalist, historian and battlefield guide Michael St. Maur-Sheil. It told of 'the healed scars of the First World War through the only remaining witness, the fields of battle themselves. Once places of devastating violence, the landscapes are now seen as scenes of great beauty, testament to peace and remembrance.'

The exhibition, which was commissioned by the National World War I Museum and Memorials, focused on the American Expeditionary Forces through France. The exhibition would be free to view and it was suggested that, with its focus on education, it was ideal to be viewed by adults and children alike. It featured archive images and fascinating facts to support the contemporary battlefield images.

The organisers also requested that, if possible, the Council would agree to host a launch event in the City Hall, which might comprise of the American Ambassador, exhibition artist, media and representatives from the Council being in attendance. The purpose of the event would be to highlight the exhibition and to and to thank those involved. It would be normal in such circumstances for the host city to provide some type of appropriate small scale hospitality at the launch event.

The Committee approved the request from the Cultural Affairs Office of the US Embassy in London for the use of the City Hall Grounds to host the Fields of Battle, Land of Peace photographic exhibition; and agreed also to host an exhibition launch event in the City Hall, with appropriate hospitality.

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

The Committee approved and adopted the minutes of the meeting of the Budget and Transformation Panel of 9th March.

Audit and Risk Panel

The Committee approved and adopted the minutes of the meeting of the Audit and Risk Panel of 7th March.

Elected Member Development

The Committee considered the undernoted report:

“1.0 Purpose of Report or Summary of main Issues

1.1 This report is to advise Committee that the Elected Member Development Working Group (EMDWG) (a task and finish group) has fulfilled its agreed terms of reference as set out at Appendix One, and has developed and implemented the agreed corresponding projects set out in the member development action plan.

1.2 Committee is asked to agree the elected member development processes, frameworks and 2017-2018 capacity building plan developed by the EMDWG.

2.0 Recommendations

The Committee is asked to:

2.1 Agree the elected member development processes, frameworks and 2017-2018 capacity building plan developed by the EMDWG.

2.2 Note the EMDWG agreed that Party Leaders or their nominees should attend the first three day modular Belfast Academy programme to help shape the content for delivery to other elected members.

2.3 Note feedback from elected members regarding the need to clarify and communicate the agreed uses of the annual elected member PDP budget allocation to key staff.

2.4 Note that Strategic Policy and Resources Committee will consider elected member development issues going forward including the ongoing review of the capacity building plan.

3.0 Main report

Key Issues

3.1 Establishment of elected member development working group

The Strategic Policy and Resources Committee at its 22 August 2014 meeting agreed, as part of the review of working groups during Local Government Reform, that the Budget and Transformation Panel would deal with elected member capacity building issues during the shadow period and thereafter subject to review.

Given the remit of the Budget and Transformation Panel, and the corresponding demands on Party Leaders time, the Budget and Transformation Panel agreed in September 2015 that an elected member development working group should be established.

3.2 Task and finish focus

The EMDWG was established in February 2016 as a task and finish project group.

The agreed terms of reference are set out at Appendix One and the agreed corresponding member development action plan is set out at Appendix Two. It includes a progress update at March 2017.

3.3 Delivery of member development action plan

The following agreed projects contained in the action plan have all been successfully completed:

- bespoke elected member role profiles;
- a bespoke Knowledge and Skills Framework;
- a revised personal development planning (PDP) process;
- a list of independent facilitators to be invited to be included on a call-off list for elected member PDP meeting (optional) facilitation. The procurement exercise is currently underway.
- a members assistance to study scheme;
- a capacity building plan developed for 2017-2018. Relevant learning and development evaluation processes will be developed in line with the capacity building plan going forward.

3.4 The EMDWG has also directly inputted to the work to date in the development of a pilot Members Portal. This is a separate project being led by the City Solicitor.

3.5 EMDWG March 2017- Points to note based on Members feedback

At the March meeting elected members provided feedback regarding the need to clarify the agreed types of development activities which will and will not be supported by the annual PDP budget allocation. In particular they asked for clarity in relation to attendance at conferences, seminars, workshops and best practice visits requested by an individual elected member. Costs associated with elected members attending conferences, seminars, workshops or best practice visits agreed by a council committee, or members attending events hosted by the council, will not be supported by the PDP budget allocation but will be met from the relevant departmental budget if places for councillors cannot be accommodated by event organisers. This is set out at Appendix Five. The EMDWG agreed the importance of this being communicated to key staff.

3.6 Financial & Resource Implications

The costs associated with implementing the 2017-2018 capacity building plan, and costs associated with any independent facilitation of member PDP meetings, will be met from the 2017-2018 organisational development budget. Costs associated with individual member development activities, agreed as part of the PDP process, will be met from member's individual PDP budget allocation. Costs associated with elected members attending conferences, seminars, workshops or best practice visits agreed by a council committee, or events hosted by the council, will be met from relevant departmental budgets if necessary.

3.7 Equality or Good Relations Implications

There are no equality or good relations implications.”

The Committee adopted the recommendations.

Civic Hospitality – Revised Processes

The Director of Property and Projects submitted for the Committee's consideration the following report:

“1.0 Purpose of Report or Summary of main Issues

1.1 To seek the Committee’s approval for a modification to the existing processes in relation to the provision of civic hospitality for externally-booked functions and events in City Hall.

2.0 Recommendations

2.1 The Committee is asked to:

- **Endorse the revised approach set out herein.**

3.0 Main Report

3.1 Background

Members will be aware that, at its meeting of 6th January 2017, the Strategic Policy & Resources Committee considered a report dealing with ‘revisions to the management of City Hall function bookings’. The Committee decided at that time, *inter alia*, to discontinue the practice of providing civic hospitality for all external functions and events. This decision was taken primarily on financial grounds, on the basis that it would result in a reduction of approximately £43,000 in rate-borne expenditure to the council in a full year.

3.2 However, since this decision was taken, some concerns have been expressed from a number of sources, as it is suggested that there may be some very limited circumstances in which it may be mutually beneficial to allow this practice to continue. It is suggested that a more nuanced approach may be needed, and therefore that it should still be possible to provide hospitality in the following specific cases only:-

3.3

- a) function requests which are so closely aligned with and complementary to the Belfast Agenda and the council’s subsisting aims and goals that it would be mutually beneficial to permit the provision of civic hospitality (including alcoholic drinks receptions) up to the previous limit of £500; and**
- b) function requests made by smaller but obviously deserving groups (e.g. children’s cancer charities etc) where the hospitality provided would normally be non-alcoholic (i.e. tea/coffee/soft drinks etc) and be limited to a cost not to exceed £2 per person.**

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- 3.4 The cost of these provisions would be met from the hospitality budget of the Civic HQ Unit (following the necessary budgetary transfer from the Democratic Services Section prior to the commencement of new processes in April 2017).**
- 3.5 In terms of the modalities of this approach, a set of more detailed processes would be needed. Applicants would not routinely be offered the opportunity to indicate their wish for civic hospitality on the application form; instead, for the larger external functions which may qualify under 3.3(a) above the process would be that applications felt to meet the initial criteria by Civic HQ would be forwarded to the Director of Development.**
- 3.6 In circumstances where the Director is prepared to endorse the proposed event this would trigger an offer of hospitality to the organisers along with their letter of acceptance.**
- 3.7 For those smaller events and functions which may benefit from the provision of tea/coffee (or exceptionally an alcoholic drinks reception) these would be identified by the Civic HQ Unit and approved by the Director of Property & Projects, and the organizers then informed of this in their letter of acceptance. There is clearly the potential for some of these functions, if refused, to result in difficult reputational issues and/or adverse media coverage, although set against this will be the need to control spending in this area.**
- 3.8 Members clearly wish to reduce the council's exposure to this sort of expenditure arising from externally-booked functions and events, while at the same time creating a situation whereby, in very specific and mutually beneficial cases only, the council may modestly support an event with an offer of hospitality where there is clear mutual benefit in doing so. Effective procedures and tight control will therefore be essential.**
- 3.9 It must be emphasized that the Civic HQ Unit will be adopting a conservative approach to the revised hospitality provisions - one which seeks to distinguish only those few requests which very clearly meet the revised criteria - as this flexibility cannot be allowed to become the norm, not least because no additional funding is available to pay for any significant increase in hospitality costs.**
- 3.10 The above approach was tabled at the Budget Panel on 9th March 2017 and the Panel agreed to endorse and approve the proposed revised processes subject to the agreement of the Strategic Policy & Resources Committee.**

3.11 Key issues

The key issue is:-

- whether or not the Committee believes that the proposed mechanisms to address this situation as recommended herein are acceptable, or require further revision.

3.12 Decisions required

The Committee is requested to:

- 1) review the need for a more nuanced set of processes around the provision of civic hospitality for external functions, *and*
- 2) to the extent necessary, review, endorse or amend the proposals set out above as a means of dealing with the issues raised.

3.13 Financial and Resource Implications

Budgets for 2017/18 have already been adjusted on the basis of the Committee's previous decision in respect of the provision of hospitality, and consequently any agreed future provision of hospitality will be funded from a reduced Civic HQ budget. It will therefore be necessary to robustly assess booking requests in order to ensure that costs do not arise which cannot be covered from the existing budget, and this is the approach which will be taken by the Civic HQ Unit.

3.14 Equality and Good Relations Implications

There are no direct Good Relations or Equality implications arising from this report."

The Committee adopted the recommendations.

**Consultation Response on SBNI Regional
Child Protection/Safeguarding Policy and
Procedures for Northern Ireland**

The Committee considered the undernoted report:

"1.0 Purpose of Report or Summary of main Issues

- 1.1 The purpose of this report is to make Members aware of the Safeguarding Board for NI's consultation on the Regional

Child Protection / Safeguarding Policy and Procedures and to seek Members' approval of the Council's draft response.

2.0 Recommendations

2.1 The Committee is asked to;

- Consider the draft response and approve its submission to SBNI, subject to any comments or amendment provided, with the proviso that the response is subject to full Council approval at its meeting in April 2017.

3.0 Main report

3.1 Background

The Safeguarding Board for NI (SBNI) are currently consulting on the Regional Child Protection / Safeguarding Policy and Procedures and the consultation period commenced on Friday 23rd December 2016 and will run until Monday 6th March 2017. Council officers have been in contact with SBNI and have advised them that Council's final response cannot be submitted until the response is ratified by a full meeting of Council.

3.2 Summary of policy and procedures

A copy of the SBNI Child Protection / Safeguarding Policy and Procedures is attached as Appendix 1 but in summary it is designed to improve the safeguarding of all children and young people living in Northern Ireland and to ensure that there is consistency across all agencies with regard to recognising and responding to potential concerns about a child or young person.

3.3 The Policy and Procedures are grouped under five Sections:

Section 1	Core Procedures
Section 2	Safeguarding Practice Guidance
Section 3	Individuals who pose a Risk to Children/Young People
Section 4	Roles and Responsibilities of the SBNI
Section 5	Protocols

- 3.4 Within each section there are a number of sub-sections relating to various areas of practice including listening to the voice of the child, how to respond to abuse and neglect and guidance as to how organisations should manage situations where abuse is linked with Faith or belief or where children are subject to abuse via digital media.
- 3.5 The procedures provide guidance on how agencies should respond where an adult may pose a risk to children and young people and the reporting mechanisms for alerting Social Services and the Police are detailed. Section 4 details the roles and responsibilities of Council as a member agency of the Safeguarding Board and highlights Council's responsibilities to work in partnership with others to safeguard children and young people.
- 3.6 Section 5 relates primarily to the medical profession and relates to specific instances of abuse in pre-mobile babies.
- 3.7 Draft Response
- A copy of the draft response to the consultation is attached as appendix 2 and a summary of the key issues are outlined below. As the closing date for responses is prior to the April Council meeting it is proposed that the response, subject to any comments or amendments from Members, be submitted with the caveat that it is still subject to ratification at the full Council meeting.
- 3.8 The Council welcomes the publication of the SBNI Policy and Procedures and strategy and agrees with the overall objective to enhance the safety and welfare of children and young people. Council agrees with the key principles that safeguarding children and young people is everyone's business and, that in order to effectively protect them, there is a need to work in partnership with a wide range of statutory and community organisations.
- 3.9 There is no proposal within the document for the current structures within SBNI to be changed and Belfast City Council remains committed to playing an active role on the Belfast Safeguarding Panel, working with others to ensure that where possible children are prevented from harm. Whilst the work of Council is varied, we recognise that many of our services are delivering to children and young people within local communities and we acknowledge our responsibility to ensure that those Officers and Members who are in contact with

children and young people know how to recognise and respond to concerns about abuse.

3.10 It is noted that whilst the Policy and Procedures are very comprehensive, they would need further refinement to make them more user friendly and more accessible. It is unfortunate also that there was no specific consultation with the children and young people who find themselves the subject of these policies and procedures as they may have had useful views regarding this. Whilst child protection is not the core work of Council we make reference to the fact that this policy needs to link with the recommendations of the recent Jay review of SBNI and take into consideration any actions. We acknowledge also that there are additional recommendations included in the draft Adoption and Children's Bill which will impact on safeguarding practice and structures and again this will need to be considered.

3.11 Section 1: Core procedures

There are 8 sections contained within this area.

- i. Communicating with Children / young people who have specific communication needs: We agree with the content of this section but suggest that additional safeguarding training should be given to overseas interpreters and a link to overseas criminal records should be included in this section. It is suggested also that the Royal College of Speech and Language Therapists may be a useful source of expertise in this area.
- ii. Ensure the voice of the Child / Young Person is heard: We agree with the content of this section and we highlight the importance of engaging a child in play to communicate effectively with them.
- iii. Responding to abuse and neglect: We agree with the content of this section but highlight the need for consistent terminology relating to Social Services to be used throughout the document. We also highlight that as a Council we do not use the UNOCINI assessment (Understanding the Needs of Children in NI) and as such we do not make referrals to Social Services using this tool. This is line with other Councils across NI and we ensure that, where there is a need to report a concern about child abuse or safeguarding, it is reported to the Gateway service by telephone and followed up in writing.
- iv. Policy and procedure on referrals: We agree with content of this section and highlight Council's

positive relationship with the Belfast Trust through delivering joint safeguarding training and working together as members of the Belfast Safeguarding Panel.

- v. Policy and Procedure on assessment: We agree with the content of this section and highlight that assessment is not Council's responsibility.
- vi. Child Protection Enquiries: We agree with the content of this section and recognise our duty to provide information to inform an enquiry if needed but we highlight that there is information missing related to the escalation procedures.
- vii. Child Protection case conferences: We agree with the content but reflect that it would be very unusual for a Council official to attend a case conference. We note that the procedures require a written report to be produced by all organisations attending a case conference. It is suggested that a written report need only be produced if a representative from the agency is unable to attend.
- viii. Child Protection register: We agree with the content but are asking for further clarity regarding the appeal process.
- ix. Medical assessment of alleged or suspected child abuse and neglect: Council do not have a role in this.

3.12 Section 2: Safeguarding Practice Guidance

There are 20 sections contained within this area.

- i. Abuse linked to faith or belief: We agree with the content of this section but suggest that a link to the safeguarding contacts for the main churches should be included.
- ii. Bullying: We agree with the content and are supportive of the restorative approach that is recommended.
- iii. Children living away from home: We agree with the content of this section but have no statutory responsibility for children living away from home.
- iv. Children affected by gang activity or serious youth violence: We agree with the content of this section but highlight that this section and one relating to radicalisation, paramilitarism and violent extremism could be combined. The work that Council is leading on with other partners via the Anti-social behaviour forums is highlighted as a

- positive example of intervening where young people may be at risk.
- v. Children from abroad: We agree with the content but highlight that the link to a document which is referenced has not been inserted.
 - vi. Trafficked children: We agree with the content of this section and give an example of the Human Trafficking event in City Hall as an example of how we work to raise awareness of this issue across all Council services.
 - vii. Children/Young People missing from home: We agree with the content of this section.
 - viii. Children of parents who misuse substances: We agree with the content of this section and highlight that although we don't provide direct services to this group we may enable support groups to use our premises.
 - ix. Children / Young people of parents with learning difficulties: We agree with the content of this section but highlight the need to be consistent in the use of terminology.
 - x. Children / Young people of parents with mental health problems: We agree with the content.
 - xi. Children / Young people with a disability: We agree with the content and highlight Council's open access policy for services. The issue of hidden disability such as speech and language difficulties and Autism is also highlighted.
 - xii. Domestic violence and /or sexual violence and abuse: We agree with the content and identify the steps taken by Council to make Council premises safe places for those who are victims and raise awareness of this issue for staff and visitors. We also recognise the long-term impact that domestic abuse and violence has on children.
 - xiii. E-safety: Children exposed to abuse through digital media: We agree with the content of this section and identify the range of digital programmes on offer by Council to both children and adults across the city. We are aware of the importance of protecting children and young people on line and have highlighted the need to ensure that policies are updated in accordance with new and emerging online risks.
 - xiv. Fabricated or induced illness: This is not an area for Council.
 - xv. Female Genital Mutilation: We agree with the content of this section and have highlighted the close links that Council has with a wide range for

- newcomer groups. Key Council Officials have obtained additional training in this area and this will be included in future training programmes for key frontline staff across Council. It is noted that the NSPCC FGM helpline should be referenced in this section.
- xvi. **Forced marriage:** We agree with the content and highlight that it is not only women who can be the subject of forced marriage.
- xvii. **Honour-based violence:** We agree with the content of this section.
- xviii. **Neglect:** We agree with the content of this section and recognise that Council staff may identify families where children may be experiencing neglect. Reference is made to the Belfast Agenda and Council's ambition to reduce life inequalities and support and care for people who face multiple challenges.
- xix. **Children and Young People against radicalisation, paramilitarism and violent extremism:** Council welcomes the inclusion of this group in the procedures and acknowledges that where a child has been subject to a so called 'community punishment or paramilitary style shooting' that this is a safeguarding issue and one which will require a response by professionals. We recognise our responsibility to work with others to safeguard children from such incidents and have highlighted the valuable work of the ASBO forums and the Policing and Community Safety Partnerships across Belfast in working to divert children and young people from offending and anti-social behaviour and reduce the risks of them being subject to this type of abuse.
- xx. **Self-harm and suicidal behaviour:** We agree with the content of this section but suggest that it may be useful for the policy to identify sources of training / support in this area.
- xxi. **Children who display harmful sexual behaviour or developmentally inappropriate sexual behaviour:** We note that this is not an area of direct work for Council but we agree with the content of this section and suggest that it may be helpful for the policy to signpost to services. It is suggested also that the word intervention could be used instead of treatment when referring to the programmes they will be engaged in. The importance of involving the Education Authority as a key agency for these young people is also highlighted.

3.13 Section 3: Individuals who pose a risk to children / young people

- i. **Management and use of information concerning known and suspected offenders against children / young people:** Council agrees with this content which relates to the Public Protection Arrangements for NI and notes that where Council becomes aware of such an individual this would be addressed with the PSNI and Social services.

3.14 Section 4: Roles and responsibilities of the SBNI

- ii. **Are you content with the policy and procedure on the Safeguarding Board for Northern Ireland?:** Council has responded that it is not content with the roles and responsibilities of SBNI and has highlighted the need to implement the recommendations from the Professor Jay report. In addition it is suggested that, as the Child Death Overview Panel has not met since the inception of the SBNI , perhaps its function could be combined with the Case Management Review (CMR) panel.
- iii. **Agency roles and responsibilities:** Council's role and responsibilities within SBNI are defined in legislation and thus we agree with the content of this section.

3.15 Sections 5: Protocols

Pre-mobile babies protocol: This is not an area that relates to the work of Council.

3.16 Financial & Resource Implications

None associated with this report.

3.17 Equality or Good Relations Implications

There are no relevant equality considerations associated with this report. SBNI have completed an associated equality and human rights policy screening exercise."

The Committee approved the draft response a copy which is available [here](#) on the Council's website.

**Strategic Policy and Resources Committee,
Friday, 24th March, 2017**

**Requests for the Use of the City Hall
and the Provision of Hospitality**

The Committee adopted the recommendations in relation to the requests for the use of the City Hall and the provision of hospitality as set out below:

Appendix

Organisation/ Body	Event/Date - Number of Delegates/Guests	Request	Comments	Charge to be applied	Recommendation
Let's talk Crohn's and Colitis Northern Ireland	Night of Appreciation Awards Ceremony 20th May, 2017 Approximately 150 attending	The use of the City Hall	This event will recognise the contribution made by both professionals and volunteers over the past year, highlighting past successes and acknowledging the difference made to peoples' lives by both groups of individuals. <i>This is an event organised by recognised local community or voluntary sector groups for non-profit and non-political purposes</i>	No charge to be applied. This is an event organised by recognised local community or voluntary sector group for non- profit and non- political purposes	Approve
Belfast Health and Social Care Trust (on behalf of the Parents' Group)	'A Time to Remember' - Service of Remembrance for Royal Belfast Hospital for Sick Children 15th October, 2017 Approximately 350 attending	The use of the City Hall	This event, which is generally hosted by the Lord Mayor, will provide an opportunity for bereaved parents and relatives of children to come together and remember their loved ones and to share their experiences with other parents. 300 parents and children along with staff from the Royal Belfast Hospital for Sick Children participate and every year the Lord Mayor is invited to attend to light the Candle of Remembrance.	Although the application form was submitted by an officer in the Belfast health and Social Care Trust, it was made on behalf of the Parents' Group at the Royal Belfast Hospital for Sick Children. As such, the Committee might wish to decide that no charge should be applied and might also wish to offer civic hospitality to those attending	Approve for use of City Hall. Committee to decide whether to impose a hire charge and whether to provide civic hospitality.

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			<i>This is an event organised by recognised local community or voluntary sector groups for non-profit and non-political purposes</i>	in the form of tea, coffee and biscuits, not to exceed £2.00 per head.	
Greater Shankill Partnership	Greater Shankill Neighbourhood Area Awards Ceremony 25th May, 2017 Approximately 130 attending	The use of the City Hall	This will be the inaugural year of an awards evening for the Greater Shankill Neighbourhood Area. It is intended that the awards will be cross community, intergenerational and multi-ethnic. Awards will be presented for the recognition of and encouragement of excellence; promotion of the area; and engendering of community spirit. <i>This is an event organised by recognised local community or voluntary sector groups for non-profit and non-political purposes;</i>	No charge to be applied. This is an event organised by recognised local community or voluntary sector group for non-profit and non-political purposes	Approve

The Committee agreed that no charge should be applied to the Belfast Health and Social Care Trust, on behalf of the Parent's Group at the Royal Belfast Hospital for Sick Children event, and to provide hospitality to those attending in the form of tea, coffee and biscuits, not to exceed £2 per head.

Chairperson

People and Communities Committee

Tuesday, 7th March, 2017

MEETING OF PEOPLE AND COMMUNITIES COMMITTEE

Members present: Councillor Garrett (Chairperson);
Aldermen Rodgers and Sandford; and
Councillors Austin, Beattie, Copeland, Corr, Heading, Corr-
Johnston, Jones, Lyons, Magennis, McCabe, McCusker,
Milne, Newton, Nicholl and O' Neill.

In attendance: Mr. N. Grimshaw, Director of City and
Neighbourhood Services;
Mrs. R. Crozier, Assistant Director;
Mrs. S. Toland, Assistant Director; and
Mrs. S. Steele, Democratic Services Officer.

Apologies

Apologies were reported on behalf of Aldermen McCoubrey and McKee.

Minutes

The minutes of the meetings of 6th and 7th February were taken as read and signed as correct. It was reported that those minutes had been adopted by the Council at its meeting on 1st March.

Declarations of Interest

No declarations of Interest were reported.

Mr. Sam Skimin

The Chairperson informed the Members that this would be the last meeting of the People and Communities Committee which would be attended by Mr. S. Skimin, Head of Cleansing Service, as he was due to retire from the Council later in the month.

The Chairperson on behalf of the Committee paid tribute to Mr. Skimin for the contribution which he had made to the work of the Committee and the Council over the years and wished him well in his retirement.

Mr. Skimin thanked the Members for their kind remarks.

Matters Referred Back/Notices of Motion

Notice of Motion - Support for Amateur Boxing

The Committee was reminded that, at the meeting of the Council on 1st March, the following motion, which had been proposed by Councillor McVeigh and seconded by Councillor Beattie, had been referred to the Committee for consideration:

“This Council has demonstrated its support for amateur boxing in Belfast by developing and resourcing its boxing strategy.

This Council recognises the good results that this strategy has delivered, particularly through its support for sports officers who work specifically with clubs across Belfast.

We believe it is imperative that this support continues and calls on the Council to reaffirm its commitment to supporting amateur boxing in Belfast.

In particular, we call on the Council to continue to employ those sports officers who currently do work to support clubs and assist them in the work they carry out with boxing clubs.”

Councillor Beattie outlined the valuable work that he felt the Amateur Boxing strategy had delivered across Belfast and proposed that the contract for the two Community based Coaches be extended for a period of three months to enable further funding options to be investigated.

This proposal was seconded by Councillor Magennis.

The Committee agreed to review resources to support the Boxing Strategy and investigate temporary arrangements for the two Community based Coaches for a temporary period of three months.

Boxing Action Plan 2017/18

The Committee considered the following report:

“1.0 Purpose of Report or Summary of main Issues

1.1 The purpose of this report is to provide Members with an update on the support that the Council will provide to boxing for the remainder of the strategy period.

2.0 Recommendations

2.1 Members are asked to:

- (i) note the update provided;**

- (ii) agree that in the financial year 2017/2018 a proportion of the Support for Sport grant is prioritised for boxing; and
- (iii) further work is undertaken to identify how funding can be established to support the remainder of the Boxing Strategy.

3.0 Main Report

3.1 Members are reminded that the Council developed a 10 year amateur boxing strategy for the city in partnership with Co Antrim Boxing, Ulster Boxing Council (UBC), Sport Northern Ireland (SNI) and the Irish Amateur Boxing Association (IABA). The final strategy including an action plan was agreed by the former Parks and Leisure Committee in March 2013. It was also agreed that a fund of £200,000 per annum would be allocated for 3 years on a non-recurrent basis for the implementation of Phase 1 of the strategy and this would include funding to put in place a Sports Development Officer (appointed in December 2013) and two community based coaches (appointed in April 2014). Due to the delay in appointing staff there was a significant underspend in Year 1 and this was used to finance the implementation of Year 4.

3.2 The agreed financial support for the implementation of the Amateur Boxing Strategy is coming to an end on 31st March 2017. Whilst this will mean that the direct support through the strategy will end, boxing clubs and the governing body will still be able to access the support that is available to all sporting clubs through the Leisure Development Unit. This support includes:

- Assistance in the completion of club development plans.
- Support in sourcing and completing funding applications.
- Assistance in helping club preparing for clubmark assessments.
- Providing clubmark accreditation and associated financial awards (bronze, silver, gold)
- Providing opportunities to get involved in community/school taster days etc.
- Recognising achievements of local clubs via annual sports awards ceremony
- Delivery club development and coach education training.

- 3.3 Boxing clubs are eligible to apply for up to £9,000 per annum via Support for Sport funding (small, large and hospitality grant), via a competitive process which is open to all sports clubs in the city.
- 3.4 A fund of £600k was allocated to support the Boxing Strategy, (£200k over 3 years on a non-recurrent basis). The implementation of the strategy did not expend significant funds in year one and it was therefore agreed to extend the delivery to year four. An average of £150k has been spent each year with approximately 50% of this allocated to staffing costs and the remainder to programme delivery. Of the amount allocated to programme delivery, approximately £35k supported events across the city.
- 3.5 Members will be aware that there is a strategic review of grant-aid underway. In this context, it is proposed for 2017/18 that 15% of the total support for sport grant fund (up to £24k) is allocated to support delivery of the Boxing Strategy programme, to be applied for through existing partnership arrangements by way of an agreed action plan and subject to appropriate due diligence i.e. assessment of strategy outcomes, deliverability and value for money. It is envisaged this will support city wide events such as the very successful Belfast Boxing Day.
- 3.6 When the strategic review is completed, further work will be undertaken to establish funding arrangements for the Boxing Strategy.
- 3.7 The IABA, boxing's governing body, have also been successful in obtaining funding through the Everybody Active programme. They have been awarded up to almost £100,000 over 4 years to deliver a programme which aims to:
1. In the first instance to enhance club capacity (via free coach ed./club dev. training)
 2. Provide mentoring support/after care to newly qualified coaches.
 3. Utilise newly qualified coaches to deliver female boxing classes within the local community and in clubs.
- 3.8 These activities will build on the support that was provided to boxing through the phase 1 strategy funding.
- 3.9 IABA have committed to recruiting resource to provide ongoing support for delivery of the Boxing Strategy in Belfast.

