

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



**Belfast
City Council**

1st June, 2018

MEETING OF PEOPLE AND COMMUNITIES COMMITTEE

Dear Alderman/Councillor,

The above-named Committee will meet in the Lavery Room - City Hall on Tuesday, 5th June, 2018 at 4.30 pm, for the transaction of the business noted below.

You are requested to attend.

Yours faithfully,

SUZANNE WYLIE

Chief Executive

AGENDA:

1. **Routine Matters**

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

2. **Restricted Items**

- (a) Temporary Structure at Alderman Tommy Patton Memorial Park (Pages 1 - 6)
- (b) Belfast Vital 2019 - 2023 (Pages 7 - 10)
- (c) Use of Lower Crescent Open Space for Music Festival (Pages 11 - 24)
- (d) Use of lower Crescent Open Space for Focal Festival (Pages 25 - 30)

3. **Committee/Strategic Issues**

- (a) Minutes of Strategic Cemeteries and Crematorium Development Working Group (Pages 31 - 36)
- (b) Plot Z1 Memorial at City Cemetery (Pages 37 - 46)
- (c) Response to DOJ ASB Consultation (Pages 47 - 72)
- (d) 2017/2018 Year End Committee Plan Update (Pages 73 - 84)
- (e) Belfast City Council Sports Development Strategy (Pages 85 - 88)

4. **Physical Programme and Asset Management**

- (a) Partner Agreements - Quarterly Update (Pages 89 - 92)
- (b) Asset Management (Pages 93 - 102)

5. **Operational Issues**

- (a) Proposal for naming new streets and the realignment of existing streets (Pages 103 - 106)
- (b) Naming of Path at Olympia (Pages 107 - 138)
- (c) Water Refill Points (Pages 139 - 142)
- (d) Food Service Delivery Plan (Pages 143 - 170)
- (e) Use of Ormeau Park - Subway Helping Hearts 5K Family Race (Pages 171 - 172)
- (f) Request for Use of CS Lewis Square (Pages 173 - 176)
- (g) Request for the use of Dundonald Cemetery (Pages 177 - 178)
- (h) Parks Events Small Grants Scheme - Recommendations for Funding (Pages 179 - 184)
- (i) Donations to Societies and Hospitality for Events and Meetings (Pages 185 - 188)
- (j) Review of the Local Government operational arrangements for the Animal Welfare Service (Pages 189 - 192)
- (k) Anti-Social Behaviour in Parks and Open Spaces (Pages 193 - 194)
- (l) Request for the use of Falls Park for Feile an Phobail (Pages 195 - 198)

6. **Issue to be Raised in Advance by a Member**

- (a) Request for an update report in respect of Ligoniel Park

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of the Local Government Act (Northern Ireland) 2014.

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Subject:	Update on Strategic Cemetery and Crematorium Development
Date:	5 June 2018
Reporting Officer:	Nigel Grimshaw, Strategic Director of City and Neighbourhood Services
Contact Officer:	Siobhan Toland, Director City Services Michael Patterson, Bereavement Services Manager Claire Sullivan, Policy and Business Development Officer

Restricted Reports	
Is this report restricted?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If Yes, when will the report become unrestricted?	
After Committee Decision	<input type="checkbox"/>
After Council Decision	<input type="checkbox"/>
Some time in the future	<input type="checkbox"/>
Never	<input type="checkbox"/>

Call-in	
Is the decision eligible for Call-in?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

1.0	Purpose of Report or Summary of main Issues
1.1	The purpose of this report is update committee on the key issues discussed at the Strategic Cemeteries and Crematorium Development Working Group meeting held on 2 nd May 2018.
2.0	Recommendations
2.1	That the People and Communities Committee:-

	<p>- Approve the minutes and the recommendations from the Strategic Cemeteries and Crematorium Development Working Group meetings held on 2nd May 2018.</p>
3.0	Main report
	<p><u>Key Issues</u></p> <p>3.1 The Strategic Cemeteries and Crematorium Development Working Group is a Working Group of the People and Communities Committee which consists of an elected member from each of the political parties.</p> <p>3.2 The minutes from the Strategic Cemeteries and Crematorium Development Working Group are brought before the Committee for approval.</p> <p>3.3 The key issues discussed at the 2nd May meeting were:</p> <p>3.4 <u>Proposed Bereavement Services Office Move</u> The main Bereavement Services Office comprises six staff and a manager in the Cecil Ward Building. Bereavement Services also maintains public offices at Roselawn, Dundonald and City Cemeteries. A recent survey shows that 90% of users of the Bereavement Services Office in Cecil Ward Building are funeral directors. A further 5% are bereaved families who are guided to the office by their appointed funeral director to complete necessary paperwork. Funeral Directors have indicated their preference that the main office be re-located to the Roselawn site. The Bereavement Services Manager set out some advantages of this proposal for funeral directors and the Council in terms of accessibility and streamlining, especially in view of the proposed new crematorium development on that site. The Bereavement Services Manager also indicated some disadvantages in terms of accessibility to the public, distance from other services that will need to be assessed.</p> <p>3.5 Members agreed that this proposal should be explored further through a public consultation, equality screening and further survey of users, and that the results of these are brought back to the Working Group. Members requested that the views of the relevant staff are also taken into account.</p> <p>3.6 <u>Water Infrastructure at Roselawn Cemetery</u> The Bereavement Services Manager updated Members on the water supply disruption to grave sections R, S and T at Roselawn. The Property Maintenance Unit have carried out</p>

<p>3.7</p>	<p>an investigation of the entire water infrastructure on the Roselawn site, and this confirmed that the all the underground water services, given the age of the installation, are in poor condition and in need of replacement. At the Finance Oversight Board on 11th April, all replacement options were considered and a decision was taken to prioritise the replacement of the water supply to the crematorium at a cost of £295,500. Therefore, the 3 portable water bowsers on trial in the above grave sections will remain in place. Members agreed that the trial of the portable water bowsers be extended over the summer months and that the results then presented to the Working Group for a decision on a more permanent solution.</p> <p><u>Financial & Resource Implications</u></p> <p>The cost of replacement of the crematorium water supply is part of Property and Projects non-recurring capital programme. The costs of the bowser hire will be borne within normal cemetery operations. The purchase of bowsers would involve a procurement exercise and medium expenditure.</p>
<p>3.8</p>	<p><u>Equality or Good Relations Implication</u></p> <p>The proposal to move the main Bereavement Services office from CWB to Roselawn will be equality screened in line with the Council's policy and process.</p>
<p>4.0</p>	<p>Appendices – Documents Attached</p>
	<p>Appendix 1 – Copy of the Minutes of the Strategic Cemeteries and Crematorium Development Working Group's meeting on 2nd May 2018.</p>

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**STRATEGIC CEMETERIES AND CREMATORIUM
DEVELOPMENT WORKING GROUP**

Minutes of Meeting of 2nd May, 2018

Members Present: Alderman Rodgers (Chairperson); and
Alderman Sandford,
Councillors Carson and O'Neill.

In Attendance: Mrs. S. Toland, Assistant Director, City and
Neighbourhood Services.
Mrs. C. Sullivan, Policy and Business Development
Officer,
Mr. M. Patterson, Bereavement Services Manager, and
Mr. G. Graham, Democratic Services Assistant.

Minutes

The minutes of the meeting of 18th April, 2018 were taken as read and signed as correct. The Bereavement Services Manager informed the Working Group that the decision within the minute to refer a request to the People and Communities Committee in respect of the granting of permission to film at the Crematorium was no longer required, given the fact that the request had subsequently been withdrawn.

Declarations of Interest

No declarations of Interest were reported.

Proposed Re-location of Bereavement Services Office

The Bereavement Services Manager provided the Working Group with an update on proposals to relocate the Bereavement Administration office from its present location, in the Cecil Ward Building, to the Gatelodge at the Roselawn Crematorium. He provided information on the number of staff located in the Cecil Ward Building dealing with bereavement administration and highlighted the results of a recent survey, which had indicated that 90% of the customers using the service were Funeral Directors.

The Members were advised that Funeral Directors had requested that a move of the Bereavement Services office to the Roselawn site would provide them with improved access to the Bereavement Services administration. He provided the Working Group with an outline of the advantages associated with a relocation to the new site, including improved car parking facilities. He referred to the advantages of providing a centralised administration service incorporated within the capital infrastructure proposal to construct a new Crematorium on the Roselawn site. He did, however, highlight some potential adverse consequences associated with the proposal, including accessibility to the site by means, other than by car, including the relative remoteness of the location in relation to other city centre services. Before any move can take place, any adverse consequences would be thoroughly explored, first by a public consultation, and then by an equality screening exercise. The Bereavement Services Manager reminded Members that currently a full service is available to the public in Roselawn, Dundonald and City Cemetery offices in addition to the Cecil Ward Building office.

In response to a question from a Member regarding the potential staff job losses associated with the proposed relocation of the Bereavement Services office, he provided an assurance to the Working Group that no job losses would be incurred as a result of the proposed changes. The Bereavement Services Manager stated that the proposal had already been communicated to staff and that a fuller consultation would be undertaken with staff prior to the move.

Appendix 1

The Working Group noted the information which had been provided stating that, it would consider the matter further after officers had provided more detailed proposals and after completion of the consultation exercise, subject to the approval of the People and Communities Committee.

Update on Water Supply Infrastructure at Roselawn Cemetery

The Bereavement Services Manager provided the Working Group with an update on the disruption to the water supply at Roselawn Cemetery. The 16 standpipes in sections R S and T are still without supply. A recent investigation of the supply by the Property Maintenance Unit had confirmed that the entire water infrastructure was 50 years old with numerous airlocks and leaks present throughout the system.

He advised the Working Group that the Finance Oversight Board on 11th April, 2018 had considered all options in terms of replacement of the infrastructure and had approved the option to prioritise the replacement of the water supply to the crematorium, at a cost of £295,500. This would mean that the water bowsers would remain in place for sections R, S and T. He stated further that it was proposed to continue the trial into the early summer of 2018 to assess the usage of the water bowsers, which to date, had been less than had been expected. The Bereavement Services Manager reported further that, after the trial had been completed, a decision would be taken in regard to the replacement of the water bowsers on a permanent basis. The Bereavement Services Manager reported that the costs associated with the hire and maintenance of the water bowsers was being met within current budgetary resources.

The Working Group noted the information provided and agreed that it would consider the matter in more detail after completion of both the trial period, subject to approval of the People and Communities Committee

Date of Next Meeting

The Working Group agreed that its next meeting would be held on Tuesday, 6th June at 4.30 p.m.

Chairperson



Subject:	Update in relation to a Permanent Memorial to mark Plot Z1 in the City Cemetery
Date:	5 June 2018
Reporting Officer:	Nigel Grimshaw, Strategic Director of City and Neighbourhood Services
Contact Officer:	Siobhan Toland, Director of City Services

Restricted Reports	
Is this report restricted?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If Yes, when will the report become unrestricted?	
After Committee Decision	<input type="checkbox"/>
After Council Decision	<input type="checkbox"/>
Some time in the future	<input type="checkbox"/>
Never	<input type="checkbox"/>

Call-in	
Is the decision eligible for Call-in?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

1.0	Purpose of Report or Summary of main Issues
1.1	The purpose of this report is to update Members on progress of the process to design, produce and install a permanent memorial at Plot Z1 in the City Cemetery, commonly known as Baby Public and to seek approval to undertake public consultation on the proposed design.
2.0	Recommendations
2.1	Members are asked to agree that public consultation is undertaken on the proposed design as outlined in this report.

3.0	Main report
	<p data-bbox="272 206 421 237"><u>Key Issues</u></p> <p data-bbox="165 255 1474 389">3.1 Members are reminded that the commissioning of a stonemason to design, produce and install a memorial for Plot Z1 in the City Cemetery was agreed by the Council, and that following a tender process Making Marks were appointed to undertake this work.</p> <p data-bbox="165 456 1474 689">3.2 Members are reminded that regular updates on this project are brought to the Strategic Cemeteries and Crematorium Working Group, whose recommendations are then considered and agreed by this Committee. However due to issues with timings it was agreed that the proposed design be brought directly to this Committee for consideration prior to public consultation being undertaken on it.</p> <p data-bbox="165 757 1474 945">3.3 Members may be aware that it was agreed to establish a Focus Group made up of representatives of families that had relatives buried in the plot. It was agreed that the Focus Group would be set up as an informal advisory body and its purpose will be to ensure that the views of the families of those who are buried in Plot Z1 are reflected in the process.</p> <p data-bbox="165 1012 1474 1146">3.4 The Focus Group has met regularly over the past few months and inputted into the brief for the sculptor. They have also met with the sculptor twice and have put forward their ideas for the memorial which have been incorporated into the proposed design.</p> <p data-bbox="165 1214 1474 1447">3.5 The sculptor has now produced a proposed design for the permanent memorial which has been agreed by the Focus Group. A copy of the proposed design is attached as appendix 1 and a sample of the stone with carving will be brought to the meeting. Members should note that there is ongoing discussion around the inscription on the memorial and this may change as a result of the wider consultation process.</p> <p data-bbox="272 1514 421 1545"><u>Next steps</u></p> <p data-bbox="165 1568 1474 1854">3.6 If Members are in agreement it is proposed that public consultation on the proposed design will be undertaken in July and August. The public consultation would include the use of the Council's online platform Citizen Space and a public information session. The consultation would be publicised through the usual Council communication channels and we would also utilise the Facebook group that has been set up to campaign for a memorial at the site. This page is administered by one of the Focus Groups members and has 2.4k followers.</p>

3.7	<p>At this point it is anticipated that the findings of the public consultation and the final design will be brought to the October meeting of the Strategic Cemeteries and Crematorium Working Group for their consideration.</p>
3.8	<p><u>Financial & Resource Implications</u></p> <p>This project is Stage 3 - Committed on the Capital Programme. The total budget for this project was up to £50,000 and the design, production and installation of the memorial element is up to £30,000 (inclusive of VAT).</p>
3.9	<p><u>Equality or Good Relations Implications</u></p> <p>The appointed stonemason will be required to take into consideration the Council's Equality and Good Relation duties.</p>
4.0	Appendices – Documents Attached
	Appendix 1 – Copy of the proposed design

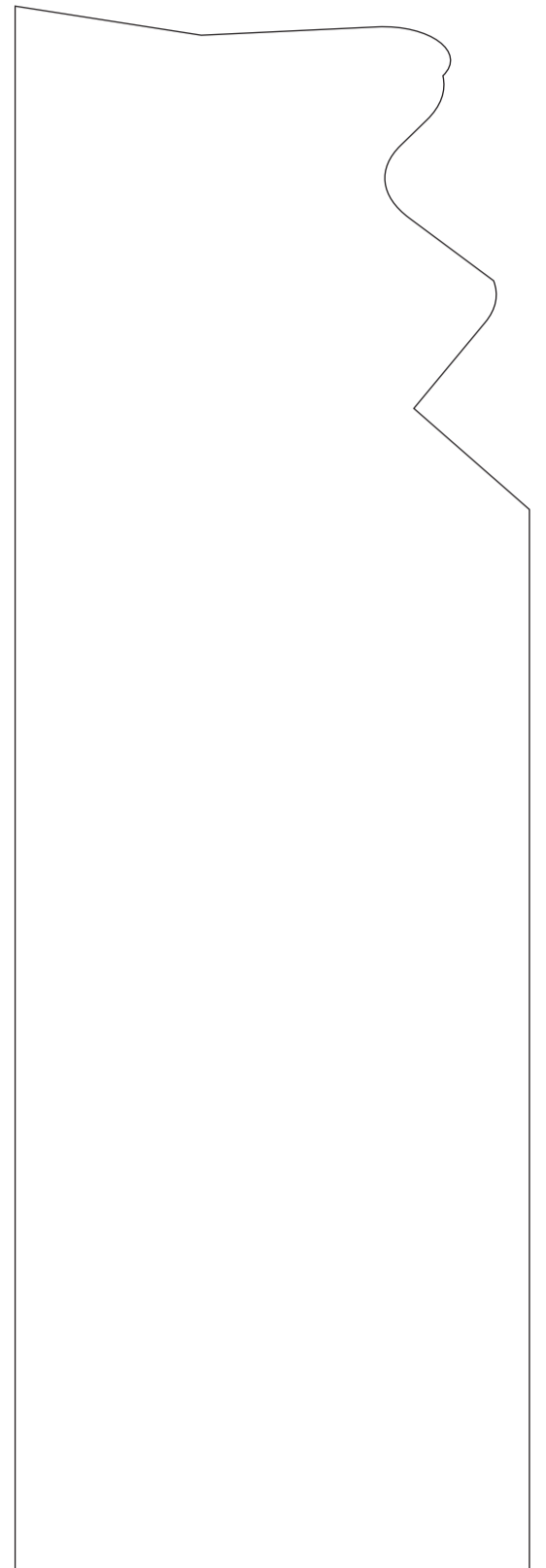
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IN LOVING MEMORY OF
ALMOST 8000 BABIES
BURIED HERE
1945 - 1996



Front View



Side View

© Charlotte Howarth 26-4-18

Revised 21-5-18

Proposed Baby memorial - **WORDING AND DATES TO BE FINALISED**

Carved Kilkenny limestone

Approx size 1300mm x 800mm x 350mm

Scale 1:5 @ A3



There is no
foot too small
that it cannot leave
an imprint on
this world

Back View

© Charlotte Howarth 26-4-18

Revised 21-5-18

Proposed Baby memorial

Carved Kilkenny limestone

Approx size 1300mm x 800mm x 350mm

Scale 1:5 @A3





© Charlotte Howarth 26-4-18
Sample of proposed stone, Kilkenny Limestone, carved with leaves and with a chiselled surface