3.10 Financial & Resource Implications.

The support outlined will be met through existing resources.

3.11 Equality or Good Relations Implications

The strategy has been equality screened in line with the Council's equality process."

The Committee adopted the recommendations.

Notice of Motion - Review of Enforcement Services

The Committee was reminded that, at the meeting of the Council on 1st March, the following motion, which had been proposed by Councillor Boyle and seconded by Councillor Mullan, had been referred to the Committee for consideration:

"Belfast City Council is responsible for a range of different enforcement services, including such things as on-street drinking, management of litter and addressing noise. It is important that, when carrying out enforcement duties in respect of these types of issues, our approach operates within the principles of consistency, proportionality and fairness, recognising the rights of all individuals.

This Council, therefore, agrees that it is timely for a review to be undertaken of enforcement activities across relevant Council Departments to ensure that such services are effective, efficient and responsive to the needs and demands across the City."

The Committee agreed that a Review of Enforcement Services would be considered within the context of the Departmental Change Programme and noted update reports on the Change Programme would be submitted to future meetings.

Committee/Strategic Issues

Committee Planning Workshop

The Director of City and Neighbourhood Services drew the Members' attention to a Workshop Feedback report that provided a brief overview of the discussion that had taken place at the recent Committee Planning Workshop which had been held on Wednesday 15th February.

The Committee noted that the purpose of the Workshop had been:

- to review the performance and achievements of the Committee Plan in 2016/17; and
- to translate the priorities of the Belfast Agenda and Corporate Plan into a work plan for the Committee to deliver in 2017/18.

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The Committee noted that the Members had fed back across a range of issues and agreed that officers would proceed to compile a revised Committee Plan for 2017-18, for consideration at the April meeting.

Graffiti Removal Partnership

The Director of City and Neighbourhood Services reported that, as Members would be aware, graffiti was often an issue in many parts of Belfast. He advised that Belfast City Council currently removed offensive, sectarian, racist and political graffiti following a signed disclaimer from the tenant/owner of the property, however, it had limited resources to deal with the removal of nuisance graffiti.

He advised that officers from the Cleansing Services section had held a number of meetings with the Probation Board of Northern Ireland (PBNI) with a view to setting up a Graffiti Removal Initiative. He explained that this partnership working would be aimed towards the removal of non-contentious type graffiti and Belfast City Council staff would continue to remove the offensive, sectarian, racist and political graffiti.

The Committee noted that the PBNI had sourced a suitable vehicle and a power washer and it would provide a member of staff as a driver/supervisor and four to five young offenders to make up the team. Belfast City Council staff would train the PBNI staff members in the methods of safe graffiti removal and would also contribute by supplying some of the removal solution, paint brushes and other supplies.

The Committee approved the implementation of a Memorandum of Understanding (MOU) with the PBNI to implement its Graffiti Removal Initiative.

Food Waste

(Mr. T Walker, Head of Waste Management, attended in connection with this item.)

The Committee considered the following report:

“1.0 Purpose of Report or Summary of main Issues

- 1.1 The purpose of this report is to inform Members of a change in waste legislation which is seeking to reduce the amount of food waste placed by householders into their residual waste bins from 1 April 2017.**
- 1.2 In terms of facilitating this change, Waste Management intend to commence a food waste campaign involving placing ‘No Food Waste’ stickers on every householders’ residual/black bins. DAERA has agreed funding of £10K to support this programme. To explain and support this change, an explanatory letter will also be delivered by Waste Management to every household.**

- 1.3 In Belfast, despite a food waste collection service being available for every household, approx 25% of the residual bin is still food waste. If this waste was diverted into a food waste caddy or brown bin for composting instead of landfilling, the Council could save around £800K each year. Results from neighbouring councils which have adopted this approach already have shown an immediate uplift in the amounts of food waste collected of around 20% which, if applied to Belfast could also contribute around 1% to the city's recycling rate.
- 1.4 Members should also note that the arc21 Joint Committee meeting of 26 January 2017 endorsed a recommendation to introduce a policy requesting that householders put all food waste only into the receptacle provided by the council for that purpose.
- 1.5 Under the Waste & Contaminated Land (NI) Order 1997, the Council is permitted to specify the types of waste it will collect, as well as the type and number of receptacles which can be used to present the wastes. This grants authority to the Council to deliver the requirements of the Food Waste Regulations (NI) 2015 by specifying which wastes go into which bins. To implement the requirements of this more recent legislation, and coordinate roll-out of these requirements with other councils in NI, Waste Management is proposing to run a campaign for householders and introduce a protocol regarding the collection of food waste from residual waste bins in Belfast.

2.0 Recommendations

2.1 Members are asked to approve:

- the arc21 Joint Committee recommendation that arc21 constituent councils introduce a policy by 1 April 2017 which requires householders to put all food waste only into the receptacle provided by the Council for that purpose and not to place any food waste into any other waste receptacle for collection by the Council
- a food waste campaign which will involve placing 'No Food Waste' stickers on to every residual/black bin, along with the issuance of an explanatory letter for every household,
- the use of the encouragement protocol to support this initiative and boost recycling).

3.0 Main Report

- 3.1** Members should note that, at the January meeting of the People & Communities Committee, the NIEA Municipal Waste Statistics Annual report 2015/16 reported a fall in the Council's recycling rate from 44% to 40%. This decline was as a result of the impact of the increased tonnages brought about through a number of causes; increasing waste growth across Local Authorities in NI, the transfer of households under LGR with an historical high dependence on residual waste bins and global volatility for recyclables, meaning some local processors diverted materials to alternative energy recovery outlets (stable) rather than recycling markets (variable). These challenges remain and continue to negatively affect the Council's recycling rate. Maintaining current services will not reverse this decline and a paradigm shift will be needed to address this considerable challenge, and forms the basis for the Waste Agenda which will shortly be presented to the Committee for consideration.
- 3.2** In 2015, in order to encourage greater levels of recycling and to target the specific reduction of food waste from landfill, the DOE introduced the Food Waste Regulations (NI). This legislation proposed an initial approach which addressed food waste from commercial properties. As of 1 April 2016, premises generating more than 50KG of food waste a week had to arrange for the separate collection of these materials. From 1 April 2017, the threshold reduced for commercial properties (i.e. from 50KG to 5KG). It also provided for councils to take such steps as considered reasonable to extend the separate collection of food waste. Considerable dialogue was undertaken between councils and DAERA to clarify what separate meant, which has now been addressed.
- 3.3** Under the Waste & Contaminated Land (NI) Order 1997, the Council is permitted to specify the types of waste it will collect, as well as the type and number of receptacles which can be used to present the wastes. This grants authority to the Council to deliver the requirements of the Food Waste Regulations (NI) 2015 by specifying which wastes go into which bins. To implement the requirements of this more recent legislation, and coordinate roll-out of these requirements with other councils in NI, Waste Management is proposing to run a campaign for householders and introduce a protocol regarding the collection of food waste from residual waste bins in Belfast.

- 3.4 Compositional analysis of the kerbside waste collected by the Council shows that approximately 25% of the weight of a residual/black bin is food waste, despite a food waste collection service being available at the doorstep for every household. This means that each year, the Council is spending an additional £800K sending this material to landfill rather than compost treatment. This has significant detrimental financial and environmental consequences through wasting ratepayers' monies and creating greenhouse gases through landfill disposal.
- 3.5 In partnership with the other councils, the National Communication Advisory Panel (NCAP), Waste Resources Action Programme (WRAP) and chaired by the Department of Agriculture Environment & Rural Affairs (DAERA), Waste Management has been developing shared communication campaigns. The NCAP was established to review best practice on public recycling habits and behavioural change. Over the years, WRAP has tested a range of activities aimed at boosting the capture of food waste and they have demonstrated that operational changes, including frequency, are most promising. Any changes can be beneficially enhanced using a simple sticker along with an explanatory letter and an appropriate encouragement scheme has been recognised as contributing to collection best practice in boosting food waste in a mixed organic (food waste/garden waste) collection scheme.
- 3.6 Some neighbouring councils have already introduced stickers and are achieving uplifts in their recycling rates and landfill diversion. It is envisaged that, in line with the legislative requirements to provide a food waste service to households, the remaining councils are either undertaking, or will undertake a similar exercise to broadcast this new development. The proposed scheme, using stickers as a prompt, has shown to provide an uplift of up to 20% and a similar response in Belfast could contribute to the city's recycling rate by around 1%.
- 3.7 For example, Ards & North Down Borough Council (A&NDBC) undertook a similar food waste campaign in the summer 2016, the results of which have proved to be positive with negligible negative feedback. There has been both an increase in compost/brown bin usage, a corresponding increase in the tonnage of food waste collected, along with a decrease in the residual/black bin tonnage.
- 3.8 It is proposed that following recent '*primer*' articles in City Matters, the Council will follow best practice and, using

WRAP-approved materials, issue letters to each household outlining what is needed to divert food waste from the residual bin, why the action is needed and how to contact the Council, should they not already be participating, to get all the necessary receptacles to take part in either the compost/brown bin (outer city) or the caddy food waste collection service (inner city). The purpose of placing a sticker on each bin alongside issuing a letter to householders is that this will ensure that every resident sees the sticker on their bin. If the Council was to use alternative delivery vehicles, such as City Matters, it is probable that many householders would simply discard the sticker without putting it on their bin. The letter is very straightforward, and is designed to merely highlight why the Council is now seeking to dissuade householders from putting food waste into their residual waste bin. It involves no change to collection date or frequency.

- 3.9 Members may care to note that, shortly, a letter from the Council's Recycling Box contractor, Bryson Recycling, will be issued changing a limited number of households' day of collection for operational reasons to better align their resources. This is not a significant change and will only affect a couple of thousand households across the city.
- 3.10 Returning to food waste, Members should note that the arc21 Joint Committee considered food waste at their meeting in January and adopted the recommendation that arc21 constituent councils should introduce a policy by 1 April 2017 which requires domestic occupiers to put all food waste only into the receptacle provided by the council for that purpose and not to place any food waste into any other waste receptacle for collection by the council.
- 3.11 In Belfast, the Service considers that as Council recycling performance has plateaued, a new approach is now needed. The Waste Agenda, which is currently being finalised for consultation, highlights that, for a minimal cost, this initiative has the potential to contribute 1% to the Council's recycling rate (i.e. divert an additional 1,500 tonnes from landfill). This would have the added value of saving the Council around £800K per annum from avoided landfill charges. As outlined above with A&NDBC, several of arc21's constituent councils are developing this approach and a proposal is being presented to the Joint Committee recommending that the constituent councils introduce a policy by 1 April 2017 which requires households to put food waste only into the receptacle provided by the Council for that purpose and not any other.

- 3.12 Members are being asked to approve the encouragement scheme to support this initiative. This procedure, which will involve consultation with the relevant trade unions, will notify householders of the contamination in the non-recyclables bin, the steps required to address this issue and the graduated enforcement response where there is repeated contamination.
- 3.13 In the first contamination instance (i.e. food waste identified in the bin), it will be emptied but a notification sticker will be placed on the bin by Waste Management staff informing the householder of the requirement to separate out food waste (stage 1).
- 3.14 On the second occasion, the bin will be emptied and again a notification will be placed on the bin by Waste Management staff. A letter will also be sent to the householder informing them of the requirement to separate the food waste and the implications should they not choose to do so (stage 2)
- 3.15 On the third occurrence of contamination the bin will not be collected and a notification will be placed on the bin by Waste Management staff. This will inform the householder that the bin will not be collected until the item(s) of food waste is removed and the collection will be on the next scheduled collection day (stage 3).
- 3.6 The Council will ensure that each household has appropriate receptacles for their food waste collection service prior to considering any enforcement action. To assist in this regard, there will be a transition period of six months from the commencement of the campaign before any stage 3 notifications are issued. If a householder contacts the Council as a result of their bin not being emptied, staff will work with them to ensure future compliance with the policy.
- 3.17 As stated above, most of the councils in NI are adopting the same, or similar, protocol within the timeframe of spring 2017 and it is possible that there may be a financial contribution from DAERA in relation to funding the provision of stickers.

Financial & Resource Implications

- 3.18 It is worth highlighting that by diverting food waste from being in the wrong bin (i.e. residual bin) could save the Council an additional £800K per annum by sending it for recycling rather than landfilling. Therefore, not only could diverting food waste from landfill make a positive contribution to the

Council's recycling rate (1% approx.), but it could contribute to efficiency savings which could be re-invested elsewhere in the city.

- 3.19 In terms of the food waste campaign, total project costs are estimated at around £65K made up of around £10K for stickers and letters, and £55K for 32 x temporary staff and vehicles to cover all collection rounds before the legislation is introduced (1 Apr). These costs can be offset by a grant from DAERA for the provision of the stickers (£10K) and remaining monies can be accommodated within existing (2016/17) Departmental budgets.**

Equality & Good Relations

- 3.20 Equality and good relations implications, in relation to this policy, are still under consideration. Further updates will be sent to the Equality and Diversity Officer in due course."**

The Committee adopted the recommendations and agreed that the letter to be issued in support of this initiative would be expanded to include clearer reference to costs and the benefits of recycling in creating/maintaining jobs and this would be approved by the Chairperson in advance of its distribution.

Community Centre Research

(Mrs. C Taggart, Community Development Manager, attended in connection with this item.)

The Committee was provided with an update on the research undertaken, to date, in respect of the ongoing mapping and analysis of community centre provision within neighbourhoods and across the city.

The Community Development Manager advised that the initial phase of research had focused on Council-owned community centre provision and those third sector organisations that currently received funding support via the Community Buildings Revenue Grant and the Capacity Building Grants.

The officer reported that it was important to note that this was baseline data which only provided a partial picture given the multiplicity of providers. In order to address this limitation, further research would be required to be undertaken with other key stakeholders and providers.

The officer outlined the next steps as follows:

- further discussion on the Council's ambition for neighbourhood assets and resources;
- further research and wider engagement with other providers to enable the Council to make informed investment decisions;

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- collaborative working with key partners for example: health and education on investments;
- development of works on Community Asset Transfer;
- clarity on funding environment; and
- benchmarking with other cities.

The Committee noted the content of the report and agreed that Party Group Briefings would be held to determine the political ambition for neighbourhood assets and resources.

Physical Programme and Asset Management

Partnership Agreements - Quarterly Update

The Assistant Director reminded the Committee that the Council had previously agreed to enter into Partner Agreements at seven playing field sites and she then provided an update on the progress in relation to the Agreements for October - December 2016.

She explained that, in line with the Council's objectives, the diversification of use and improved sports development impact were priorities at the partner agreement sites and she advised that so far the programme delivery had led to significant positive achievements across the seven sites. She drew the Members' attention to a table which indicated the outputs at the sites as reported by the partners up to the end of December 2016 and highlighted that, in the initial year of transition from the Facility Management Agreements, there was evidence of growth in the level of diverse use and extensive partnership working.

The Committee noted the information which had been provided.

Crumlin Star Re: Strangford Avenue

The Assistant Director reminded the Committee that, at its meeting held on 10th January, 2017, it had agreed that a breakdown of the estimated £50,000 cost of the required works to bring the Strangford Avenue Playing Fields up to intermediate standard would be submitted to a future meeting.

The officer drew the Members' attention to the estimated costs. She stressed that the costs were an approximation, which had been prepared in the absence of drawings, and they would therefore be subject to variation. She proceeded to detail the projected costs as follows:

- the provision of spectator fencing and outer ball stop/security fencing £28,000;
- the provision of dug outs which varied from £3,500 to £8,500, which excluded the cost of installation which could be undertaken internally;
- the cost of a bitmac path around the whole of the pitch to facilitate movement and access for people with disabilities, prams etc would be £37,000, to provide access along just one side would be £12,000; and
- to provide hedging to disguise the fencing £2,000.

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The officer advised that the total cost was estimated at £45,500, but that it was normal to allow for contingency, which in this case was 10%, which give a total estimated cost of £50,050.

Following a query, the Assistant Director explained that, whilst some of the Council's pitches did not meet the existing intermediate ground standard, this was the standard that currently had to be achieved in order to meet the Intermediate League Ground Requirements. In addition, she reminded the Committee that the Irish Football Association (IFA) was currently undertaking a review of this criteria and she advised that an invitation had been issued to the IFA inviting a representative to attend a future meeting to discuss the review and the potential revised standards.

A Member suggested that officers also investigate the potential of football clubs sharing facilities with local GAA Clubs.

Following discussion, the Committee:

- noted that, whilst it appeared that technically the facility could be brought up to an existing intermediate ground standard, there remained a number of issues around funding, planning (including potential local opposition), and the displacement of existing users;
- noted that, as previously agreed, an invitation had been extended to the Irish Football Association (IFA) to attend a future meeting of the Committee to discuss its ongoing review of Intermediate League Ground Criteria; and
- agreed that officers would investigate the potential of the club sharing of facilities with local GAA Clubs; and agreed that a further report be submitted to a future meeting which would include additional detail in respect of the required works and anticipated costs.

**Connswater Community Greenway - proposed
naming process for third series of structures and playparks**

The Committee was reminded that, at its meeting on 12th January, 2016, it had agreed that the Connswater Community Trust (CCGT) would progress a consultative naming process in partnership with the Council, which would give the local community the opportunity to propose and select suitable names for a series of bridges and link paths in the Connswater Community Greenway (CCG). She reported that with the naming of the first and second series of structures having been agreed, the naming of the third tranche of structures was now scheduled to commence.

The Assistant Director detailed that the structures and playparks that CCGT now proposed to commence public engagement upon comprised of the following:

- pedestrian bridge at Connswater Retail Park;
- pedestrian bridge at Ladas Drive/Alexander Road;
- path connecting Ladas Drive to Montgomery Road;
- path/boardwalk connecting Ladas Way to Castlereagh Road;
- playpark at Flora Street Walkway; and

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- playpark at Loop River.

She reported that the naming process would commence with a three week consultation period in April, during which the public would have the opportunity to submit ideas for the naming of a further two pedestrian bridges, two link/paths and two playgrounds in line with the Council's naming policy. Following this, a panel of judges would meet to consider the submissions and shortlist two possible names for each structure. The public would have the opportunity to vote for its favourite between 8th and 22nd May.

The Members noted that the final name proposals would be determined by the majority votes for each, with an update report being submitted to the People and Communities Committee at the June meeting for its consideration within the context of the Belfast City Council Naming Policy.

The Committee agreed to the third phase of the consultative naming process to name a further two pedestrian bridges, two links/paths, and two playgrounds constructed as part of the CCG.

Finance, Procurement and Performance

Financial Reporting - Quarter 3

The Director of City and Neighbourhood Services summarised the contents of a report which presented a Quarter 3 financial position for the People and Communities Committee, including a forecast of the year end outturn. He advised that the detail included the Quarter 3 position for the Committee which showed an under-spend of £1,387k or (2.4%) of the budget, with the forecast year end position being an under-spend of £888k (1.2%) which was well within the acceptable variance limit of 3%.

The Director reminded the Committee that the Land and Property Services agency (LPS) was forecasting a district rate claw back position of £2,024k, resulting in the Council having to find the additional balance to fully finance the rate claw back. The Strategic Policy and Resources had agreed, at its meeting on 18th November, 2016 to cap in year departmental cash limits at the Quarter 2 forecast levels to offset the rate clawback.

The Director advised that the corporate departmental forecast position at Quarter 3 was an underspend of £2,152k (1.6%). The LPS rate clawback was forecast at £2,024k leaving a balance of £128K which the Strategic Policy and Resources Committee had agreed would be applied to general reserves.

The Committee noted that the capital financing budget was forecast to be below budget by £675K due to slippage in the capital programme expenditure. The Director advised that the Strategic Policy and Resources Committee had agreed that this underspend would be re-allocated to specified reserves for the following purposes:

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- £294k for the Community Grants shortfall for 2017/18;
- £100k for the City Wide Tribunal Services for 2017/18. It was noted that this payment was subject to a further report to the Strategic Policy and Resources Committee on the receipt and assessment of an application for funding which would detail the achievements to be delivered as well as the plans in place to attract levered funding; and
- the balance of £263k for a potential European Capital of Culture Bid.

The Committee noted the report, the associated financial reporting pack and the update in respect of the Council's corporate position.

**Community Development Grant Programme –
Extension of Contract 2017/18**

(Mrs. C Taggart, Community Development Manager, attended in connection with this item.)

The Committee considered the undernoted report:

“1.0 Purpose of Report or Summary of main Issues

- 1.1 The purpose of this report is to seek permission from Members to offer contract extensions for 2017/18 across the grant categories to funded organisations.**
- 1.2 In December Members were asked to consider a range of options to address the budget deficit in the Community Development Grants programme, £588,496k. Following consideration the Committee agreed to refer the matter to the Strategic Policy and Resources Committee for consideration within the context of the overall rate setting process.**
- 1.3 As part of the rate setting process for 2017/18, SP&R agreed to provide 50% of the funding required for the Community Development Grant Programme, that is, £294k through the district rate and to consider funding for the remaining balance as part of the Quarter 3 forecast. They further agreed that £294k of the capital financing under spend should be allocated to a specific reserve to fund the remaining shortfall in community grant support for 2017/18.**
- 1.4 Council is awaiting confirmation from the Department for Communities on the level of grant income for 2017/18 from their regional Community Support Programme.**

2.0 Recommendations

2.1 The Committee is asked to:

- i. Agree to offer contract extensions for 2017/18 and permit officers to engage with funded organisations on that basis (pending receipt of DfC allocation)
- ii. Note the current assessment of small grant applications based on the same level of available funding as 2016/17.

3.0 Main Issues

3.1 The Community Development Grant Programme contains the following grant categories:

- Generalist Advice
- Capacity Support
- Community Buildings Revenue
- Small Grants (inc. Summer Scheme and Community Development Project grants)

Grant category commitments	2017/18 Estimated Cost
Generalist Advice	£931,765.53
Capacity	£705,824.22
Community Buildings Revenue	£846,013.46
Summer Scheme	£177,529.00
Project	£54,160.00
Total	£2,715,292.21

It should be noted that the estimated level of funding required for Community Buildings Revenue in 2017/18 is £25,500 less than 2016/17 because four organisations are no longer operating or in receipt of funding.

3.2 The full list of organisations and the contract value of individual awards for the three large grant categories, Generalist Advice, Capacity Building and Revenue for Community Buildings. Officers are currently assessing small grant applications for both Summer Scheme and Project grants for 2017/18. Recommendations will be presented to

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the Director based on the same level of available budget as 2016/17.

3.3 The revenue budget also covers our non-grant support of the Sector via current financial arrangements with community based organisations across the city who deliver services on our behalf in respect of:

- **Independent management of BCC Community Centres**
- **Anchor Tenants**
- **Service Level Agreement with Play Resource**

Funding Contract	2017/18 Estimated Cost
Shaftesbury Recreation Centre	£55,183.00
Grosvenor Recreation Centre	£55,183.00
Ballymacarrett Recreation Centre	£55,183.00
Carrickhill Community Centre	£33,110.00
Denmark Street Community Centre	£20,806.00
Percy St Community Centre	£8,830.00
Sally Gardens	£55,183.00
Fullerton Park	£6,500.00
SLA Play Resource	£31,209.00
Total	£321,187.00

Financial & Resource Implications

3.4 Financial:

The total Community Development Grant Programme budget for 2017/18 is £3,036,479.20 funded by BCC and DfC through the Community Support Plan. The total available budget is dependent upon the receipt of DfC Community Support Programme income of £1.404m for 17/18.

3.5 Human Resources

This will be covered within the Community Services work programme

3.6 Equality or Good Relations Implications

None.”

The Committee adopted the recommendations.

Operational Issues

Partnerships in Parks and Open Spaces

The Committee considered a report which sought approval for the Belfast Mela, Feile an Phobail and the Belfast International Arts Festival to be held in during 2017, along with a proposal to provide financial support to the Belfast Mela and Belfast International Arts Festival (up to £20,000).

It was proposed by Councillor Beattie; and
Seconded by Councillor Magennis:

“That the Committee agrees to adopt the recommendations and also award financial support of up to £20,000 to Feile an Phobail, in line with the funding requested for the Belfast International Arts Festival and the Belfast Mela.”

Amendment

Moved by Councillor Nicholl,
Seconded by Alderman Rodgers,

“That the Committee agrees to defer consideration of the report to enable a further report to be submitted to the next meeting, if possible, which would include a breakdown of the annual funding that the Belfast Mela, the Feile an Phobail and the Belfast International Arts Festival received to host the outside events.”

On a vote by show of hands, ten Members voted for the amendment and seven against and it was declared carried.

The amendment was put as the substantive motion and passed.

**Update on Grass Cutting and Horticultural Maintenance
of Transport NI Sites Within Belfast**

The Assistant Director reminded the Committee that the Council had previously agreed that it would enter into an arrangement with Transport NI for the maintenance of the following sites:

- Michael Ferguson roundabout, Stewartstown Road;
- Kingsway Embankment, Dunmurry;
- A55 Knock dual carriageway; and

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- Top of Cregagh Road.

The Members noted that these locations were all under the ownership and responsibility of Transport NI, however, due to the financial constraints being faced by the Department for Regional Development (DRD) and Transport NI and the subsequent reduced levels of maintenance the Council had agreed to provide support. She confirmed that a legal agreement had been drawn up between Belfast City Council and Transport NI to facilitate this arrangement.

The Committee:

- noted the arrangements in place for the maintenance of the four sites under ownership of Transport NI for the 2017/18 financial year;
- agreed to continue the maintenance agreement for future years, subject to budget availability; and
- agreed that officers would continue to engage with the Head of Transport NI in attempt to improve the standard of grass cutting throughout the City during the 2017 season.

CCG Animation Programme 2017/18

The Assistant Director drew the Members' attention to the proposed Connswater Community Greenway (CCG) Animation Plan 2017/18. She reminded the Committee that it had granted authority in November 2016 for officers to progress proposals for the Connswater Community Greenway management and animation arrangements.

The officer reported that, as a friend of the High Line, CCG Trust had received an invitation to become part of a 'High Line Network'. She explained that this organisation brought together similar projects in order to learn from one another, to grow success and to share ideas about how to ensure that public spaces would become social and economic successes. The officer reported that it was timely that the co-founder of New York's High Line had made contact and it was suggested that an invitation would be extended to him to help inform this stage of the work.

The Committee:

- agreed to connect with the High Line Network and invite the co-founder of New York's High Line to Belfast to inform the ongoing development of CCG future management arrangements; and
- noted the animation programme for 2017/18 and that all events/use would be subject to all statutory requirements being met.

Girls' Summer Soccer Programme

The Assistant Director advised that a request had been received from the Irish Football Association (IFA) ladies section seeking support for a grassroots girls' summer soccer programme at the City of Belfast Playing Fields.

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The Members were advised that the programme encouraged participation at under 9, under 11 and under 13 age groups and would run for 7 weeks, every Saturday during May and June.

The Committee granted authority for free use of the City of Belfast playing fields for the purpose of hosting a grassroots girls' soccer programme.

Street Naming

The Committee:

- approved the naming in respect of Emersons Mews, Emersons Close, and Emersons Road, off Thornberry Road, and Emersons Drive and Emersons Lane, off Wolfhill Link, BT14; and
- the continuation of existing streets in the City namely Thornberry Road and Wolfhill Link.

Publication of Penalty Charge Notice (PCN) Statistics

The Director of City and Neighbourhood Services advised the Committee that all 11 Councils had been contacted by the Department for infrastructure seeking permission to routinely publish information of the number of Penalty Charge Notices (PCNs) issued by the Council for breaches of parking conditions in its off street carparks.

The Director advised that the publication of this information would enable the Council to refer queries relating to the numbers of PCNs issued to the statistics section on the Department's website. It was also anticipated that this would reduce the number of Freedom of Information Requests that the Council would have to respond to as information to be published should be exempt from the requirements of the Freedom of Information Act 2000.

The Committee agreed:

- to the quarterly publication of information by the Department for Infrastructure on the number of PCNs issued by the Council for breaches of parking conditions in its off street car parks; and
- that this information, which would be provided to Members in advance, would be restricted and not shared until the date of publication.

Consultation Response - Smoking within Private Vehicles when Children are Present

The Committee considered the following report:

“1.0 Purpose of Report or Summary of Main Issues

- 1.1 Smoking in cars with children present has been a topical issue for the past few years and legislation has been**

introduced in the other parts of the United Kingdom and Ireland to outlaw smoking in private vehicles with children present. This report accompanies the consultation response on the draft regulations to implement similar legislation in Northern Ireland.

2.0 Recommendations

2.1 The Committee is asked to;

- **Approve the Council's response to the consultation. Members should note that the consultation closes on 3rd March 2017, and the Council has been granted a one week extension. The response will therefore be forwarded to the Department of Health by 10th March 2017, with the proviso that it is subject to full Council approval at its meeting in April 2017.**

3.0 Main report

3.1 Key Issues

Smoking is the single greatest cause of preventable illness and premature death in Northern Ireland, killing around 2,300 people each year. In addition a strong relationship exists between smoking and health inequalities. It has a greater impact on people living in areas of social or economic deprivation. Overall, almost one in four adults in Northern Ireland is a current smoker. In deprived areas this increases to one in three; and amongst the prison population, and for those with mental ill-health problems, smoking prevalence rates are considerably higher and one in two will die as a result of smoking.

3.2 This legislation is a landmark in protecting children from second hand smoke. Smoking just a single cigarette in a vehicle exposes children to high levels of air pollutants and cancer-causing chemicals like arsenic, formaldehyde and tar, and people often wrongly assume that opening a window, or letting in fresh air, will lessen the damage. Children are particularly vulnerable to the effects of second-hand smoke as they breathe more rapidly and inhale more pollutants per pound of body weight than adults.

3.3 The consultation proposes an enforcement role for both PSNI and district councils but it is difficult to understand how district councils would successfully enforce the regulations given that, unlike PSNI, they do not have the power to stop vehicles. Officers would have to observe smoking in the

vehicle and determine the age of the child or children present. The Council has asked the Department of Health to clarify how it considers district council officers could achieve effective compliance with the proposed regulations.

3.4 Financial & Resource Implications

None. The Council employs two Tobacco Control Officers, who are funded by the Public Health Agency, to enforce the various elements of tobacco control legislation.

3.5 Equality or Good Relations Implications

None.”

The Committee endorsed the draft response, available on the Council's website [here](#), to the Department for Health consultation, relating to Regulations Restricting Smoking in Private Vehicles Carrying Children the Housing Executive. It was noted that the consultation closed on 3rd March and that the Council had already been granted a one week extension, it was subsequently agreed that the response would be submitted with the proviso that it would be subject to ratification by the Council.

Consultation Response - DFC Consultation Paper
'Proposals for Change to the Private Rented Sector'

The Committee considered the undernoted report:

“1.0 Purpose of Report or Summary of main Issues

1.1 In January 2016 this committee considered and agreed a response to a discussion document published by the then Department for Social Development on the Review of the Regulation of the Private Rented Sector.

1.2 This public consultation document is the second stage in the Department's Review of this area. It proposes a number of changes which will impact on both landlords and tenants. Officers have prepared a draft response.

1.3 The consultation closes on 3rd April 2017 and a copy of the full consultation document is available at Members request.

2.0 Recommendations

2.1 The Committee is asked to

- Consider and endorse the draft response.

3.0 Key Issues

3.1 Owning a home or renting from a social landlord are the preferred choices for most of the Citizens of Belfast but these are becoming increasingly harder to secure. The private rented sector has become the second biggest tenure in Northern Ireland, the highest proportion being in Belfast. Given the existing waiting lists for Social Housing and affordability issues for first time buyers, this sector will continue to play an important and valuable role in the City's Housing Market.

3.2 The increasing reliance on the Private Rented Sector will make it an important element of any future Housing strategy. The Council recognises that the majority of landlords are good landlords who abide by the law and provide much needed, good quality, accommodation. However management standards can vary so it is important that the Private rented sector is fit for purpose and provides tenancies for people that need them.

3.3 The consultation document sets out proposals to:

- gauge the appetite of institutional investors from Great Britain to invest in Northern Ireland,
- encourage the development of more mixed tenure housing areas,
- scope out the role of Housing Associations in the private rented sector,
- restrict number of times rent can be increased in a 12 month period
- ensure all private tenants are issued with a written agreement which must contain mandatory terms
- increase the minimum notice to quit period for tenancies over 12 months from four weeks to two month
- introduce a Fast Track Eviction process,
- consider a landlord training programme,
- pilot a dedicated landlord advice line,
- develop a tenant information pack,
- amend the Landlord Registration Regulations to incorporate a fitness declaration at the point of registration,
- introduce a regulatory framework for letting agents,
- introduce requirement for landlords to provide smoke alarms, carbon monoxide detectors and carry out periodic electrical checks,

- introduce legislation around Energy Performance Certificate ratings with possible exemptions,
- move the 1945 date for rent control to 1956,
- establish an independent housing panel.

3.4 The Council welcomes the opportunity to comment on these proposed changes. More detailed comments on each are provided in the draft response.

3.5 The Council is disappointed that the Department is not proposing to introduce landlord licensing. Experience in England has shown that it is an effective instrument for authorities to increase the amount of information they hold on the Private Rented Sector in their area, and to open up the lines of communication between local authorities, landlords and tenant communities. Licensing schemes would provide Councils with more effective powers to regulate the sector. It would also enable Councils and Landlords to work together in order to improve housing conditions and tackle problems like increased anti-Social Behaviour that often occur in areas with high concentrations of properties in the Private Rented Sector. More detailed comments on licensing are included in the draft response.

3.6 **Financial & Resource Implications**

The review may result in new regulations and additional responsibilities for Councils. It is unclear whether any additional resources will be made available to Councils for these.

3.7 **Equality or Good Relations Implications**

There are no relevant equality considerations associated with the delivery of the strategy.”

The Committee endorsed the draft response, available on the Council’s website [here](#), to the Department for Communities relating to the Review of the Regulation of the Private Rented Sector.

**Request for the use of Barnett's Demesne –
County Grand Orange Lodge of Belfast**

The Assistant Director reported that the County Grand Orange Lodge of Belfast had written to the Council regarding the use of the Barnett’s Demesne for its Belfast demonstrations on 12th July, 2017.

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The Committee agreed to accede to the request from the County Grand Lodge for the use of Barnett Demesne on the 12th July 2017, subject to an appropriate legal agreement to be prepared by Legal Services.

Fields in Trust Programme

The Committee considered the following report:

“1.0 Purpose of Report or Summary of main issues

1.1 Fields in Trust (FIT), in partnership with a national funder, is launching a new programme in spring 2017 to protect and activate outdoor recreation spaces across the UK. The programme will deliver activity programmes on designated spaces in communities where there is a need to tackle physical inactivity and encourage more people to become more physically active.

1.2 The designated sites would be protected in perpetuity through a legal Deed of Dedication between the Council and Fields in Trust.

1.3 Fields in Trust has approached the Council with a view to protecting six or seven sites across the region. Following discussions between officers and FIT, it is proposed that Cregagh Green would be ideal for this Programme. This is based on the view that the site has a unique association with George Best and as such the site should be preserved. It was felt that given this association the site lends itself to promoting physical activity combined with encouraging young people in particular to improve their outlook through sport.

1.4 This report seeks Committee approval for the Council to submit an application to the programme with the understanding that if successful the Council may enter into a legal non-charitable Deed of Dedication affording protection to Cregagh Green subject to Council’s title.

2.0 Recommendations

2.1 The Committee is asked to;

- Agree that Cregagh Green is submitted through an application process to participate in this programme. If successful Cregagh Green would obtain ‘protected status’ through a deed of dedication between the Council and Fields in Trust and be subject to the**

constraints of a deed of dedication as referred to below.

3.0 Main Report

3.1 In May 2017, Fields in Trust (the operating name of the National Playing Fields Association) is launching a new programme to encourage more people to become more physically active on green spaces in their communities.

3.2 The UK Chief Medical Officers state that adults should aim to take part in at least 150 minutes of moderate intensity physical activity each week, in bouts of 10 minutes or more, according to physical activity guidelines for adults from the UK Chief Medical Officers'. See https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/213740/dh_128145.pdf

'Promoting active lifestyles can help us address some of the important challenges facing the UK today. Increasing physical activity has the potential to improve the physical and mental health of the nation, reduce all-cause mortality and improve life expectancy. It can also save money by significantly easing the burden of chronic disease on the health and social care services'. (Start Active, Stay Active – A report on physical activity for health from the four home countries' Chief Medical Officers 2016 (updated)).

3.3 Access to green spaces is an essential element of active lifestyles, community cohesion and mental wellbeing. Delivery of local and diverse activity programmes on these community spaces will aim to increase entry level activity amongst inactive people of all ages.

3.4 The programme, which is funded by a national charity, will combine protection of spaces with revenue funding to engage physically inactive people on those green spaces. Each space will be offered delivery of a physical activity project(s) to the value of £5,000 to serve local needs and benefit target groups as appropriate. A programme activation resource pack will be provided to promote and support an event to help promote the physical activity project and engage community participation.

3.5 Each space will also be able to apply for a larger capital grant of £25,000 to enable continued sustained physical activity on sites protected through the programme.

The programme sets out a number of objectives:

- To increase participation in physical activity amongst the inactive from groups including (but not limited to):
 - Disabled people
 - Women and girls
 - People from lower socio-economic groups
 - Those at risk from long-term health conditions
 - People from particular ethnic groups
 - Older people
- Provide a catalyst to deliver sustainable physical activity opportunities
- Raise the profile of local green spaces as important to health and well-being
- Secure local green spaces for continued and increased participation in a diverse range of physical and community activities
- Improve community cohesion, mental and physical health through participation in physical activity.

Impact on the Asset

- 3.7 A few of the Council's properties have already been gifted to the Council with restrictive use clauses contained within the title deeds to those properties which effectively create a trust which the Council is required to adhere to.
- 3.8 There are a few other Council properties held under deeds of dedication with the Millennium Commission (signed in 2000 for a period of 99 years) and with Fields in Trust and it appears that these could not be nominated for the proposed Fields in Trust Programme.
- 3.9 If the Council chooses to nominate this site, the title would first need to be examined to ensure that the property is not already subject to a deed of dedication, or to alienation provisions within the title (i.e. restrictions on assignment, or parting with possession) or certain use covenants).
- 3.10 The deeds of dedication issued by the Fields in Trust and which the Council may be required to sign are stringent and constrain what the Council can do in terms of disposal or any building works/changes of use affecting any nominated property. A burden is required to be registered against the title of the nominated property. Any dealings with the property or works to same in the future would require the consent of

Fields in Trust, and once successfully nominated this remains the case in perpetuity and such a deed of dedication remains in perpetuity.

Timescales

- 3.11 If approved, the Field in trust require the Deed of Dedication to be signed within four months of submitting the application; this will be subject to title and potentially other factors such as officer resources. Upon completion of the proposed Deed of Dedication the activation project will commence with the opportunity for an activation event to launch the programme on the site and to promote its designated status.

Financial & Resource Implications

- 3.12 This programme provides an opportunity to avail of up to £30k to deliver programming and capital development of the site to increase participation in healthy activity (£5k to take part in the programme if application is successful and an option to apply for a further £25k, the latter is not guaranteed).

Human Resources

- 3.13 The costs of participating in the programme will include Officer time and in particular Legal advice to agree the Deed of Dedication.

Equality or Good Relations Implications

- 3.14 There are no known Equality or Good Relations implications.

Asset and Other Implications

- 3.15 Parks and green spaces are highly valued by local residents. The Cregagh Green site has been identified as being an important community facility and as a valuable asset in addressing physical inactivity and building community cohesion. This programme will benefit residents and park users and contribute to improving the quality of life and help address health inequalities.
- 3.16 By taking part in this programme we will positively raise the profile of Cregagh Green and the Council through a high profile national programme, as well as contributing towards our aims of encouraging healthier and more active lifestyles within the community.”

The Committee adopted the recommendation.

Future Provision of Dog off Lead Facilities

The Assistant Director informed the Committee that the Clean Neighbourhoods Act (Northern Ireland) 2011, which had come into effect in April, 2012, provided councils with additional powers to deal with, amongst other things, dogs related issues. The Council had, subsequently, introduced two of four Dog Control Orders, prohibiting dog fouling and limiting to four the number of dogs which a person could be in control of at any time. Following feedback from a City-wide consultation exercise in 2012, the implementation of the two remaining orders, namely, making it an offence to allow dogs off their lead in designated areas and excluding dogs from designated areas, had been delayed, to allow for further consultation and a wider analysis of users' needs.

She reported that the additional consultation had highlighted a requirement for facilities to be made available in parks to allow for dogs to be exercised off-lead. As a result, a pilot exercise had been operating for over two years within the Grove Playing Fields, which had provided an enclosure specifically for that purpose. She pointed out that the continued consultation process around the pilot initiative had provided Council officers with a greater understanding of the issues which needed to be addressed. As part of that process, she was seeking permission for officers to work up a consultation and engagement framework, including a communications plan to assist Council officers to consult with dog owners and park users to seek an appropriate option for each park.

The officer reported that, through research, three options had been identified as operationally feasible.

1. the Introduction of dog enclosures in various parks across the city. These enclosures would be similar to the enclosure that had been piloted in Grove Park and would be most suitable for parks that had large sections dedicated to sports pitches, playgrounds and community vegetable gardens. The fenced enclosure would leave no doubt or confusion with regards to where dogs should be allowed off leads in that particular park;
2. "Off lead Areas" in various parks across the city – these areas would have adequate signage in order to clearly demarcate the area that dogs were allowed to run free. This option would be best suited to larger parks with no football pitches where natural features, for example: hedges, tree lines, rivers or fence lines and pathways could be used as boundaries; and
3. time zoning system – a system that would permit dogs to be off their lead in the entire park but only at certain times of the day. This system would be best suited to small parks and open spaces where it would be difficult to erect a dog enclosure or operate off lead zones.

It was noted that in all dog off lead options the controls for dog fouling would apply.

The Committee:

- noted that work was progressing to establish dog off lead facilities in Parks and Open Spaces;

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- agreed to support an engagement process through the Area Working Groups to determine local area needs;
- agreed that a consultation and engagement exercise would be conducted across each area facilitated; and
- granted permission for officers to work up a consultation and engagement framework which would include a communications plan, to assist Council officers consulting with dog owners and park users to seek an appropriate option for each park.

Request for the use of the Girdwood Site

The Assistant Director advised that a request had been received from Mr. Stephen Nolan's Independent Production Company seeking permission to broadcast a youth debate programme from the Girdwood site in North Belfast.

She explained that the objective of the programme would be to engage more young people in politics, debate and current affairs and it was proposed that a panel of politicians' would take part in the debate to discuss issues raised by the young people that affected the community in which they lived.

The Committee approved the use of the Girdwood site to broadcast a BBC youth debate programme on a date yet to be determined, during May 2017, providing all the relevant paperwork and statutory approvals were in place prior to the broadcast.

Chairperson

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City Growth and Regeneration Committee

Wednesday, 8th March, 2017

MEETING OF CITY GROWTH AND REGENERATION COMMITTEE

Members present: Councillor Graham (Chairperson);
Aldermen McGimpsey and Spence; and
Councillors Beattie, Boyle, Dorrian, Dudgeon,
Hargey, Howard, Johnston, Kyle, Magee,
McAteer, McDonough-Brown, Mullan,
O'Hara and Walsh.

In attendance: Mrs. S. Wylie, Chief Executive;
Mr. D. Durkan, Director of Development;
Ms. N. Gallagher, Director of City Centre Development;
Mr. N. Grimshaw, Director of City and Neighbourhood
Services; and
Mrs. L. McLornan, Democratic Services Officer.

Apologies

Apologies for inability to attend were reported from the High Sheriff (Alderman Haire) and Alderman L. Patterson.

Minutes

The minutes of the meeting of 8th February were taken as read and signed as correct. It was reported that those minutes had been adopted by the Council at its meeting on 1st March.

Declarations of Interest

Councillor O'Hara declared an interest in the Rural Development Programme, in that she was a Council nominee on the Local Action Group for Hannahstown, which drew down funding for the regeneration projects. Councillor O'Hara left the room for the duration of the Item.

Presentation

Belfast City Centre Management

The Chairperson welcomed Mr. A. Webb, Chair of Belfast City Centre Management (BCCM), and Mrs. G. Duggan, City Centre Manager, to the meeting.

The City Centre Manager outlined to the Members that BCCM was a not-for-profit organisation and that businesses did not pay for the services which they received from it. She advised the Committee that BCCM was an enabler and a facilitator for all businesses which operated in the city centre. She reported that, through its funding from Belfast City

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Council, it had been able to fund important projects such as a vacant units audit, Healthy High Streets, the development of Business Improvement Districts (BIDs), a Retail Steering Group, crime reduction initiatives and city dressing projects.

The Committee was advised that, in 2016/2017, for every £1 of core funding received from Belfast City Council, BCCM had levered a further £8.70.

The Chair of BCCM outlined the draft Business Plan for 2017/2018 and assured the Committee that it would seek to continue to deliver core projects which would have a real impact on, and create value for, the city centre. He advised the Members that, for the upcoming year, for every £1 of funding received from Belfast City Council, BCCM would lever a further £10.70.

After discussion, the Committee:

1. noted the review of BCCM which was currently underway;
2. agreed to provide up to £190,000 to BCCM, with the potential to reassess on the outcome of the review; and
3. noted the draft BCCM business plan and the areas where BCC funds would be applied and that the overall funding agreement with BCCM was included in the revenue estimates.

Restricted Reports

The Information contained in the following three reports is restricted in accordance with Part 1 of Schedule 6 of the Local Government Act (Northern Ireland) 2014

Presentation – Visit Belfast

The Chairperson welcomed Mr. G. Lennon, Chief Executive, and Mr. H. Hastings OBE, Chair, of Visit Belfast, to the meeting.

The Chair of Visit Belfast reported that Visit Belfast was the principal Destination Management and marketing organisation for the city of Belfast. He advised the Committee that tourism was key to the city and to the Belfast Agenda. He pointed out that Visit Belfast was a successful public/private partnership whereby the funding from the public sector had decreased steadily as private sector investment had increased. He highlighted that the partnership business model was one which was envied by other cities.

He advised the Committee that Visit Belfast had dealt with 800,000 enquiries over the past year, which was up 33% over the past two years. He reported that Visit Belfast had made a 54:1 return for every £1 which was invested.

The Chief Executive of Visit Belfast advised the Committee that image and access were the original issues which faced the tourism sector in Belfast, but that this was no longer the case. He reported that, through two of the key priorities of the Belfast Agenda, City Development and Growing the Economy, it would seek to strike a balance between targeting business and social tourists.

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In response to a Member's question regarding the fact that tourism was a significant driver for the economy and how schools were responding to that, the Chair of Visit Belfast advised that 15% of the new jobs in the city over the next decade would be in hospitality and that it was important to get that message out to schools and colleges. The Chief Executive also added that the Belfast Works programme and the new Skills Academy for hospitality would seek to address the significant surge in the hospitality sector.

After discussion, the Committee:

1. approved the creation of a new Sharing Agreement between Belfast City Council, Translink and Visit Belfast for a three year period, with an annual value of £125,000 for agreed marketing and promotion of visitor products, subject to agreement by the Council and Tourism NI;
2. agreed to provide up to £1,827,465 to Visit Belfast, subject to a funding agreement being drawn up between the parties; and
3. noted the draft Visit Belfast business plan and the areas where Council funds would be applied, noting that the overall funding agreement with Visit Belfast was included in the revenue estimates.

Capital of Culture

(Mr. G. Copeland, City Events Manager, attended in connection with this item.)

The Director of Development provided the Committee with an update on the exploratory work which had taken place on the Council-agreed proposal for a joint bid for the 2023 European Capital of Culture with Derry City and Strabane District Council (DCSDC).

He reminded the Members that the Strategic Policy and Resources Committee had agreed that the budget for the Phase 1 bid would be split equally between Belfast City Council and DCSDC.

He outlined to the Committee that, as to whether a special company should be established, lessons learned from previous bids would be considered and that this would be a Council decision. The Members were advised that that could be discussed in more detail at a Members workshop, along with the issue of costs.

After discussion, the Committee:

1. agreed to hold a workshop, to which all Members would be invited, to outline the benefits of hosting the Capital of Culture. The workshop would be facilitated by representatives from Liverpool City Council;
2. noted the potential benefits of BCC and DCSDC hosting the 2023 European Capital of Culture;
3. noted the proposal to create a dedicated bid team to work on the development phase of the bid; and

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4. noted that further update reports would be submitted to the Committee throughout the next number of months.

Grade A Office Market – Update

The Director of City Centre Development provided the Members with an overview of demand, supply, rents and investment in Belfast's Office Market and highlighted the role which the City Centre Investment Fund could provide in supporting further development of Grade A office space within the City Centre.

She outlined to the Committee that demand for Grade A offices was being driven by the strong growth in the Belfast jobs market, and a need for new space being generated by firms looking to upgrade or increase the size of their current occupation in Belfast. The Members were also advised that the Belfast Agenda predicted that 50,000 new jobs would be created by 2035.

After discussion, the Committee:

1. noted the contents of the report, which provided further evidential support for the orientation of the City Centre Investment Fund to support the development of the Grade A office market, as approved by the Strategic Policy and Resources Committee at its meeting on 17th February; and
2. noted that additional expertise was being commissioned in relation to the CCIF evaluation process, and that the process would be presented to the Committee in due course, setting out in detail how proposals which the Council might wish to support would be properly evaluated on a value for money basis.

Positioning Belfast to Compete

Routes Conference - Programme update

The Director of Development reminded the Committee that, at its meeting on 12th October 2016, it had agreed to commit £100,000 to support the costs of hosting the Routes Europe event at the Belfast Waterfront from 23rd-25th April, 2017. He reported that Routes Europe had indicated that the benefits to the host city, in terms of positive PR coverage, potential new airline route announcements and additional leisure/business tourism visitors, could be in the region of more than £50million.

The Director provided the Committee with an update on the programme for the Conference, as well as a number of welcome and lead-in events for delegates. He outlined to the Members that, while the main Conference and showcase would take place in the Belfast Waterfront, a welcome reception would be held in the City Hall and a gala networking event would take place in Titanic Belfast. He explained that the Council had been granted 10 delegate passes which could be used for the full duration of the Conference or could be shared between individuals for specific days or events during the week. He explained to the Committee that, at this stage, the priority events for which the Members needed to register were the City Hall Welcome reception and the Titanic Belfast

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evening. The Committee was advised that once further details were received in relation to the actual Conference programme, they would be circulated to the Members and, at that point, they could confirm which other elements of the programme that they wished to attend.

He advised the Committee that the Conference organisers and the local team had been working together on a programme of supporting events across the city and that the 'Team Belfast' approach had ensured joined up working between all key partners.

The Committee:

1. noted the update on the Routes Europe Conference which would take place in Belfast for the first time on 23-25 April, 2017;
2. agreed that one Member from each party, in addition to the Chairperson and Deputy Chairperson of the Committee, or their nominees, would attend the City Hall welcome reception on 23rd April 2017 and the Titanic Belfast reception on 24th April 2017, with party nominations to be provided to the Strategic Programme Manager in the Development Department; and
3. noted that a report would be submitted to the Committee in April, providing a more detailed programme outline.

**International Relations Update
and Programme 2017-18**

The Committee considered the undernoted report:

“1.0 Purpose of Report

1.1 The purpose of the report is to update Members on the delivery and actions of the International Relations Framework for the period 2016-2017, and to seek approval for the 2017/18 Action Plan.

2.0 Recommendations

2.1 The Committee is asked to:

- **Note the range of activities and actions outlined in Appendix 1 for delivery of the Council's International Relations Framework for the period 2016-17.**
- **Agree to support the attendance of the Lord Mayor and an Officer at the 2017 St Patrick's White House Celebration from 14-17 March 2017 at a maximum cost of £3,000.**
- **Agree to the attendance of the Lord Mayor, the Chair and Deputy Chair of the City Growth and Regeneration Committee, or their nominees along with the Director of Development and the International Relations**

Manager on the China outward mission from 6-13 May 2017. This visit will not exceed £20,000.

- Agree to the attendance of the Lord Mayor, the Chair and Deputy Chair of the City Growth and Regeneration Committee or nominees and an Officer on the Nashville outward mission from 17-22 May 2017. The cost of this visit will not exceed £10,000.
- Agree to Members participation in the programme for the Boston inward delegation on 5-7 June 2017.
- Agree to provide £5,000 towards the New York New Belfast Conference from 8-9 June 2017 and the attendance of the Chair of the City Growth and Regeneration Committee or their nominee along with an officer. The cost of attendance will not exceed £3,000.
- Agree to provide £5,000 towards the Belfast International Homecoming Conference form 4-6 October 2017 and to Members' participation in this event.
- Agree in principle to further international activity later in the year, as outlined in Appendix 1 as 2017-18 International Relations Action Plan, pending further details and costs.

3.0 Main report

- 3.1** Members will recall the November 2016 approval of a new International Relations Framework for Council for the period 2016-2021.
- 3.2** The aim of this second Framework is to continue to promote Belfast on the international stage with other stakeholders as a place to visit, study, work and do business. The Framework will deliver primarily on the formal relationships already in existence through the Sister City Agreements with Shenyang, Boston and Nashville, the Memorandum of Understanding with Dublin, and developing relationships with London. New areas of opportunity will be considered on their merits and relevance to Belfast.
- 3.3** Members will be aware of the increasing activity delivered around the International Relations Framework during the last year. The highlights of these and the outcomes generated from our international linkages are outlined in Appendix 1 of this report by geographical area. These activities have, in the most part, been led by Belfast City Council at Councillor and Officer level and in full partnership with stakeholders in government, education, tourism, business, culture and sport.

Members are asked to note this delivery and the progress made in these areas.

3.4 In terms of 2017-18 activity, there are a number of activities in the immediate to short term pipeline that align to the International Relations Framework and require Committee approval if they are to progress. The emerging priority activities include:

- St Patrick’s Day invitation to the White House 14-17 March 2017
- Belfast in China Week 6-13 May 2017
- New York New Belfast 8-9 June 2017
- Belfast International Homecoming 4-6 October 2017

3.5 Other activities have already been planned within the International Relations Calendar which are outlined in Appendix 1 as the 2017/18 International Relations Action Plan.

3.6 St Patrick’s Day White House Invitation, 14-17 March 2017

Members will be aware that the former Lord Mayor of Belfast, Councillor Arder Carson, and an officer, travelled to the White House St Patrick’s Day celebrations in 2016. The current Lord Mayor has received an invitation through the office of the US Consul General in Belfast, to the 2017 celebrations from 14-17 March. This visit can coincide with a programme of side meetings with government and business associates of the Council in order to explore business, academic and tourism collaborations in line with the International Relations Framework.