© Charlotte Howarth 26-4-18

Revised 21-5-18

Stone to size with an average person at 185cm and sample of full size lettering

There is no

foot too small





Subject:	ASB legislation consultation response
Date:	5 June 2018
Reporting Officer:	Nigel Grimshaw, Strategic Director of City and Neighbourhood Services
Contact Officer(s):	Alison Allen, Safer City Manager ext 3780 Elaine Black, Policy & Business Development Officer, ext. 3783

Restricted Reports	
Is this report restricted?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If Yes, when will the report become unrestricted?	
After Committee Decision	<input type="checkbox"/>
After Council Decision	<input type="checkbox"/>
Some time in the future	<input type="checkbox"/>
Never	<input type="checkbox"/>

Call-in	
Is the decision eligible for Call-in?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

1.0	Purpose of Report or Summary of main Issues
1.1	The purpose of this paper is to outline to Members the draft Council response to the current Department of Justice statutory consultation on Anti-Social Behaviour legislation in Northern Ireland due on 12 June 2018 and to seek Member approval for the draft response that will be submitted subject to final ratification by Council in July 2018.
2.0	Recommendations
2.1	The Committee is asked to; <ul style="list-style-type: none"> • consider the consultation and key findings from the Member and Officer workshops and to agree the draft response enclosed in Appendix 1.
3.0	Main Report

- 3.1 Council received an invitation to respond in May 2018 to the Anti-social Behaviour Legislation in Northern Ireland consultation. The consultation is a review of the current justice legislative framework to tackle anti-social behaviour (including on-street drinking). The main existing legislation included in the consultation is:
- The Anti-social Behaviour (NI) Order 2004
 - Confiscation of Alcohol (Young Persons) Act 1997
 - Public Processions (NI) Act 1998
 - Part 5 of the Criminal Justice (NI) Order 2008, sections 68 to 72 – enacted but not commenced so cannot be enforced on the ground due to practical issues.
- 3.2 Given the significant levels of interest in the issue of anti-social behaviour, a consultation workshop was held with Members and a separate workshop with Officers. The purpose of these workshops was to facilitate practical and meaningful engagement of Members (including PCSP Members) and Officers to inform the corporate response.
- 3.3 The workshops considered the existing legislation and its effectiveness, suggested new powers in the consultation and had a broad conversation on ‘other’ legislation or legislative practice that would be relevant for referencing in the response. The draft response is provided for Members consideration at Appendix 1.
- 3.4 The main messages gathered as consensus from all the workshops were:
- Council welcomes this consultation as a starting point, not a conclusion and recommends ongoing cross central government departmental conversation to create a robust and flexible framework to address the complex nature of ASB
 - This consultation only focuses on the justice family of legal powers. Due to the complex nature of ASB and the diverse range of Council services that deal with ASB, there is a need for a more holistic framework. This framework should not only includes justice powers but other legal powers across central government departments e.g. housing and the environment and include council byelaws. It is recommended Council caveat the response with this.
 - An inter-agency and multi-dimensional framework for action would incorporate joint powers for enforcement, education and empowerment regionally to reflect all types and properly take account of supporting individual, family and community resilience and support.
 - Council welcomes the alignment of an inclusive framework to the Programme for Government outcome for a safer society.

- The existing legislation was not designed for the wide variety of purposes in which it is needed and is often retrofitted. Additionally, practice and legislation in addressing anti-social behaviour is not keeping up with the change in social culture. Therefore, any effective way forward should take in to account the wider family of legislation and associated management practices needed.
- Further information on the rationale and evidence on which the suggested powers in the consultation document were selected was needed, particularly on their appropriateness in the wider context of legislative options. In particular, many of the suggested powers had already been tried and tested in England and Wales and their effectiveness needed to be fully considered before implementation in Northern Ireland.
- There was a positive reflection that legal powers to deal with environmental ASB were effective and this may provide a lesson for applying powers to deal with other types of ASB.
- Additionally, the implementation of new HMO legislation may assist in addressing certain types of ASB.
- Any new powers need to be operationally deliverable, adequately resourced and sit with the best placed lead organisation.
- It was noted that although this is a regional consultation there is a need to recognise that cities often experience particular dynamics in relation to anti-social behaviour and that the needs of Belfast as a regional driver should be appropriately considered.
- Any new legislation should be appropriate, proportionate and able to be practically enforced.

3.5 In summary, Council believes this consultation should be a starting point to discuss the wider cross-departmental legislative framework and associated management approaches aimed at addressing ASB. Additionally, the consultation response is reflective of Elected Members and PCSP Members views on supporting the Belfast Agenda to deliver a ‘welcoming, safe, fair and inclusive city for all’.

3.6 Financial & Resource Implications

None

3.7 Equality or Good Relations Implications

There are no implications noted with this response to the consultation

4.0	Appendices – Documents Attached
	Appendix 1: ASB legislation consultation document Appendix 2: BCC draft consultation response



DoJ

Department
of Justice

www.justice-ni.gov.uk

Anti-social Behaviour Legislation in Northern Ireland

**Consultation to review the current criminal legislation framework
to tackle anti-social behaviour (including on-street drinking)**

17 April 2018

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Annexes (attached separately)

- A Response Questionnaire**
- B Freedom of Information**

Section 1 – About this consultation

1.1 Within the (draft) Programme for Government there is a commitment to review Northern Ireland’s legislative framework for helping to tackle anti-social behaviour. As a result, there has been ongoing examination of the developments in anti-social behaviour legislation and powers within other jurisdictions, to determine whether replicating such powers in a Northern Ireland context would be appropriate. This consultation seeks views in this regard.

1.2 With the assistance of a small working group of key partners/stakeholders¹ the Department of Justice (the Department) has reviewed the legislative powers available in other jurisdictions and consider that only the ones included in this consultation should be reviewed for their appropriateness to be replicated in Northern Ireland.

1.3 This consultation seeks the views from our main stakeholders, including the police, Policing and Community Safety Partnerships, the Probation Board, the Department for Communities, the Public Prosecution Service, all District Councils, Northern Ireland Housing Executive, Housing Associations, the business community, organisations within the voluntary and community sector, and members of the public.

1.4 Consideration of any new or revised powers will be in the context of seeking to address anti-social behaviour and its effects, based on what is effective, proportionate and appropriate.

1.5 The result of the initial equality screening is included in Section 7, *‘Impact of the consultation proposal’*, and a copy of the full equality screening has been published on our consultation page and is also available on request.

¹ The group included the Department of Justice, PSNI and Belfast City Council.

Section 2 – How to respond

Duration and closing date

2.1 The consultation will be open for 8 weeks. The closing date is Tuesday 12 June 2018. (Please note that it is unlikely that we will be able to accept consultation responses after this date).

Questions

2.2 There are a number of questions posed throughout the document to assist you in considering the legislative options available. A consultation questionnaire is provided at Annex A (attached separately), to help in framing your response. As far as possible, it would be helpful for this to be used, for analysis purposes.

Enquiries and Responses

2.3 Please address any enquiries you may have and responses to:

By phone: 028 9052 3788

By e-mail: DOJSMSupportingSafer.Communities@justice-ni.x.gsi.gov.uk

In writing: Community Safety Division
Room A4.03
Castle Buildings
Stormont Estate
BELFAST
BT4 3SG

2.4 The Department intends to publish responses to the consultation and a summary response report on our website. Any contact details or information that will identify a respondent as a private individual will be removed prior to publication. All information will be handled in accordance with the Data Protection Act 1998 (DPA).

2.5 Respondents should also be aware that the Department's obligations under the Freedom of Information Act 2000 (FOIA) may require that any responses not subject to specific exemptions under the Act be communicated to third parties on request.

Alternative Formats

2.6 An electronic version of this document is available in the consultation section of the Department of Justice website (www.justice-ni.gov.uk/consultations). Hard copies of this consultation document, and copies in other formats (including Braille, large print etc.), can be made available on request. If it would assist you to access the document in an alternative format or language other than English, please let us know and we will do our best to assist you.

Complaints

2.7 If you have any concerns about the way this consultation process has been handled, you should send them to the following address:

Standards Unit
Department of Justice
Knockview Buildings
Stormont Estate
Belfast
BT4 3SL
Email: Standardsunit@justice-ni.x.gsi.gov.uk

Section 3 - Introduction

3.1 The term 'anti-social behaviour' is used by authorities in Northern Ireland to describe a broad range of inconsiderate and nuisance behaviours covering many types of activity that can blight the quality of life of a particular individual or family, a local group or a community; from rowdy or inconsiderate behaviour and excessive noise; to graffiti and littering; to abandoned vehicles. Such behaviour can effect individuals personally, cause a nuisance locally or have an adverse impact on the surrounding environment.

3.2 Often this type of behaviour does not, of itself, fall within the scope of criminal law. However, it can have an adverse effect on the quality of life of individuals, families and local communities either over a prolonged period or at particular times and some behaviours which people consider to be 'anti-social' may involve criminal activity and require the involvement of the Police Service of Northern Ireland (PSNI).

3.3 Statistically, Northern Ireland can be considered to be one of the safest places to live in Europe, with levels of crime and anti-social behaviour being generally lower than other comparable regions. Official police statistics have shown a general downwards trend in the number of recorded anti-social behaviour incidents since 2006/07 (when current processes for recording such incidents began). The police figures record the number of 'calls for service' relating to anti-social behaviour incidents made to the PSNI, but there are likely to be further instances reported to other agencies, such as local councils and through the NI Housing Executive, which may not be included in police figures.

3.4 Nevertheless, despite this overall downward trend in anti-social behaviour and crime since 2007, consultations have consistently highlighted anti-social behaviour, including the link with alcohol and on-street drinking, and drug activity, as a particular problem in some areas.

3.5 The most recent crime figures for anti-social behaviour compiled by the PSNI show that, over the past 12 months, there has been a marginal increase in the number of incidents reported, continuing a trend that was seen during 2016/17.

3.6 It is also estimated that fewer than half of all such crimes are reported – there remains more to be done to continue to build on the general positive trend.

3.7 Public events such as those around St. Patrick's Day, 12th of July celebrations, and Fresher's Week regularly attract high profile media interest as a result of incidents of anti-social behaviour, often linked to on-street drinking. These occasions result in costly large-scale multi-agency operations planned over significant periods of time.

3.8 The Department continues to acknowledge that the fear anti-social behaviour creates can have a damaging impact on victims, their families, local communities and wider society.

3.9 There is a range of options to deal with anti-social behaviour, however there has been a decline in the use of certain legal remedies, such as Anti-social Behaviour Orders (ASBO's), in comparison to when they were first introduced, with a growing emphasis on early intervention and diversion.

3.10 While this focus on early intervention and diversion is a welcome one, it is also important to ensure that the legislative remedies remain appropriate. Commentary coming from stakeholders indicates that there are limited solutions when all other current advice, guidance and diversion strategies have been exhausted.

3.11 Given the pattern that certain anti-social behaviours are more prevalent in different areas or at different times of the year, the Department is keen to examine the flexibility that can be built in to tackling such behaviour, with appropriate powers being available to address local problems.

Section 4 – The Executive’s draft Programme for Government and current legislation

4.1. Outcome 7 of the (draft) Programme for Government seeks to reflect the importance of creating safe environments. The Executive aimed to make people feel safe and to encounter no barriers to engaging with society by building sustainable and resilient communities free from crime and anti-social behaviour (page 92).

4.2. In seeking to make communities safer, and feel safer, a number of crucial factors impacting on offending could influence the actions taken by the Government, including evidence that anti-social behaviour is often a precursor to more serious offending behaviour among young people. The importance of steering young people away from anti-social behaviour and offending behaviour is, therefore, a priority.

4.3. The draft Delivery Plan for Indicator 1 of the Northern Ireland Executive’s draft Programme for Government includes a commitment to *‘develop an agreed Executive framework for addressing crime and community safety issues which ... will include an assessment of legislation for dealing with ... anti-social behaviour to ensure its effectiveness.’*

4.4. Currently, the main powers applying in Northern Ireland to tackle anti-social behaviour lie within the following legislation:

- ❖ The [Anti-social Behaviour \(NI\) Order 2004](#) which introduced the Anti-social Behaviour Order (ASBO) and the Interim ASBO into Northern Ireland law.
- ❖ Under the [Confiscation of Alcohol \(Young Persons\) Act 1997](#), a police officer has the power to ask any person under the age of 18, believed to be in possession of intoxicating liquor in a public place, to surrender it, and for that officer to dispose of it.

- ❖ Within the [Public Processions \(NI\) Act 1998](#) lie powers allowing the police to control alcohol consumption by those participating in a public procession.

Q1. *What are your views on the current legislative framework to help tackle anti-social behaviour in Northern Ireland?*

4.5 In addition to this, Part 5 of the Criminal Justice (NI) Order 2008, sections 68 to 72 provides powers designed to tackle alcohol fuelled anti-social behaviour. While this legislation has been enacted, sections 68 to 72 have not yet been commenced (which means they cannot be enforced) due to challenges around the practical implementation of them on the ground. While some of these challenges still remain, it would be remiss not to include this legislation as part of this consultation.

4.6 Within these sections lie powers designed to allow police officers (only) to intervene when public disquiet or anti-social behaviour has been reported within specially designated public areas (current on-street drinking bye-laws can be enforced by both police and council officers). Where that behaviour appears to be fuelled by alcohol, police officers can ask those involved to stop drinking, can request that any associated containers be handed over and can ultimately impose a fixed penalty/fine on those who do not co-operate with these requests.

4.7 These powers would only apply to an area the council has designated and would override the council's current drinking in public bye-laws. Details of this legislation can be found [here](#).

Q2. *What are your views on the Part 5 of the Criminal Justice (NI) Order 2008, sections 68 to 72 and whether they ought to be commenced in Northern Ireland?*

Section 5 - GB legislation to tackle anti-social behaviour

5.1 In England and Wales, the main legislation for tackling anti-social behaviour lies in the Anti-social Behaviour, Crime and Policing Act 2014. In Scotland, the Department is looking at powers relating to noise control within the Civic Government (Scotland) Act 1982.

5.2 The respective powers are deliberately local in nature with those who work within and for local communities best placed to determine the most appropriate response. They were designed to allow the police, and other agencies, to deal quickly with issues as they arise, and with local agencies working together where appropriate to ensure the best results for victims.

5.3 With the assistance of a small working group of key partners/stakeholders² the Department have reviewed the full legislative powers available within the Anti-social Behaviour, Crime and Policing Act 2014, and consider that only the ones detailed below should be reviewed for their appropriateness to be replicated in Northern Ireland.

5.4 The additional powers we are currently considering include:

- ❖ Criminal Behaviour Orders
- ❖ Public Spaces Protection Orders
- ❖ Closure Powers
- ❖ powers of seizure linked to excessive noise

² The group included the Department of Justice, PSNI and Belfast City Council.

Criminal Behaviour Orders (CBO)

5.5 In England and Wales, Criminal Behaviour Order (CBO) replaced ASBOs on conviction and are intended to be used to tackle the most serious and persistent offenders where their behaviour has brought them before a criminal court.

5.6 The power to issue a CBO is available to courts when convicting a person for any criminal offence. The prosecution on its own initiative or following a request from the police or council can apply for a criminal behaviour order.

5.7 One of the main differences between an ASBO on conviction and a CBO is that CBOs can include prohibitions or requirements or both. Requirements should aim to tackle the underlying causes of the offender's anti-social behaviour and be tailored to the specific need of each offender. They could include:

- ❖ attendance at an anger management course where an offender finds it difficult to respond without violence;
- ❖ youth mentoring;
- ❖ a substance misuse awareness session where an offender's anti-social behaviour occurs when they have been drinking or using drugs; or
- ❖ a job readiness course to help an offender get employment and move them away from the circumstances that cause them to commit anti-social behaviour.

5.8 When deciding whether to publicise a CBO, public authorities (including the courts) must consider that it is necessary and proportionate to interfere with the young person's right to privacy, and the likely impact on a young person's behaviour.

5.9 Where an offender is under the age of 18, the prosecution must find out the views of the local youth offending team before applying for a CBO.

5.10 The legislation currently enacted in England and Wales for 'Criminal Behaviour Orders' can be found [here](#).

5.11 Supporting statutory guidance on 'Criminal Behaviour Orders' can be found [here](#) at page 28.

Q3. What are your views on Criminal Behaviour Orders?

Q4. What would your views be if Criminal Behaviour Orders were introduced in Northern Ireland?

Public Space Protection Orders

5.12 A Public Space Protection Orders (PSPO) is designed to stop individuals or groups committing anti-social behaviour in a public space³. Following consultation with the local police and other relevant bodies, the local council can issue a PSPO, which will place restrictions or requirements on any public space identified within that council's area, and on those using that space. More than one restriction can be included in the same PSPO, meaning that a single PSPO can deal with a wide range of behaviours.

5.13 The behaviour being restricted has to:

- ❖ be having or be likely to have, a detrimental effect on the quality of life of those in the locality;
- ❖ be persistent or continuing in nature; and
- ❖ be unreasonable.

5.14 A PSPO can be used to restrict the consumption of alcohol in a public space where the test has been met. However, a PSPO cannot be used to restrict the consumption of alcohol where the premises or its curtilage (a beer garden or pavement seating area) is licensed for the supply of alcohol. This is because the licensing system already includes safeguards against premises becoming centres for anti-social behaviour. The maximum duration of a PSPO is three years.

5.15 Breach of a PSPO is a criminal offence and enforcement officers (police or council staff) can issue fixed penalty notices or a fine.

5.16 The legislation currently enacted in England and Wales for 'Public Space Protection Orders' can be found [here](#).

³ In this regard, the definition of a public space is wide and includes any place to which the public or any section of the public has access.

5.17 Supporting statutory guidance on 'Public Space Protection Orders' can be found [here](#) at page 47.

Q5. What are your views on Public Space Protection Orders?

Q6. What would your views be if Public Space Protection Orders were introduced in Northern Ireland?

Closure Powers

5.18 A Closure Power is a fast and flexible power designed to allow the police or council to close quickly premises⁴ being used (or likely to be used) to cause disorder or nuisance. In England and Wales, the initial Closure Notice can be for up to 48 hours but cannot stop the owner or those who habitually live there accessing the premises. Whereas a Closure Order can close a premise for up to six months and can restrict all access.

5.19 To breach the Notice or Order is a criminal offence and can lead to a prison sentence of up to 3 months for breaching the original Notice, or up to 6 months for breaching the court Order.

5.20 A Closure Notice cannot be appealed whereas a Closure Order can.

5.21 The legislation currently enacted in England and Wales for 'Closure of Premises Associated with Nuisance or Disorder' can be found [here](#).

5.22 Supporting statutory guidance on 'Public Space Protection Orders' can be found [here](#) at page 57.

Q7. What are your views on Closure Powers?

Q8. What would your views be if Closure Powers were introduced in Northern Ireland?

⁴ Premise includes (a) any land or other place (whether enclosed or not); (b) any outbuildings that are, or are used as, part of premises.

Noise Nuisance Powers

5.23 In Scotland, under the Civic Government (Scotland) Act 1982, any person who sounds or plays any musical instrument, sings or performs, or operates any radio or television, or other sound producing device so as to give another person reasonable cause for annoyance and fails to desist on being asked to do so by police will be guilty of an offence.

5.24 In addition to this, police also have the power to enter the property where the noise annoyance has occurred for the purpose of seizing any such device capable of causing an annoyance.

5.25 This legislation currently enacted in Scotland can be found [here](#).

Q9. What are your views on the noise nuisance powers that are currently available in Scotland under the Civic Government (Scotland) Act 1982?

Q10. What would your views be should these powers under the Civic Government (Scotland) Act 1982 be introduced in Northern Ireland?

Section 6 - Impact Assessments

6.1 The Department of Justice will conduct equality, rural needs, regulatory, human rights and privacy impact screening exercises on any proposed revised measures to ascertain if there is any potential adverse impact on any of the groups.

Section 7 – Next Steps

7.1 Although reported anti-social behaviour has generally reduced in recent years, in the past two years' records are indicating that such behaviour has risen slightly. The Department of Justice will review legislation covering anti-social behaviour and, in conjunction with this review, assess reasonable additional measures that may be worthy of consideration.

7.2 If you have had experience of anti-social behaviour, or wish to comment on the current position and would like to help with this review, we would welcome hearing from you. The Department will consider all responses received before the closing date before deciding what practical measures should be taken forward with our partners in the PSNI, PCSPs, Department for Communities, local councils and the NI Housing Executive.

7.3 In due course, if changes to legislation are reckoned to be desirable draft legislation will be prepared for consideration by a Minister. If measures that might be helpful in addressing those who persistently behave in an anti-social fashion fall to others to take forward the Department of Justice will pass the information to those concerned for their consideration.

Section 8 - Freedom of Information

8.1 Please note that responses to this consultation will be subject to the Freedom of Information Act 2000, which gives the right of access to the much of the information held by public authorities. Before you submit your response, please read the advice in Annex B about the effect of the Freedom of Information Act 2000 on the confidentiality of responses to public consultation exercises.

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Belfast City Council Consultation Response

Department of Justice Consultation on Anti-Social Behaviour Legislation in Northern Ireland

Belfast City Council welcomes the opportunity to consider and input into the **Anti-social Behaviour Legislation in Northern Ireland: Consultation to review the current criminal legislation framework to tackle anti-social behaviour (including on-street drinking)**. The consultation document has been considered by the People and Communities Committee at its meeting on 5 June 2018 with the enclosed corporate response agreed. This response remains subject to ratification by Full Council on 02 July 2018 following which we can update our response.

This is an open response to the consultation document as Council wished to respond with views that could not necessarily be managed using the consultation response questionnaire.

In submitting a response Council seeks to confirm it does so with the caveat that legislation is only effective as part of a multi component and agency framework of enforcement, education and empowerment.

Legislation on its own is not the answer and that this is equally applicable to the legislation referenced in the consultation. Council also does not consider it suitable to consider this legislation in isolation to the rest of the justice and wider family of legislation e.g. noise; environmental ASB, housing etc. and includes Council's own powers e.g. byelaws.

On receipt of the consultation document, it was agreed that engagement workshops were required to ensure the full spectrum of feedback could be gathered. In the timeframe available, a staff workshop and Member workshops were completed. This response is based on the collective feedback from these workshops.

- The consultation would benefit from more discussion on the wider ASB context and how the suggested powers could operate in that context;
- There is a need for a holistic framework, which includes legislation but is not exclusive of the need for education, prevention and community empowerment as well as effective partnership working;
- Existing legislation was not designed for the purpose it is retrofitted for and that the legislation is not keeping up with the change in social culture;
- Any change in legislation should be informed by evaluation of the performance of these powers in England and Wales to ensure lessons are learned;
- Any legislative framework for the management of ASB should be more holistic and reflect the wide range of powers available across Northern Ireland to ensure maximum effectiveness;
- An inclusive framework for addressing ASB should be inclusive of wider policy and practice across statutory organisations;
- The alignment of the consultation with the Programme for Government 'safe communities' outcome is welcomed and Council notes the alignment with its own Belfast Agenda outcome of having a city that is 'welcoming, safe, fair and inclusive for all';
- Any proposed legislation needs to be operationally deliverable and Council notes the challenges cited by partners on the practical deliverability of sections 68-72 of the Criminal Justice Act;

- Any new powers need to be operationally deliverable, adequately resourced and sit with the best placed lead organization;
- Whilst Council recognises this as a regional consultation, cognisance should be taken of the particular challenges cities can experience in relation to ASB. Belfast would therefore seek to ensure that its place a driver for wider regional growth is recognised and that any proposed changes in legislation are effective at helping Belfast address its specific challenges;
- Any new legislation should be appropriate, proportionate and practically enforced and should not seek to criminalise young people unnecessarily and restorative justice opportunities should be considered as well;
- Addressing ASB effectively should be examined in its widest context with appropriate investment in addressing the root causes and supporting individuals, families and communities to address those root causes;
- Finally, any proposed changes in legislation should ensure protection for the most vulnerable in society and any direct or indirect negative impact on vulnerable individuals should be properly scoped before legislation is progressed.



Subject:	People and Communities Committee Plan 2017/18 – Year End Update
Date:	5 th June 2018
Reporting Officer:	Nigel Grimshaw, Strategic Director of City and Neighbourhood Services
Contact Officer(s):	Rose Crozier, Director of Neighbourhood Services Siobhan Toland, Director of City Services Karen Anderson-Gillespie, Policy and Business Development Officer

Restricted Reports	
Is this report restricted?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If Yes, when will the report become unrestricted?	
After Committee Decision	<input type="checkbox"/>
After Council Decision	<input type="checkbox"/>
Some time in the future	<input type="checkbox"/>
Never	<input type="checkbox"/>

Call-in	
Is the decision eligible for Call-in?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

1.0	Purpose of Report or Summary of main Issues
1.1	The purpose of this report is to provide a year-end update on the People and Communities Committee Plan 2017/18 outlining key achievements and progress on key actions and milestones.
1.2	The People and Communities Committee Plan 2017/18 was approved by Committee on the 13 June 2017 and a follow up mid-year progress update was agreed by Committee on the 7 November 2017. The People and Communities Committee Plan 2018/19 was recently approved by Committee on the 8 May 2018 and a final designed version will be circulated to Members following ratification at the June Council meeting.

2.0	Recommendations
2.1	<p>The Committee is asked to;</p> <ul style="list-style-type: none"> • Note the year-end progress against the agreed actions within the Committee Plan.
3.0	Main report
3.1	<p>Committee Plan Update</p> <p>Over the last year, a range of strategies, policies, programmes and projects have been developed and implemented, aimed at improving the quality of life at the local level, working with partner organisations and communities to realise the City’s full potential. Members will be aware that due to the nature of these key pieces of work, they are delivered over a medium to long-term timescale and will continue to feature on the plan until fully implemented. Lead officers provided progress updates against Committee Plan projects, programmes and activities. A detailed update is outlined in Appendix 1 and some key achievements (discussed with Members at the Committee Planning workshop on the 27 February 2018) are summarised below.</p>
3.2	<p>All our business as usual services are essential for creating ‘clean, safe and well-resourced communities’, we have over 1400 staff doing the day job picking up bins, sweeping the streets, burying the dead, helping to ensure food hygiene is maintained, helping tenants deal with housing problems, opening up and operating community centre’s and parks. All of these services contribute to the wellbeing and success of our city making Belfast a great place to live, work, study, visit and do business in. Members can access an update on some of the key statistics achieved by these services in Section 4.0 of the People and Communities Committee Plan 2018/19.</p>
3.3	<p>Some key achievements for 2017/18 include:</p> <ul style="list-style-type: none"> • Successfully delivered the (D) PCSP Strategic Plan 2017/18 using an outcomes-based monitoring approach. • Achieved 17 Green Flag Awards – by successfully retaining 15 and 2 additional at Tullycarnet Park and Dunmurry Village. • Finalised the final section of the transformative Connswater Community Greenway (CCG), developed and delivered an animation plan to animate the space. The Greenway has developed a Management Plan and has applied for Green Flag accreditation. • Finalised, tested and delivered the social innovation programme framework, across four areas in the city and further pitching workshops are organised for New Lodge and Inner East.

	<ul style="list-style-type: none"> • As part of the Amateur Boxing Strategy, the 2017/18 action plan was delivered, monitored on a quarterly basis and a new action plan and budget agreed for 2018/19. • As part of the Playing Pitches Strategy, 9 out of 10 projects are now complete and when the work at Cherryvale is completed at the end of summer 2018, the £15m investment and 10 projects will be finalised. • Delivered the good relations integrated action plan, including interface work. • Worked collaboratively with our partners to pilot crisis de-escalations (C&V and Statutory Sectors) and street triage services (NIAS and PSNI services) • Delivered a range of sports development initiatives, including the: <ul style="list-style-type: none"> • Clubmark scheme, with six clubs newly accredited or progressed higher; • Everybody Active 2020 Programme, which has exceeded all year-end targets; • Support for Sport funding programme; and • Belfast Sports Award, with nominations for all categories. • Secured the first round of Peace IV funding, the launch event took place in January 2018 and a bid for remaining allocation was submitted in February 2018. • Successfully piloted the 10 - stage volunteer management process. • Continuing to develop our council-wide area-based approach and planning framework, with multiple strands of work to be taken forward as part of this work. In 2018/19 we plan to phase this work by considering integrating service delivery and in 2019/20 we will agree and deliver area plans. • Work on the Departmental Change Programme is well underway – in relation to service integration, structural change and efficiency. JDs for Tier-4 management structure are in draft form and we are working with HR/ OD on the recruitment process. An outline business case for the delivery of a corporate approach to customer focus has also been developed. • Together with Property and Projects, we officially opened the £3.8m upgrade of the Tropical Ravine on Wednesday 11 April 2018. The opening was extensively covered by local media and the reaction to the new building has been overwhelmingly positive.
3.4	<p><u>Financial & Resource Implications</u></p> <p>The Committee Plan 2017-18 has been developed and delivered in the context of the resources available to Committee.</p>
3.5	<p><u>Equality or Good Relations Implications</u></p> <p>Where necessary all projects, programmes and activities contained within the Committee Plan have been subject to equality screening in line with Council's processes.</p>
4.0	<p>Appendices – Documents Attached</p>
	<p>Appendix 1: People and Communities Committee Plan year-end update 2017-18.</p>

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Appendix 1:

**Year End Update on the
People and Communities
Committee Plan 2017-18**

People and Communities Committee Responsibilities include:

The People and Communities Committee is responsible for the development and implementation of strategies, policies, programmes and projects aimed at improving life at a local level, aligned to outcomes agreed in the community plan and corporate plan. This includes:

Developing and delivering programmes, events and activities to promote health, safety and wellbeing at a local level.

- Administering and enforcing the Council's powers and duties under the Public Health Acts and all environmental health and building related legislation and regulations.
- Securing and providing adequate provision for the recycling, treatment and disposal of commercial and domestic waste including bulky waste and the collection and disposal of abandoned motor vehicles.
- Exercising the Council's powers for improving local environmental quality in relation to housing legislation, managing controlled waste, emergency planning and community safety and anti-social behaviour, clean neighbourhoods and other environmental or regulatory issues not falling within other Committees remit.
- Managing, maintaining and maximising the benefit of the Council's parks, pitches, playgrounds and other public spaces as well as community centres and other indoor facilities.
- Developing and implementing activities to ensure the delivery of corporate strategies and initiatives in respect of the promotion of health and physical activity, environmental protection, community safety and other such areas under the domain of this Committee.
- Overseeing the delivery of the Council's frontline services and associated community assets including: Environmental Services; Cleansing; Waste Management; Parks and Cemeteries service (excluding Belfast Zoo, Malone House and Belfast Castle), Neighbourhood and Development Services; Community Services, Community Safety and Emergency Planning.

Growing the Economy

Ref	Activity	2017/18				Responsible	Please provide detailed commentary for activity milestones
		Q1	Q2	Q3	Q4		
1.1 Create employment and opportunity							
1.1.1	Develop local inclusive economic growth actions					Director/ AD's: Nigel Grimshaw	1-2. A council-wide Inclusive Growth framework is being developed as part of the Belfast Agenda. It is anticipated this framework will be developed by the autumn of 2018/19. As local area planning develops in 2018/19 Inclusive Growth actions will be integrated into the local plans.
.1	Integrate inclusive growth actions into local area plans to be delivered in 2018/19						
.2	Develop a resource strategy and prepare for delivery in 2018/19						

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Living here

Ref	Activity	2017/18				Responsible	Please provide detailed commentary for activity milestones
		Q1	Q2	Q3	Q4		
2.1 Improve neighbourhoods							
2.1.1	Design and deliver an integrated and interagency approach to neighbourhood regeneration					Director/ AD's: Nigel Grimshaw	Neighbourhood Regeneration managers from Bradford Metropolitan council met with a range of Council-wide officers to share good practice regarding approaches to Neighbourhood Regeneration.
.1	Develop a draft Neighbourhood Regeneration strategy and framework including good relations, safety, health and wellbeing						
.2 .3	Consult on the draft strategy Prepare for delivery in 2018-19						
2.1.2	Develop an early interventions and support programme					Director/ AD's: Rose Crozier	1. Staff training was completed in March 2018 and the first programme has been delivered in Loop River play centre for the under 5 age group. Delivery of the programme will be ongoing. 2. Services have continued to be delivered in partnership with the Red Cross to newcomer families in the city and in particular the Syrian refugee families who have settled in the community. Traveller play services have also continued and staff have developed capacity within the Islamic community for the mothers establish their own Mother and Toddler group. 3. Work has continued to develop relationships with key HSCT professionals. Services including Come and play for under 5s and their parents have been promoted for Trust service users in North Queen Street and Ballysillan play centres. 4. The Be Playful Programme has been written up but further delivery has not taken place consideration needs to be given as to how to recruit participants to this programme in 2018/19. <i>NB. The Play Development Officer post is currently vacant pending recruitment.</i>
.1	In partnership with the Early Years Organisation, research and pilot a new intervention for pre-school children in voluntary and community groups.						
.2	Extend the play outreach services to newcomer and hard to reach communities and liaise with the Family Support Hubs to raise awareness of our service offer.						
.3	Develop partnerships with key HSCT professionals to promote and develop our play services to ensure that they reach those families most in need.						
.4	Further develop the Be Playful Programme to target young parents across the city						