3.7 Members are asked to approve the participation of the Lord Mayor and an Officer at the White House programme and associated meetings. The cost of travel, accommodation and expenses will not exceed £3,000 and will be met within the 2017/18 International Relations Unit budget.

3.8 Belfast in China Week, 6-13 May 2017

Members will recall their decision on 9 November 2016, to approve a second Council visit to Beijing and Sister City Shenyang in May 2017. The purpose of this event is to further develop relations and agree concrete collaboration activity going forward on the fields of Smart Cities, sustainable technologies, health, education and investment. Planning is underway for the visit with city stakeholders including Invest NI, Queen’s University Belfast, Ulster University, Belfast Metropolitan College, British Council, and the NI Bureau, who

are facilitating the programme for Belfast City Council as they did in 2016. A final programme will be presented to Members in due course. This will establish a series of agreed outcomes for the visit, in line with the outcomes established for the International Relations Framework.

- 3.9** Members are asked to approve the attendance of the Lord Mayor, the Chair and Deputy Chair of the City Growth and Regeneration Committee or their nominees, along with the Director of Development and the International Relations Unit Manager and Confucius accompanying interpreter. The anticipated cost of this visit will not exceed £20,000, and this is contained within the 2017-18 budget of the International Relations Unit. Members should note that Invest NI, Queen's University Belfast, Ulster University and Belfast Metropolitan College have confirmed their participation in the mission to create a second 'Team Belfast' approach, and collective message during the mission.

3.10 **Nashville Mission, 17-20 May 2017**

Again, Members will recall their decision on 9 November 2016 to approve a further Sister City visit to Nashville in 2017 to build on the relationships that had been re-established and developed in the course of that visit. Following close working with the Nashville Mayor and Sister City Board, the proposed dates are now 17-20 May. Ulster University and Queen's University Belfast have already committed to the visit, and discussions are underway with other stakeholders including Invest NI, Belfast Metropolitan College and the Innovation Factory. Members will be presented with a detailed plan of activity in due course. The focus of the visit is likely to be on following upon business and education linkages to tie down actions for the coming year, as well as sharing plans for our respective activities as part of the Rockefeller 100 Resilient Cities Network.

- 3.11** Members should note that an invitation was received for the Lord Mayor of Belfast from Mayor Barry of Nashville to lead a delegation to Nashville. The proposed timeframe has been arranged to fit in with the diary of Mayor Barry.
- 3.12** Members should note that, given the Nashville and Shenyang visits are taking place in close proximity to one another, there may be logistical challenges for Members taking part in both visits.
- 3.13** In the meantime, Members are asked to approve the participation of the Lord Mayor, the Chair and Deputy Chair of

the City Growth and Regeneration Committee or their nominees and an Officer at a maximum cost of £10,000. This cost is contained within the 2017-18 budget of the International Relations Unit.

3.14 Boston Inward Mission, 5-7 June 2017

Members are asked to note that a further inward mission from Boston is scheduled to take place from 5-7 June. This will include Senators, Senior Judiciary, business and economic development officials, as well as Harvard and arts representatives. Plans are underway to develop a targeted programme of meetings and visit with key stakeholders. Members will be invited to join the programme and any costs of the visit will be contained within the International Relations 2017-18 budget.

3.15 Members should also note that Boston will lead a focussed business and government mission from Worcester (just outside Boston) in December 2017 to coincide with the inaugural Basketball Hall of Fame tournament in Belfast. Details will be presented to Members in due course.

3.16 New York New Belfast, 8-9 June 2017

Belfast City Council has been asked to contribute financial support of £5,000 to the annual New York New Belfast Conference. As in previous years, this will offer Council an opportunity to send an Elected Member to speak at the Conference and promote the city to a high level audience of US government, education, tourism and business delegates. It will also be an opportunity to begin to use the emerging new City Place Positioning Branding and narrative, and to add a civic leadership element to the outward going Belfast delegation.

3.17 Members are asked to approve the request for £5,000 sponsorship and to approve the attendance of the Chair and Deputy Chair of the City Growth and Regeneration Committee or their nominees, and an Officer. The cost for the event and trip will not exceed £3,000 and can be identified within the International Relations Unit Budget.

3.18 Belfast International Homecoming, 4-6 October 2017

Members are asked to consider a financial request of £5,000 to support the annual International Homecoming Conference in Belfast. Belfast City Council will have the opportunity to promote the city to 100 international visitors from

government, business and academics. Belfast City Council will also have the opportunity for Members and Officers to attend the Conference and lead plenary workshops and panel discussions on areas pertinent to the Belfast Agenda.

3.19 Members should note that Nashville has committed to return to Belfast annually for the Homecoming as they found it a valuable event in 2016. Boston is also considering sending a delegation to the event. Members are also being asked to approve £5,000 towards the Homecoming 2017 event. This amount can be identified within the International Relations Unit budget.

3.20 Members should note that, if approved, this action plan – along with already approved activities – will mean that the International Relations budget is almost fully committed.

3.21 Financial and Resource Implications

International Relations activity cost has been taken account of within the new financial estimates 2017/18. Members have been asked to approve:

- St Patrick’s Day White House Celebrations - £3,000**
- China outward mission - £20,000**
- Nashville outward mission - £10,000**
- New York New Belfast sponsorship and attendance - £8,000**
- Belfast International Homecoming - £5,000**

3.22 Equality and Good Relations Implications

The new International Relations Framework 2016-2021 has been equality screened and signed off.”

The Committee adopted the recommendations within the report with the following two amendments, namely, that:

- regarding the China outward mission from 6th-13th May, 2017, the Committee agreed to the attendance of the Lord Mayor and the Deputy Chairperson of the City Growth and Regeneration Committee, or nominees, along with the Director of Development and the international Relations Manager; and
- regarding the Nashville outward mission from 17th-22nd May, 2017, the Committee agreed to the attendance of the Lord Mayor, the Chairperson and Councillor Howard as the Deputy Chairperson’s nominee, and one officer.

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In response to a request from a Member, the Committee also agreed that regular update reports would be submitted to the Committee on the outcomes from those conferences and events which the Committee had funded.

EU World Cities

(Mrs C. McKeown, Sustainable Development Manager, attended in connection with this Item)

The Chief Executive explained that Belfast City Council had been invited to participate in the fully-funded European Union World Cities project for 2017 and had been selected to partner with Durban, South Africa, and three other EU cities namely, Birmingham, Bilbao and Gratz.

The Committee was advised that the project supported the exchange of information, experience and best practice on sustainability issues such as developing the green economy, energy security, mobility, circular economy and smart city solutions, innovation and new business starts. She reminded the Members that those topics were also at the heart of the Belfast Agenda, the Local Development Plan and the City Centre Regeneration plan.

The Committee was advised that the project was piloted in 2016 when Dublin, Lazio and West Midland regions were twinned with cities in China and India, and the evaluation of the project had shown very successful outcomes.

The Sustainable Development Manager explained to the Members that Belfast had been pre-selected by the World Cities project and had been invited to submit an application in February, 2017. She reported that there had been significant interest in the project from the Council's partners in the Department for the Economy, Invest NI, the NI Digital Catapult INNOVATE UK, both Universities, the Centre for Advanced Sustainable Energy (CASE) and the NI Office in Brussels.

The Committee was advised that, this year, the World Cities project offered EU cities an opportunity to develop partnerships with either South Korea, South Africa, Indonesia, Australia or Vietnam and, in order to be successful, the participating EU city would have to have established and demonstrable links to the non-EU country with which it was paired.

A Member expressed concern that an opportunity had perhaps been missed in not having been paired with Australia, given the number of people who had left Northern Ireland to live in Australia over the last number of years.

In response, the Sustainable Development Manager advised the Committee that the EU World Cities organisers made the decision as to which cities were paired. She outlined to the Members that Belfast had long established links with South Africa, with Universities in both cities uniquely recognised as international centres for the study of conflict resolution and, more recently, the cities of Belfast, Durban and Cape Town were now linked together through engagement in the global Rockefeller 100 Resilient Cities programme.

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The Members were advised that both Belfast and Durban faced similar economic, social and cultural challenges. The Sustainable Development Manager explained that Invest NI also planned to open its first permanent office in Johannesburg in late 2017 and that, during the time of the proposed study visit in March, 2017, Invest NI would host an outward mission to South Africa with Northern Ireland companies involved in the mining industry. The Members were also advised that trade with South Africa was in the region of £35million per annum and that it was increasing.

In response to a further Member's question, the Director of Development agreed to provide the Committee with the trade figures for the other countries named in the report at a future date.

The Committee was advised that the European Commission's Directorate General for Regional and Urban Policy (DG REGIO) would cover the full cost and content support for the programme over the forthcoming year, including:

- a delegation of up to 5 people from Belfast City to visit Durban 27th-31st March, 2017, for the first meeting of the network;
- a further World Cities seminar in Brussels in October 2017, where one representative from Belfast would be funded to attend;
- a delegation of 4 representatives from Durban to travel to Belfast for reciprocal meetings with networks in October 2017; and
- one final meeting with the pairing city in the first quarter of 2018.

After discussion, the Committee:

1. noted the successful application to EU World Cities and agreed to take part in the project;
2. agreed to the attendance of the Chairperson, or her nominee, and one officer, on the Durban visit on 27th-31st March, noting that all costs would be met by the EU;
3. noted the proposal to invite up to three representatives from Invest NI, Department for the Economy (DfE) or relevant collaborative networks;
4. agreed that the trade figures for the other countries named in the report be submitted to the Committee for its information; and
5. agreed to keep the International Relations Framework under review in light of changing circumstances.

Belfast Facts and Figures Booklet

The Director of Development reminded the Committee that it had previously noted the work which was underway to develop a booklet on Belfast's economy, its growth sectors, accolades and the opportunities which the city presented to potential investors.

He advised the Members that the Belfast Agenda had set a challenging ambition for the city to be home to an additional 70,000 new residents and an economy that supported 50,000 more jobs by 2035. The Committee was advised also that the

development of a concise, infographic-style publication outlining the key facts and figures on Belfast would help ensure that Members and officers had instant access to consistent, succinct, up-to-date and compelling information when engaging with potential stakeholders about the city, to enhance Belfast's image and reputation as a successful and dynamic city and as a place to invest, study and visit.

The Committee noted the draft Belfast Facts and Figures publication which was tabled and agreed to provide any feedback to officers.

Growing Businesses and the Economy

Rural Development Programme

(Councillor O'Hara declared an interest in this Item and left the room for the duration of the discussion).

The Committee considered the undernoted report:

"1.0 Purpose of Report

1.1 The purpose of the report is to seek Members' approval for the submission of a bid under the 'Village Renewal' theme of the Rural Development Programme for the development of renewal schemes in Hannahstown and Edenderry following the completion of the villages plans and to recommend that the capital match funding element which is required to support the submission is referred to the Strategic Policy & Resources Committee for consideration.

2.0 Recommendations

2.1 The Committee is asked to:

- authorise the submission of a bid under the Village Renewal theme of the Rural Development Programme for village renewal schemes in Hannahstown and Edenderry**
- note that, in order to secure the maximum allocation of £150,000 for the schemes, match funding of £70,000 from the Council is required. As this money is capital this needs to be considered by the Strategic Policy & Resources Committee as the Council's investment decision maker and Members are asked to agree that this scheme is referred to the SP&R Committee for its consideration**
- approve £7,500 for the current financial year and £7,500 in the coming financial year to support programme overheads to be met from within existing Departmental budgets**

3.0 Main report

3.1 Members will recall that at its meeting on the 13 January 2016 the City & Growth Committee agreed to enter into an SLA with Lisburn and Castlereagh City Council to support the development and delivery of activities within the eligible area for the Northern Ireland Rural Development Programme 2014-2020 (NIRDP).

3.2 At this time Members also agreed to provide development costs of £10,000 towards the production of village plans for the Hannahstown and Edenderry village areas. These completed plans are a pre-requisite for drawing down NIRDP funding under the Village Renewal Theme. This is one of five priority areas under the programme. Given the limited eligible area within the Belfast City Council boundary, the Village Renewal Theme is one of the key opportunities for attracting NIRDP funding and the only two eligible village areas are Hannahstown and Edenderry.

3.3 At the 13 January 2016 meeting, Members were advised that, once the village plans were developed, information would be brought back to the Council to indicate the level of match funding required to support delivery.

3.4 The completed plans set out a series of potential improvement works, aimed at delivering physical and environmental improvements in the respective areas –

- Hannahstown - the capital works include planting, environmental improvements and boundary improvements in line with NIRDP eligibility criteria.**
- Edenderry – environmental improvements works including paths upgrades and new marquee**

3.5 The maximum budget available under the Village Renewal Programme is £150,000. The funding is subject to securing match funding from Belfast City Council. In order to secure the full £150,000, £50,000 of capital funding is required from the Council (to be allocated equally across the two village areas). In addition the Council will be required to contribute towards external professional services such as Landscape Architect, Quantity Surveying and Construction Design Management Co-ordination. This should be a minimum of 10% (£20,000) of the overall capital cost of the works. The overall commitment from the Council is therefore £70,000. Given that this is for capital works this needs to be considered by the Strategic Policy & Resources Committee as the Council's

investment decision maker and Members are asked to agree that this scheme is referred to the SP&R Committee for their consideration. It is also proposed that the projects are delivered by the Property and Projects Department - subject to approval by the Strategic Policy and Resources Committee.

- 3.6 As part of the Service Level Agreement with Lisburn and Castlereagh City Council, Belfast City Council is also required to make a contribution towards programme staff overheads. This is based on the proportion of the district that sits within the eligible area and the available funding. This contribution covers programme overheads such as staffing and office accommodation. The rest of the funding is provided by NIRDP and Lisburn and Castlereagh City Council. The amount required is likely to be in the region of £7,500 each year over the first two years of the programme. Overheads will reduce in year 3 as programme expenditure decreases so a revised overhead will be calculated at that point and Committee approval will be sought for any Belfast City Council contribution. Members are asked to approve the allocation of £15,000 for the first two years of the programme from the Development Department's budget.

3.7 Financial and Resource Implications

Financial

Match funding - The RDP is subject to securing match funding from the Council. In order to secure the £150k £70k of match funding is required from the Council – as this money is for capital works this needs to be agreed by the SP&R Committee as the Council's investment decision maker and it is proposed that this is referred to the SP&R Committee for their consideration

Programme support - £15k required over the first two years of the programme - this funding has been set aside in departmental budgets for the 2016/17 and 2017/18 financial years

Resource

Officer time in continuing to work up the proposals

Equality & Good Relations Implications

All activity will be subject to equality screening.”

The Committee adopted the recommendations.

Innovation Factory - Annual Business Plan

The Committee considered the undernoted report:

“1.0 Purpose of Report

1.1 The purpose of this report is to update Members on performance of the Innovation Factory since opening at the end of September 2016 and to summarise Key Performance Indicators (KPIs) and areas of work for the coming financial year, as detailed in the Year 2 Business Plan for the Centre.

1.2 The Year 2 Business Plan, covering the period 1 April 2017 to end of March 2018, has been approved by the joint Project Board. This Board consists of senior-level Officer representation from both Oxford Innovation (the centre operator) and Belfast City Council. It has responsibility for the strategic oversight of the Innovation Factory, including both the capital and business support activities.

2.0 Recommendations

2.1 The Committee is asked to:

- Note the achievements of the Centre to date, as set out in Appendix 1; and
- Endorse the Year 2 Business Plan for the period 1 April 2017 to 31 March 2018, as approved by the Project Board.

3.0 Main report

3.1 About Innovation Factory

Innovation Factory is located at Forthriver Business Park and offers Grade A-standard workspace for small businesses. The building is 55,000 sq. ft. in total; this includes 32,240 sq. ft. lettable space and 5,133 sq. ft. innovation space. It is the first development on the wider 14 acre business park site which was previously the site of James Mackie and Sons Engineering Works.

3.2 The Centre will accommodate 382 workstations across 111 business units when at full capacity. It will support at least 145 jobs by December 2018 and 187 by December 2020. It will provide support annually to over 100 businesses and create 5 collaborative networks. It will promote and encourage social and economic regeneration, encourage local and foreign

direct investment and act as a catalyst for further development of Forthriver Business Park.

- 3.3** Belfast City Council accepted hand-over of the Centre from the contractor on 18th April 2016. It was completed two weeks ahead of the scheduled capital completion date and was on budget. Oxford Innovation Limited was appointed as the operator of the centre via a competitive dialogue procurement process. The Service Contract with Oxford Innovation came into effect on 1 June 2016. The contract is for an initial term of 5 years with the possibility of extension for a further three periods of three years subject to performance.
- 3.4** In accordance with the contract the performance of Oxford Innovation for the period to end of March 2017 will be formally assessed in April 2017. The contract contains a detailed methodology on how performance will be measured across a series of metrics including:
- Extent to which services have been delivered in accordance with the Year 1 Service Commencement Plan and Business Plan;
 - Revenue generated;
 - Financial outturn (net profit/loss);
 - Customer satisfaction across tenants and users of the support services;
 - Complaints; and
 - Compliance with the Council’s requirements
- 3.5** Summary performance indicators to date are detailed in Appendix 1 for Members’ information. A final dashboard of performance at the end of the financial year will be tabled to a future meeting of Committee upon completion. Some of the key performance results to date are that the centre is at 11.1% occupancy supporting 46 jobs across 14 tenant businesses. The buy local policy adopted by the centre has generated 90% local supplier spend (£165,000 – excluding Oxford Innovation’s centralised contracts). In excess of 50 community and stakeholder groups have been engaged and centre tenants are actively contributing to community benefit. A recruitment company tenant has committed to delivering recruitment training to circa 160 unemployed persons. The Community Engagement Officer is actively building positive relationships with local schools. A very successful Christmas good will event was hosted at the centre, attended by 55 P2 children from Springfield Primary and St Clare’s Primary School, their parents and friends.

3.6 Year 2 Annual Service Plan

The Year 2 Annual Service Plan and Business Plan for the Centre is a comprehensive document, in line with the contract requirements. It covers a range of areas including:

- Business support, innovation and growth services on offer;
- Marketing Plan and Proposed Target Markets;
- Business tenancy products, services and commercial terms (including business coaching delivered by the in-house Innovation Director);
- Benchmarking and comparison with other Oxford Innovation managed centres;
- Financial model;
- Community Engagement, Social Regeneration and Good Relations Plans;
- Continuous Improvement Plans;
- Displacement Mitigation;
- Management and organisation structure;
- Staffing (including placements);
- Facilities Management; and
- Summary of key policies.

3.7 An Innovation Director located at the centre full-time provides tenants with coaching to accelerate business growth and innovation. Alongside the Innovation Director a team of specialist business consultants offer a tailored menu of support including 1:1 coaching, business diagnostics, programmes and support. The workspace products available at Innovation Factory include:

- Dedicated business space
- Dedicated desks in shared offices
- Hot-desks in co-working areas
- Virtual office services
- Membership
- Conference, meeting and business lounge facilities
- Café
- Additional call and data packages.

3.8 The Year 2 forecast occupancy is in line with Oxford Innovation's original projection, forecast at 24% (7,749 sq ft). This is projected to increase to 43% in year 3; 76% in year 4 and 85% in year 5. 85% is defined as full occupancy to allow for churn and growth of tenants within the centre. The centre

is forecast to come into annual profit in year 4 and cumulative operating profit in year 5.

- 3.9** The Year 2 business plan has been prepared in accordance with the financial model submitted as part of the original tender submission for the management of the centre. These projections were taken account of in the Economic Development revenue estimates for the 2017/18 financial year.
- 3.10** The Innovation Factory will continue to target high growth and innovative start-ups and SMEs in the coming year. The existing tenant sector mix is as follows:
- Digital Services – 35%
 - Financial Services – 15%
 - R&D / Technology – 15%
 - Business Services – 15%
 - Insurance – 7%
 - Recruitment Services – 7%
 - Social Regeneration/Community focused business – 7%.
- 3.11** The jobs located at the Centre are forecast to grow from the current 46 to 107 by April 2018. In the course of the coming financial year, key activities will include:
- Engagement with 115 businesses through first-time unique interventions (both tenant and non-tenant businesses)
 - 486 follow-on/repeat sessions with existing clients and users. The range of support is described as Growth Services or Innovation Services. It includes growth planning and strategic mentoring of clients and tenants, masterclass programmes with separate 1:1 mentoring, an open innovation event, support aimed at developing collaborations between tenants and users, a developer innovation programme and a range of collaborative services in partnership with stakeholders such as Council, Invest NI and Techstart
 - Targeted activities to attract FDI to the centre through the development of a ‘plug and play’ option and a price structure based on an all-inclusive cost per workstation model. Officers have been proactively engaging with Invest NI on an attractive proposition at Innovation Factory which can compete with other cities to attract FDI to the benefit of Innovation Factory tenants and the local community.

3.12 In addition to the economic focus of the Centre, social regeneration is a key element of the work programme at the Innovation Factory. This is about much more than just a stand-alone work stream: tenant businesses are encouraged to get involved by providing work placements and pro-bono support to local groups; there is a 'Buy Local' policy to encourage the engagement of local businesses and there is an extensive programme of engagement with local schools and community organisations. The Innovation Factory will continue to utilise a proactive and inclusive engagement approach to inform and develop partnerships with organisations, forums, groups and individuals who are key to meeting the social regeneration objectives of the centre. Implementation of Innovation Factory's Social Integration and Community Engagement Plan (2017 – 2018) is built upon six key priorities highlighted below:

- Priority 1: To encourage positive local engagement aligned to the ethos of the Innovation Factory that can extend its core services to include under-represented groups. This includes opportunities to sponsor local initiatives, summer innovation bootcamps for young people and meet the buyer-events;**
- Priority 2: To assist and support local businesses to tap into supply chain 'spin-off' opportunities arising from the operation of the Innovation Factory. To date, 90% of expenditure has been incurred locally (excluding centralised OI services such as IT etc.);**
- Priority 3: To facilitate skills development, work placements and permanent employment opportunities for long-term unemployed / economically inactive people living within the local community. This activity will compliment City Council employability and skills initiatives, including Belfast Works. Under this priority it is worth noting the intent of Oxford Innovation to position the café within the centre as a 'learning café'. This means that there will be opportunities for work placements and traineeships. In addition, it forecasts a further 4 x 24 week placements within the centre in 2017/18, working with tenants to secure further placements and delivery of a pre-employment programme and local skills academy;**
- Priority 4: To provide school children from the Springfield Road, Shankill area and surrounding locality with first hand exposure to innovation and entrepreneurship with the aim of inspiring the next generation;**
- Priority 5: To engage actively with the local community to show-case operations including promotion of social**

enterprise activity and corporate social responsibility. This involves delivering a social community improvement activity that can utilise the skill-base of IF tenants for community benefit and well-being; and

- Priority 6: To actively target, exploit and monitor potential sources of external support funding / other opportunities related to social regeneration.

3.13 Similarly to 2016/17, a detailed Social Integration and Community Engagement Plan Action Plan will be developed. This will be informed by the wider community engagement activity and will be widely promoted.

3.14 Finance and Resource Considerations

The Year 2 Business Plan for Innovation Factory has been prepared within the financial parameters detailed in the Financial Model submitted as part of Oxford Innovation's tender for the operation of the centre. The Financial Model is still accurate as income and expenditure aligned with occupancy and usage is consistent with the original submission. The Council budget for IF Year 2 is included within the 17/18 Economic Development Unit estimates.

3.15 Equality & Good Relations Implications

The Innovation Factory Project has been successfully equality screened and the Social Regeneration Activities detailed within the Year 2 Annual Service plan will further develop equality and good relations impacts of the centre."

The Committee adopted the recommendations.

BelTech Conference 2017

The Director of Development reminded the Committee that one of the key priorities of the Belfast Agenda was Growing the Economy and he explained that commitment to increase business start-ups, building support for business growth and encouraging additional investment in the City were central to that aim.

He advised the Members that, in recent years, Belfast's economic growth had been driven by technology-focused businesses, through both Foreign Direct Investment (FDI) businesses and small, indigenous companies which were developing products and services and being exported worldwide. He reported that, over the last few years, there had been a number of annual tech-focused business conferences and events which sought to showcase best practice, encourage collaboration between businesses and encourage young people to become engaged in the technology sector.

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The Committee was reminded further that, in April 2014, the Council had supported the inaugural Belfast Technology Conference event and that it had gone on to sponsor the subsequent conferences in April, 2015, and 2016. He outlined to the Members that a request for sponsorship from the Council had been received from BelTech for the 2017 Conference. He pointed out to the Committee that the amount which had been requested from the Council had once again been reduced, from £10,000 to £8,000, and that the organisers had forecast an additional £32,000 in sponsorship from other private and public sector partners. The Director advised the Committee that BelTech intended to reduce the request for Council funding each year as the conference grew, with the hope that it would become self-sustaining.

The Director advised the Committee that the 2017 conference would again be held at the Titanic Belfast and would target technology professionals, technology business owners and those interested in establishing a business, as well as post primary school children, teachers and university students. He outlined the key themes for this year's conference, which included Software Engineering, which would be led by Kainos and Liberty IT, and Machine Learning, Connected Learning and Immersive Technology which would be driven by input from the UK Digital Catapult.

After discussion, the Committee:

1. approved the request for sponsorship of £8,000 to support the BelTech conference to be held in Belfast from 5th – 7th April 2017; and
2. noted that officers were adopting a process for assessing sponsorship requests aligned to the Belfast Agenda targets and outputs with a future report being submitted to the Committee for its endorsement.

Regenerating Places and Improving Infrastructure

City Centre Living

The Committee considered the undernoted report:

“1.0 Purpose of Report or Summary of main Issues

1.1 The purpose of this report is to update Committee on work underway to identify the key issues around liveability and increasing the residential population in the city centre.

2.0 Recommendations

2.1 The Committee is asked to:

Note the contents of the report.

3.0 Main report

Background

- 3.1** The City Centre Regeneration & Investment Strategy (BCCRIS) recognises that a residential population is an important element for a successful and vibrant city centre. Belfast's city centre residential market is currently under-developed. BCCRIS identifies the need for 400 additional units each year (6,000 by 2030), but feedback from agents suggests that only a small fraction of this target is coming forward. Additionally the Belfast Agenda outlines the need to grow the population by 70,000 by 2035. A portion of this growth will be accommodated within the city centre.
- 3.2** It is important to recognise that there are also established residential communities within the city centre estimated, at 2014, to have a population in the region of 9,000-10,000. In addition to areas of social and affordable housing, there are a number of apartments in private ownership and private rented tenures at locations such as Adelaide Street, Castle Street/King Street and Victoria Square. The City Centre boundary is defined in Appendix 1.
- 3.3** In recent years student housing has also contributed a growing component to the mix of residential accommodation in the city centre. The relocation of Ulster University has been a major catalyst and to date, approximately 5,000 units have been consented. The student population will add a much welcomed vibrancy to the city centre which has to be balanced with other housing tenures to ensure an inclusive and balanced city.
- 3.4** Members have also raised issue of housing in the city centre and the following motion was supported at Council on 1st September 2016:

'This Council notes that there is high social housing need in Belfast, with over 10,000 households on the waiting list and 6,000 households¹ in housing stress, and that the Northern Ireland Housing Executive (NIHE) is developing a city centre waiting list for site specific developments.

The Council believes that, together with the NIHE and other partners, there exists a unique opportunity in the city centre, to create social, affordable and private housing schemes and mixed income communities to increase the residential

¹ The actual figure quoted by NIHE is in fact now higher than this at 7,134.

population and build shared, balanced and sustainable communities.

The Council agrees, as part of the Local Development Plan process and City Centre Regeneration Scheme, to develop with the NIHE and other key partners a City Centre Liveability Plan, which will set out plans to grow the City centre population through an expansion of the housing offer. This plan will include the development of social, affordable and private housing and seek to encourage more families living in the City centre. The plan will also look at the quality of the places and buildings, the need for private and communal open spaces/parks and access to schools essential for family living in the City centre.'

Some of the issues around defining liveability are discussed in Appendix 2.

Work Underway or Undertaken to date

3.5 A Population and Housing Growth Study was completed in October 2016 to help inform the preparation of the Local Development Plan (LDP). Once adopted, this LDP will replace the existing development plan which comprises:

- Belfast Metropolitan Area Plan (BMAP) 2015 (adopted September 2014); and
- Houses in Multiple Occupation (HMOs) Subject Plan (adopted December 2008).

3.6 This research makes comparisons between Belfast's population and other similar sized cities in England and the role of city centre in meeting increasing housing need. At a whole population level, it represents a robust and more up-to-date assessment of housing needs than that included in CCRIS. However, to inform the production of the Plan Strategy, this research will be supplemented with a more detailed breakdown of housing need.

Department of Communities

3.7 The Department for Communities is currently engaged in the second stage of a Review of the Role and Regulation of the Private Rented Sector. The Council's response is scheduled to be reported to the People and Communities Committee on 7th March 2017. The Review sets out proposals on:

- Supply
- Affordability

- Security of Tenure
- Tenancy Management
- Property Standards
- Dispute Resolution

3.8 It promotes the following proposals in respect of housing supply:

- Supply Proposal 1: Commission work to gauge the appetite of institutional investors with existing portfolios of private rented sector properties in Great Britain to invest in Northern Ireland and the conditions needed to support such investment;
- Supply Proposal 2: Explore opportunities to use money available for shared housing through the Fresh Start agreement to incentivise the development of more mixed-tenure housing areas, including private rented accommodation, underpinned by a shared ethos;
- Supply Proposal 3: Scope the opportunities with housing associations for greater involvement in the private rented sector.

Northern Ireland Housing Executive (NIHE)

3.9 NIHE have stated that there is a high social housing need for Belfast which has grown over recent years. In December 2016, 10,818 households were on the waiting list, of that approximately 7,134 were considered to be in housing stress. They note that Housing Associations are finding it increasingly difficult to acquire land for social housing development. The Housing Executive strongly advocates that additional land should be made available to Housing Associations to develop much needed social housing. If land is excluded to social housing providers, this will seriously affect the ability to meet housing need for all citizens of Belfast, a fundamental human right.

3.10 The Housing Executive believes that the City Centre can provide an opportunity to support mixed tenure developments, which will help ensure that the aim of the City Centre as a shared space can be achieved. NIHE would like to see affordable housing included within the city centre: affordable housing includes social rented homes and well as co-ownership housing and NIHE's Shared Future Housing Programme (Appendix 3).

Co-Ownership Housing

- 3.11 Co-Ownership is a Do It Yourself Shared Ownership scheme (DIYSO) exclusively for Northern Ireland. For people who want to own their own home but can't quite afford it, Co-Ownership may help. Co-Ownership is more affordable than a mortgage or private rent and a deposit is often not required. Purchasers take as large a share as they can afford to start with, between 50% and 90% (known as the 'starter share') and pay rent on the remaining share. They can then increase that share at any time ('staircasing'). More details of the Co-Ownership Scheme are set out in Appendix 3.

Proposals by the Private Rented Sector

- 3.12 There has been recent interest from private developers in bringing forward Private Rented Sector (PRS) apartments, specifically the creation of build-to-rent PRS blocks. These are established in other cities as part of stand-alone blocks or as a leading element of a multi-tenure development.
- 3.13 The target group typically comprises key workers, often young urban professionals, who are looking for a comfortable and affordable place to stay for a secure length of tenure where the right life-style setting is important. Added amenities such as a concierge are part of the PRS life-style formula and this is where PRS distinguishes itself from the Build for Sale sector. Types of life-style facilities can include workspaces, communal roof terraces and gyms. Additional income can be generated from these facilities, although the prime objective is the contribution they make to place-making and community building.
- 3.14 In certain markets, a multi-tenure scheme can be led by a PRS block rather than private individual units where it can 'de-risk' a development, with front-loading income for the scheme to potentially allow a broad range of tenures to be offered. While the nature of PRS requires a stand-alone block from an investment and management perspective, good design can enable the block to be integrated into a mixed tenure scheme and remain tenure blind. PRS investors usually require a quantum of units to make a development viable. This is normally in the range of 100+ units depending on the area and size of overall scheme, the demand in the area and project viability.

Proposals for Private Housing for Sale

- 3.15** Recent developments such as ‘The Gallery’, an apartment block at Dublin Road, suggest there is some interest developing in housing for private sale. This might be expected to continue as other sites, for example, Sirocco, come forward for development. Housing for sale is another important residential element in a successful and vibrant city centre and home ownership is an integral element within new housing areas which can create balanced and sustainable communities.

Key Workstreams

- 3.16** The identification of key issues around liveability and increasing the residential population in the city centre and the development of potential options to address them will require joint working across Council and with a range of statutory agencies, in particular, DfC and NIHE.

Additionally it will involve the private sector, housing associations and those developing the co-ownership model. The following work streams are particularly relevant.

Local Development Plan

- 3.17** The Local Development Plan (LDP) is one of the key opportunities for the Council to influence residential development in the city by supporting residential use in areas with the best supporting infrastructure and ensuring that supporting facilities and services are planned to serve the growing population. In addition to the detailed Population and Housing Growth Study, a series of Topic Papers have also been prepared that relate to Population Change and Housing and the City Centre, which offer an opportunity to examine the contribution the City Centre can make to meeting Belfast’s housing needs.
- 3.18** The Preferred Options Paper notes that there are underused, derelict sites and significant areas of brownfield land which we are encouraged to redevelop by regional policy and which lie within the city centre. There are huge opportunities for our city centre, not least given its shared sense of ownership by all communities and the access it offers to employment and other services and amenities, notwithstanding the contribution it would make to the wider economy. Belfast has a rich and varied built heritage, and there are clear

opportunities to re-use of vacant buildings to accommodate housing needs in the city centre.

- 3.19** Extensive public consultation on the preferred options and engagement with key stakeholders is underway with a closing date of 20th April. Alongside this, a series of additional research is to be completed to help inform the next stages of the LDP preparation process. This will include detailed housing market needs analysis to consider the mix of housing to be supplied in terms of the size of units, types, and tenures of housing needed to meet the population and housing growth proposed.
- 3.20** A report to Planning Committee on 14th March will propose that an Urban Capacity Study will be completed by summer 2017 to consider where new housing can be accommodated, including the contribution that the City Centre can make through the re-use of vacant buildings on upper floors and housing as a component of mixed use developments. The responses to the POP consultation will be brought together with the additional research being undertaken, to help inform the drafting of the LDP documents.
- 3.21** The timetable for the adoption of the LDP is set out in Appendix 4. It is anticipated that the draft high level Plan Strategy is published for consultation at the end of 2017 and will be subject to an independent examination before adoption. Following adoption of the Plan Strategy, a Local Policies Plan will then be prepared during 2019/20 with a final date for adoption in late 2020.

Developing an Approach to Housing in the City Centre

- 3.22** Increasing the residential population within the city centre is a key objective of the City Centre Investment Strategy and the Belfast Agenda, and is an integral part of the Local Development Plan. As major development sites within the city centre come forward with opportunities for residential use, and in advance of the LDP and local plan strategy being adopted, it is important that a measured approach to housing is established across the city centre to promote inclusion, sustainability, cohesion and balance.
- 3.23** The objective is to produce high quality, sustainable developments with a mix of tenures that reflect the economic, social and environmental patterns of the city. The mix of tenures could include private for sale, PRS, social and affordable, including co-ownership, in addition to the student housing that is now coming forward. On larger schemes with

capacity for significant amounts of residential units, integrated, mixed and blind tenure options should be considered.

- 3.24 The quality of residential developments has long-term impacts, both on the communities they house, and on the surrounding neighbourhoods. The location and how well they knit into the fabric of existing neighbourhoods and the city-scape are factors will have long term positive and negative implications for the city. Having the necessary physical and social infrastructure alongside the facilities to support development will be important in creating a sustainable and vibrant community. This will include the integration with existing provision combined with access to employment, amenities and effective public transport linkages. It is equally important to consider potential implications for the successful night-time economy and how this important element of the city centre economy and vitality can be maintained.
- 3.25 High quality design standards are paramount to the success and sustainability of housing development with issues such as space standards, orientation, storage, treatment of communal areas, access to open space etc. requiring careful consideration.
- 3.26 Key to all of this is viability of the projects, ensuring that high quality schemes come forward in the right location to meet demand. There is potential to look at different sources of funding and financing to assess how they may be combined to achieve a viable and mixed solution.

Proposed Actions

- 3.27 Belfast City Council will work to determine the contribution that the city centre can make to growing Belfast's population and increasing housing supply and seek to establish a balanced approach to housing as developments come forward. This will include:
- Progressing ongoing areas of work with DfC and NIHE and the private sector to develop an agreed approach to the development of a sustainable model for housing of mixed tenure and type in the city centre. This will include private housing for sale; PRS, social housing and other forms of affordable tenure including co-ownership and opportunities for the Shared Future Housing Programme;
 - identifying suitable mixed use sites and housing sites;

- collaborating with potential PRS providers to try to ensure that the type, nature and location of proposals are in line with CCIS and are financially viable;
- examining the re-use of vacant space, particularly on upper floors, in city centre buildings and the fiscal policy approaches to encourage their re-use;
- collating intelligence with regard to the local housing market including supply, demand and price points;
- examining the market demand for various tenure types and their viability ;
- considering options and the viability of mixed and blind tenure housing;
- working to support the 'liveability' of the city centre, including the need for community infrastructure to support new housing and the potential for developer contributions to support the provision of such physical and social infrastructure;
- consider the requirements to ensure a balance between City Centre living and existing commercial uses, including those that form part of the night-time economy;
- establishing a network of public open spaces and standards of provision;
- exploring the potential for ensuring quality design approaches for residential and other development to underpin the development of a liveable city centre;
- establishing transport and other infrastructure requirements;
- ascertaining information and funding available from the 'Fresh Start' programme in the context of a possible pilot housing project to promote opportunities for shared housing through the development of more mixed-tenure housing areas, underpinned by a shared ethos;
- working with DfC to promote new opportunities to stimulate the growth of the Private Rented Sector;
- ensuring integration with the outputs emerging from the '100 Resilient Cities' project pioneered by the Rockefeller Foundation and the Future Cities Catapult project.

3.28 Equality and Good Relations Implications

Equality and good relations screening will be conducted as required, in parallel with any future proposed consultation process.

3.29 Finance and Resource Implications

There are no additional resource implications associated with this report.'

The Committee noted the contents of the report.

Finance, Procurement and Performance

Quarter 3 Finance Report

The Director of Development advised the Committee that the 2016/17 Quarter 3 position for the City Growth and Regeneration Committee was an underspend of £343,000 (2.8%) which included additional income. He outlined to the Members that the forecast year end position was an underspend of £289,000 (1.8%) which was well within the acceptable tolerance of 3%.

He reported that the main reasons for the Committee underspend related to vacant posts across a number of services, receipt of additional income in Off-Street Car Parking and an underspend of programme costs in the Development Directorate and Parks Estates.

The Committee was reminded that the Strategic Policy and Resources Committee had agreed, at its meeting on 18th November, 2017, to cap in-year departmental cash limits at the Quarter 2 forecast levels in order to offset the rates clawback, as advised by Land and Property Services. The Director advised the Members that there would therefore be no reallocation of that money.

The Committee noted the report and the associated financial reporting pack.

Commercialisation opportunities at the Markets

The Committee considered the undernoted report:

“1.0 Purpose of Report or Summary of main Issues

1.1 The purpose of this report is to:

- Advise the Committee of work that has been underway to explore additional opportunities for commercialisation at the Council's Markets, principally St George's Market
- Secure approval from the Committee to move forward with securing sponsorship to support the delivery of the Twilight Market.

2.0 Recommendations

2.1 The Committee is asked to:

- Note the impending opportunities to pursue sponsorship for the upcoming Twilight Markets and agree to move forward on these, within agreed parameters
- Note the proposals to move forward with the development of a sponsorship policy across the Council as a means of increasing income from the private sector.

3.0 Main report

3.1 Members will be aware that St George's Market is now firmly established as a popular weekend venue that attracts both residents and visitors to the city. It attracted over one million visitors last year.

3.2 The venue has won numerous awards over the course of the last year. These include 'Best Market' at the Observer Food Awards in October 2016 and UK's Best Market as voted by NABMA – the National Association of British Market Authorities in February. The latter award recognised the additional work being carried out to animate the venue and widen its appeal.

3.3 In the course of the last year, the venue has been used increasingly for mid-week events and conferences. These include the Digital DNA conference in June 2016 and the Young Enterprise Market in November 2016. The Markets Management team is actively pursuing opportunities to secure new business for mid-week events.

3.4 As part of the rates setting process, Members make a commitment to secure additional income in the coming financial year. This frames the discussion for a more commercial approach to venues such as the Market. The success and brand recognition of the venue means that it could be a useful pilot for a more commercial approach across other venues and to support wider events.

3.5 One of the most significant areas of opportunity that has emerged in the last year is the Twilight Markets. The first of these took place on one evening on 11 November 2015. The event was so successful that people were queuing up to get in. The subsequent events have taken place over two mid-

week days/evenings (Tuesday and Wednesday). The last event attracted more than 30,000 people over the two days. Since the events started, they have attracted in excess of 70,000 people.

- 3.6** The social media coverage at these events is significant. The Council's Communications Team supports a social media-focused campaign (alongside other media such as billboards and flyers) and each event has attracted television coverage. Traders and attendees have also engaged in the social media activity – and this has very successfully raised the profile of both the event and St George's Market as a venue.
- 3.7** In December 2016, the City Growth and Regeneration Committee agreed to support at least three Twilight Markets for the coming year. Indicative dates have now been set. These are:
- 8 , 9 May
 - 1, 2 August
 - 7, 8 November
- 3.8** Officers have identified the potential to explore sponsorship opportunities for the Twilight Market in order to offset the running costs associated with the event. There will also be income from stall holders at the event as is the case at present.
- 3.9** In the absence of a sponsorship policy which sets parameters around issues such as the types of companies that might be appropriate to approach for sponsorship, it is proposed that preliminary engagement will be with companies that may already have a relationship with the Council or that align to the values currently being developed as part of the work on place positioning.
- 3.10** **Financial & Resource Implications**
- The sponsorship income for the Twilight Market will need to be market-tested. However, there is an opportunity to cover most if not all of the costs associated with running the events.
- 3.11** Recruitment will soon get under way for a new staffing complement at the Market. This will include additional front-facing staff as well as Duty Managers.

3.12 Equality or Good Relations Implications

No specific equality or good relations implications. The Good Relations Team has advised on access issues at the Twilight Market.”

After discussion, the Committee adopted the recommendations within the report and agreed that a report be submitted to the Committee on a revised markets strategy, including consideration of the use of St. George’s Market as a venue for conferences and events.

Operational Issues

External Market Application

The Director of Development reminded the Members that anyone who wished to operate a market or car boot sale within Belfast must apply to the Council for permission. He reported that an application had been received for a one-off market to be held by the Local Women magazine, in conjunction with a range of local partners, in the Titanic Exhibition Centre on Saturday, 24th June, 2017, from 9am to 3pm. The Members were advised that, while final details were still to be finalised, that between 30 and 40 stalls would take part in the market, with a focus on local food produce.

The Director also advised the Members that the Crumlin Road Gaol Market was scheduled to commence in April 2017, with between 27 and 30 stalls taking part in the market. He reported to the Committee that, if successful, the organisers intended that the market would take place on a monthly basis.

After discussion the Committee approved the granting of a licence for:

- the Local Women Market to be held at Titanic Exhibition Centre on 24th June, 2017; and
- monthly markets to be held in Crumlin Road Gaol, commencing in April 2017.

Draft Belfast Bicycle Network 2017 Consultation

The Committee agreed to the submission of the draft response to the consultation on the Draft Belfast Bicycle Network 2017, run by the Department for Infrastructure, a copy of which was available [here](#) on the Council’s website.

Zoo Workshop - Update

The Committee considered the undernoted report:

“1.0 Purpose of Report or Summary of main Issues

1.1 At City Growth & Regeneration Committee on 12th October 2016 the long term options for the Zoo were presented for consideration. After discussion it was agreed that the closure of the Zoo and the status quo would not be pursued as options. A date for the Workshop with Members was agreed for 2nd December to enable Members to develop a range of criteria to be applied and weighted for each of the operating options. Members also asked to include in the workshop what the Zoo would contain, or focus on, initially.

1.2 The Members’ workshop focused on the following:

- The value of the Zoo from a conservation and education perspective
- Whether there are options to change the focus and scale of the zoo – for example moving to European species only/smaller in scale
- The main themes Finance, staff, investment and associated risks were assessed

2.0 Recommendations

2.1 The Committee is asked to:

- Note the feedback from the workshop and Members’ written submission
- Note that other stakeholder engagement is ongoing
- Provide decisions on the key issues outlined to allow consultants to carry out further work on the options and weight these options for evaluation

3.0 Main report

3.1 Appendix 1 sets out the output from the Members’ working group. The Members participating gave an indication that the priorities for change included;

The need to get the balance right between;

- Welfare
- Research and Conservation
- Education

- **Visitor experience (excitement, entertainment and value for money)**

Supporting operations that provide opportunities for;

- **Volunteers**
- **Students (schools to post graduates)**
- **Researchers**

Providing Zoo facilities that have;

- **Improved attractions for visitors**
- **Features which appeal to teenagers**
- **An experience which is constantly improving and changing to ensure it remains attractive for repeat visits by local people**

Written submission from a Member;

- **Reassignment of the Zoo to move away from a focus on exotic animals to be replaced with animals from Northern Europe in particular native species. This is a less expensive option**
- **The priority is the physical and mental welfare of the animals**
- **There is an opportunity to focus on native species breeding and link in the education and conservation elements to become world renown**
- **Redirection of our breeding programme to focus on animal releases back into the wild**
- **The costs of the Zoo are prohibitive and should be funded by the Northern Ireland Assembly rather than Belfast City Council**

3.2 Other engagement is ongoing with HLF, TNI and Friends of the Zoo generally but they will also be involved in discussions on the preferred options put forward by Committee.

3.3 Key issues to be considered by Committee include:

- **Maintain in-house business operating model or agree an alternative model?**
- **Maintain the Zoo on the existing site or relocate?**
- **Reduce the size and animal collection at the Zoo?**
- **Reassign the Zoo to focus on Northern European animals and native species?**
- **Dependant on answers to the forgoing points, what are capital investment implications?**

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3.4 In considering the above issues, the below table sets out a range of potential business operating models against which Consultants could develop greater detail and identify weightings to assist with evaluation of a preferred option going forward.

	Option	Brief description	Risks / Benefits
1	Transformed In - House	This would involve a challenging transformation process that would have to extend to a change in the way central services support the operation of the Zoo. It would require flexibility and a move towards new ways of working.	Change may be slow to deliver and may meet strong resistance from some staff and from staff representatives. All risks remain with the Council
2	Council owned Company	This would involve a transformation in the ways of working and a change in the way that the Zoo is governed. A new company would have its own board of directors and this would bring new expertise to assist the management team and staff.	Trading risk remains with the Council – at least for the early years following transfer.
3	Public / Private Partnership – including possible Joint Venture	This could take many forms and could involve the creation of a new Joint Venture Company	There are complex procurement issues and the arrangements are likely to involve shared risk alongside complex formal agreements
4	Market Solution – possibly involving a competition for the granting of a Concession and Lease	This would involve the Council testing the market and then using the feedback to help shape a Prospectus; setting out an opportunity to the market that is structured as a concession with an associated lease or license.	Although there would be a full trading risk transfer (contractually fixed price), the Council would be still be required to provide a level of funding – probably tapering over a

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	Option	Brief description	Risks / Benefits
			number of years. The Council could benefit from some form of agreement in which funding is returned to the Council if a level of income is achieved.
5	Market Solution – involving a competition for a Management Contract	This is similar in some respects to the granting of a Concession and Lease as above, but the Council would define its requirements in a far more prescriptive form	Although there would be a full trading risk transfer (contractually fixed price), the Council would be still required to provide a level of funding – probably tapering over a number of years. The Council could benefit from some form of agreement in which funding is returned to the Council if a level of income is achieved.
6	Hybrid Solution – possibly involving the establishment of a local “Trust” and the letting of a Concession / Management Contract to an Operating Partner	This could take various forms and ideas might emerge from an early market engagement	This might involve shared risk / reward, a two tier structure that is tax efficient and an agreement with a specialist operator (visitor attractions) aligned to a Zoo specialist.

3.5 Financial & Resource Implications

Currently the direct operating costs of the Zoo are approximately £1m per annum with capital depreciation,

centrally held property maintenance budgets and internal support costs are additional to this. At the workshop in December Members highlighted that investment was needed in the Zoo in terms of addressing the condition of the Floral Hall, improving transport options and enhanced visitor attractions. There is currently no financial commitment to the Zoo Improvements in the Capital Programme. Management are currently exploring options for possible investment and engagement on improving the Zoo.

- 3.6 The Zoo Trade Union Forum nominated through JNCC has been set up. Staff and Trade Unions will be vital for the communication and engagement around the options and will be part of the stakeholder engagement.
- 3.7 There are no asset implications at this stage although the final phases of the project will include an assessment of capital assets investment required.
- 3.8 Equality or Good Relations Implications

There are currently no equality or good relation implications however this will continue to be reviewed as the project is developed.”

The Committee adopted the recommendations within the report and agreed to allow the consultants to carry out further work on the options, to weight the options for evaluation and that a further report be submitted to the Committee at a future date.

Belfast Car Parking Strategy

The Committee agreed to defer consideration of the Belfast Car Parking Strategy for one month.

Chairperson

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Licensing Committee

Wednesday, 15th March, 2017

MEETING OF LICENSING COMMITTEE

- Members present: Councillor Armitage (Chairperson);
Aldermen L. Patterson and Sandford; and
Councillors Boyle, Bunting, Clarke, Collins,
Copeland, Groves, Heading, Hutchinson,
Magennis, McConville, McDonough-Brown
and Milne.
- In attendance: Mr. S. Hewitt, Building Control Manager;
Mrs. L. McGovern, Solicitor; and
Mr. H. Downey, Democratic Services Officer.

Apologies

Apologies for inability to attend were reported on behalf of the Deputy Lord Mayor (Councillor Campbell), Aldermen McCoubrey and Spence and Councillors Bell and Dudgeon.

Minutes

The minutes of the meeting of 15th February were taken as read and signed as correct. It was reported that those minutes had been adopted by the Council at its meeting on 1st March, subject to the omission of those matters in respect of which the Council had delegated its powers to the Committee.

Declarations of Interest

No declarations of interest were reported.

THE COMMITTEE DEALT WITH THE FOLLOWING ITEMS IN PURSUANCE OF THE POWERS DELEGATED TO IT UNDER STANDING ORDER 37(d)

Licences/Permits issued under Delegated Authority

The Committee noted a list of licences and permits which had been issued under the Council's Scheme of Delegation.

Application for Extended Hours – Cathedral Quarter Arts Festival, Custom House Square

The Building Control Manager informed the Committee that Custom House Square was managed currently by the Department for Communities and that it held both a Seven-Day Annual Outdoor Entertainments Licence and a Seven-Day Annual Marquee Entertainments Licence, which were transferred to promoters for the duration of their

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events. Each licence permitted entertainment to take place from Monday to Sunday between the hours of 11:30 a.m. and 11.00 p.m. and had conditions attached in relation to occupancy levels, early consultation with residents and businesses, extended hours and addressing complaints.

He reminded the Committee that it had, in the past, granted approval for a number of events and festivals to operate beyond 11.00 p.m., which had included the Cathedral Quarter Arts Festival, which had been permitted to provide entertainment till midnight on a number of nights.

He reported that this year's festival would take place from Thursday, 27th April till Sunday, 7th May in a number of arts and cultural venues across the City and would include again a marquee in Custom House Square. The organisers had sought the Committee's approval to operate there till midnight on three nights, namely, Friday, 28th April, Saturday, 29th April and Saturday, 6th May, on the basis that the additional hour would enable local support acts to be added to the event programme and would help them to raise their profile by supporting a headline festival act.

The Building Control Manager pointed out that, since the application related to the extension of the hours permitted under an existing licensing condition, rather than the variation of the Entertainments Licence itself, there had been no requirement for it to be advertised. In terms of statutory consultees, neither the Northern Ireland Fire and Rescue Service nor the Police Service of Northern Ireland had offered objections and they each would be working closely with the organisers, the Council and other organisations to address any issues in the lead up to the festival.

He informed the Members that the organisers were liaising closely with the Building Control Service to ensure that appropriate measures would be implemented to protect public safety and reduce the potential for noise disturbance and nuisance. Officers were assessing a draft letter to be issued by the organisers to local residents advising them of the programme of events and the nights on which they planned to operate beyond 11.00 p.m. He added that inspections in previous years had identified no issues surrounding the overall management of the festival.

The Committee agreed, in its capacity as Licensing Authority, that the standard hours on the Seven-Day Annual Marquee Entertainments Licence for Custom House Square be extended to enable entertainment to take place till midnight on Friday, 28th April, Saturday, 29th April and Saturday, 6th May, as part of the Cathedral Quarter Arts Festival, subject to all technical requirements being met to the satisfaction of Council officers.

Application to Extend a Provisional Amusement Permit – Mavericks, 28 Bradbury Place

The Committee was reminded that, at its meeting on 19th March, 2014, it had approved an application from the Belfast Leisure Company Limited for the provisional grant of an Amusement Permit in respect of Mavericks, 28 Bradbury Place. The Building Control Manager explained that the company had, at that stage, applied for the permit to be granted provisionally to enable it to undertake works to the premises prior to them

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being opened. However, since the Committee's decision had been subject to an application for judicial review by an objector to the application, the company had been reluctant to commence that work until such time as the outcome of that case had been determined. Accordingly, the Committee, at its meeting on 16th March, 2016, had agreed, at the company's request, to extend the provisional permit till 19th March, 2017, on the basis that it had been satisfied that there were reasonable grounds for its failure to complete the work within the two-year timeframe, as laid down within the Amusement Permit legislation.

He reminded the Committee that, on 13th January, the application for leave to apply for judicial review of its decision to provisionally grant the Amusement Permit for Mavericks had been refused. The Belfast Leisure Company Limited had, subsequently, indicated that it would be unable to complete the work to its premises by the deadline date of 19th March and had requested that the provisional permit be extended until September, 2017. He confirmed that, should the Committee approve that request, an Amusement Permit would be issued, once Council officers had confirmed that all work had been completed in accordance with the Northern Ireland Building Regulations.

The Committee agreed that the Amusement Permit which had been granted provisionally for Mavericks, 28 Bradbury Place be extended till 19th September, 2017.

Application for the Renewal of a Seven-Day Annual Entertainments Licence – The Devenish Complex, 33 – 37 Finaghy Road North

The Committee was reminded that, under the provisions of the Local Government Miscellaneous Provisions (Northern Ireland) Order 1985, it was required, when considering an application for the grant, renewal or transfer of an Entertainments Licence, to have regard to any convictions of the applicant relating to an offence under the Order which had occurred within a five-year period immediately preceding the date on which the application had been made.

Accordingly, the Building Control Manager drew the Members' attention to an application which had been received for the renewal of a Seven-Day Annual Indoor Entertainments Licences in respect of the Devenish Complex, 33 – 37 Finaghy Road North. He reported that Mooney Inns Limited, the applicant company, had, in June, 2016, been fined £600 and ordered to pay £69 in costs, following an inspection by Council officers of another premises under its control, namely, the Wolf and Whistle, whilst entertainment had been taking place. That inspection had found that a final exit door had been closed and screwed to the doorframe, a fire door had been wedged open, a fire door/wall had been providing inadequate fire protection, fire safety signage had not been illuminated, a designated means of escape had been obstructed and the premises' log book for pre-event checks had not been completed.