.4	the City Centre Implement the agreed programme of work in line with the City and Neighbourhood Change programme					Lead: Siobhan Toland	<ul style="list-style-type: none"> 3. Identification of increased opportunities for enhanced partnership work in the city centre to be rescheduled pending further development of the Change Programme and new Departmental structures, which will inform and shape city centre service delivery. 4. Project implementation has been integrated with the Open Spaces and Streetscene project. Further progression dependent upon wider development of the Change Programme.
2.2.4	Deliver city events and activities (Rose week, Autumn Fair, Spring Fair)					Director/ AD's: Rose Crozier Lead: Agnes McNulty	<ul style="list-style-type: none"> 1. Spring Fair, Rose Week and Autumn Fair were successfully delivered as per the planned programme of events. 2. At Spring Fair and Rose Week, charging was again introduced for a select number of the children's entertainment activities; the additional hire costs for the activities were recovered during both events. 3. Independent research of visitors' perceptions to each of the 3 events revealed high levels of customer satisfaction namely Spring Fair (98%), Rose Week (97%) and Autumn Fair (90%). The top key improvements has suggested for each event the need for more children's entertainment, better signage and more seating; these areas will be addressed going forward for 2018-19.
.1	Plan, organise and deliver each event as per plan of work						
.2	Identify and implement methods of income generation						
.3	Evaluate and monitor the success of city events						
2.3 Improve community relations							
2.3.1	Deliver an integrated plan to improve good relations					Director/ AD's: Rose Crozier Lead: Nicola Lane	<ul style="list-style-type: none"> 1. Letter of Offer was received for the Good Relations action plan and Summer Intervention programme from TEO in July 2017. 2. The Good Relations Units delivered and commissioned 12 different projects through the annual action plan. This included support for 134 projects with over £15,000 participants through the good relations grant aid funding. The unit supported an additional 29 projects through Summer Intervention funding which delivers on behalf of TEO. 3. The Unit has commissioned an external consultant to evaluate the outcomes achieved through the 2017-18 programme and establish a long term evaluation framework. Results of this work will be available in June 2018.
.1	Receive confirmation of the letter of offer from TEO for District Council Good Relations Action Plan						
.2	Deliver and commission activities outlined in the plan						
.3	Evaluate the plan and report on progress to the Shared City Partnership						
2.3.2	Develop and deliver an interfaces programme					Director/ AD's: Rose Crozier Lead: Nicola Lane	<ul style="list-style-type: none"> 1. An application for funding was submitted to DOJ, but the decision was made not to fund any activity linked to interfaces through District Councils because of possible duplication with Peace IV. 2. No staff were funded 3. Activity at interface sites was supported through the good relations action plan. 6 projects were delivered to develop shared space and build relationships in these communities.
.1	Receive confirmation of funding from DoJ						
.2	Recruit staff to deliver projects						
.3	Deliver and evaluate programme and outcomes contained within programme						
2.3.3	Secure Peace IV funding to design and deliver a shared space programme					Director/ AD's: Siobhan Toland Lead: Nicola Lane	<ul style="list-style-type: none"> 1. Council was advised in September 2017 of an indicative funding allocation 2. Letter of Offer received for first round of Peace IV funding January 2018, ongoing compliance with Letter of Offer T&Cs. Rebid for remaining allocation submitted February 2018 3. Launch event took place in January 2018.
.1	Receive confirmation of funding						
.2	Fulfil conditions of Letter of offer						
.3	Launch event						
2.4 Reduce life inequalities							
2.4.1	Develop and deliver and integrated plan to address health inequalities across the city					Director/ AD's: Rose Crozier/ Siobhan Toland Leads: Valerie Brown/ Cormac McCann	<ul style="list-style-type: none"> 1. Work is ongoing and will be carried forward into 2018/19. Work to align with the Belfast Agenda is progressing well, with key priorities identified and a meeting between BSP and the Council's CP team organised for early June. 2. This is a complex piece of work and the establishment of a crisis de-escalation service will be carried forward into 2018-2019. The Street Triage element of the service will no longer be piloted due to resource issues within the Belfast Trust; it will be piloted in the SEHSCB area. 3. Complete 4. Ongoing – draft action plan developed 5. Complete 6. Complete 7. Complete 8. Complete 9. Ongoing – Belfast joined UNESCO Global Network of Learning Cities 10. Complete 11. Carried forward into 2018-2019 under BSP 12. All EBA targets exceeded at year-end. Sports Awards event held in City Hall with nominations for all categories 13. Club mark scheme implemented with six clubs newly accredited or progressed to higher level 14. All Support for Sport grant funding has been fully allocated.
.1	Drive and support the work of Belfast Strategic Partnership (BSP) in tackling inequalities across the city and launch the BSP delivery plan						
.2	Work with partners to develop a pilot integrated crisis response service and street triage mental health pathway for the city						
.3	Launch the Take5 Toolkit and training programme and the findings of the Have Your Say Emotional Wellbeing Survey						
.4	Work with partners to develop and deliver a revised Emotional Resilience Action Plan						
.5	Organise and facilitate a meeting between Councillors and partners to determine the key actions required to reduce suicide in the city, improve access to services and to effectively address the links between suicide and addiction						
.6	Work with partners to develop and deliver Pledge 2 of Get Active Belfast (Active Travel Action Plan)						
.7	Work with partners to develop and deliver Pledge 4 of Get Active Belfast (Physical Activity Referral Action Plan)						
	Work with partners to deliver Pledge 6 of Get Active Belfast						

.2	Engage the consultant and input into the analysis and report					Lead: Jacqui Wilson	4. Further engagement required on the full recommendations to commence after the summer
.3	Agree recommendations with CMT						
.4	Implement the recommendations						
2.5.3	Review and deliver the Growing Communities Strategy					Director/ AD's: Rose Crozier Lead: Ricky Rice	1. This work is partially delayed, but due to be taken forward as part of 2018/19 planning. The internal working group agreed that the strategy was sound but that a focused (phased 2) action plan needs developed, aligned to the Belfast Agenda and the C&N Services change principles. Following DMT approval of the action plan, we will report to CMT and Committee. The phase 2 action plan will be delivered over the next 2-3 years. All operational requirements continue to be managed through the City Park Manager.
.1	Review and update the Growing Communities Strategy and action plan						
.2	Present draft Growing Communities Strategy to Committee						
.3	Consult on draft Strategy						
2.6	Provide fit-for-purpose city services						
2.6.1	Continue to deliver the C&NS Departmental Change Programme					Director/ AD's: Nigel Grimshaw Lead: Rose Crozier/ Siobhan Toland/ Elizabeth Watts	1. JDs in draft form, working with HROD on process for filling the posts, subject to CMT approvals. Initial aim to have people in post for Q4; however now aiming for Q1/Q2 2018/19. 2. All projects are ongoing, with further project prioritization planned for 2018/19. 3. The Development of the customer model is ongoing: 3.1 Complete 3.2 Ongoing 3.3 To be re-profiled post-Discovery i.e. 2018/19 – 2019/20 3.4 To be re-profiled post-Discovery i.e. 2018/19 – 2019/20
.1	Deliver Tier-3 management structure						
.2	Continue to work on service integration, structural change and efficiency projects						
.3	Develop Customer Model						
.3.1	<ul style="list-style-type: none"> Develop Outline Business Case for the delivery of a corporate approach to Customer Focus 						
.3.2	<ul style="list-style-type: none"> Examine and develop options around potential channel shifts 						
.3.3	<ul style="list-style-type: none"> Undertake business-process analysis and develop options 						
.3.4	<ul style="list-style-type: none"> Develop Corporate Customer Focused Strategy 						
2.6.2	Develop and deliver an area-based approach and planning framework					Director/ AD's: Nigel Grimshaw Lead: Stevie Lavery	1-3, 5 A council-wide area planning framework is currently under development. This new framework will reflect the multiple strands and complexity of introducing a new area operating model across the council. The delivery of the framework will be phased throughout 2018/19 to consider integrated service delivery opportunities and agree area plans for 2019/20. 4. We are current developing a strategic assets approach to support 2 workstreams: <ul style="list-style-type: none"> Integrated working in communities Area based approach An asset management group established to provide asset focused expertise on an area level.
.1	Engage with AWG and area partnership boards						
.2	Review area working approach						
.3	Devise area planning framework narrative and model						
.4	Develop an asset operating framework and investment plan inc pitches, community assets						
.5	Prepare to deliver the area planning model						
2.6	Provide fit-for-purpose city services						
2.6.3	Deliver the bereavement improvement programme (including crematorium and cemetery development)					Director/ AD's: Siobhan Toland Leads: Michael Patterson	1. Following a successful tendering process a sculptor has been appointed and engagement has commenced with the Focus Group on a proposed design 2. Work is continuing on the development of a new crematorium and agreement was given to appoint a design consultant to further develop the plans for the new building. The project has been moved to Stage 3 committed on the capital programme, held at Tier 0 – schemes at risk pending further work 3. A review of the implementation of the policy is ongoing and this includes continuing engagement with key stakeholders including memorial sculptors
.1	Develop Plot Z1 (baby public) memorial						
.2	Continue to work on the strategic crematorium and cemetery development						
.3	Continue to monitor the implementation of the memorial management policy						
2.7	Support young and older people						
2.7.1	Develop an Age Friendly Action Plan 2018-2021 through HASP and deliver programmes of work to support older people and encourage active ageing					Director/ AD's: Siobhan Toland Lead: Damian Connolly	1. The Age Friendly Belfast 2017 event took place on 26 th June as planned 2. HASP reviewed the timeframe, draft plan being presented to CMT on 6 th June 3. Draft plan scheduled to be presented to SPR on 22 nd June 4. Positive Ageing month was delivered in October 2017 5. Report scheduled to CMT on 6 th June
.1	Age Friendly Belfast 2017 and Beyond -Convention/Stakeholder event						
.2	Produce draft plan and complete public consultation						
.3	Final plan reported to Committee and submitted to WHO						
.4	Deliver positive ageing month						
.5	Review and develop action plan to ensure our services are Age Friendly						
2.7.2	Develop and deliver an integrated children and young people framework and programme of work					Director/ AD's: Rose Crozier	1. Youth Forum campaigns have been completed and presented at City Hall 2. Summer scheme review has been concluded awaiting final report 3. CYP activities are continually updated and opportunities for collaboration identified. Joint projects delivered
.1	Promote engagement through the youth forum campaign programme						
.2	Review summer activity provision to shape future outcomes based						

.3	CYP activity plan					Lead: Cate Taggart	4. Engagement plan updated 5. Evidence based approach continually applied and monitored to enhance service provision.
	Scope CYP programme of activities across department to identify opportunities for collaborative working and service delivery, identify gaps and improve partner delivery models						
.4	Review and update CYP engagement plan						
.5	Continue to monitor and review the CYP evidence based approach and outcomes						

City development							
Ref	Activity	2017/18				Responsible	Please provide detailed commentary for activity milestones
		Q1	Q2	Q3	Q4		
3.1 Protect and enhance our environment and built heritage							
3.1.1 Develop and deliver the open spaces strategy							
.1	Develop the policy framework					Director/ AD's: Nigel Grimshaw Leads: Karen Anderson-Gillespie	3. Strategic principles, Opportunities and Key Considerations for open spaces have been developed 4. A draft of the open spaces strategy has been developed, to be agreed by the SRO, considered by the pre-consultation group, CMT and then Committee. Public consultation will take place towards end of summer/ autumn. 5. Strategy finalisation will be taken forward as part of 2018/19 planning.
.2	Audit, map and assess current and future open space provision						
.3	Identify opportunities and develop action plan						
.4	Develop final draft of strategy and consult						
.5	Finalise strategy						
3.1.2 Develop and implement the local biodiversity action plan							
.1	Develop policy framework					Director/ AD's: Nigel Grimshaw Lead: Orla Maguire	1. Work is ongoing but has been delayed and will be taken forward as part of 2018/19 planning.
.2	Carry out audit of biodiversity across Belfast						
.3	Develop an action plan to include resources						
.4	Develop draft strategy and consult						
.5	Finalise strategy and prepare for implementation						
3.1.3 Develop a 10year Strategic Waste Plan (The Waste Framework)							
.1	Develop a 10+ year Strategic Waste Plan "Waste Framework" with high-level costed actions					Director/ AD's: Siobhan Toland Lead: Tim Walker	1. Work is ongoing 2. Following a PAC hearing, the arc21 RWTP was approved by a senior official within DAERA in autumn. This approvals process was challenged by a local opposition group and was supported by a judicial decision. Dfl (the relevant NI Dept) are appealing this decision to the Court of Appeal. 3. SoLACE have tasked their relevant Council Directors to consider how to progress. Following several meetings which have scrutinised the programme of work, there has been progress in some areas but resource constraints and competing priorities are delaying delivery.
.2	Continue to progress arc21 in the context of the Strategic Waste Plan						
.3	Synchronise delivery of the collaborative work of NILGA/SIB/DOE						
3.1.4 Implement the circular economy programme of work							
.1	Develop a strategic circular economy framework – "Resourceful Belfast"					Director/ AD's: Siobhan Toland Lead: Tim Walker	1. The discovery phase is ongoing and a report will be presented to P&C shortly 2. Work is continuing as planned.
.2	Implement a programme of work to deliver the circular economy for Belfast						
3.1.5 Continue to support and progress HLF funding applications to restore and animate city assets including Tropical Ravine, City Cemetery and Templemore.							
	<i>Tropical Ravine</i>					Director/ AD's: Nigel Grimshaw Lead: Maria McAleer	Tropical Ravine (1- 3) <ul style="list-style-type: none"> The planting plan has been completed and is now fully operational. Ongoing 3 month engagement plan is in place and fully operational Official opening took place on 11 April 2018. Cemetery (4 – 8) <ul style="list-style-type: none"> Development Phase has now been completed as of end December 2017 Conservation, Management and Maintenance and Biodiversity Plans have now been developed for the site and submitted to HLF as part of the Stage 2 application Detailed plans have been developed for the new visitor/education space and a planning application is due to be submitted by end May 2018 We are continuing to carry out stakeholder engagement- this will obviously increase greatly if we are successful at securing Stage 2 funding Stage 2 application was submitted on 15th December 2017. We have now responded to all HLF's queries surrounding the submission and our application is due to be presented to the NI Committee on 19th June before progressing to the next stage assessment by HLF in London on 27th June
.1	Implement planting plan for Tropical Ravine.						
.2	Engage with Friends of Botanic Gardens and all other stakeholders to implement an engagement process						
.3	Agree opening date for Tropical Ravine.						
	<i>City Cemetery</i>						
.4	Continue to work through the development phase.						
.5	Support the development of Conservation, Management, Maintenance & Biodiversity Plans						
.6	Develop plans for the potential physical build (visitor/education space)						
.7	Continue to carry out community and stakeholder engagement						
.8	Submit Stage 2 application						

.9	<i>Templemore</i> Support the development of a service delivery contract approach with Templemore Users Trust to deliver outcomes in line with the Leisure Transformation Programme.						Templemore (9 – 10) • The physical and interpretive teams were appointed in August and September respectively
.10	Appoint physical and Interpretive design teams						
3.1.6	Deliver the neighbourhood dimension to the Belfast Resilience Programme					Director/ AD's: Nigel Grimshaw Lead: Cate Taggart	1. Work on this activity is linked to the recent appointment of the new Resilience Director and any developing Belfast Resilience Programme implementation plan.
.1	Support the work of the internal programme support team						
.2	Contribute to the development of the programme of work						
.3	Support the development of the Resilience Strategy and deliver the neighbourhood dimension of the implementation Plan						



Subject:	Belfast City Council Sports Development Strategy
Date:	5 June 2018
Reporting Officer:	Nigel Grimshaw, Strategic Director City and Neighbourhood Services
Contact Officer:	Rose Crozier, Director of Neighbourhood Services

Restricted Reports	
Is this report restricted?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If Yes, when will the report become unrestricted?	
After Committee Decision	<input type="checkbox"/>
After Council Decision	<input type="checkbox"/>
Some time in the future	<input type="checkbox"/>
Never	<input type="checkbox"/>

Call-in	
Is the decision eligible for Call-in?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

1.0	Purpose of Report or Summary of main Issues
1.1	To seek approval for the terms of reference for development of a Belfast City Council Sports Development Strategy and proposed timeline for completion.
2.0	Recommendations
2.1	The Committee is asked to recommend to Strategic Policy and Resources Committee: <ol style="list-style-type: none"> 1. The proposed terms of reference 2. The draft timeline for development of the strategy
3.0	Main report
	<u>Key Issues</u>
3.1	It was agreed by the Strategic Policy and Resources Committee at its meeting on 5 th January 2018 that a Belfast City Council Sports Development Strategy and associated funding strategy would be developed. This strategy is to provide a framework for future decision

making on providing funding to National Governing Bodies of Sport delivering programmes in Belfast in support of existing funding streams and work programmes which enhance sporting opportunities for Belfast’s sporting organisations and individuals.

Proposed Terms of Reference

3.2 Based on what was agreed at committee previously, the following are the proposed Terms of Reference for the development of the strategy:

3.3 In line with other strategies the strategy will be for a period of 10 years. The strategy will include the following:

- Policy context – regional and city level
- Baseline audit of the support currently provided by Belfast City Council
- Key findings from research and benchmarking around best practice from elsewhere
- Summary of the findings of pre-consultation with key stakeholders on support already provided and the needs of the sector
- Guiding principles on how we support sports at the different levels – recreational, competitive, performance (elite)
- Guiding principles on how we support sports to different bodies – governing bodies, sports clubs, other bodies - this will include the issue of whether support should only be provided to governing bodies recognised by the Home Countries Sports Bodies
- An action plan and associated performance measures

3.4 Draft Timeline

Subject to committee’s approval of the draft terms of reference the following is a proposed timeline for the development of the strategy.

Research and benchmarking of best practice	July 2018
Audit of support currently provided by BCC	July 2018
Draft aim and objectives	July 2018
Draft strategic and policy context and agreement on guiding principles – P&C and SP&R Committees.	August 2018
Pre consultation with key stakeholders including DfC, Sport NI and key governing bodies to determine what is already available and key needs of the sector	August and September 2018
Draft strategy document	November 2018

	Presentation of the draft strategy to P&C and SP&R Committees.	December 2018
	Council ratification	January 2019
	12 week public consultation	January to March 2019
	Analyse consultation findings and amend strategy as required	April 2019
	Finalise equality screening	April 2019
	Present draft strategy and action plans to SP&R and P&C Committee	May 2019
	Council ratification	June 2019
3.5	<u>Equality or Good Relations Implications</u> The draft strategy will be equality screened in line with the Council's agreed process.	
4.0	Appendices – Documents Attached	
	None	

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Subject:	Partner Agreements Update
Date:	5 June 2018
Reporting Officer:	Nigel Grimshaw , Strategic Director City & Neighbourhood Services
Contact Officer:	Rose Crozier, Director of Neighbourhood Services

Restricted Reports	
Is this report restricted?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If Yes, when will the report become unrestricted?	
After Committee Decision	<input type="checkbox"/>
After Council Decision	<input type="checkbox"/>
Some time in the future	<input type="checkbox"/>
Never	<input type="checkbox"/>

Call-in	
Is the decision eligible for Call-in?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

1.0	Purpose of Report or Summary of main Issues
1.1	This report is to provide an update on progress on implementation of Partner Agreements for January – March 2018.
2.0	Recommendations
2.1	The Committee is asked to; <ul style="list-style-type: none"> • Note quarterly progress to date at Partner Agreement sites.
3.0	Main report
	Legal Agreements
3.1	Council agreed to enter into Partner Agreements at the following sites with the clubs identified below:

Location	Partner
Dixon Playing Fields	Sirocco Works FC
Alderman Tommy Patton Memorial Park	East Belfast FC
Woodlands Playing Fields	Co. Antrim Board GAA
Loughside Playing Fields	Loughside FC
Shore Road Playing Fields	Grove United FC
Orangefield Playing Fields	Bloomfield FC
Ulidia Playing Fields	Rosario FC

3.2 Regular checks on the necessary Insurance, Health and Safety and Governance have been completed monthly at 6 of the 7 sites (East Belfast FC at Alderman Tommy Patton Memorial Park and Sirocco FC at Dixon Park Quarterly meetings have not as yet been held owing to delays in quarterly returns). The reporting documents were amended in accordance with audit requirements and sent to partners one month in advance of reporting deadlines. 6 of the 7 partners have been confirmed as compliant on these matters. The Assistant Director, along with Legal Services and Sports Development recently met with Sirocco FC to highlight concerns over continued non-compliance with reporting deadlines and accuracy. Council has the right to terminate the Partner Agreement if the Partner fails to observe or perform any of the obligations, conditions or agreements on its part agreed in the Partner Agreement. The meeting with Sirocco FC resulted in an agreed plan of action to address compliance issues within a reasonable timeframe.

Financial Support to deliver Sports Development Plans

3.3 Successful applicants submitted plans to improve sports development outcomes at each site. Funding of up to £20,000 per annum is available for each partner for delivery of a programme supporting their Sports Development Plan. Letters of offer have been sent to all partners based on approved sports development plans in the current financial year. Full payments have been made to 5 of the 7 Partners in this Quarter. Payments have been withheld to Sirocco FC in respect of late returns of quarterly information (Financial and Performance) alongside Safeguarding returns. Payments have also been withheld to East Belfast FC as queries have been raised over usage of pitches without booking and payment.

3.4 Partners must submit Sports Development plans annually and these are being aligned to the financial planning calendar for the incoming year. Sports Plans for 2018/19 have been received

from 6 of 7 Partners with exception of Sirocco FC. Letters of Offer have been issued for 2018/19 accordingly.

Monitoring

3.5 End of quarter monitoring meetings have been held with five partners. These meetings are attended by partner representatives, parks management and sports development, with updates on site management and bookings, health and safety, finance and sports development plan. Action plans are reviewed and agreed with the partners at these meetings to ensure that planned outcomes are achieved and improvements identified where required.

Sports Development Impact

3.6 In line with Council objectives, the diversification of use and improved sports development impact are priorities at the partner agreement sites. Programme delivery has led to significant positive achievements across the sites.

3.7 The table below indicates outputs at the sites as reported by all 6 of 7 partners (info from Sirocco FC incomplete) for Quarter 4 (January – March 2018).

A. Participation type	
1. Members of different codes	1,370 people
2. People with a Disability	143 people
3. People from a minority ethnic background	415 people
4. Females	924 people
5. Older people	1,601 people
6. Schools / youth organisations	12 groups
B. Participation usage	
Number of full pitch/adult matches on site	98 matches
Number of full pitch/adult match participations	3,716 users
Number of small sided/youth match bookings on site	136 bookings
Number of small sided/youth matches on site	147 matches
Number of youth match participations	6,032 users
Number of training sessions held on site	55 sessions
Number of training session participants	113 participants

	Number of other bookings / activities on site	10 bookings
	Number of other bookings / activity participants on site	820 participants
	C. Partnership working	
	1. Working with Belfast City Council	All reported partnership working
	2. Sports Governing Bodies	15
	3. Other teams / groups in your sport	35 teams / groups
	4. Other teams / groups in different sports	5 teams / groups
	5. Community / voluntary groups	8 community groups
	D. Social value	
	1. Young people at risk	6 programmes 540 people
	2. Encourage participation of under-represented groups	4 programme 105 people
	3. Promote positive cross community relations	2 programmes 50 people
	4. Promote health and wellbeing in socially deprived communities	2 programme 870 people
	5. Promote Volunteering skills	68 volunteers supported
	6. Develop skills that will improve employability	3 programmes 30 volunteers trained
3.8	<u>Financial & Resource Implications</u> A total of £140,000 per annum is available within revenue estimates to support annual Sports Development Plans at the Partner Agreement sites.	
3.9	<u>Equality or Good Relations Implications</u> None.	
4.0	Appendices – Documents Attached	
	None	



Subject:	Asset Management: i) Ravenscroft Avenue Car Park – Land Disposal ii) Finlay Park - Licence iii) Henry Jones Playing Field – Licence
Date:	5 June 2018
Reporting Officer:	Nigel Grimshaw, Strategic Director of City & Neighbourhood Services
Contact Officer:	Rose Crozier, Director of Neighbourhood Services

Restricted Reports	
Is this report restricted?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If Yes, when will the report become unrestricted?	
After Committee Decision	<input type="checkbox"/>
After Council Decision	<input type="checkbox"/>
Some time in the future	<input type="checkbox"/>
Never	<input type="checkbox"/>

Call-in	
Is the decision eligible for Call-in?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

1.0	Purpose of Report or Summary of main Issues
1.1	The purpose of this report is to seek approval from Members for asset related disposal, easement and licence matters.
2.0	Recommendations
2.1	The Committee is asked to; <ul style="list-style-type: none"> • Approve the following, subject to the approval of the Strategic Policy and Resources Committee and on terms to be agreed by the Estates Manager and Town Solicitor;

<p>2.2</p> <p>2.3</p> <p>2.4</p>	<p>I. Ravenscroft Avenue Car Park – Land Disposal</p> <p>The disposal of a portion of land at Ravenscroft Avenue to the Department of Infrastructure for £2,000.00.</p> <p>II. Finlay Park – Licence</p> <p>The grant of a licence and easement for Choice Housing Association to make a connection to the public sewer situated in Finlay Park</p> <p>III. Henry Jones Playing Field – Licence</p> <p>The grant of a new licence agreement with Hillfoot Homing Pigeon Society.</p>
<p>3.0</p>	<p>Main report</p>
<p>3.1</p> <p>3.2</p> <p>3.3</p> <p>3.4</p> <p>3.5</p> <p>3.6</p>	<p>I. Ravenscroft Avenue Car Park – Land Disposal</p> <p><u>Key Issues</u></p> <p>As part of the transfer of function for off street car parking from the Department of Regional Development (DRD), the off street car park located at Ravenscroft Avenue transferred to the Council on 1 April 2015.</p> <p>The Department for Infrastructure (formerly DRD) now want to re-acquire a section of the land to facilitate the construction of a bike shelter as part of the Belfast Rapid Transit Project.</p> <p>The area in question is a grassed verge of approximately 0.026 acres directly behind an existing bus shelter on the edge the Upper Newtownards Road. The loss of this land would not impact on any of the existing car parking spaces. The map attached at Appendix 1 shows the Council’s car park shaded yellow and the area of land to be disposed of outlined red.</p> <p>Land and Property Services have valued the land at £2,000.00.</p> <p><u>Financial & Resource Implications</u></p> <p>The capacity of the car park will not be affected. The Council will receive a premium of £2,000.00 upon completion.</p> <p><u>Equality or Good Relations Implications</u></p> <p>None</p>

II. Finlay Park Licence & Grant of Easement

Key Issues

3.7 Choice Housing Association own land at St Ninian's Church, Whitewell Road on which they intend to construct 12 semi-detached houses. Choice Housing Association have sought Council's approval to make a connection from their development to the public sewer which runs through the Council's land at Finlay Park as shown by the pink line on the plan attached at Appendix 2.

3.8 The area required by Choice Housing Association to allow the connection to be put in place is shown shaded yellow on the plan attached at Appendix 2. It is proposed that the Council grant Choice Housing Association a licence in order to install the new sewer connection followed by a grant of an easement over the Council owned lands shaded blue for the connection to the public sewer. Officers will agree a methodology with Choice Housing Association to protect users of the playground during the installation of the new connection to the public sewer.

Financial & Resource Implications

3.9 Choice Housing Association have agreed to pay £100 for the grant of the easement. Choice Housing Association will be liable for all costs including installation, maintenance and repair of the pipe connection to the public sewer.

Equality or Good Relations Implications

3.10 None

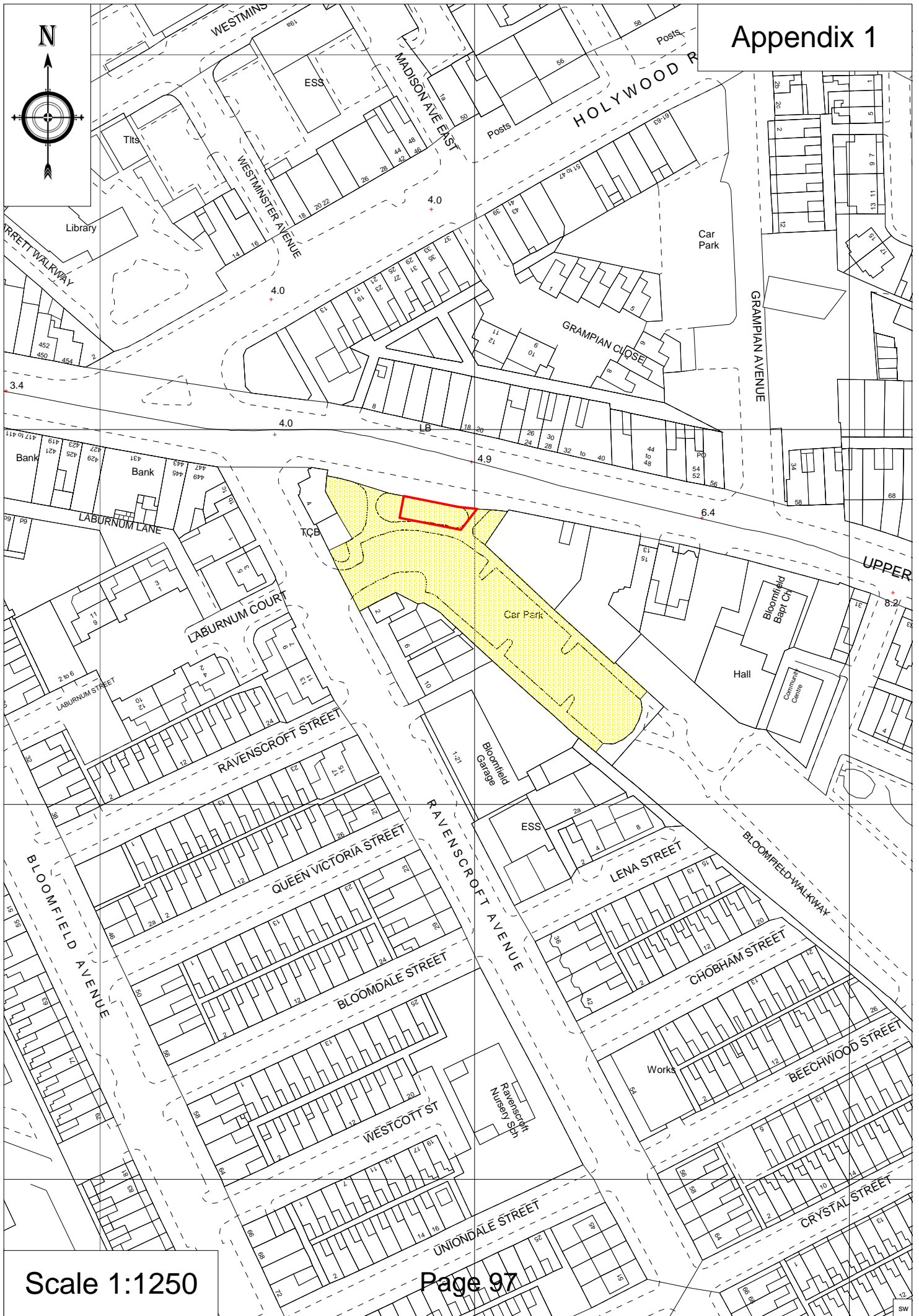
III. Henry Jones Playing Field – Licence

Key Issues

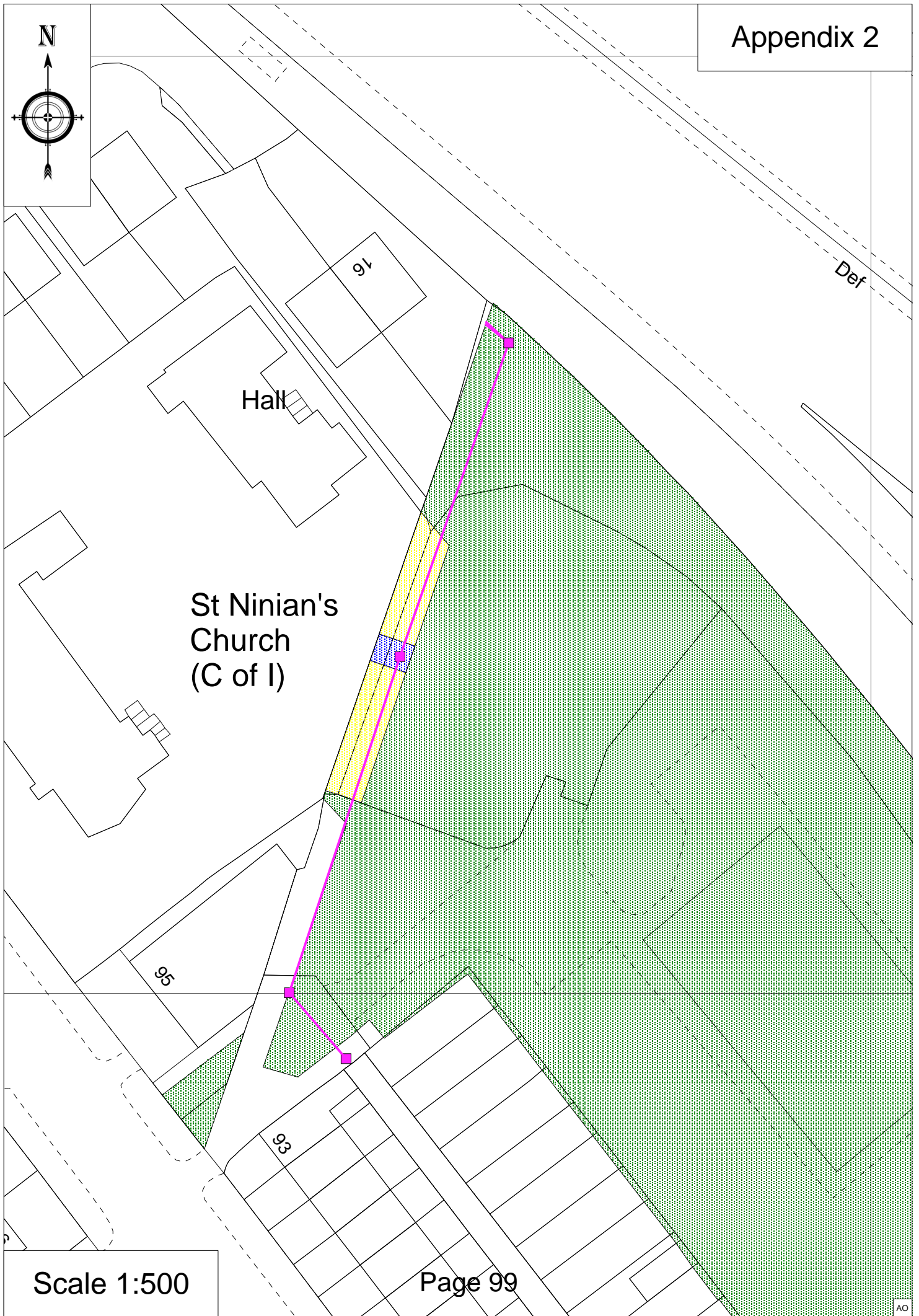
3.11 Henry Jones Playing Field is situated off Church Road. The lands at Henry Jones Playing Field transferred to Belfast City Council on 1st April 2015 under Local Government Reform (LGR) from Castlereagh Borough Council (CBC).