He explained that, whilst this was the first time since the offence that the application for the Devenish Complex had been placed before the Committee, it had, at its meeting on 19th October, 2016, upon being informed of the aforementioned conviction, approved an application for the renewal of the Entertainments Licence for the Wolf and Whistle.

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He informed the Members that, since the last renewal of the Entertainments Licence for the Devenish Complex, officers had visited the premises on three occasions and were content that all management procedures were being implemented effectively. He added that no written representations had been received in relation to the application and that the Northern Ireland Fire and Rescue Service and the Police Service of Northern Ireland had offered no objections.

The Committee agreed, in its capacity as Licensing Authority, to renew the Seven-Day Annual Indoor Entertainments Licence in respect of the Devenish Complex, 33 – 37 Finaghy Road North.

Revocation/Renewal of a Seven-day Annual Entertainments Licence – Bootleggers, 46 Church Lane

The Building Control Manager reminded the Committee that, at its meeting on 18th January, it had considered a report in relation to current entertainments licensing enforcement procedures and the determination of applications, where an applicant had been convicted of an offence under the Local Government Miscellaneous Provisions (Northern Ireland) Order 1985. The Committee had agreed, as an additional deterrent, that, in future, as soon as a licence holder had been convicted of an offence, they would be invited to appear before the Committee to outline the reasons why their licence should not be revoked, rather than waiting until it was due for renewal, as had been the case previously.

With that in mind, he drew the Committee's attention to an inspection which had been undertaken in May, 2016 of the above-mentioned premises whilst entertainment had been taking place, which had revealed that the required minimum width of a rear escape route was not being maintained and that the appropriate pre-entertainment checks had not been carried out. As a result, Quay Street Merchants Limited, the licence holder, had on 21st February, been convicted of the offences and been fined £500 and ordered to pay £69 in costs.

He explained that, in addition to being requested to consider the potential revocation of the premises' Entertainments Licence, the Committee was being requested to consider also an application for the renewal of the licence. He reported that no written representations had been received in relation to that application and that neither the Northern Ireland Fire and Rescue Service nor the Police Service of Northern Ireland had offered objections. Since the aforementioned offences had been detected, officers had met with the management of the premises and were satisfied that appropriate measures had been put in place to ensure the safe evacuation of patrons in the event of an emergency. Four subsequent inspections had revealed no further safety issues and that management procedures were being implemented effectively. He pointed out that a representative of the licensee was in attendance and that, once the Committee had heard his submission, it was required, in the first instance, to decide if it wished to revoke the venue's Entertainments Licence. Should it decide not to adopt that course of action, it was then required to consider the application for the renewal of the licence.

The Chairperson then welcomed to the meeting Mr. M. McPherson, the manager of Bootleggers.

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Mr. McPherson informed the Members that, as the manager of the premises, he accepted full responsibility for the offences which had been detected in May, 2016. He explained that, immediately afterwards, measures had been put in place to prevent a recurrence, which had included marking the rear escape route clearly with paint, moving refuse bins away from that area to provide additional space and advising staff of the need to keep escape routes clear at all times. In addition, two pre-entertainment checks were now carried out on those days when entertainment was due to take place.

The Chairperson thanked Mr. M. McPherson for attending the meeting.

After discussion, the Committee agreed, in its capacity as Licensing Authority, not to revoke the Entertainments Licence for Bootleggers, 46 Church Lane and, accordingly, approved the application for the renewal of the licence.

Application for the Grant of a Mobile Street Trading Licence

The Building Control Manager informed the Members that an application had been received from Mr. T. Seenan for the grant of a Mobile Street Trading Licence to trade in the Andersonstown, Dunmurry, Finaghy, Ladybrook, Poleglass, Suffolk, Turf Lodge and Twinbrook areas of the City. The applicant was seeking to sell confectionery, groceries, ice cream and non-alcoholic beverages from a van from Monday to Sunday between the hours of 12.00 p.m. and 9.00 p.m. in those areas.

He reminded the Committee that Section 9 of the Street Trading Act (Northern Ireland) 2001 permitted the Council, in certain circumstances, to refuse an application if the applicant had, at any time, had a Street Trading Licence revoked as a result of their refusal or failure to pay fees or other charges due to the Council. Accordingly, he drew the Committee's attention to the fact that, at its meeting on 18th June, 2014, it had agreed to revoke a Mobile Street Trading Licence which had been granted previously to Mr. Seenan for the sale of confectionary, ice cream and non-alcoholic beverages in the Andersonstown, Ladybrook, Turf Lodge and Suffolk areas. That decision had been taken on the grounds that he had owed the Council £843.87 in licence fee arrears, despite significant efforts being made by officers to manage his debt, and that he had, on two occasions, declined the opportunity to appear before the Committee to discuss the matter. He pointed out that, despite having since paid his arrears, Mr. Seenan was only now re-applying for a licence and that he had no licence infringements. He added that no other traders had been trading in the Ladybrook, Turf Lodge, Suffolk and Andersonstown areas since Mr. Seenan's licence had been revoked and that neither the Police Service of Northern Ireland nor Transport NI, as statutory consultees, had objected to his application.

The Committee was informed that the applicant was in attendance and it agreed that it would be beneficial to obtain details from him around the circumstances which had contributed to the revocation of his licence in 2014.

Mr. Seenan informed the Members that his failure in 2014 to pay the licence fees arrears owed to the Council could be attributed to the fact that both he and his mother had been experiencing health issues at that time. As soon as he had been made aware of the extent of the arrears, he had taken immediate steps and had cleared his debt in

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full. He concluded by stating that his mother had since died and that he now wished to commence trading again.

The Chairperson thanked Mr. Seenan for his contribution.

The Committee agreed, in its capacity as Licensing Authority, to grant to Mr. T. Seenan a Mobile Street Trading Licence permitting him to sell from a van confectionery, ice cream, groceries and non-alcoholic beverages from Monday to Sunday between the hours of 12.00 p.m. and 9.00 p.m. in the Andersonstown, Dunmurry, Finaghy, Ladybrook, Poleglass, Suffolk, Turf Lodge and Twinbrook areas of the City.

**Application for the Grant of a Seven-Day Annual Entertainments
Licence – The Hawthorn Bar, 1-3 Hawthorn Street**

The Building Control Manager submitted for the Committee's consideration the following report:

“1.0 Purpose of Report/Summary of Main Issues

1.1 To consider an application for the Grant of a Seven-Day Annual Entertainments Licence for the Hawthorn Bar, based on the Council's standard conditions to provide music, singing, dancing or any other entertainment of a like kind.

1.2

Premises and Location	Ref. No.	Applicant
Hawthorn Bar, 1- 3 Hawthorn Street, Belfast, BT12 7AQ	WK/201602055	Mr Philip McCann, 84 Glen Road, Belfast, BT11 8BU

1.3 The grant application was received from Mr Philip McCann on 30th September 2016. A copy of the application form has been circulated to the Committee.

1.4 A location map of the premises has been forwarded to Members.

2.0 Recommendations

2.1 Taking into account the information presented and representations received in respect of the application you are required to make a decision to either:

- 1. approve the application for the Grant of the Seven-Day Annual Entertainments Licence, or**
- 2. approve the application for the Grant with special conditions, or**

- 3. refuse the application for the Grant of the 7-Day Annual Entertainments Licence.**
- 2.2** If the application is refused, or special conditions are attached to the licence to which the applicant does not consent, then the applicant may appeal the Council's decision within 21 days of notification of that decision to the County Court.
- 3.0** Main Report
- Key Issues
- 3.1** Members are reminded that written representation objecting to the application was received outside the 28-day statutory period, in the form of a petition with 10 signatures.
- 3.2** At your meeting on 14th December, the Committee exercised its discretion and agreed to consider the late objections at a future meeting to which the objectors and the applicant would be invited to attend.
- 3.3** A copy of the petition of objection has been circulated to the Committee.
- 3.4** Members are reminded that the petition of objection is from residents of Cavendish Street and the nature of their objections relate to the following:
- the premises are situated in a highly populated residential area;
 - the premises already offer live entertainment without a licence; and
 - the number of patrons, music and taxis already create an unacceptable, problematic amount of noise in this residential area.
- 3.5** In their petition of objection, the objectors further advise that they have met with the applicant, one of his employees and community representatives to discuss the above issues along with other members of the community, the PSNI and the Council. They also state that many of the issues have not yet been resolved; despite promises made by the applicant.
- 3.6** The objectors also state that granting a licence will not only add to the current problems and issues concerned but will create further issues.

Liaison Meetings

- 3.7 Following receipt of the petition of objection, the Service offered to facilitate a liaison meeting between all parties involved in order to discuss the issues in an attempt to try and resolve them.
- 3.8 The objectors did not wish to attend joint meetings with the applicant and, therefore, officers convened separate meetings with the objectors and the applicant but were not able to reach a resolution.
- 3.9 As required by the Committee Protocol, the applicant and each of the objectors were requested to provide their representation in advance of the meeting for consideration.
- 3.10 This was requested to ensure that there was appropriate time to share the information between all parties and to allow officers to incorporate the points raised in the report for your consideration.

Objectors' Representation

- 3.11 The objectors Representation Forms have been forwarded to Members and they have been provided to the applicant, as required by the protocol.
- 3.12 In general, the representations relate to concerns as follows:
- noise issues in a built up residential area coming from the provision of amplified music, sound of taxi horns and noisy patrons;
 - the applicant disobeying the law in relation to both Liquor and Entertainment Licensing;
 - antisocial behaviour in the alleyway including public urination and drinking;
 - residents subject to verbal abuse and foul language from staff; and
 - problems with vermin, rubbish and storage in the alleyway.
- 3.13 Further to providing the objectors with a copy of the applicants' Representation Form, they each submitted a counter representation with additional supporting information.
- 3.14 In the counter representations, the objectors reiterate the issues previously raised and challenge the points made by the

applicant. They have also included photographic evidence to support their argument. Copies of the counter representations have been made available to the Committee.

- 3.15** Each of the objectors has stated that they are objecting on their own behalf and they are not canvassing for objections. However, they are prepared to coordinate a joint representation regarding the application and attendance at your meeting.
- 3.16** A delegation of three residents' representatives will be available to attend your meeting to discuss any matters relating to their objections should they arise during your meeting.

Applicant's Representation

- 3.17** The applicant has provided their Representation Form, as required by the Protocol, and a copy of his response has been circulated to the Committee. The applicant has highlighted the measures which have been undertaken to try and address residents' concerns.
- 3.18** The applicant's Representation Form has also been provided to the objectors, as required by the protocol.
- 3.19** A summary of the applicant's representation is as follows:
- he has worked very hard to build and promote good and sound relationships with the residents and will continue to do so;
 - he has always made himself available to engage in discussions with the relevant agencies, in regards to any concerns or complaints raised by residents in relation to the operations within the bar;
 - he has also attended meetings with the objectors and local representatives and groups, but with no success
 - he has always made himself and remains in contact with Sgt James Duffy and is content and committed to continue to work with the local PSNI in relation to the premises;
 - he has not and does not intend to provide any form of amplified music, dancing or like kind within the premises;
 - the premises do not lend itself to large numbers of people; so, the motivation to promote any sort of event is restricted due to the limited space;
 - he states that the live music referred to by the objectors is in relation to the in-house CD music system;

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- he has advised that, if the Committee is minded to grant an Entertainments Licence, he would only have non-amplified session musicians without the need or use of powered amps, thereby reducing the potential for any noise outbreak from within the premises; and
- the number of taxis called to the bar is not and cannot be down to the Hawthorn Bar.

3.20 Further to providing the applicant with a copy of the objectors Representation Form, the applicant has advised that he did not wish to submit a counter representation, as he was satisfied with what he has already submitted within his initial Representation Form.

3.21 However, the applicant has further advised that, if the Committee were of the mind to grant an Entertainments Licence, he would be willing to accept it for a shorter six-month period and allow the Committee to restrict the nights permitted for entertainments to only a Thursday, Friday and Saturday.

3.22 He has also advised officers that he will implement the following changes to help ease residents' concerns:

- cleaning around the perimeter of the premises;
- ensure bottles and glasses are no longer permitted to be disposed of by staff at closing times; and
- furnishing residents with a direct contact number for the individual responsible for door staff.

3.23 As part of our ongoing negotiations with all parties, these suggestions from the applicant have been conveyed back to the objectors to try and reach an agreement. However, at the time of writing this report, the objectors have confirmed that they still wish to object to the premises getting any form of Entertainments Licence.

3.24 The applicant and/or their representatives will be available at your meeting to answer any queries you may have in relation to the application.

Details of the Premises

3.25 The area the applicant wishes to be licensed to provide entertainment is the:

- Ground floor bar with a maximum capacity of 40 persons.

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- 3.26** The days and hours during which the applicant wishes to provide entertainment are:
- Monday to Saturday: 11.30 am to 1.00 am and
 - Sunday: 12.30 pm to midnight
- 3.27** The applicant is also agreeable to the inclusion of the following special conditions to the Entertainments Licence:
1. the licensee to attend meetings, as and when required, with the PSNI and representative groups drawn from local residents, chaired by the Council, to discuss issues relating to entertainments licensing; and
 2. no amplified music to be played on the premises.

PSNI

- 3.28** The PSNI has been consulted and has confirmed that it has no objection to the application.
- 3.29** However, due to the nature of the objections, a letter was sent to the PSNI consisting of a number of additional questions regarding the issues raised within the objector's representations. The PSNI has also been provided with a copy of the various representations made by the objectors and the applicant, in order to help them form their response.
- 3.30** The PSNI has advised that it has not received any complaints for the premises regarding public safety or overcrowding problems. However, it has stated that it has received complaints in recent years regarding noise or general nuisance, but they are more related to alleged breaches of licensing hours, selling and consuming alcohol outside of permitted hours and providing entertainment.
- 3.31** It has received a total of 23 calls for service in regards to licensing type offences since 2014. In 2014 there were 3 complaints, 2015 there were 9 complaints, 2016 a total of 9 complaints were made and this year, 2 complaints have been made.
- 3.32** Whilst the Police Service has cautioned the licensee for selling alcohol at 9.30 am on 30th October 2015, it has not objected to the grant application.
- 3.33** A copy of our letter with questions and the response from the PSNI has been circulate to Members. The PSNI response also consists of a breakdown of the calls and complaints lodged against the premises.

- 3.34 The Area Inspector and Constable from the Local Neighbourhood Policing Team will be available at your meeting to answer any queries you may have in relation to the application.

Health, Safety and Welfare Inspections

- 3.35 The Service became aware of residents' concerns with the premises in 2014 when complaints were made through the Councils Noise Hotline Service alleging that entertainment was being held on the premises and residents were being disturbed by noise from music and patrons in and around the premises.
- 3.36 Through the Licensed Premises Group (LPG), coordinated inspections to monitor the premises were carried out by the Councils Noise Team. Throughout this time, officers of the Noise Team also responded to a number of complaints made by residents of the area.
- 3.37 As a result of the complaints, a number of planned During Performance Inspections were carried out at the premises. In summary, a total of 11 inspections were carried out by officers of the Service since October 2014.
- 3.38 3 monitoring inspections have been carried out on the premises by officers from the Service since the Entertainment Licensing application was received in September. No entertainment was witnessed during the course of these inspections.
- 3.39 At the time of writing this report, we have found no entertainment being provided at the premises but further monitoring inspections have been planned. A breakdown of these inspections carried out by officers is included in the tables of inspections carried out by the Council has been circulated to the Committee.

NIFRS

- 3.40 The Northern Ireland Fire Rescue Service has also been consulted in relation to the application and has confirmed that it has no objection to the application.
- 3.41 Allegations regarding the premises have also been forwarded to it for investigation and it has confirmed that it has observed no breaches in relation to fire safety. A copy of its correspondence has been forwarded to the Committee.

Noise Issues

- 3.42 As noted above, complaints have been made against the premises since 2014 and through the LPG, a considerable number of reactive and planned inspections have been carried out by officers of the Council's Night Time Noise Team in that time.
- 3.43 A total of 10 noise complaints have been received since the application was made in September 2016. When responding to the complaints and attending the area, officers of the Noise Team did not witness any excessive noise levels that warranted action. However, as with all complaints received against the premises, each of these complaints were forwarded to the applicant for his information.
- 3.44 The applicant has been asked to provide an acoustic report to determine if any works need to be carried out to the premises to prevent noise breakout based on the type of entertainment proposed by the applicant.
- 3.45 The report will be assessed by the Environmental Protection Unit and, should Members be of a mind to grant a licence, any works identified in the report will be required to be carried out to the satisfaction of the Council prior to a Licence being issued.
- 3.46 Members are reminded that the Clean Neighbourhood and Environment Act 2011 gives council's additional powers in relation to the control of entertainment noise after 11.00 pm.
- 3.47 A breakdown of the reactive and planned inspections carried out by the Night Time Noise Team is included in the tables of inspections carried out by the Council, which has been circulated to the Committee.

Cleansing

- 3.48 Issues regarding cleansing matters, which were raised within the objector's representations, relating to the alleyway at the rear of the premises have been reported to the Council's Cleansing Department.
- 3.49 Officers of the Cleansing Service have confirmed that they conduct regular checks of the rear alleyway at least once a week. At the time of writing this report, officers have confirmed that the staff are continuing to comply with their agreement.

Financial and Resource Implications

- 3.50 Officers carry out monitoring inspections on premises receiving complaints but this is catered for within existing budgets.**

Equality and Good Relations Implications

- 3.51 There are no equality or good relations issues associated with this report.”**

The Building Control Manager circulated for the Committee's information a document setting out ten conditions which had been drafted by officers of the Building Control Service in the lead up to the meeting. The applicant had agreed to adhere to those conditions, should his application be approved and they had, subsequently, been approved by the objectors to the application. In summary, the applicant had accepted that an Entertainments Licence would be granted for a period of six months and would permit him to provide entertainment till 1.00 a.m. on a Thursday, Friday and Saturday night for up to a maximum of forty patrons within the ground floor bar. In addition, he would be obliged to attend meetings, when required, with representatives of the Council, the Police Service of Northern Ireland and the local community, to provide relevant contact details and to implement measures in relation to cleaning, bottle and glass disposal and noise minimisation.

The Committee was informed that Mr. P. McCann, the applicant, together with Mr J. McGuigan, his licensing consultant, were in attendance and they were welcomed by the Chairperson.

Mr. McGuigan informed the Committee that Mr. McCann had no issues with the ten conditions, as proposed, being attached to his Entertainments Licence, should it be granted, and that he would comply fully with those.

The Chairperson then welcomed Mr. T. McShane and Ms. R. Shannon, two objectors to the application.

Ms. Shannon informed the Members that she and Mr. McShane were acting on behalf of objectors to the application, all of whom lived in the streets surrounding the Hawthorn Bar. She explained that, following consultation with those objectors, a decision had been taken, in view of the significant stress which had been placed upon the local community throughout the application process, to withdraw their objection and to accept the proposed conditions, although it was regrettable that the issues which they had highlighted consistently in the past could not have been addressed at an earlier stage. Having held discussions with officers of the Building Control Service, the objectors had been reassured that, should the Entertainments Licence be granted with the ten conditions attached, it would form the basis for resolving those issues.

Mr. T. McShane then outlined the difficulties which had been faced by residents living around the Hawthorn Bar over the years and the efforts which they had made to

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have them addressed, following which he and Ms. R. Shannon were thanked by the Chairperson.

During discussion, the Building Control Manager confirmed that, should the licence be granted and problems still occur, residents would, in the first instance, be encouraged to contact the licensee, with a view to having those resolved. Should that approach fail, Council officers would facilitate a meeting between both parties. In addition, the premises would be monitored on a regular basis by officers of the Building Control and the Night Time Noise Services and any issues which had been identified over the term of the Entertainments Licence would be brought to the Committee's attention when it was due for renewal.

After further discussion, the Committee agreed, in its capacity as Licensing Authority, to grant a Seven-Day Annual Entertainments Licence for the Hawthorn Bar, 1–3 Hawthorn Street, with the following conditions, as agreed by the applicant and the objectors, being attached:

- (i) the licence will operate for a period of six months;
- (ii) entertainment will be restricted to a Thursday, Friday and Saturday, with the hours of operation being 11.30 am to 1.00 am. the following morning;
- (iii) a maximum of 40 persons will be permitted in the ground floor bar whilst entertainment is taking place;
- (iv) the licensee will attend meetings, as and when required, with the Police Service of Northern Ireland and representative groups drawn from local residents, with those to be chaired by Council officers;
- (v) the licensee will proactively clean around the perimeter of the premises;
- (vi) the licensee will ensure that bottles and glasses are not disposed of by staff at closing times;
- (vii) the licensee will provide residents with a direct point of contact and the contact number of the person responsible for managing door staff;
- (viii) the licensee will erect and maintain signage inside the premises and in the rear external area requesting patrons to respect local residents and keep noise levels to a minimum;
- (ix) the licensee will ensure compliance with the requirements of the Noise Report, to the satisfaction of the Council, and the Entertainments Licence will be issued only when all technical matters have been addressed; and

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- (x) taxi notices will be kept and maintained on the premises and will warn patrons and taxi firms that undue noise or disturbance will not be permitted and that the licensee shall take such action, including legal action, if necessary, to enforce that requirement.

Update on an Appeal against the Refusal of an Amusement Permit – Players, 22-23 Shaftesbury Square

The Building Control Manager reminded the Committee that, at its meeting on 21st September, 2016, it had agreed to refuse an application by KB Shaft Limited for the grant of an Amusement Permit in respect of Players, 22 – 23 Shaftesbury Square. That decision had been taken on the grounds that the application had failed to comply with two of the five criteria set out within the Council’s Amusement Permit Policy in terms of (i) the cumulative build-up of amusement arcades in a particular location and (ii) the impact of the arcade upon the image and profile of Belfast.

He explained that, following that decision, a Notice of Appeal had been lodged on behalf of the applicant with the County Court and that the appeal had, on 5th January, been brought before Judge Devlin to allow for papers to be served upon the relevant parties. Judge Devlin had agreed to list the case for review on 16th January, to allow sufficient time for an application by Oasis Retail Services Limited for a judicial review of the Committee’s decisions of 19th March and 6th October, 2014, to grant Amusements Permits for Mavericks, 24 – 28 Bradbury Place and Onassis Amusements, 25 – 41 Botanic Avenue, respectively, to be determined.

The Building Control Manager reminded the Committee that the judge who had heard the application by Oasis Retail Services Limited had, on 17th January, ruled in favour of the Council. Following that ruling, KB Shaft Limited’s legal representative had confirmed that their client would be withdrawing their appeal against the Committee’s decision to refuse the application for the grant of an Amusement Permit for its premises in Shaftesbury Square and that it would meet the Council’s legal costs.

The Committee noted the information which had been provided.

Non-Delegated Matters

Proposed Extension of Sunday Trading Laws

The Committee was reminded that the Strategic Policy and Resources Committee, at its meeting on 21st October, 2016, had granted approval for the Council to consult, by way of a public notice, on designating the entire area of Belfast City Council or specific parts thereof as a ‘holiday resort’ under Article 6 of the Shops (Sunday Trading &c.) (Northern Ireland) Order 1997.

The Building Control Manager reported that the effect of that designation would be to extend the Sunday trading hours for large shops, of 280 m² or more, on up to 18 Sundays, other than on Easter Sunday, between 1st March and 30th September in any calendar year. The proposal had been made in response to calls, primarily by the Belfast Chamber of Trade and Commerce, to improve the tourism offering in Belfast,

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particularly on a Sunday morning, and to boost the local economy and support the overall regeneration of the City centre.

He informed the Members that, before the Council could pass a resolution designating its area as a 'holiday resort', it was required to consult with those persons who would be most likely to be affected and to publish notice of any designation in such a manner as it deemed appropriate. That period of consultation would end on 5th May. Any occupier or proposed occupier of a large shop wishing to avail of the additional Sunday trading hours would be required to notify the Council of the dates involved. The new trading arrangements would not take effect until fourteen days from the date on which the notification had been provided, unless the Council agreed that they should come into effect earlier.

He pointed out that, should a resolution be passed, the Council would, in addition to performing its current enforcement role around Sunday trading, maintain a register of those large shops which were making use of the additional Sunday trading hours, which would be made available to the public. It would work also with key partners, such as the Belfast Chamber of Trade and Commerce and Visit Belfast, to ensure the effective promotion of the increased trading hours and to consider the impact upon the City, in terms of attracting additional tourists.

After discussion, the Committee noted the information which had been provided.

Update on Recovery of Court Costs

The Council's Solicitor submitted for the Committee's consideration the following report:

"1.0 Purpose of Report/Summary of Main Issues

- 1.1 Members will recall that the issue of recovery of legal costs for prosecutions issued pursuant to the Local Government (Miscellaneous Provisions) (NI) Order 1985 has been raised on a number of occasions and, most recently, at your meeting on 18th January, whilst considering a report on Entertainments Licences where an applicant had been convicted of an offence.**
- 1.2 The purpose of this report is to explain how the level of costs is established and agreed against the various types and quantities of cases that Legal Services deal with on a weekly basis in Belfast Magistrates' Court.**
- 1.3 The report will also provide a basis to advise the Committee what the Council is seeking to do in order to try and address Members' concerns.**

2.0 Recommendation

2.1 The Committee is requested to consider the content of the report and the key issues within.

3.0 Main Report

Key Issues

3.1 The recovery of legal costs is governed by the Magistrates' Courts (Costs in Criminal Cases) Rules (NI) 1988 ('the 1988 Rules'). Schedule 1 of the 1988 Rules provided that the maximum fees for solicitor and counsel was capped at £75, however, if the court thinks that, due to exceptional length, difficulty or complexity the maxima are insufficient, it may make a special order for greater sums, stating the reasons for doing so.

3.2 Schedule 1 was amended on 1st January 2013, by the Magistrates' Courts (Costs in Criminal Cases) (Amendment) Rules (Northern Ireland) 2012, to remove the upper limits set by Schedule 1 of the 1988 Rules. Schedule 2 details the amounts payable in connection with the attendance of witnesses, travel costs, loss of earnings, other costs and expert witness fees.

3.3 In the case of *Re Caffrey's Application* (2000) NI 17, it was established that a prosecuting body can only recover costs in relation to the prosecution of the case and not investigation costs. It was held that the prosecutor should serve, in advance of the hearing, a full statement detailing the legal costs and expenses, and the defendant can give proper notice of his intention to dispute any part of the costs. The prosecutor must specify what costs are claimed as legal fees under Schedule 1 and what relate to professional and expert witness expenses under Schedule 2 (the latter being subject to an absolute ceiling) so that the Judge can assess costs in relation to legal fees, professional and expert witnesses and ordinary witnesses, and then impose such amount for costs against the defendant as is proper.

3.4 In terms of application for costs in court, the established custom and practice has been that the Council is awarded £50 in each case as a contribution towards legal costs, in addition to any court fees, for example, the fee for a process server to serve the summons.

- 3.5 On average, Legal Services can prosecute up to 30 cases each week in the Magistrates' Court. The majority of those cases are relatively straightforward, although there are a number of cases which are technically complex. The number of complex cases can vary widely, but typically those which Legal Services spend more time preparing are those relating to breaches of Entertainments Licences, Health and Safety, Food Safety, illegal evictions, and breaches of the Building Regulations.
- 3.6 The Divisional Solicitor has agreed to undertake a comprehensive review of this matter in conjunction with the Assistant Director of City and Neighbourhood Services Department and the Director of Planning and Place, to determine the appropriate standard fee for prosecutions. In the interim, Legal Services will apply for increased legal fees in respect of any technically complex or time consuming prosecutions where it is considered appropriate to do so.

Financial and Resource Implications

- 3.7 There are no financial and resources issues associated with this report.

Equality or Good Relations Implications

- 3.8 There are no equality or good relations issues associated with this report.”

The Committee noted the information which had been provided.

Chairperson

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Planning Committee

Tuesday, 14th March, 2017

SPECIAL MEETING OF PLANNING COMMITTEE

Members present: Councillors Johnston (Chairperson);
Councillors Armitage, Dorrian, Garrett, Hutchinson,
Jones, Magee, McAteer and Mullan.

In attendance: Mr. P. Williams, Director of Planning and Place;
Mr. E. Baker, Development Engagement Manager; and
Ms. N. Largey, Divisional Solicitor;
Miss. E. McGoldrick, Democratic Services Officer.

Apologies

No apologies were reported.

Declarations of Interest

No declarations of interest were recorded.

Restricted Item

The information contained in the following report is restricted in accordance with Part 1 of Schedule 6 of the Local Government Act (Northern Ireland) 2014.

Scheme of Delegation - Draft Amendments

The Committee was reminded that, at its meeting on 17th January, it had agreed to defer consideration of the report so that the Committee could provide further feedback on the proposed changes to the Development Engagement Manager and that the following points could also be considered:

- 3.9.1 – Advising all Members within the DEA of any planning application request for referral to the Committee and the outcome of the request;
- 3.9.1 – The ability to trigger planning application referrals to Committee at any stage of the process;
- 3.9.2(a) i – Current housing scheme limits to remain (any developments over 4 dwellings to be referred to Committee); and
- Possibilities of how to deal with, or remove from the Committee agenda, those applications that fall outside of the Scheme of Delegation (such as employee applications, Council interests, etc.) but are not deemed to be controversial.

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The Committee considered the report which outlined the rationale for the proposed changes to the powers delegated to the Director of Planning and Place in the Council's Scheme of Delegation. This took account of feedback which had been provided by Members at the Planning Committee Workshop on 15th December, 2016, and individual feedback which had been received following the Committee meeting on 17th January 2017, together with the associated appendices.

The Development Engagement Manager informed the Committee of the proposed revised changes, as follows:

“APPENDIX 3 – PROPOSED REVISED CHANGES”

3.9 DIRECTOR OF PLANNING AND PLACE

The exercise of the following functions, in line with relevant Council policies, is delegated to the Director of Planning and Place and the relevant reporter, unless otherwise stated:

Planning

- 3.9.1 An elected Member of the Council may request that an application that relates to a site within their District Electoral Area or within an adjoining District Electoral Area or within the City Centre¹ is referred to the Planning Committee provided that the request is made in writing or by email to Democratic Services within 21 days of the application being publicly advertised. The Member shall clearly state their reason/s for requesting referral of the application to the Planning Committee, which must be material planning considerations. The Director of Planning and Town Solicitor shall determine whether the reason/s are material planning consideration/s and of significant weight to allow the application to be referred to Committee. The Director of Planning and Place will advise the relevant Member of their decision. If the decision is not to refer the application to the Planning Committee, then the decision shall be delegated to the Director of Planning and Place. Democratic Services will notify all Members within the DEA to which the application relates as to the outcome of the request to refer the application to the Planning Committee. Where an application is referred to the Planning Committee under this provision the Planning Service shall notify the applicant and any objector at least five calendar days before the application is discussed by the Planning Committee.**

¹ City Centre as defined by the Belfast Metropolitan Area Plan 2015

3.9.2 The functions listed below in relation to the legislation set out in Appendix B and legislation made thereunder for which the Planning Committee has responsibility. The thresholds set out at paragraph 3.9.2 (a) only apply where a representation² has been received which conflicts with the Planning Officer's recommendation. Where no representations have been received that conflict with the Planning Officer's recommendation, the thresholds do not apply and the decision is delegated to the Director of Planning & Place.

- (a) determining applications for the following categories of local developments³, including building, engineering and other operations and material changes of use:**
 - i. housing schemes up to and including 12 units other than proposals for change of house type on an approved scheme below 50 units**
 - ii. retailing below 500 square metres gross floor space outside town centres or below 2,500 square metres gross floor space within town centres**
 - iii. office space below 5,000 square metres gross floor space**
 - iv. business, light industry, general industry and storage and distribution below 2,500 square metres gross floor space**
 - v. community-related scheme up to 500 square metres gross floor space**
 - vi. recreation and culture below 1,000 square metres gross floor space outside town centres or below 5,000 square metres gross floor space within town centres**
 - vii. hotels and hostels below 50 beds**
 - viii. purpose-built student accommodation below 50 beds**

- (b) determining applications for minor works such as works required for the purposes of providing disability access; the erection of smoking shelters etc.;**

- (c) determining applications for alterations and extensions to residential property and ancillary and**

² Representation means a consultation response received during the consultation period including, but not limited to, responses from technical consultees, neighbours and the public. Conflict must be related to material planning considerations. Correspondence from an applicant is not deemed to be a Representation.

³ The definition of local development is provided for by section 25 of the Planning Act (Northern Ireland) 2011

- incidental residential development within the curtilage of residential property;
- (d) determining applications for landscaping, car parking and other minor works to the main use of the land on which they are to be located;
 - (e) determining applications for change of use but excluding those relating to purpose-built student accommodation of 50 beds or more; houses in multiple occupation unless the site is located within an HMO node in BMAP; and amusement arcades.
 - (f) varying or removing conditions except when the variation or removal relates to, or constitutes, a major development;
 - (g) refusing, any application, other than an application for major development, where all of the necessary supporting documentation has been reasonably requested but not provided, without reasonable excuse, to the Council within 28 days from the date of the request;
 - (h) determining applications for discharge of conditions
 - (i) determining applications for a non-material change
 - (j) determining applications for works to, or demolition of, buildings or structures in conservation areas and areas of townscape character;
 - (k) determining applications for listed building consent, excluding partial or full demolition
 - (l) temporary listing of buildings in urgent cases;
 - (m) determining applications for the display of advertisements;
 - (n) determining applications for certificates of lawful development (existing and proposed);
 - (o) exercising the Council's powers in relation to the preservation of trees;
 - (p) determining Pre-Application Notifications
 - (q) the making of a screening opinion or scoping opinion under the Planning (Environmental Impact Assessment) Regulations (Northern Ireland) 2015 (or any order legislation re-enacting that legislation with or without modification)
 - (r) enforcing all regulations and orders made under the said legislation and issuing and serving of notices;
 - (s) executing works in default of compliance with any notice or order and in an emergency where empowered by statute and recovering the costs of so doing;
 - (t) instituting legal proceedings, in consultation with the Town Solicitor, on behalf of the Council;
 - (u) authorising officers pursuant to relevant legislation for the purpose of exercising statutory powers;

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- (v) lodging representations including objections, in consultation with the Town Solicitor, in relation to planning applications where the Council has been notified as part of the neighbourhood notification scheme or where the Council's interests are likely to be affected by the application;**
- (w) administering statutory registers;**
- (x) registering and removing notices and charges in the Statutory Charges Register, in consultation with the Town Solicitor;**
- (y) conducting of appeals to the Planning Appeals Commission and planning-related public inquiries**

3.9.3 Negotiating contributions from developers subject to obtaining Committee consent in respect of those agreements in which the contribution exceeds £30k.

3.9.3 The delegated functions set out above do not apply to the following planning applications:

- (a) Those made by elected members of the Council;**
- (b) Those made by Council staff at senior management grade (PO12) or above and all staff in Planning and Place Department and Legal Services;**
- (c) Those made by the Council;**
- (d) Those in which the Council has an estate;**
- (e) Proposals for major development;**
- (f) There is an objection from a statutory consultee and the recommendation of the Planning Officer is to approve**

3.9.4 All other applications or permissions which are not specifically listed in paragraph 3.9.1, and which are not applications for major development shall be deemed to be delegated unless otherwise provided for within this Scheme.

3.9.5 Where a function is normally delegated but raises issues which the Director believes should be considered by the Committee, that application will be referred to the Committee.

3.9.6 The Town Solicitor, in consultation with the Director, may refer a decision back to Committee for reconsideration."

After discussion the Committee agreed to support the recommended changes to the Scheme of Delegation as set out, subject to approval by the Strategic Policy and Resources Committee and the following amendments:

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- 3.9.2. (a) ii. to substitute the term '*town centre*' for the term '*city centre*' or '*district centres*' as defined by BMAP;
- 3.9.2. (a) vii. to read '*hotels and hostels below 30 beds*';
- 3.9.2. (a) viii. removal of this provision with the effect that no applications for purpose built student accommodation shall be delegated;
- 3.9.2 (e) removal of the wording '*of 50 beds or more*' (as conflicts with 3.9.2. (a) viii) with the effect that no applications for change of use to student accommodation shall be delegated;
- 3.9.2 (g) possible removal of the wording '*without reasonable excuse*' in consultation with the City Solicitor;
- 3.9.2 (j) adding the wording at the end '*except where it involves full demolition of a main building (excluding buildings which are ancillary or incidental).*'; and
- 3.9.2 (k) amending the wording to: '*determining applications for listed building consent, excluding partial or full demolition*'.

The Committee noted that Planning Applications deemed to be of a contentious nature by the Director of Planning and Place would be referred to the Committee for consideration and that the Scheme of Delegation would be reviewed periodically.

Chairperson

Planning Committee

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MEETING OF PLANNING COMMITTEE

Members present: Councillor Johnston (Chairperson);
Councillors Armitage, Bunting, Dorrian,
Garrett, Hussey, Hutchinson, Jones,
Lyons, Magee, McAteer and Mullan.

In attendance: Mr. P. Williams, Director of Planning and Place;
Mr. J. Walsh, City Solicitor;
Mr. E. Baker, Development Engagement Manager;
Ms. N. Largey, Divisional Solicitor;
Mr. S. McCrory, Democratic Services Manager; and
Miss. E. McGoldrick, Democratic Services Officer.

Apologies

No apologies were received.

Minutes

The minutes of the meeting of 14th February were taken as read and signed as correct. It was reported that those minutes had been adopted by the Council at its meeting on 1st March, subject to the omission of those matters in respect of which the Council had delegated its powers to the Committee.

Declaration of Interest

Regarding item 8.d) Z/2014/1124/F Cherryvale Playing Fields, Councillor Mullan, declared an interest, in so far as had voted in favour of the proposal at the former Parks and Leisure Committee and Council meeting.

Councillor Mullan also declared an interest in item 8.t) LA04/2016/1158/F - Change of use from post office to hot food bar with side roof odour extraction flue, in that she had contacted the Planning Service on residents' behalf.

In regards to Item 8. j) LA04/2016/2207/F - Shared space building comprising sports hall, gym, dance/drama studio, social enterprise workshop (environmental focus), business units, meeting rooms, counselling/treatment rooms, café, educational facilities and performing arts space/exercise studio; with new access from Springfield Heights and to the Ballygomartin Road, Councillor Hutchinson declared an interest in that he had been involved in support of the proposed project but had not been involved in any of the meetings regarding the planning proposal.

Committee Site Visit – 27th February

Pursuant to its decision of 14th February, it was noted that the Committee had undertaken a site visit on 27th February in respect of planning application

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LA04/2016/1864/F - Former community centre opposite 8 Moyard Park - Residential development comprising 6 dwellings, car parking, landscaping and associated site works.

Planning Appeals Notified

The Committee noted the receipt of correspondence in respect of a number of planning appeals which had been submitted to the Planning Appeals Commission, together with the outcomes of a range of hearings which had been considered by the Commission.

Planning Decisions Notified

The Committee noted a list of decisions which had been taken under delegated authority by the Director of Planning and Place, together with all other planning decisions which had been issued by the Planning Department between 10th February and 6th March.

Departmental Performance Update

The Development Engagement Manager provided the following information on the Department's performance to date:

Planning Applications

- 164 applications had been validated in February, 2017; and
- Overall numbers of applications validated this year had increased by 17% (2077 up to 28th February, 2017 compared to 1,719 up to 29th February, 2016).

Planning Decisions

- 111 decisions had been issued in February, 2017.
- 89% approval rate;
- 89% decisions had been issued under delegated authority; and
- the number of decisions issued to date had increased by 27% over the same period in 2016. (1,367 up to 29th February, 2016 compared to 1,862 up to 28th February, 2017).

No. of applications in system by length of time

- 973 live applications were in the system at end of February, 2017;
- 57% of applications were in the system for less than 6 months; and
- Less than 35 legacy applications were outstanding (reduced from 780 at transfer in April, 2015).

Performance against statutory targets (figures available up to 31st January)

- The statutory target for processing major development planning applications from the date valid to decision issued or withdrawal date was within an average of 30 weeks. Up to 31st January, 2017 the average processing time to decide major applications was 54.8 weeks. This, however, included legacy applications and those

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Major applications which had been delayed whilst a Section 76 agreement had been put in place;

- The statutory target for processing local development planning applications from the date valid to decision issued or withdrawal date was an average of 15 weeks. In January, 2017, the average processing time to decide local applications was 18.68 weeks; and
- The statutory target was that 70% of all enforcement cases are progressed to target conclusion within 39 weeks of receipt of complaint. Between 1st April and 31st January, 2017, 77.2% of enforcement cases had been concluded within 39 weeks.

Noted.

Response to Preferred Options Paper Consultation - Antrim and Newtownabbey Borough Council

It was reported that Antrim and Newtownabbey Borough Council (ANBC) had recently published its Preferred Options Paper (POP) and sought views from the Council. It had also written to the Council expressing a wish to continue to work together in preparing both of the Local Development Plans and it had identified a number of general cross-boundary issues (Appendix 3).

The Committee noted the contents of the report and agreed to the submission of the outlined consultation response to the Antrim and Newtownabbey Council Local Development Plan Preferred Options Paper (copy available on Council's website).

The Committee also noted that the POP from Lisburn and Castlereagh Borough Council would be launched on 30th March.

Proposed Abandonment at Finvoy Street

The Committee noted the receipt of correspondence from the Department for Infrastructure which related to the proposed abandonment of land at Finvoy Street.

Miscellaneous Items

(Councillors Dorrian and Jones had left the room whilst the item was under consideration)

Listed Buildings

The Committee was advised that correspondence had been received from the Northern Ireland Environment Agency (NIEA) seeking the Council's views in respect of proposals which had been formulated for the listing of a number of buildings in Belfast.

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The Committee was reminded that Article 80 (3) of the Planning Act (NI) 2011 required the Agency to consult with the Council before placing any building on the statutory list of buildings of special architectural or historic interest.

The Committee noted the contents of the report and supported the proposed listings of the following building by the Department for Communities:

- 28 Derryvolgie Avenue. Belfast, BT9 6FP;
- 30 Derryvolgie Avenue. Belfast, BT9 6FP;
- 28 Wellington Park, Belfast, BT9 6DL; and
- 30 Wellington Park, Belfast, BT9 6DL

The Committee also noted the non-listing of the Blitz Memorial, Belfast City Cemetery, 511 Falls Road, and the confirmation of listing of 18 Donegall Pass, which included the Former Girl's Friendly Society Lodge, Belfast, BT7 1XA.

Local Development Plan Process and Timetable

The Committee was reminded that the Council published its agreed timetable for the preparation and adoption of the new Belfast Local Development Plan (LDP) in June, 2016 and had recently published the LDP Preferred Options Paper (POP) for consultation.

It was reported that consideration had been given to the next stages of the LDP process and a summary of the timetable had been outlined at Appendix 1 (copy available on the council's website).

The Committee noted the contents of the report, in particular:

- The LDP timetable must be kept under review;
- The progress to date in preparing the new LDP; and
- the terms highlighted in the report.

(Councillor Dorrian returned to the Committee table at this point)

Local Development Plan External Consultancy - Strategic Housing Needs Assessment and Urban Capacity

The Committee was advised that approval was being sought for the procurement of a number of pieces of research required to inform the development of the Local Development Plan (LDP), which included a Strategic Housing Needs Assessment (SHNA), Urban Capacity Study for residential and employment land and a Retail and Leisure Capacity Study.

The Committee agreed to:

- the commissioning of consultancy support, up to a value of £30,000, to undertake an Urban Capacity Study for residential and employment land in accordance with the terms of reference at Appendix A; and

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- the commissioning of consultancy support, up to a value of £30,000, to complete a Retail and Leisure Capacity Study in accordance with the terms of reference at Appendix B.

The Committee also noted that the work on existing Population and Housing Growth Study would continue, to produce a Strategic Housing Needs Assessment (SHNA).

Continuing Development Programme

The Committee considered the following report:

“1.0 Purpose of Report or Summary of main Issues

- 1.1 To set out a draft proposed continuing development programme, to be delivered from April 2017 to March 2018, with the aim of further supporting members in their Planning Committee role.**

2.0 Recommendations

Members are asked to:

- 2.1 Agree the draft proposed continuing development programme (for the period April 2017 to March 2018) and suggest any additional topics or activities that would be of benefit in further supporting members.**
- 2.2 Note that to facilitate members’ attendance the sessions will be held bi-monthly. These will be delivered as part of the scheduled second monthly Planning Committee meeting. However, if there is no business to be rolled over from the first monthly meeting, the capacity building session will be the main agenda item for the second meeting. It is proposed that the initial session is delivered at the start of the scheduled 13 April 2017 Planning Committee meeting.**
- 2.3 Note the potential for some sessions to be offered to other elected members dependent on the relevance of the subject area.**
- 2.4 Agree to undertaking a best practice study visit to Cardiff City Council and agree proposed member participation.**

3.0 Main report

Key issues

Capacity Building Programmes

- 3.1** Members will be aware that during the Shadow Council period a robust capacity building programme was put in place for the Shadow Planning Committee. The aim of this was to ensure that members were equipped to undertake the planning function once transferred. The capacity building programme covered a range of themes and was delivered using internal and, where appropriate, external expertise. A range of formats were used including presentations, practical sessions and workshops. The programme also included two best practice visits to Bristol and Cardiff Councils, the purpose of which was to provide members with an opportunity to learn and gain experience from other Local Authority peer members involved in the planning decision-making process and to see Planning Committees at work.

Regional training provision

- 3.2** The internal capacity building programme was supplemented by a regional programme organised by the Department of Environment. Members of the Shadow Planning Committee were encouraged to attend these sessions as well as other relevant conferences and seminars held by external organisations across Northern Ireland.

Continuing Development Programme

- 3.3** Following the transfer of planning in April 2015 it was recognised that there was a need to provide further training, particularly for new members of the Planning Committee. In August, 2015 the Planning Committee approved a continuing development programme to support and assist members in dealing with the more strategic elements of planning to draft the Local Development Plan and deliver the spatial aspects of the Belfast Agenda. More recently the programme included a series of Local Development Plan workshops dealing with specific topics designed to inform the Preferred Options Paper.

Proposed Continuing Development Programme

- 3.4** The Planning Committee has been operational for almost two years and has had experience of making complex planning

decisions which will help shape the city in the future. Recently members of the committee, and senior officers, have suggested it would be useful for the continuing development programme to be updated and refreshed. The updated programme will include sessions which will focus and support members in addressing the key planning issues affecting the city while at the same time being cognisant of the synergies with the aims of Belfast Agenda, the Council's corporate priorities and other key strategies including, the Belfast Regeneration and Investment Strategy.

- 3.5** To address the issues raised by members a draft continuing development programme, detailing the proposed sessions and the indicative content, is set out at Appendix One.

It is proposed the programme will include sessions on:

- Transport and roads;
- Principles of decision-making;
- Developer contributions;
- Heritage issues and urban design;
- Local Development Plan (in addition to a wider programme of LDP sessions); and
- Planning Enforcement

As the programme progresses Members will have an opportunity to provide feedback on the sessions which they have attended and identify other topics or key issues they may wish to have included.

Best Practice Study Visit

- 3.6** It is recognised there has been several changes to the membership of the committee since it was first established. The draft programme therefore also includes a proposed best practice study visit. Given Cardiff City Council previously hosted an extremely worthwhile visit for our members and officers in 2015 it is proposed a further visit is undertaken to Cardiff in September 2017. Its comparative size and role; its position as the region's major city, and its community planning approach, lends itself to be of significant relevance to the Belfast context. The visit will allow members and officers to keep abreast of developments in planning in Cardiff; visit major signature projects which are contributing to city growth and regeneration and see another established Planning Committee at work.

It is recommended that the Chair, Deputy Chair, or their nominees, and one member of the committee from each of the

other party groups, not represented by the Chair and Deputy Chair, undertakes the best practice visit. It is also recommended that key officers accompany members on the visit to further develop their knowledge and skills.

Induction of new committee members

- 3.7** In order to have a more structured approach to induction for new Planning Committee members it is proposed that an induction pack is developed and issued to new committee members when they are first nominated. A process will also be put in place to ensure new members of the committee receive briefings from relevant key senior officers to help support and guide them through the planning committee decision-making process, before they attend their first Planning Committee meeting.

3.8 **Financial & Resource Implications**

The programme sessions will be delivered in the main by senior officers with input from key speakers, where appropriate. The costs of any externally facilitated activities and costs associated with undertaking a best practice visit will be met from the corporate organisational development budget.

Corporate Human Resources will work with key senior officers to co-ordinate the delivery of the Planning Committee continuing development programme.

3.9 **Equality or Good Relations Implications**

There are no equality or good relations implications.”

The Committee noted the contents of the report and agreed to:

- the draft proposed continuing development programme (April 2017 to March 2018);
- undertake a best practice study visit to Cardiff City Council;
- training sessions to be held bi-monthly as part of the scheduled second monthly Planning Committee meeting (if available); and
- training sessions to be offered to the Planning Committee only.

Removal of Deemed Consent of Estate Agent Signage in Student Areas

The Committee considered the following report, together with the associated appendices:

“1.0 Purpose of Report or Summary of Main Issues

1.1 To update members on the project for the removal of deemed consent for estate agent signage in the Stranmillis, Queens and Holylands areas.

1.2 To seek Committee endorsement for the preferred option.

1.3 To seek authority to apply to the Department for Infrastructure (Dfi) to serve a direction under Section 6 of The Planning (Control of Advertisements) Regulations (Northern Ireland) 2015 restricting the display of lettings boards in the Stranmillis, Queens and Holylands areas in accordance with the Preferred Option set out in this report at paragraphs 3.9-3.11.

2.0 Recommendations

2.1 Members are asked to:

- Note the current position.**
- Endorse the Preferred Option for restricting signage set out at paragraphs 3.9- 3.11.**
- Authorise the submission of a full report and proposal to Dfi.**

3.0 Main report

Background

3.1 Members will be familiar with the strategic project ongoing to tackle the proliferation of estate agent signage in the areas of Stranmillis, Queens and the Holylands. It was agreed with Members that a proposal would be made to Dfi following appropriate surveying and consultation under Section 6 of The Planning (Control of Advertisements) Regulations (Northern Ireland) 2015 which permits the removal of deemed consent by the Department for Infrastructure (Dfi).

3.2 Following data collection and liaison with Dfi, Members were updated at the 15th November 2016 Committee of the consultation period for the proposal including two key stakeholder events (one for residents and the other for estate agents/landlords) at City Hall and the launch of a questionnaire consultation on Citizen Space which concluded on 9th December 2016.

Key consultation results

- 3.3 As part of a 12 week public consultation issued to key stakeholders seeking views on the display of To Let boards, there were 243 consultation responses to the questionnaire including 176 residents, 43 landlords and 24 estate agents.
- 86% agreed it was harming the appearance of the area
 - 82% agreed it was making the area less desirable
 - 78% agreed it attracted vandalism and burglaries (through appearance of empty properties)
 - 85% agreed it gives the impression that only students live in these areas
- 3.4 The results show that 95.5% of residents, 69.8% of landlords and 41.7% of estate agents are in favour of some sort of restriction on To Let boards.
- 3.5 It is clear from the consultation that residents are in favour of a complete ban (67.6% favour a ban while 23.2% would prefer a restriction) while estate agents and landlords would prefer to retain the current regulations (70.8%). Of the 29.2% that would welcome a change, 43% favour restrictions while 57% would prefer a ban. Individual landlords are particularly concerned as they say are unable to use websites such as Property Pal or Property News because they are not registered agents. All stakeholders generally agreed that the current system requires change.

Policy Options

- 3.6 Complete ban – other jurisdictions have opted for a complete ban of estate agent signage rendering it a complete and simple solution to the problem. There is little enforcement monitoring to do as any signage is a direct offence.
- 3.7 Restricted signage – local authorities such as Cardiff and Newcastle permit restricted signage whereby small, flush signs are permitted but only at certain times. The number per street is also restricted, for example, each estate agent or landlord may only have one advertisement per street. This entails a larger enforcement resource implication, certainly initially, but acknowledges the difficulty that individual landlords have with advertising online.
- 3.8 Within the restricted signage option, there are a number of sub-options whereby the Council can choose the amount of

time the signage is displayed, the number of signs per street etc.

Preferred option

- 3.9 Officers have reviewed the evidence gathered and listened to the views of the key stakeholders and it is considered that the most inclusive and considered option would be a proposal for restricted signage which would balance the concerns of both residents and estate agents/landlords.
- 3.10 It was clear through engagement with estate agents and landlords that their busiest time of year is between April and September. It would therefore seem appropriate to restrict the signage to these six months rather than the 3-month ban engaged in other cities such as Cardiff. This is also a gesture towards the residents' preference for a complete ban.
- 3.11 The restricted signage would not be permitted on every dwelling, rather it is restricted to one sign per agent/landlord per street. A copy of draft guidance has been provided at Appendix A.

Future implementation

- 3.12 Should DfI see fit to grant the revised deemed consent for these areas, Belfast Planning Service will continue its engagement with key stakeholders to ensure that the scheme is well publicised and support is provided to those operating within these areas.
- 3.13 An enforcement strategy for dealing with the scheme will be implemented and will take a 'zero tolerance' approach to ensure fairness for all. It is envisaged this will involve a proactive approach including surveying.

4.0 Finance and Resource Implications

There are no additional resource implications arising out of this submission and it is hoped that ultimately the successful implementation of this scheme will reduce the resources necessary to enforce estate agent signage in the area.

5.0 Asset and Other Implications

None."

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During discussion Members raised the issue of enforcement, set templates for signage, registered signage, and best practice.

Proposal

Moved by Councillor Hussey, and
Seconded by Councillor Dorrian,

The Committee agreed to the preferred option as outlined in 3.9 of the report.

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

Further Proposal

Moved by Councillor Mullan, and
Seconded by Councillor Lyons,

The Committee agreed to the removal of deemed consent for estate agent signage in the Stranmillis, Queens and Holylands areas and to apply to the Department for Infrastructure to serve a direction under Section 6 of The Planning (Control of Advertisements) Regulations (Northern Ireland) 2015 for a complete ban of lettings boards in these area.

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

Charging for Pre- Application Discussions

(Councillor Dorrian had left the room whilst the item was under consideration)

The Committee was reminded that, at its meeting of 13th December, the Committee agreed to the informal consultation with stakeholders, including agents, developers and landowners on a draft Scale of Charging for Pre-Application Discussion (PAD) advice.

The Development engagement Manager provided an overview of the proposed Scale of Charging for Pre-Application Discussions at Appendix 1. He advised that this followed feedback from planning agents at customer workshops held on 1st March, 2017. He informed the Committee that online consultation had also taken place with the development industry on the Pre-Application Discussion process, including the option of charging, held between 22nd February and 10th March, 2017 and a copy of example guidance on the Pre-Application Discussion service was provided at Appendix 2.

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The Scale of Charging for Pre-Application Discussions by the Council were as follows:

Pre Application Charging Schedule				
Type	Category	Description	Price (incl. VAT)	Additional meeting
1	Largescale Major	100 residential units or more 10,000 sq. m. commercial floor space or more	£2,000	£1,000
2	Major	50 - 99 residential units Other Major development including where less than 10,000 sq. m	£1,500	£500
3	Largescale Local	10 - 49 residential units 2,000 to 4,999 sq. m. commercial floor space (where not Major)	£1,000	£500
4	Local	1 - 9 residential units 200 - 1,999 sq. m. commercial floor space	£500	£500
5	Householder	Domestic buildings, extensions and alterations	-	-
6	Other	Listed Building Consent Conservation Area Consent Advertisement Consent	- - -	- - -

He summarised the findings and highlighted that the informal consultation with the development industry has been very useful. The workshops had been particularly well received by Planning Agents and there was agreement that workshops would provide a good forum for discussing other aspects of the Planning Service.