3.12 CBC originally entered into a Licence Agreement with Hillfoot Homing Pigeon Society for a term of 25 Years from 1st July 1992 to facilitate the construction of a portacabin for use as a Clubhouse. Prior to LRG, CBC and Hillfoot Homing Pigeon Society agreed a new Licence for 4 years with effect from 1st May 2014. This licence is currently holding over month by

<p>3.13</p> <p>3.14</p> <p>3.15</p>	<p>month as it was due to terminate on 30th April 2018 and representatives from Hillfoot Homing Pigeon Society have requested a new licence for a further 4 year period until 30th April 2022.</p> <p>The portacabin situated on the premises is used solely as a Clubhouse for the pigeon society and sits adjacent to the pavilion. The map attached at Appendix 3 shows Council lands at Henry Jones Playingfield shaded yellow and the area of land where the portacabin is currently located outlined red. The Pigeon Society mainly occupy the premises during bird season, which runs from April to August and use the facility for committee meetings and on race days it is the point to which the homing pigeons return. Under the terms of the proposed licence, Hillfoot will continue to be responsible for all outgoings including the maintenance, repair and insurance of the portacabin.</p> <p><u>Financial & Resource Implications</u></p> <p>The Council will receive an annual licence fee of £185 for the portacabin site.</p> <p><u>Equality or Good Relations Implications</u></p> <p>None</p>
<p>4.0</p>	<p>Appendices – Documents Attached</p>
	<p>Appendix 1 – Map showing portion of land at Ravenscroft Car Park to be disposed of to the Department for Infrastructure outlined red.</p> <p>Appendix 2 - Location plan showing land required by way of licence, the route of the public sewer and route of easement.</p> <p>Appendix 3 - Location plan showing area required by way of licence.</p>



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St Ninian's
Church
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Hall

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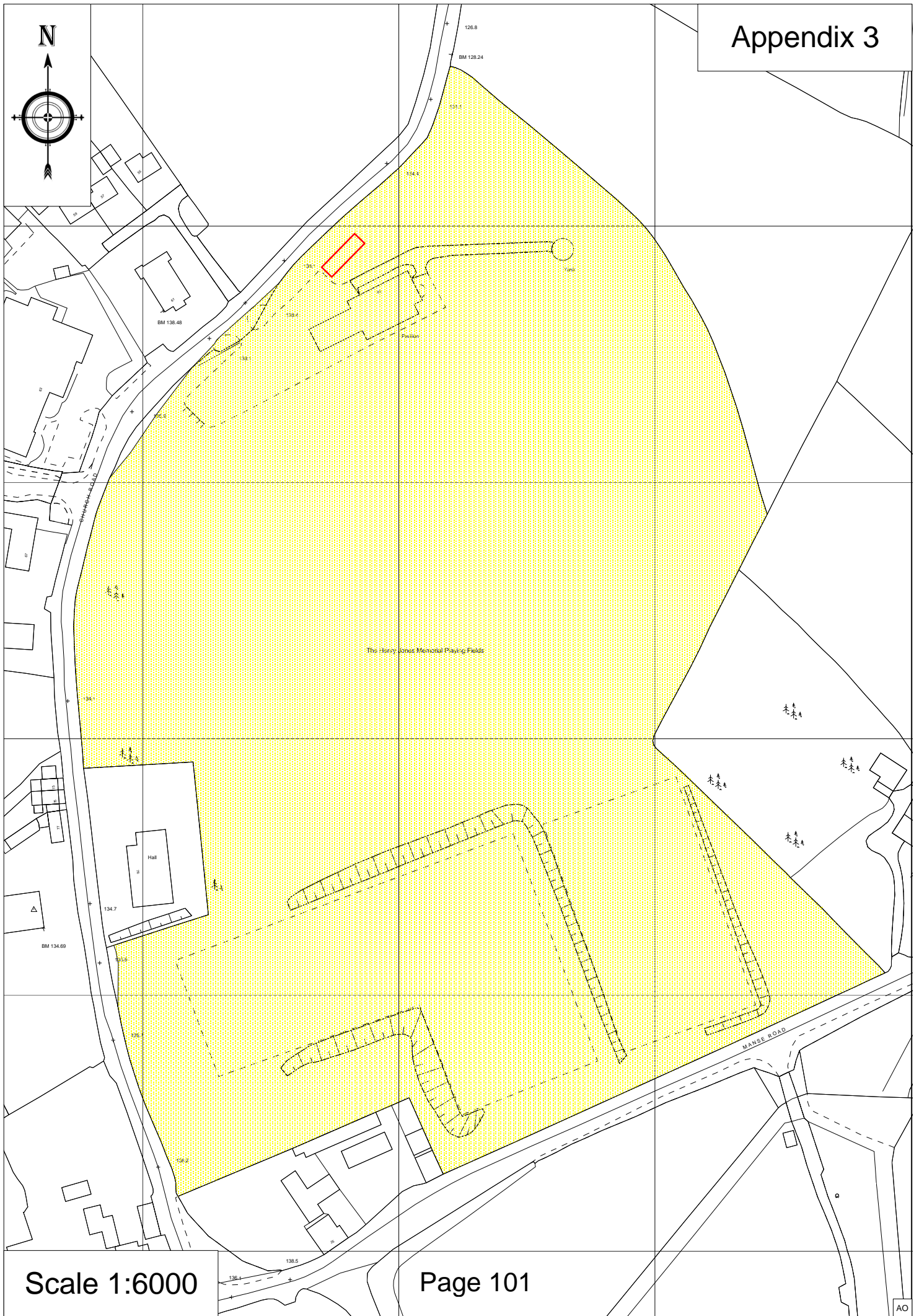
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Subject:	Proposal for naming new streets and the realignment of existing streets
Date:	5 th June, 2018
Reporting Officer:	Ian Harper, Building Control Manager
Contact Officer:	Roisin Adams, Business Coordinator

Restricted Reports	
Is this report restricted?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If Yes, when will the report become unrestricted?	
After Committee Decision	<input type="checkbox"/>
After Council Decision	<input type="checkbox"/>
Some time in the future	<input type="checkbox"/>
Never	<input type="checkbox"/>

Call-in	
Is the decision eligible for Call-in?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

1.0	Purpose of Report or Summary of main Issues
1.1	To consider applications for the naming of streets in the City.
2.0	Recommendations
2.1	<p>Based on the information presented the Committee is required to make a recommendation in respect of applications for naming new streets and the realignment of two abandoned streets in the City. The Committee may either:</p> <ul style="list-style-type: none"> • Grant the applications, or • Refuse the applications and request that the applicant submits another name for consideration.

3.0	Main report									
	<u>Key Issues</u>									
3.1	The power for the Council to name streets is contained in Article 11 of the Local Government (Miscellaneous Provisions) (NI) Order 1995.									
3.2	Members are asked to consider the following applications for naming new streets and the realignment of abandoned streets in the City. The application particulars are in order and the Royal Mail has no objections to the proposed names. The proposed new names are not contained in the Council's Streets Register and do not duplicate existing approved street names in the City.									
	<table border="1"> <thead> <tr> <th>Proposed Name</th> <th>Location</th> <th>Applicant</th> </tr> </thead> <tbody> <tr> <td>Stirling Way</td> <td>Off Tudor Drive , BT6</td> <td>Clanmil Housing Association</td> </tr> <tr> <td>Stirling Green</td> <td>Off Stirling Avenue , BT6</td> <td>Clanmil Housing Association</td> </tr> </tbody> </table>	Proposed Name	Location	Applicant	Stirling Way	Off Tudor Drive , BT6	Clanmil Housing Association	Stirling Green	Off Stirling Avenue , BT6	Clanmil Housing Association
Proposed Name	Location	Applicant								
Stirling Way	Off Tudor Drive , BT6	Clanmil Housing Association								
Stirling Green	Off Stirling Avenue , BT6	Clanmil Housing Association								
	<table border="1"> <thead> <tr> <th>Proposed Realignment of Existing Road</th> <th>Location</th> <th>Applicant</th> </tr> </thead> <tbody> <tr> <td>Kitchener Street</td> <td>Off Frenchpark Street Broadway and Kitchener Drive, BT12</td> <td>Hagan Homes</td> </tr> <tr> <td>Broadway Parade</td> <td>Off Frenchpark Street and Broadway, BT12</td> <td>Hagan Homes</td> </tr> </tbody> </table>	Proposed Realignment of Existing Road	Location	Applicant	Kitchener Street	Off Frenchpark Street Broadway and Kitchener Drive, BT12	Hagan Homes	Broadway Parade	Off Frenchpark Street and Broadway, BT12	Hagan Homes
Proposed Realignment of Existing Road	Location	Applicant								
Kitchener Street	Off Frenchpark Street Broadway and Kitchener Drive, BT12	Hagan Homes								
Broadway Parade	Off Frenchpark Street and Broadway, BT12	Hagan Homes								
3.3	Clanmil Housing Association have proposed Stirling Way and Stirling Green for two new streets as the development site is bounded in part by Stirling Avenue and the proposed Stirling Green is accessed directly off Stirling Avenue.									
3.4	The second and third choice for Stirling Way is Stirling Drive and Glensharragh Way. Glensharragh was proposed as the name exists in neighbouring streets.									

3.5	The second and third choice that have been proposed as alternatives to Stirling Green are Stirling Grove and Glensharragh Green.
3.6	All names were proposed by schoolchildren from Lisnasharragh Primary School in a street naming competition.
3.7	Hagan Homes have advised that the two original streets; Kitchener Street and Broadway Parade are streets that were previously abandoned and the streets are now being redeveloped with the new roads being created adjacent to where the original roads were located. The developer has indicated that he wishes to retain the original street names for the realigned roads.
	<u>Financial & Resource Implications</u>
3.8	There are no Financial, Human Resources, Assets and other implications in this report.
	<u>Equality or Good Relations Implications</u>
3.9	There are no direct Equality implications.
4.0	Appendices – Documents Attached
	None

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Subject:	Naming of Path at Olympia
Date:	5th June 2018
Reporting Officer:	Nigel Grimshaw, Strategic Director of City and Neighbourhood Services
Contact Officer:	Rose Crozier, Director of Neighbourhood Services

Restricted Reports	
Is this report restricted?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If Yes, when will the report become unrestricted?	
After Committee Decision	<input type="checkbox"/>
After Council Decision	<input type="checkbox"/>
Some time in the future	<input type="checkbox"/>
Never	<input type="checkbox"/>

Call-in	
Is the decision eligible for Call-in?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

1.0	Purpose of Report or Summary of main Issues
1.1	<p><u>Background</u></p> <p>The second phase of the development of the new Olympia Leisure Centre is nearing completion and includes a new entrance road leading from Boucher Road. As part of the project, Officers began a process to name the new entrance road, following a similar processes as that applied to name various elements of the Connswater Community Greenway.</p>
1.2	<p>Stage 1 was an open call for suggestions. There were 170 suggested names collated from 531 entries. 40 suggestions (87 entries) were immediately deemed ineligible for consideration (people suggested are still alive, names were derogatory/nonsensical e.g.</p>

	<p>'the path to the devil's belly', or no reason for suggestion given). The 130 remaining suggestions were categorised into a long list – see attached panel list at Appendix 1.</p> <p>1.3 Of the 130 eligible suggestions:</p> <ul style="list-style-type: none"> • 9 related to Windsor (288 entries) • 17 related to Olympia (21 entries) • 1 related to George Best (21 entries). <p>1.4 All remaining 93 suggestions (114 entries) were suggested by one or two people each, although there were other clusters of similar suggestions.</p> <p>1.5 The shortlisting process (stage 1) was carried out by officers from Parks, Leisure Development, Property & Projects and Building Control. The criteria, (attached at Appendix 2) were applied to the long list. The naming guidelines in the Council's Street Naming and Numbering Policy were also applied. This policy is attached at Appendix 3 and advises against similar sounding names to ensure clarity particularly for the emergency services), no duplication of existing names, appropriate suffixes etc.</p> <p>1.6 The following three names were shortlisted by the panel:</p> <ul style="list-style-type: none"> • Olympia Boulevard • Boucher Boulevard • Legends Way. <p>1.7 The next stage of the process was to ask the public to vote on the shortlisted names with the final decision on the outcome of voting to be agreed by the People and Communities Committee.</p>
2.0	Recommendations
2.1	<p>The Committee is asked to;</p> <ul style="list-style-type: none"> • note the process undertaken for naming the new road at Olympia and the issues raised. • consider the options outlined and to give direction on the way forward.

3.0	Main report
3.1	<p><u>Key Issues</u></p> <p>The shortlisted names were presented at the March meeting of the South Area Working Group prior to opening the public vote.</p>
3.2	<p>Elected members for the area raised concerns about the proposed names, promoted a specific name on the list, and made additional suggestions, Elisha Scott and Grace Bannister. Several queries were received from others asking why 'Windsor Way' wasn't selected as it had received the most suggestions.</p>
3.3	<p>The public vote did not commence as officers considered it appropriate to advise Members of these issues and to seek direction on the way forward.</p>
3.4	<p>Members may wish to consider the following options in determining a way forward:</p> <ol style="list-style-type: none"> 1. Continue with the public vote on the three shortlisted names with the winner to be recommended to People and Communities Committee. 2. Add 'Windsor Way' to the shortlisted names and proceed to public vote as above. 3. Extend the short list to include 'Windsor Way', 'Elisha Scott' and 'Grace Bannister'; and proceed to public vote as above. 4. Consider the number of suggestions made at Stage 1 and the clear preference for 'Windsor Way' and agree to name the new road accordingly.
3.5	<p><u>Financial & Resource Implications</u></p> <p>None</p>
3.6	<p><u>Equality or Good Relations Implications</u></p> <p>None</p>
4.0	Appendices – Documents Attached
	<p>Appendix 1: Long list of suggested names</p> <p>Appendix 2: Terms and conditions including criteria.</p> <p>Appendix 3: Street naming policy</p>

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**Name the Road Competition
STAGE 1: Suggestions**

Theme	Suggestion	if named after a person:			OR	The name should provide a sense of place, reflecting the geographic location, community, neighbourhood or street where the park, facility or amenity is located.	OR	The name should reflect the historical or cultural significance of the area or reflects unique characteristics of the site (unique flora / fauna).	Fact check
		The person must have made a significant contribution to the life of the area/city.	They have lived within the locality / District Electoral Area of the facility.	The person must have been deceased for a minimum of five years.					
<p align="center">FOOTBALLERS</p> <p align="center">Page 111</p>	Alan McDonald Way		Yes	Yes				N Ireland captain and Glentoran manager. Died in 2012	
	Bambrick Boulevard		Yes	Yes				Ireland (IFA) player, Linfield and Glentoran. Born on Roden St. Died 1983.	
	Joe Bambrick Way		Yes	Yes					
	Joe Brambrick Way		Yes	Yes					
	Best Avenue		Yes	Yes				N Ireland player. Died 2005.	
	Best Boulevard		Yes	Yes					
	Best Plaza		Yes	Yes					
	Best walk way		Yes	Yes					
	George Best Road		Yes	Yes					
	George Best Avenue		Yes	Yes					
	George Best Boulevard		Yes	Yes					
	The Georgie Best Way		Yes	Yes					
	George Best way		Yes	Yes					
	The George Best Way		Yes	Yes					
	The Best Way		Yes	Yes					
	Blanchflower Boulevard		Yes	Yes					N Ireland player and manager. Died 1993.
	The Blanchflower Way		Yes	Yes					
	Blanchflower Way		Yes	Yes					
	Blanchflower Boulevard		Yes	Yes					
	Peter Doherty Way		Yes	Yes					N Ireland manager and player. World Cup quarter finals 1958. Died 1990.
Elisha Scott Lane		Yes	Yes					N Ireland goalkeeper, Belfast Celtic manager. Died in 1959.	
Elisha Scott Way		Yes	Yes						
Harry Walker Way			?	Yes				Linfield and Belfast Celtic player. Died 1996.	
Robert Gibson Boulevard		Yes	Yes					Linfield president, 1890s.	

Name the Road Competition
STAGE 1: Suggestions

Theme	Suggestion	The person must have made a significant contribution to the life of the area/city.	They have lived within the locality / District Electoral Area of the facility.	The person must have been deceased for a minimum of five years.	OR The name should provide a sense of place , reflecting the geographic location, community, neighbourhood or street where the park, facility or amenity is located.	OR The name should reflect the historical or cultural significance of the area or reflects unique characteristics of the site (unique flora / fauna).	Fact check
FOOTBALL THEME Page 112	82 Parade					Yes	N Ireland beat Spain in World Cup in 1982 in Valencia
	Valencia Drive					Yes	
	Valencia Route 82					Yes	
	Boulevard of Dreams					Yes	
	daredream boulevard					Yes	
	GAWA Way					Yes	
	GAWA Lane					Yes	
	GAWA Avenue					Yes	
	Green white army					Yes	
	Green and White Avenue					Yes	
	William McCrum Boulevard					Yes	Inventor of penalty kick. Died 1932. From Armagh.
	McCrumb Boulevard					Yes	
	McCrum Road					Yes	
	William McCrum Way					Yes	
	Legends Avenue					Yes	
	Legends Way					Yes	
	Midgley Way					Yes	Harry Midgley, politician. Links with Linfield FC. Died 1957.
	National Stadium Way					Yes	
	Norn iron boulevard					Yes	
	SPION KOP WAY					Yes	
	Sporting Heros Way					Yes	
Believers Boulevard					Yes		
Road of Dreams					Yes		
Glory Lane					Yes		
Linfield Lane					Yes	Linfield FC	
Linfield Meadows					Yes	Linfield FC	

**Name the Road Competition
STAGE 1: Suggestions**

Theme	Suggestion	The person must have made a significant contribution to the life of the area/city.	They have lived within the locality / District Electoral Area of the facility.	The person must have been deceased for a minimum of five years.	OR The name should provide a sense of place , reflecting the geographic location, community, neighbourhood or street where the park, facility or amenity is located.	OR The name should reflect the historical or cultural significance of the area or reflects unique characteristics of the site (unique flora / fauna).	Fact check
ENVIRONMENT / GEOGRAPHY / HISTORY	Bog Meadows				Yes	Yes	
	Bog Meadows Boulevard				Yes	Yes	
	Bog Meadows Lane				Yes	Yes	
	Bog Meadow Lane				Yes	Yes	
	Radharc An tsleibhe				Yes		Mountain View
	Mountain View				Yes		
	Mountainview Drive				Yes		
	Boucher Way				Yes	Yes	
	Boucher Boulevard				Yes	Yes	
	Blackstaff Way				Yes	Yes	
	Blackstaff Boulevard				Yes	Yes	
	Dead End						
	Five Earls Boulevard					Yes	Five Earls of Donegall.
	Ulaidh Way					Yes	
	Hercules Road					Yes	Old Belfast street name.
	Leisure Lane				Yes		
	Leisure Road				Yes		
	Red Hill Boulevard				Yes		Historical local name for the site.
	The Short Road						
	Via Way				Yes		Latin and a through way.
	Village Way				Yes		
	Windsor Parkway				Yes		
	Windsor Boulevard				Yes		
	Windsor Dreams				Yes		
	Windsor Meadows				Yes		
	Windsor Park				Yes		
	Windsor Walk				Yes		
	Windsor Park Way				Yes		
	Windsor Way				Yes		
	Old Windsor Way				Yes		

**Name the Road Competition
STAGE 1: Suggestions**

Theme	Suggestion	The person must have made a significant contribution to the life of the area/city.	They have lived within the locality / District Electoral Area of the facility.	The person must have been deceased for a minimum of five years.	OR The name should provide a sense of place , reflecting the geographic location, community, neighbourhood or street where the park, facility or amenity is located.	OR The name should reflect the historical or cultural significance of the area or reflects unique characteristics of the site (unique flora / fauna).	Fact check
OLYMPIA / GREEK MYTHOLOGY	Olympia Boulevard				Yes		
	Olympia Link				Yes		
	Olympia Walk				Yes		
	Olympia Lane				Yes		
	Olympia Avenue				Yes		
	New Olympia Road				Yes		
	Olympia park road				Yes		
	Olympia Pathroad				Yes		
	Olympia Trakroad				Yes		
	Olympia stretch				Yes		
	Olympia Football Road				Yes		
	Olympia Village				Yes		
	Olympic Boulevard				Yes		
	Olympic Way				Yes		
	Olympic Lane				Yes		
	Bealach an Oilimpigh/Olympian Way				Yes		
	Olympian Walk				Yes		
	Sanctuary Row						Olympia was a sanctuary in Greece.
	Athens Boulevard				Yes		
	Atlas Road				Yes		Greek god who held up the sky.
	Zeus Road				Yes		Ruler of the Olympian gods.
	Zeus Avenue				Yes		
	Zappeion Road				Yes		Evangelis Zappas is a founder of the modern Olympic Games. Buried in the historical Zappeion.
	Hermes Boulevard				Yes		Greek god of trade, wealth, luck, fertility, animal husbandry, sleep, language, thieves, and travel.
	Hellenic Way				Yes		Definition: relating to ancient or modern Greece.
	Elis Way				Yes		Location in Greece of first Olympic Games
Swimmers lane				Yes			
Fitview Plaza				Yes			
Palakasan				Yes		Active sporty and fit. Filipino.	
Sports Boulevard				Yes			

**Name the Road Competition
STAGE 1: Suggestions**

Theme	Suggestion	The person must have made a significant contribution to the life of the area/city.	They have lived within the locality / District Electoral Area of the facility.	The person must have been deceased for a minimum of five years.	OR The name should provide a sense of place , reflecting the geographic location, community, neighbourhood or street where the park, facility or amenity is located.	OR The name should reflect the historical or cultural significance of the area or reflects unique characteristics of the site (unique flora / fauna).	Fact check
INSPIRATIONAL	Peace Lane					Yes	
	Recreation Boulevard					Yes	
	Flourish Boulevard					Yes	
	Heart Lane					Yes	
	Welcome Avenue					Yes	
	Progress Road					Yes	
	Balance Boulevard					Yes	
	Unity Boulevard					Yes	
	Community Way					Yes	
	New Beginnings Road					Yes	
	New Generation Road					Yes	
	New Hope Road					Yes	
LOCAL PEOPLE	The Ruby Murray Boulevard		Yes	Yes		Yes	Born on Donegall Rd. Famous singer. Died 1966.
	Florence Breakie Avenue		Yes	Yes		Yes	Politician. Belfast's first female deputy mayor. Died 1962.
	James Magennis VC		Yes	Yes		Yes	Only NI native to be awarded VC for WWII service. Died 1986.
	John Stewart Bell Road		Yes	Yes	Yes	Yes	Famous local physicist. Died 1990.
	Bell's Boulevard		Yes	Yes	Yes	Yes	
	Hurricane Higgins Highway		Yes	Yes		Yes	Snooker . Died 2010.
	Neil's Road		Yes	Yes			Suggestor's father who died in 2000.
	Nesbitt Boulevard						Suggestor wishes to honour men in family that have supported Linfield.

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Name the Road Terms and Conditions

General

1. By entering, participants will be deemed to have accepted and be bound by the Terms and Conditions. All entry instructions form part of these Terms and Conditions
2. The process for the naming of the new road leading to Olympia Leisure Centre is operated and managed by Belfast City Council via nominated Naming Panel Representatives (“we”)
3. The 6 section naming process is set out in three stages:

Stage 1 - Public submissions are open to members of the public who will be able to submit suggested name(s) commencing from Monday 5 March 2018 and running until midnight on Sunday 18 March 2018. Submissions received after this period will not be counted

Stage 2 - The top entries will be chosen and agreed by the Naming Panel against criteria set in line with Belfast City Council guidelines. The public vote will be held over a period of three weeks and will be publicised before and during this time.

Stage 3 – the public vote will be ratified by council before being officially announced.

4. In stage one - only one submission per person is permitted. An organisation can submit one corporate entry, which must be authorised by the director executive of the organisation entered.
5. In stage two - only one vote is allowed per person and we reserve the right to reject votes if we reasonably believe multiple votes have been submitted by the same person.
6. The public submissions process and voting process is open to persons of any age.
7. During the public submissions process, we will collect minimal personal details (such as your name, email address or postcode) in order to support verification of entries, to build data about the submissions and to avoid unsolicited emails.
8. All personal details collected by us will be retained and managed by us at all times in accordance with the Data Protection Act 1998 and General Data Protection Regulation. The data will be used only for the purposes of this naming process.
9. Your personal details will not be published or supplied to any other third party (see privacy notice on forms).
10. You can vote by any of the methods set out in these terms and conditions.
11. We cannot accept any responsibility for incorrectly completed, lost or delayed submissions or votes.
12. We shall ensure that the voting process is carried out fairly, however please note that our decision on all matters is final and no correspondence will be entered into.
13. The Belfast City Council website (www.belfastcity.gov.uk) operates an “implied” consent policy with regard to cookies and by continuing to use this website you acknowledge that you fully understand and agree. [You can find out more about our Cookies Policy here.](#)
14. By submitting a name you are subject to these Terms and Conditions, you agree and accept that you have no rights and you will not acquire any rights, in or to the winning name(s). No competition prize, fee or payment will be awarded.
15. We reserve the right to amend these terms and conditions or issue further terms and conditions at any time. Any amended or updated version of these terms and conditions will be posted here.

Stage 1

Public Submissions

Submitting your name suggestion online:

16. If you submit your naming suggestion entry online at www.belfastcity.gov.uk/nametheroad, you must provide a valid email address, your individual/organisation name, the name entry and the reason why you chose this name (less than 100 words)
17. Name submission forms are limited to one per person/organisation. If there is evidence that you have entered more than once all your submissions will be discarded.
18. Online submissions must be submitted by midnight on Sunday 18 March. Online submissions received after this date and time will not be counted.

Submitting your name suggestion offline:

19. Only completed official submission forms will be considered as valid entries.
20. Submission forms are available from Olympia Leisure Centre, Boucher Road, BT12 6HR, Morton Community Centre, Lorne Street, BT9 7DU, Great Village Regeneration Trust, 337 Donegall Road, BT12 6FQ and Windsor Women's Centre, 136-144 Broadway BT12 6HY.
21. You can also submit your submission form by post to: Name the Road, C/O Property and Projects Department, 9 Adelaide, 9-21 Adelaide Street, Belfast, BT2 8DJ. If submitting your submission form by post you must provide the correct postage. We will not be held responsible for entries not received due to postal issues
22. Submission forms must be received by Monday 19 March 2018. Submissions received after this date will not be counted.

The naming panel will use the following criteria to shortlist submissions for the final vote.

23. If the name honours a person it must meet the following guidelines...
24. The person must have made a significant contribution to the life of the area/city.
25. They have lived within the locality / District Electoral Area of the facility.
26. The person must have been deceased for a minimum of five years.
27. If the nominee is deceased, then appropriate relatives or friends will be contacted asking if they approve of the request. If the relatives or friends do not approve, the naming process will not be pursued.

If the name relates to a specific unique location:

28. The name should provide a sense of place, reflecting the geographic location, community, neighbourhood or street where the park, facility or amenity is located.
29. The name should reflect the historical or cultural significance of the area or reflects unique characteristics of the site (unique flora / fauna).

Stage 2

Public Vote

30. The public vote will open to the public for a period of three weeks
31. The online vote will be available at www.belfastcity.gov.uk/nametheroad during this time
32. Voting slips will also be available at Olympia Leisure Centre, Boucher Road, BT12 6HR, Morton Community Centre, Lorne Street, BT9 7DU, Great Village Regeneration Trust, 337 Donegall Road, BT12 6FQ and Windsor Women's Centre, 136-144 Broadway BT12 6HY. The offline vote will close one day after the online vote.
33. Only one vote per person/organisation is permitted and we reserve the right to reject votes if we reasonably believe multiple votes have been submitted by the same person/organisation

Stage 3

Ratification by council

After the voting has closed, the final result will be ratified by council. The results will be officially announced after this has taken place.

Liability

We accept no responsibility for any damage, loss, injury (other than our liability for personal injury or death as a result of our negligence) or disappointment of any kind suffered by any entrant in entering.

We accept no responsibility for submissions lost due to computer or post error in transit.

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Street Naming and Buildings Numbering Policy

Building Control Service



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1.0 Introduction

- 1.1** It is the policy of Belfast City Council (the Council), as implemented through the Building Control Service (the Service), to provide the City of Belfast with adequate street naming and numbering of buildings to help way-finding by the inhabitants, visitors and people who work in the City and to assist the easy identification of premises by emergency services, postal services and utility providers.
- 1.2** Signage and street naming provision will be delivered in an equitable and fair manner.

This policy is prepared in line with Council's Good Relations Strategy and Equality Scheme in order that the Council fulfils its statutory duty and responsibilities under Section 75 of the Northern Ireland Act 1998

- 1.3** Through the provision of new street names, numbering of buildings and continual updating of the corporate gazetteer and Pointer NI database, we will ensure that each property in the Council area will be correctly addressed and have a unique property reference number (UPRN).
- 1.4** In undertaking these functions the primary consideration for the Council is public safety, ensuring that street names are not duplicated and that streets and properties are named and numbered to facilitate easy identification in the event of an emergency.

2.0 Service Delivery

- 2.1 An ability to readily identify properties and being confident that buildings are properly numbered and streets are properly named plays a key role in the efficient and effective value for money services provided by the Council.
- 2.2 A properly administered system for addressing in Belfast also is crucial in enabling the delivery of an equitable property taxation system such as the current system for rating.
- 2.3 The allocation of statutory addresses has an important role in relation to the Government's commitment to improved service delivery through the linking of various organisations' datasets with a common infrastructure based on a definitive list of national addresses. Many service providers require address details before customers can access products.

3.0 Legislation

- 3.1 The statutory basis for this function is contained within Article 11 of the *Local Government (Miscellaneous Provisions) (Northern Ireland) Order 1995*. This Order repealed all earlier statutes related to the provision of street names and the numbering of buildings in Northern Ireland.
- 3.2 Article 11 of this Order provides for the naming of streets, numbering of buildings and the council's responsibility to provide street signs.
- 3.3 This provision also gives the Council powers to erect dual language street signs or secondary nameplates in a language other than English. In exercising these powers the Council is required to have regard to the views expressed by the occupiers of premises in that street.
- 3.4 The legislation governing this policy also provides the Council with enforcement powers. In discharging any enforcement powers the Service will have regard to the principles of the Enforcement Concordat and the Building Control Service enforcement policy.

4.0 Policy Implementation

- 4.1 When Building Regulations applications are commenced, the Service will advise applicants or their agents if the application creates the need for a new street name. The Service will refer to the Planning Approval list to ascertain new developments in Belfast. If these new developments have been approved by the Planning Service, the Service will send out a street naming and building numbering information pack to the responsible person.
- 4.2 This is particularly relevant on large developments where sales promotion literature often includes names that have not been approved by the Council and may be unacceptable.
- 4.3 Builders / Developers / Estate Agents will be asked to provide a number (usually 2 as a minimum) of alternative names which should not duplicate or sound like existing names in the locality yet be linked to the characteristics of the area (social, historical or geographical).
- 4.4 Building Control will check its own records and will also consult with Royal Mail Address Management to check for duplication of names within the Postcode areas, which may not follow City boundaries.

The Service will also consult with the emergency services to obtain their views if the application may involve duplication of an existing street name; these exercises provide a third party check on the registration of names within the City.

- 4.5 For new street names, changes of street names, major re-numbering, and erection of dual-language street name plates the matter will be considered by the Council's Health and Environmental Services Committee whose decision will be subject to approval at a subsequent council meeting. If an application is not approved it will be referred back to the applicant for alternative suggestions.
- 4.6 Following ratification by Council a notification will be issued to all stakeholders within 7 working days of Council approval being given.
- 4.7 A numbering schedule will then be developed. When possible this information will be included in the initial notification letter and sent to all stakeholders for the numbering of new developments, or communicated in due course.
- 4.8 All Council Members who do not sit on the committee which determines these applications will be notified of any applications made for their electoral areas relating to new street names and renumbering which are reported to committee.

When non-committee Members are notified of applications, they may send comments to the Service within 7 days of receipt of notification. Members will be notified of Council determinations made in respect of applications within their electoral area.

5.0 Building Numbering

- 5.1** There are occasions where the existing naming or numbering of buildings in a street may be unsatisfactory to either property owners/occupants or the Service.
- 5.2** If it is decided that re-numbering is necessary the Service will deal with the application if the re-numbering changes are relating to less than 5 properties.
If the re-numbering affects properties of 5 or more a report will then be brought before Committee for approval and subsequent ratification by full Council. The Royal Mail and other relevant agencies will be informed and advised of any changes in terms of postal numbering.
- 5.3** The Council will endeavour to number sites and premises as soon as it is aware that it is required. On receipt of a written request from the developer or agent a site visit will be made to help determine a suitable numbering scheme for the particular location in question. The Service will then notify the applicant of the correct postal-numbering.

6.0 Renaming a Street

- 6.1 The ability to rename streets is one which is allowed for in legislation governing the naming of streets and persons can make applications as such. The Council will carefully consider any application for renaming within its boundaries, as it is conscious that renaming of streets has profound implications on address management for the city, emergency services and the general public.
- 6.2 Therefore any application received by the Service for the renaming of a street which has the requisite support shall be presented to Council seeking its express approval before proceeding with the application. If approved by Council, the Service officers will then undertake surveys as set out below to progress the application.
- 6.3 The application/request for re-naming of a street should be accompanied by an initial petition of not less than one third of residents of the street showing a positive interest in changing the street name. A request from an individual without support of survey or signed petition will not be considered and the individual will be informed accordingly.
- 6.4 The opinions of all persons affected by a renaming proposal may then be sought. This shall be through survey of all residents listed under the electoral register for that street. All persons over 18 years of age shown as dwelling in a property on the electoral register will be written to requesting an indication of their support for or opposition to the proposed name change.
- 6.5 Only where the support of at least two thirds of occupiers aged over 18 and identified on the electoral register has been demonstrated in any street, will the Council consider a request for renaming. Royal Mail will always be consulted and if the renaming involves a duplicate street name then relevant emergency services will also be consulted as to their views on the proposed street name.
- 6.6 If the result of the survey shows that at least two thirds of the residents are in agreement with the proposed name change then a recommendation will be placed before the Health & Environmental Services Committee for agreement of the change of name.
- 6.7 If approval is granted a notification of the change of street name will be sent to the applicant and other stakeholders for information. The applicant will also be notified if the application for a change of street name is not approved.
- 6.8 Another request or re-application to change a street name which has been refused will not be accepted until a minimum period of 2 years has elapsed from the previous application date for change of the street name.

7.0 Dual Language Street Signs

- 7.1** Please refer to the policy of the Council in respect of dual language street signs which is attached as Appendix A to this document.

8.0 Enforcement

- 8.1** On occasion it is necessary to consider enforcement action to ensure the display of official street names and postal numbers. In line with our enforcement policy informal action will in all cases be pursued in an attempt to resolve the matter. If however, persuasion fails to achieve results action will normally be taken under Article 11 of the *Local Government (Miscellaneous Provisions) (NI) Order 1995*.

(Article 11, paragraph 5) Local Government (Miscellaneous Provisions) (Northern Ireland) Order 1995 provides that:-

“Any person, who obscures, pulls down, defaces any official nameplate or erects in any street a nameplate showing as the name of the street a name different from the official street name or erects in any street any nameplate purporting to show the name of the street, without authorisation of the Council, shall be guilty of an offence and liable on summary conviction to a fine not exceeding level 2 on the standard scale.”

- 8.2** In addition the said Order provides that:-

Where the occupier of a house or building fails to ensure that it is marked with the number approved by the council – the Council may serve on him a notice requiring him to comply with the notice within 7 days from the date on which the notice is served.

If that person fails to comply with the notice they shall be guilty of an offence and liable on summary conviction to a fine not exceeding level 2 on the standard scale.

The Council may do anything which he has failed to do and in addition may recover from that person summarily as a civil debt any expenses thereby reasonably incurred.

9.0 Finance

- 9.1 As the erection of street signs and registration of postal numbering are statutory functions the Council will not levy a charge in administering these functions. Where an application for written confirmation of Postal Numbering is made, a Numbering Certificate will be issued by the Council.
- 9.2 The existence and condition of street nameplates will be monitored by officers on a regular basis and repair or replacement carried out. Where signage has been subject to vandalism, repairs will be made or replacement signage erected.

10 Street Naming and Buildings Numbering Guidelines

10.1 The following guidelines will be used to support the operation of this policy.

Naming Streets and Buildings

- (i) New street names shall not duplicate any name already in use in the City or in areas of neighbouring Boroughs close to the Belfast City boundary.

A variation in the terminal word, i.e. 'street', 'road', 'avenue', etc, may not be accepted as sufficient reason to duplicate a name, other than where streets are adjacent or within one development.

- (ii) Subsidiary names (e.g. a row of buildings within an already named road being called '.....Terrace') should not be used.

- (iii) All new street names should end with a suffix such as:-

Street	for any road
Road	for major roads
Way	for major roads
Road	for residential roads
Avenue	for residential roads
Drive	for residential roads
Grove	for residential roads
Lane	for residential roads
Gardens	(subject to no confusion with any local open space)
Mews	for houses around an open yard or along a laneway
Place	for a square with houses
Link	for a road linking two roads
Crescent	for a crescent shaped road
Close	for a cul-de-sac only
Square	for a square only
Hill	for a hillside road only
Circus	for a large roundabout
Terrace	for a terrace of houses (provided is not a subsidiary name)
Court	for apartments or houses around an open yard

The above list is not exhaustive and all decisions on names remain within the authority of the Council.

- (iv) Names which could be viewed as detrimental to the surrounding area such as Abattoir Road, Tip Lane, or names capable of deliberate misinterpretation should not be used.

- (v) The use of North, East, South or West (as in Alfred Road North and Alfred Road South) (or East, West) is only acceptable where the road is continuous and passes over a major junction.
- (vi) Phonetically similar names within a postal area within the City, e.g. Euston Road, Houston Road should not be used.