He advised that there had been complete consensus that a Pre-Application Discussion service was needed and recognition of the benefits that the Pre-Application advice could bring. He advised that most consultees felt that the charging would be acceptable provided that the Council would be able to deliver a good level of service.

He pointed out that an example guidance on how the PAD service would operate was provided at Appendix 2 and it was recommended that the Scale of Charging for Pre-Application Discussions be implemented as soon as possible, to be reviewed after 12 months.

The Committee agreed to the Scale of Charging for Pre-Application Discussions (Appendix 1) to be introduced from 4th April, 2017 and be reviewed after 12 months.

Restricted Item

The information contained in the following two reports is restricted in accordance with Part 1 of Schedule 6 of the Local Government Act (Northern Ireland) 2014.

Publicising Planning applications

The Development Engagement Manager provided an overview of a report regarding the outcome of a tender exercise for publicising planning applications in the press.

The Committee was reminded that, at its meeting of 20th September, 2016, it had agreed to use a tender exercise to appoint a single newspaper to publicise planning applications from April, 2017. It was reported that it had also agreed that the public would be notified of the new publicising arrangements including a signposting advert in every edition of City Matters.

The Development Engagement Manager advised that the Council would proceed to award the contract to Trinity Mirror PLC subject to a contract being drawn up by Legal Services and would be in place for May, 2017.

Noted.

NI Direct

The Development Engagement Manager provided information on the proposed changes to the customer call-handling system for the Planning Service.

He advised that the Planning Service intended to end its contract with NI Direct, which currently provided call-handling services, and replace it with an interim in-house solution until such time as a corporate system would be in place. He advised that this would result in an improved customer experience and bring the Planning Service in line with other services within the Council.

Noted.

(Councillors Dorrian and Jones returned to the Committee table at this point)

Withdrawn Item

The Committee noted that applications LA04/2016/2267/F- Office building (ranging in height from four to six storeys) and associated access road, re-configuration of existing car park and ancillary works - site C, Gasworks Office Park had been withdrawn from the agenda.

Planning Applications

THE COMMITTEE DEALT WITH THE FOLLOWING ITEMS IN PURSUANCE OF THE POWERS DELEGATED TO IT BY THE COUNCIL UNDER STANDING ORDER 37(e)

LA04/2016/0813/F - Biomass Boiler House (Retrospective) at Somerton Private Nursing Home

The case officer outlined the proposed planning application which sought retrospective permission for a biomass boiler located at Somerton Nursing home.

Alderman Convery outlined his objections to the application. He suggested that local residents had raised concerns regarding the proposed application being within a conservation area, they felt that it was aesthetically unpleasing and, although it was limited from public view, the conservation area should not be undermined by a retrospective application and that the application should be refused.

During discussion, Members raised concerns regarding the aesthetics of the proposal and felt that an additional condition regarding screening of the Boiler House should be applied.

The Committee granted approval to the application, subject to the imposing of the conditions set out in the case officer's report and delegated power to the Director of Planning and Place for the final wording of the conditions, to include the addition of soft landscaping or hedging to screen the Boiler House from view.

(Councillor Lyons enters the Committee meeting at this point)

(Reconsidered Item) LA04/2015/0529/F - Drive thru restaurant - 233 - 263 Shore Road

(Councillors Bunting, Hutchinson, Jones and Lyons took no part in the discussion or decision-making of the application since they had not been in attendance at the meeting on 13th December, 2016 and 17th January when it had originally been considered).

The Chairperson informed the Committee that a third request to speak had been received from the applicant citing exceptional circumstances. He advised that the applicant had already made a presentation at the Committee Meeting on 13th December and 17th January. The Committee agreed to receive the third deputation based on the issue of the additional recommendation for refusal, planning history and the development cost report which had been submitted.

The Committee was reminded that, at its meeting on 17th January, given the issues which had been raised regarding the viability of housing on the site, the Committee had agreed to defer consideration of the application to enable the applicant to provide a viability analysis or robust evidence to demonstrate that marketing of the site for housing

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had been undertaken. The Committee had also agreed that a site visit be undertaken to allow the Committee to acquaint itself with the location and the proposal at first hand.

The case officer outlined the main aspects of the application, which included additional information which had been submitted by the agent, a budget cost estimate, emails from social housing providers, correspondence from Community Places, and a map that detailed the housing zones of the area.

The case officer informed the Committee that, after the agenda had been published, additional information had been received from the agent, as follows:

- new reason for refusal relating to inappropriate access;
- alternative access via Oakmount Drive;
- ASDA car park and hoarding already at the site entrance – restaurant would make no material difference;
- misquoted/partially quoted legislation;
- issues about costs and non-viability;
- lack of interest from Social Housing providers; and
- BMAP housing allocation and other considerations.

The case officer outlined the response of the Planning Department to the aforementioned issues raised, as outlined in the Late Items Report Pack and advised that an extract from the Planning Act, a Planning Appeals Commission Report on BMAP and previous housing layout had also been included in the late items for Members information

He explained that, after assessment, it had been recommended for refusal on the grounds that:

1. The proposal was contrary to the Belfast Metropolitan Area Plan 2015 as the site was zoned for housing and, if permitted, would prejudice the delivery of housing in an area of current housing need; and
2. The proposal was contrary to paragraph 4.27 of the Strategic Planning Policy Statement for Northern Ireland (SPPS) in that it would, if permitted, provide an inappropriate entrance to housing development on the remainder of the Housing Zoning NB 04/16 and would not create a quality environment for residents within the rest of the zoned land.

The Committee received representations from Mr. P. Caldwell, architect, Mr. J. McIlwaine and Mr. R. O'Toole, acting on behalf of the applicant. Mr. O'Toole outlined a range of objections to the recommended refusal which related to the additional reason for refusal regarding the poor entrance. He highlighted that it was not unusual for commercial developments to be on an arterial route. He suggested that there was material consideration that outweighed the housing zoning by BMAP, including the lack of developers' intent for housing and Housing Executive interest. He also suggested that the proposal would remove an eyesore, bring investment and job creation to the area, and the site had been used historically for commercial business.

In addition, Mr. McIlwaine explained his objections to the recommendation and provided further explanation of the detailed budget costs report. Mr. Caldwell also

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suggested that the site had always struggled to become viable for housing and provided background information of previous proposals for the site. He suggested that the current scheme was the best that could be achieved.

The case officer advised that if Members were minded to approve the application, it was recommended that delegated authority be given to the Director of Planning and Place to finalise planning conditions. He pointed out that the draft conditions were outlined in the first addendum report (Appendix four), however, the recommendation remained that the application should be refused.

The Director pointed out that the second reason for refusal regarding the entrance to the site may influence the development of the adjoining site.

Proposal

Moved by Councillor Hussey, and
Seconded by Councillor Dorrian,

That the Committee agrees to approve the application, in line with the draft conditions outlined in the addendum report, and delegate authority to the Director of Planning and Place to agree and finalise the planning conditions.

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

(Reconsidered Item) LA04/2016/1864/F - Residential development comprising 6 dwellings, car parking, landscaping and associated site works - former community centre opposite 8 Moyard Park

(Councillors Bunting, Dorrian, and Lyons took no part in the discussion or decision-making of the application since they had not been in attendance at the meeting on 14th February when it had originally been considered).

The Committee was reminded that, at its meeting on 14th February, given the issues which had been raised regarding the number of objections received and the zoning of the land, it had agreed to defer consideration of the application to enable a site visit to be undertaken and the Committee had agreed also that the Northern Ireland Housing Executive (NIHE) Estates Department be contacted to clarify the zoning of the site.

The Case Officer advised that Belfast Planning Service had written to the NIHE on 20th February, 2017 requesting clarification as to whether the recreational facility for the local community referred to the former community centre or the surrounding area of open space. The response received from NIHE (copy attached as Appendix 1) clarified that the letter referred to the surrounding open space and highlighted that there was a high social housing need in the Moyard area and there had been difficulties in securing development sites to meet this need.

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During discussion, the case officer highlighted that community benefits could not be considered as a material considerations in decision making and were offered on a voluntary basis. He suggested that the Planning Service could facilitate engagements between interested parties with a view to seeking community benefits in the form of enhancements to the area of open space, however such engagements would take place outside the decision making process.

The Committee received representation from Mr. S. McKee, agent on behalf of the applicant. Mr. McKee clarified that contact had been made with the applicant and the Northern Ireland Housing Executive (NIHE) and that they would be happy to engage with the local community and the Council regarding the possibility of enhancing the open space

The Committee granted approval to the application, subject to the imposing of the conditions set out within the case officer's report.

The Committee noted that an informative would also be added to the application to outline that the Planning Service would facilitate a meeting between the NIHE and Clanmill Housing and the local community regarding the possible enhancement of the surrounding open space at this site.

Z/2014/1124/F - 3G pitch, ballstop fencing, floodlighting, single storey extension to changing rooms, re-siting of existing storage container and landscaping along boundary with Knock Eden Park - Cherryvale Playing Fields

(Councillor Mullan, who had declared an interest in this application, withdrew from the table whilst it was under discussion and took no part in the debate or decision-making process.)

The Chairperson advised that an Environmental Health officer was in attendance.

Councillor Mullan indicated that she wished to speak on the matter and accordingly, the Committee agreed.

The case officer outlined the proposal for a 3G pitch with 2.4m perimeter fencing, 15m high ballstop fencing, floodlighting (20m high masts), single storey extension to existing changing rooms, re-siting of existing storage container and landscaping along boundary with Knock Eden Park. She advised that the site was located within Cherryvale playing fields, off the Ravenhill Road in East Belfast.

The case officer informed the Committee that, after the agenda had been published, 6 further representations had been received (5 objections and 1 non-committal) which outlined the following objections:

- the drainage assessment and storm water calculation information was flawed as had been based on a statement that there was no watercourse within Cherryvale;

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- a neighbouring resident had had house insurance declined due to water gathering in garden from Cherryvale following heavy rain;
- there had been a failure to consider proper construction of 'grass' pitch, that the new grass pitch required same engineering works as the 3G pitch, and there would be a potential for drainage and noise issues;
- a shortfall in parking provided. On-street parking provision capacity / impact on cycle parking;
- Receipt of a Belfast Telegraph article which highlighted the potential health risks of use of rubber crumb dressing to the 3G pitch and recommended that Council consider alternative dressing material;
- The over-provision of 3G pitches in this area - the new 3G pitch at Aquinas was part-funded by the Council and Ulster Rugby and is already available for hire by the same people for whom it was claimed that Cherryvale 3G was needed; and
- The subdivision of the park with security fencing reducing access for most users and - the visual impact of the lighting, fencing and masts on the ambience of the park and the Area of Townscape Character.

The case officer outlined the response of the Planning Department to the aforementioned issues raised, as outlined in the Late Items Report Pack.

It was noted that the application, in accordance with the Scheme of Delegation, had been presented to the Committee since the Council was the applicant.

The Committee received representation from Ms. A. Givan, acting on behalf of a group of individual users of Cherryvale and those residents whose homes adjoin Cherryvale. She outlined a range of objections to the proposal which related to flaws in the application, the potential for flooding, the watercourse outlined in the Council's deeds, flooding of gardens, permanent sand bagging and requests for insurance quotes refused. She suggested that the drainage scheme was not adequate, formed part of the Loop River floodplain, and that there should have been an environmental statement. She suggested that the group of residents felt vulnerable to flooding and the Council would be responsible if their homes were inundated with water. She suggested that the scheme assumed to maintain the discharge rate but measurements and calculations had not been completed for the stream that flows in and through Cherryvale. She suggested that the reason for the 3G pitch was the only way to get GAA funding for the sand based grass match pitch, the proposal would increase traffic and spectators at the end of their gardens, and also had the potential for anti-social behaviour.

The Committee received further representation from Ms. P. Haughan, acting on behalf of the Knock Eden Park residents opposed to the proposed location of the pitch within the site. She outlined a range of objections to the proposal which related to the location of the pitch, light and noise pollution from two existing floodlit pitches in the vicinity and the Kingspan Stadium. She suggested that the density of flood lit pitches within a confined area, close to residential housing, was unprecedented anywhere else in Northern Ireland. She suggested that this proposal would have a detrimental impact on

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the amenity of residents, and the residents group had submitted four noise reports to this effect. She suggested that the Council's Environmental Health service had been given the casting vote on the surveys and the Council surveys were not based on projected usage. She suggested that the Committee should protect residents and move the pitch to another location within the park.

The Committee received representations from Mr. S. Reynolds, Glentoran Football Academy Committee Member, Ms. E. Rogers, a young user of the park, and Mr. K. Kelly, local resident, in support of the proposal. Mr. Reynolds suggested that the facility would be used as a training area for young people and multiple teams, and would provide proper access to a shared space and increase involvement of Football at the Academy. Ms. E. Rogers welcomed the development and outlined a range of issues in support of the application which included usage throughout the year, the benefits of an all-weather pitch, non-cancellation of games, and the potential to improve health and wellbeing of youth and general population. She suggested that the proposal was a place to facilitate various sports for current and future residents, would increase participation, and had the potential for decreasing anti-social behaviour incidents.

In addition, the Committee received representation from Councillor Mullan. She outlined her support for the application and suggested that there had been considerable debate and meetings surrounding the location of the site for a number of years, however, she welcomed the playing facilities at the park. She suggested that Cherryvale had existed as a playing field for a long time, and supported the application for future use. She suggested that the new development should address the risk of flooding and conditions of opening hours adhered to. She suggested that it was a safe space for many users and had the potential for many activities and that, in regards to the variations considered, this model was the only workable one.

During discussion, the Environmental Health Officer answered a range of Members' questions regarding the location of the 3G Pitch and the light and noise disruption. He advised that the application assessment had been based on the proposal outlined in the report and not against any alternative. Issues were raised regarding accumulative light pollution levels, potential noise pollution levels and consideration for the reports which had been submitted by residents. He clarified that the cumulative impact assessment referred to, had taken into account surrounding light disruption. In terms of noise levels, a range of measurements were considered for example during games with spectators and during two summer camps which had been held in the park.

With regards to the allegations of bias by the Environmental Health Officer, alleged by the objectors in assessing the Council application, the Divisional Solicitor confirmed that this was standard practice throughout the UK, and there were a number of safeguards in place to ensure council applications were properly scrutinised, such as Council applications not being delegated to officers, and any application that was significantly contrary to the development plan would be submitted to the Department for a robust decision. She reminded the Committee that the Committee could make a decision contrary to the case officer's recommendation and it was the Planning Committee that made the decision not the Environmental Health Service.

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During further discussion, the case officer answered a range of Members' questions regarding alternative locations for the 3G pitch, landscaping around the pitch and the boundary between the proposed pitch and housing.

The Director advised that it was not the role of the Planning Committee to decide on the optimum location for the pitch, and it could only consider the application which had been submitted.

Proposal

Moved by Councillor McAteer,
Seconded by Councillor Garrett,

That the Committee agrees to approve the application, subject to the imposing of the conditions set out in the case officer's report.

On a vote by show of hands nine Members voted for the proposal and two against and it was declared carried.

(Meeting adjourned for 10 minutes at this point)

LA04/2016/2235/F - 2 storey rear extension - 98 Sandhurst Drive

(Councillors Dorrian and Jones had left the room whilst the item was under consideration)

The Chairperson advised that a request had been received by the agent, on behalf of the applicant to defer consideration of the item so that the Committee could undertake a site visit. The committee did not accede to the request and agreed to consider the item.

The case officer outlined the proposal for the erection of a two storey rear extension and elevation changes to the original dwelling consisting of reduction the size of the rear window and the insertion of a new window in the existing side gable. This was a revision of a previous proposal that had been refused permission (ref. Z/2014/1705/F) and subsequently dismissed at appeal.

The case officer explained that, after assessment, the application had been recommended for refusal on the grounds that the proposal was contrary to Policy EXT 1 of the Addendum to PPS 7, in that the extension would, if permitted, adversely affect the residential amenity of the neighbours as the scale and massing of the proposal would result in unacceptable dominance.

The Committee received representation from Councillor Craig. He outlined a range of objections to the proposal which related to dominance, height, and suggested that the decision of the Planning Appeals Commission should be maintained.

The Committee refused the application for the reasons as set out in the case officer's report.

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**LA04/2016/1158/F - Change of use from post office to hot food take away -
565 Ormeau Road**

(Councillor Mullan, who had declared an interest in this application, withdrew from the table whilst it was under discussion and took no part in the debate or decision-making process.)

Councillor Mullan indicated that she wished to speak on the matter and accordingly, the Committee agreed.

The Committee considered the application which sought permission for a change of use from retail to a hot food outlet which included an odour extraction flue to the side.

The case officer informed the Committee that, after the agenda had been published, the following additional information had been received from residents, which raised the following points:

- The case officer reports indicated that the site was not in a designated area – however ignored the fact that it was adjacent to an ATC;
- Planning History ignored the application for an unmanned filling station and street trading licences;
- Material Considerations – appeal at Beechfield Street different;
- proposal was for a change of use from an off licence to hot food therefore no intensification of use;
- Beechfield Street was not located on arterial route/ in ATC;
- Beechfield Street was not adjacent to bus stops and schools;
- Transport NI response – the proposal would result in an increase to on – street parking. The Parking Survey had not been completed at appropriate times;
- photographs submitted by objector showing congestion at peak operating times;
- Environmental Health response raises cause for concern;
- proposal was not considered sustainable as it was located close to schools and in an area over 100 other food outlets. It would also cause vermin and litter and cause traffic intensification;
- flue location would detract from character of the area;
- traffic in area had intensified with both commercial and residential uses increasing in number;
- patrons would be tempted to park across residents drives;
- insufficient neighbour notification;
- a support letter from those who did not live in the vicinity;
- existing traffic problems in this area and this problem would exacerbate them ; and
- supporters of application did not live in the vicinity.

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The case officer outlined the response of the Planning Department to the aforementioned issues raised, as outlined in the Late Items Report Pack.

The Committee received representation from Mr. P. O'Callaghan and Ms. C. Taylor, acting on behalf of residents. They outlined a range of objections to the proposal which related to the detrimental impact on residents, car parking, flow of traffic, streetscape, visual amenity, townscape character, problems with waste disposal of the proposed takeaway and drainage issues of the area. They suggested that the proposal was unsympathetic to the design and character of the area, had the potential to affect the Council's local development plan and highlighted that there had been a large number of objections submitted,. They suggested that the proposal would create road safety issues, noise, and disturbance, together with odour issues. They also raised issues regarding the lack of neighbour notification for the application, unanswered objections, that parking surveys submitted by the applicant were questionable, and the number of hot food bars already in the area.

Councillor Mullan outlined her objections to the proposal which included the planning history of the site, previous street trading licensing issues for mobile hot food vans at the location, traffic congestion and dangers at the junction, and parking problems at the site.

After discussion, given the issues which had been raised regarding the traffic and impact on residential amenity, the Committee agreed to defer consideration of the application to enable a site visit to be undertaken to allow the Committee to acquaint itself with the location and the proposal at first hand.

The Committee also agreed that an accident report or safety record (Roads Service/ PSNI) together with a comprehensive traffic/congestion report (Transport NI) be obtained for consideration at the next meeting.

LA04/2016/0096/F - Amendment to permission Z/2014/1555/F for refurbishment, part restoration, change of use and extension to listed former Harland & Wolff Headquarters Building and to provide 36 additional bedrooms (120 in total) in a new annex.

The case officer outlined the application for the refurbishment, part restoration, change of use and extension to the listed former Harland and Wolff Headquarters Building and to provide 36 additional bedrooms in a new annex, including service area, covered terrace, ancillary uses and associated access and site works.

He advised that the site was located within Phase 2 of the Titanic Quarter as identified in the overall development framework for the area and there was extant planning approval on the site for the conversion of the building to a hotel.

He pointed out that the alterations to the listed building also required listed building consent (LA04/2016/0097/LBC) and that comments remained outstanding from the Historic Environment Division (HED)

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The Committee granted approval to the application, subject to the imposing of the conditions set out in the case officer's report and delegated power to the Director of Planning and Place for the final wording of the conditions.

LA04/2016/2385/F - Amendment to planning permission Z/2015/0138/F to develop purpose built managed student accommodation comprising 717 beds at York Street

(Councillor Hussey had left the room whilst the item was under consideration)

The Committee considered a proposal for revisions to a previously approved scheme (682 bedrooms) under Z/2015/0138/F granted on 28th June, 2016. The revisions included an additional 35 bedrooms, revised floorplans and elevational details to take account of building control requirements, operator requirements, and other detailed design considerations. The overall height of the building had been reduced by approximately 0.8m to 43.2m and 42.8m. The lower portions of the previously approved York Street elevations had been revised, reduced in height by approximately 0.3m (average), with corresponding revisions to Great Patrick Street and Little Patrick Street elevations. The external amenity areas were retained at first floor level (514sqm approx.), but relocated the majority of internal common area amenity space (580 sqm approx.) to the ground floor and included a gym, games area, lounge and TV areas.

The Committee approved the application, subject to the imposing of the conditions set out in the case officer's report and, in accordance with Section 76 of the Planning Act (Northern Ireland) 2015, delegated power to the Director of Planning and Place, in conjunction with the City Solicitor, to enter into discussions with the applicant to explore the scope of any Planning Agreements which might be realised by way of developer contributions and, if so, to enter into such an Agreement on behalf of the Council. The Committee also delegated power to the Director of Planning and Place to finalise the wording of the conditions.

The Committee also noted that, in general, consideration be given to current residents and businesses of the area when developing the sites in the city centre and welcomed the progress of the new system 'VuCity', the interactive 3D model of the city, which would help illustrate the impact of such proposals once complete.

(Councillor Hussey returned to the Committee table at this point)

LA04/2016/2207/F - Shared space building comprising sports hall, gym, dance/drama studio, social enterprise workshop (environmental focus), business units, meeting rooms, counselling/treatment rooms, café, educational facilities and performing arts space/exercise studio; with new access from Springfield Heights and to the Ballygomartin Road.

The case officer explained that the site was within the development limit of Belfast on the edge of the north western limit of the city and previously contained the Finlay Factory which had been demolished in the early 2000's and had been vacant since.

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The Committee granted approval to the application, subject to the imposing of the conditions set out within the case officer's report.

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(Reconsidered Item) LA04/2016/1790/F - 7 Flats using salvaged front and main gable facades to match approval - 87 Malone Avenue

(Councillors Bunting, Garrett, and Jones took no part in the discussion or decision-making of the application since they had not been in attendance at the meeting on 13th December, 2016 and 17th January when it had originally been considered).

(Councillors Bunting and Garrett had left the room whilst the item was under consideration)

The Committee was reminded that, at its meeting on 17th January, 2017, given the issues that had been raised regarding the pre-decision notice and the implementation of the current consent, it had agreed to defer consideration of the report, so that legal advice could be outlined on the demolition of the façade and the potential consequences to the extant planning permission at the next committee.

The case officer provided an overview of the proposal and highlighted the legal advice outlined in the report, as follows:

“Whilst the applicant appears to have commenced the 2013 permission, the scheme is not in accordance with same. It is therefore arguable that they have either not implemented that permission or that they will not be able to complete the works in accordance with that permission.

Given that what is proposed is in keeping with the previous approval, in that the proposed façade is a replication of what should have been retained using the bricks from the demolished facade, together with some additional minor improvements, I am of the view that a refusal would be susceptible to a successful appeal.”

Proposal

Moved by Councillor Hutchinson,
Seconded by Councillor Armitage,

That the Committee, given the issues which had been raised regarding the size and space standards of the proposed living space, agrees to defer consideration of the application to enable potential reasons for refusal to be outlined for consideration in an amended report at the next meeting.

On a vote by show of hands, five Members voted for the proposal and three against and it was declared carried.

LA04/2016/1566/F - Change of use from a Youth Hostel to 6 apartments - 12 College Square North

The case officer apprised the Committee of the application and advised that it had been accompanied by Listed Building Consent (LA04/2016/1565/LBC).

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The Committee granted approval to the application, subject to the imposing of the conditions set out within the case officer's report.

LA04/2016/2693/F - Change of use of Howard Buildings from offices and dry cleaners unit into a hotel (81 bedrooms) and ground floor café, single storey ground floor and third floor extension – 24 - 40 Howard Street

(Councillor McAteer had left the room whilst the item was under consideration)

The case officer outlined the proposed planning application within the Linen Conservation Area and Civic Precinct Character Area.

He highlighted that this was a local conversion application, therefore, there was not scope for any Planning Agreements.

The Committee granted approval to the application, subject to the imposing of the conditions set out within the case officer's report.

LA04/2017/0006/RM - 4 storey office building - Weavers Court Business Park, Linfield Road

(Councillor Lyons had left the room whilst the item was under consideration)

The Committee considered a proposal for a four storey office building and external landscaping to include car parking.

The Committee granted approval to the application, subject to the imposing of the conditions set out in the case officer's report and delegated power to the Director of Planning and Place for the final wording of the conditions.

Z/2014/0258/F - Demolition of existing changing rooms and replacement with sport and community building, resurfacing of existing playing field with 4G synthetic surface with pitch lighting, car parking and site works - St. Galls, 12 Milltown Row

(Councillor Hutchinson had left the room whilst the item was under consideration)

(Councillor McAteer returned to the Committee table at this point)

The case officer apprised the Committee of the application.

The Committee granted approval to the application, subject to the imposing of the conditions set out in the case officer's report and delegated power to the Director of Planning and Place for the final wording of the conditions.

(Councillor Hutchinson returned to the Committee table at this point)

LA04/2016/1137/F - 5 dwellings - 35-41 Glenbank Place

The case officer outlined a proposal for the demolition of existing 2 storey industrial units and the construction of 5 two storey houses: 2 pairs of semi-detached houses and 1 detached dwelling.

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The Committee granted approval to the application, subject to the imposing of the conditions set out within the case officer's report.

**LA04/2017/0213/F - Change of use from ground floor flat to office –
34 University Avenue**

The Committee considered a proposal for retrospective permission for a change of use from ground floor flat to HMO manager's office.

It was noted that the application, in accordance with the Scheme of Delegation, had been presented to the Committee since the applicant was a member of Council.

The Committee granted approval to the application, subject to the imposing of the conditions set out within the case officer's report.

(Councillor Lyons returned to the Committee table at this point)

**S/2014/0860/F - 18 apartments (1 bedroom/2 person), 3 storey building –
76 Summerhill Drive**

The case officer outlined the proposed legacy planning application located at 76 Summerhill Drive, Dunmurry, which was on zoned housing land as designated in the Belfast Metropolitan Area Plan.

She advised that there was an error in the published title of the report which should read '18 apartments' instead of '8' and highlighted that a negative condition was required regarding surface water drainage proposals for the site and a standard informative.

The Committee granted approval to the application, subject to the imposing of the conditions set out within the case officer's report.

**LA04/2015/1356/F - Modular building for training facilities - Clarendon Park
(Playing Fields)**

(Councillor Dorrian had left the room whilst the item was under consideration)

The case officer outlined a proposal for the a modular building for training facilities and associated clubhouse use at Clarendon Playing Fields, Somerdale Park.

It was noted that the application, in accordance with the Scheme of Delegation, had been presented to the Committee since the Council was the applicant.

The Committee granted approval to the application, subject to the imposing of the conditions set out within the case officer's report.

LA04/2017/0194/F - Replacement fence - Lenadoon Park

The Committee considered a proposal for a replacement of 1.8m high steel bow-top fencing and associated gates at public access points with 2.45m high paladin fencing

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including associated gates access points. Approximately 505 linear metres of fencing to be replaced.

It was noted that the application, in accordance with the Scheme of Delegation, had been presented to the Committee since the Council was the applicant.

The Committee granted approval to the application, subject to the imposing of the conditions set out within the case officer's report.

Chairperson

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