(a) **The Numbering of Buildings**

- (i) A new street should be numbered with even numbers on one side (left) and odd numbers on the other (right).
- (ii) Small cul de sacs should be numbered consecutively and larger cul de sacs are split for numbering purposes.
- (iii) Private garages and similar buildings used only for housing vehicles, etc. should not be numbered.
- (iv) The number 13 is discretionary in its use. It is commonly included in developments unless requested otherwise.
- (v) Buildings (including those on corner sites) are numbered according to the street in which the main entrance is to be found and the manipulation of numbering in order to secure a 'prestige' address or to avoid an address which is thought to have undesired associations will not be sanctioned.
- (vi) If a building has entrances in more than one street, but is a multi-occupied building and each entrance leads to a separate occupier, then each entrance should be numbered in the appropriate road. Exceptions may be made, depending on the circumstances, for a house divided into flats.
- (vii) A named building is not under the control of the Legislation and will be numbered onto the existing street.
- (vii) Postcodes are the responsibility of Royal Mail Address Management.
- (viii) In residential buildings (e.g. blocks of flats) it is usual to give a street number to each communal entrance.

The numbering of flats within a named or numbered building is outside the scope of these powers, but developers are requested to supply a layout plan and unit or apartment numbers to facilitate Council records.

On each floor the numbering should be in a clockwise direction where this is possible and they should be numbered not lettered e.g. Flat 2, 21 Smith Street, not, Flat A, 21 Smith Street.

- (ix) When one large house in a road is demolished and replaced by (say) four smaller houses or in rural situations, where all available numbers are taken up, it may be necessary to include alpha-numeric references. E.g. 34A, 34B, 34C, 34D.

Appendix A

Dual Language Street Signs Policy

1.0 Legislation

The statutory basis for this function is contained within *Article 11 of the Local Government (Miscellaneous Provisions) (Northern Ireland) Order 1995*. This Order commenced on 15 March 1995, it provides for street naming, street numbering and the provision of street signs. It also gives Councils the discretionary power to erect dual language street signs or secondary nameplates in a language other than English.

2.0 Introduction

The legislation requires the Council, in deciding whether and how to exercise its discretion to erect a street name in a language other than English, to take account of the views of the occupiers of premises in the street.

For the purposes of this policy occupiers shall be taken to be any person whose name appears in the current Electoral Register plus the owners or tenants in actual possession of commercial premises, but not employees in such premises.

These policy proposals were developed in close consultation with the Director of Legal Services and are designed to promote consistent and reasonable responses. However, the policy should not be applied in such a way as to prevent due consideration being given to the particular circumstances of each application. Having regard to the significant resource consequences of administering the implications of the policy, the policy should be reactive in nature.

3.0 Procedure

The procedures for seeking and assessing the views of occupiers and the criteria to be applied in deciding whether to erect a street sign in a language other than English are as follows:

- (i) Only applications supported by a petition representing not less than one third of the people appearing on the Electoral Register of the street for which the application is made will be progressed.
- (ii) Where the foregoing requirements have been met the Council will canvass by post all people appearing on the Electoral Register of that street and seek their views on the request to erect a street sign in a second specified language. This letter is designed so as to make the expression of views as simple as possible. Reply will be by way of a pre-paid envelope and should be returned within one month of receipt.
- (iii) Where two thirds or more of the occupiers appearing on the Electoral Register have indicated that they are in favour of the erection of a second language street sign, then such a sign will be erected. People not returning a reply will be deemed not to be in favour of the application.

- (iv) Consideration will to be given to "long streets" where majority opinion on whether to have a second language street sign may differ between readily identifiable, substantial lengths of the street. In these circumstances consideration will be given to the erection of dual language nameplates in those substantial portions of the street where the required majority of occupiers have expressed a wish for such a nameplate.
- (v) When a decision has been taken to erect a street sign in a second language the translation from English to that second language will be carried out by an independent, competent Body such as the appropriate Language Department at Queen's University.
- (vi) With regard to the design and placing of the street signs the second language sign shall be located immediately below the English sign and the size of lettering shall be smaller than the English version to avoid any risk of confusion to the emergency services.

4.0 Adoption by Council

This policy was adopted by the Council on 1 September 1998.



Subject:	Water Refill Points - Response to Notice of Motion
Date:	5 June 2018
Reporting Officer:	Nigel Grimshaw, Strategic Director of City & Neighbourhood Services
Contact Officer:	Stephen Leonard, Environmental Health Manager, City & Neighbourhood Services

Restricted Reports	
Is this report restricted?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If Yes, when will the report become unrestricted?	
After Committee Decision	<input type="checkbox"/>
After Council Decision	<input type="checkbox"/>
Some time in the future	<input type="checkbox"/>
Never	<input type="checkbox"/>

Call-in	
Is the decision eligible for Call-in?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

1.0	Purpose of Report or Summary of main Issues
1.1	To report to People & Communities Committee on the feasibility of implementing a bottle refill initiative in Belfast.

2.0	Recommendations
2.1	<p>The People & Communities Committee is asked to consider</p> <ul style="list-style-type: none"> • Whether they wish to join a water refill scheme for Belfast.
2.2	<p>If Committee agrees to join a water refill scheme for Belfast, they are asked to</p> <ul style="list-style-type: none"> • Approve the next steps outlined in paragraph 3.13 below.
3.0	Main Report
3.1	<p>Background</p> <p>At the meeting of the Council on 1st February, the following motion, which had been proposed by Councillor Milne and seconded by Councillor Kyle, was referred to the Committee for consideration:</p> <p>3.2 <i>“This Council notes that many cities in the UK and Ireland are taking action against plastic waste by implementing free water refill points. Notably, Bristol has been implementing a very successful refill scheme since 2015, and London has recently pledged to increase the availability of water refill points to help limit the amount of recyclable waste sent to landfill.</i></p> <p>3.3 <i>Not only will increasing the provision of free water refill points help reduce plastic waste, but increased access to water can contribute towards people living a healthier lifestyle.</i></p> <p>3.4 <i>The Council, therefore, agrees to assess the feasibility of implementing a bottle refill initiative. Additionally, it will write to the Belfast Chamber of Commerce seeking to determine whether local shops and businesses can work together to provide access to public drinking water. This could potentially increase footfall within local businesses and even further improve the public relations impact of our business community.”</i></p> <p>3.5 The People & Communities Committee of 6th February 2018 agreed that a report be submitted to a future meeting.</p> <p>Current Context</p> <p>3.6 Plastic pollution has become an increasingly prevalent issue through the additional media scrutiny on the harmful effects of plastic on the marine environment. China has recently imposed quality restrictions on the import of recyclable materials, in an attempt to address</p>

	<p>domestic concerns about pollution and public health. This in effect closes down the export of recyclable plastics and other materials from the world's richest countries. The need to reduce the amount of plastic used has become more urgent.</p>
3.7	<p>Plastic bottles are one of the main sources of plastic pollution within Northern Ireland. It is estimated that 12,000 tonnes of plastic bottles are collected every year in NI, equating to 181 million plastic bottles per year. Although there are no specific estimates for Belfast, an extrapolation of the NI average suggests that 33.3 million plastic bottles are collected every year within Belfast.</p>
	<p>Refill Schemes</p>
3.8	<p>In relation to refill schemes, there are two main schemes – Refill Ireland and City to Sea. Both schemes follow the same concept – premises/organisations voluntarily join the scheme, offering the public to get their bottles refilled for free, get a sticker advertising this placed on the front door or window and get mapped onto the website or app.</p>
3.9	<p>City to Sea is the original campaign group (established in 2015) and is more established. Starting in Bristol, it now has over 1,600 refill sites across the UK, including 22 in Belfast (3 of which are Belfast City Council sites – Ormeau Park, CS Lewis Square and Sir Thomas & Lady Dixon Park). Premier Inn and Starbucks are currently signed up to this scheme and mapped in Belfast. They have a smart phone app, making it easy to find refill points when you are in the city. There is also a rewards system for refilling at the signed up sites with a certain amount of points entitling you to a free refillable bottle.</p>
3.10	<p>Refill Ireland is primarily based in the Republic of Ireland, though do have a presence in Northern Ireland – Mount Stewart has six refill points mapped. They do not currently have a presence in Belfast and their map is web based rather than a smart phone app that can easily be accessed when in the city to find the nearest water refill point.</p>
3.11	<p>Given that City to Sea has already established a presence in Belfast (including three BCC sites), draws a lot of national attention and is attracting large scale multi-national companies who have a presence in Belfast to join the scheme nationally, City to Sea is recommended as the preferred scheme for Belfast.</p>
	<p>Current Water Refill Sites in Belfast City Council Premises</p>
3.12	<p>Currently, within Belfast City Council sites there are eight drinking water fountains:</p>

<p>3.13</p> <p>3.14</p> <p>3.15</p>	<ul style="list-style-type: none"> • Ormeau Park (two water fountains); • Connswater Community Greenway (at CS Lewis Square); • Sir Thomas and Lady Dixon Park; • Woodvale Park; and • City Hall (two water fountains) • The Adventurous Playground, Cavehill Country Park. <p>Next Steps</p> <p>Should Committee wish to join a water refill scheme, it is recommended that the following steps are undertaken:</p> <ul style="list-style-type: none"> • The eight BCC sites be immediately added to the City to Sea refill scheme; • Officers will approach our operating partners (GLL and Amadeus) and representative bodies (for example Chamber of Commerce and Retail NI) to ascertain if they are also willing to operate and/or promote the scheme; • Begin to promote the initiative through existing communications channels; • Monitor the uptake of the campaign in Belfast; and • Report to Committee on the success of the campaign in relation to take up by other premises. <p><u>Resources Implications</u></p> <p>There are no additional resource implications contained within this report.</p> <p><u>Equality Implications</u></p> <p>There are no equality implications contained in this report.</p>
<p>4.0</p>	<p>Appendices – Documents Attached</p>
	<p>None</p>



Subject:	Food Service Delivery Plan 2018-19
Date:	5 th June 2018
Reporting Officer:	Nigel Grimshaw, Strategic Director of City & Neighbourhood Services
Contact Officer:	Siobhan Toland, Director of City Services Damian Connolly, Environmental Health Manager (Food Safety & Port Health)

Restricted Reports	
Is this report restricted?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If Yes, when will the report become unrestricted?	
After Committee Decision	<input type="checkbox"/>
After Council Decision	<input type="checkbox"/>
Some time in the future	<input type="checkbox"/>
Never	<input type="checkbox"/>

Call-in	
Is the decision eligible for Call-in?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

1.0	Purpose of Report or Summary of main Issues
1.1	The Food Safety Unit works with local businesses to build compliance with Food Law and to ensure that food produced and sold in Belfast is safe and can be trusted. This not only protects the consumer it also protects and enhances the reputation of the City, our local businesses and their competitiveness.
1.2	Food related illness costs the local economy, individual businesses and the consumer. It is estimated (based on N.I. Department of Health statistics) that in Belfast 11,200 people suffer from food poisoning and food related illness annually, resulting in 104 hospital admissions, 5 deaths and costing the Belfast economy in the region of £19 million.
1.3	

<p>1.4</p> <p>1.5</p>	<p>A reputation for good food hygiene standards can support economic growth. The Food Hygiene Rating Act (NI) 2016 requires businesses to display their food hygiene rating, improving the opportunities for consumers to make informed choices and encouraging improved compliance. It is expected that this enhances the reputation of Belfast as a safe place to visit with 98% of food businesses rated as 3, 4 or 5 (broadly compliant or better). (See appendix 2 for ratings breakdown)</p> <p>BREXIT poses a major challenge for the import and export of foods and we will be reviewing developments closely with a view to supporting exporting food business and importers to meet any additional food safety requirements. It is possible that additional checks and controls may be imposed for the importation and exportation of foods post BREXIT and these would place additional demands on Food business and the service.</p> <p>Each year, the Council produces a Food Service Delivery Plan which sets out the activities, techniques and approaches to be taken during the year to support businesses in ensuring food safety and to promote informed healthy choices. The Plan provides the basis on which the Council's regulatory activities are monitored and audited by the Food Standards Agency and it is a requirement that it is presented to the Council for approval.</p>
<p>2.0</p>	<p>Recommendations</p>
<p>2.1</p>	<p>The Committee is requested to approve;</p> <ul style="list-style-type: none"> • The Food Service Delivery Plan 2018-2019.
<p>3.0</p>	<p>Main Report</p>
<p>3.1</p> <p>3.2</p>	<p><u>Key Issues</u></p> <p>The Food Standards Agency (FSA) has a key role in overseeing local authority regulatory activities to ensure that food safety is delivered. Powers to enable the FSA to monitor and audit local authorities are contained in the Food Standards Act 1999. A detailed Framework Agreement on local food law enforcement has been produced by the Agency, in conjunction with local authority representative bodies, to provide guidance on how regulatory service plans should be structured and what they should contain. Service plans developed under these arrangements provide the basis on which local authorities are monitored and audited by the Food Standards Agency.</p> <p>The Framework Agreement as described above requires that Food Service Delivery Plans should be submitted to the relevant Member forum, in this case the People and Communities Committee, for approval. This is to ensure local transparency and accountability.</p>

3.3	<p>A summary of the key work activities completed in the last year and profiling the work of the unit is included for information in Appendix 1. A summary of current food hygiene ratings is included in Appendix 2. The Food Service Delivery Plan for 2018-2019 is included in Appendix 3.</p> <p><u>Financial & Resource Implications</u></p> <p>The resources required for this core service have been included in the City and Neighbourhood Services Revenue Estimates for the year and no additional resources are anticipated.</p> <p><u>Equality or Good Relations Implications</u></p> <p>None</p>
3.4	
3.5	
4.0	Appendices – Documents Attached
	<p>Appendix 1 – Summary of the key areas of work undertaken by the Food Safety and Port Health Unit 2017-2018</p> <p>Appendix 2 – Current food hygiene ratings</p> <p>Appendix 3 – Food Service Delivery Plan</p>

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Appendix 1

Food Safety and Port Health

Background Summary

This paper provides a summary of the work carried out by the Council to monitor and ensure food safety and to encourage healthier choices during 2017-2018.

Protecting Consumers and Supporting Businesses

Visits to premises are an integral part of the Service and Council officers use them to help support the food businesses to understand and meet their legal obligations and to ensure that the food they supply is safe. The visits were planned using a risk based approach that targets resources to where they are needed most and reduces the inspection burden on better businesses. The support provided on such visits can be vital to sustain and protect businesses, particularly in the current financial climate.

Last year we implemented our food service plan and completed 92% of our planned hygiene intervention program and 88% of the Food Standards intervention program. These percentages are increased from the previous year which had been reduced due to the demands of the mandatory Food Hygiene Rating Scheme and new Food Information Regulations including a requirement for business to provide information on allergenic ingredients. During the year we carried out around 5354 visits to premises, took 1486 food samples and responded to around 1000 requests for service. The unit received 628 complaints about food or food premises, 97% of complaints were responded to within the 48 hours target, and 84% of food complaints were fully investigated and resolved within 8 weeks.

The Food Hygiene Rating Act (NI) 2016 requires all food businesses within the scope of the scheme to display their food hygiene rating sticker in a prominent position where it can easily be seen by customers at all entrances to the premises. The rating is based on the level of food hygiene / safety compliance found at the time of its last inspection. The rating is also published on the Food Standards Agency's website: www.food.gov.uk/ratings.

The aim is to enable consumers to make informed choices as to where to eat based on the hygiene rating and the scheme encourages businesses to improve and maintain their hygiene standards. Currently 98% of our premises are rated 5 -very good, 4 - good or 3 - generally satisfactory, with only 2% requiring improvement (rated 0, 1 or 2)

Within the City Council boundary is the Port of Belfast, which is one of the major ports in the United Kingdom. About 60% of Northern Ireland's seaborne trade and a fifth of the entire island's is handled at the port which received over 6,000 ship visits last year. Belfast remains Ireland's busiest ferry port with over 1.5 million passengers and crew and over 0.5 million freight units. The Council supports this industry through the delivery of Port Health services from purpose built office and inspection facilities located within the harbour estate.

The Port Health facilities are approved by the EU for the importation and clearance of a range of high risk foodstuffs. Last year we examined 315 consignments and carried out 482 documentary checks of imported foods. Foods from non-EU countries, including nuts and nut products, confectionary, curry products, fruit, rice and wine were inspected and examined for contaminants such as aflatoxins, excessive or non-permitted additives and pesticides. Many of these products have to be sampled at EU defined levels. The consignments are often detained until an acceptable result is received or in some cases if found to be unsatisfactory rejected (see enforcement below).

The Unit also validates imports of organic foods from 3rd Countries, involving documentary and identity checks. Last year 33 Organic consignments were validated.

Last year we inspected 488 ships arriving at the Port to ensure compliance with International and UK health and hygiene requirements including food safety and control of infectious diseases. 109 Ship Sanitation inspections were carried out and certificates issued to the vessels.

Community Engagement and Good Relations

Our Food and Port Health team deliver a front line service interacting with consumers and local businesses to protect our community and respond to any query related to food safety. The Council carries out a number of initiatives to support ethnic communities and businesses. We continue to work with the large number of ethnic caterers in the city and will always make information available in a language which can be understood and, in accordance with Council policy, will continue to employ the services of interpreters where necessary.

Supporting the Local Economy

Food production, transport and sale at retail and catering establishments play an essential part in our local economy. Food and drink accounts for £672 million of the GVA for Northern Ireland with the food sector as a major employer having almost 45,000 employees in Northern Ireland. Good quality, local and safe food has a key role to play in developing local tourism. The work of the Council helps to protect the reputation and maintain the standards of our local food industry. It is particularly important to support new businesses and we offer help to anyone thinking about starting a food business and assist those that have just opened. We held a range of workshops and events during 2017-2018 to support businesses, and advised 209 individuals on the requirements for opening a new food business. We intend to continue with such supporting activities to assist local businesses in providing safe food.

Over recent years the City has been successful in attracting a number of high profile events including the Tall Ships, the World Police and Fire Games, the Giro D'Italia, along with annual concerts, markets and festivals. These events are vital to promoting the city, tourism and the local economy. We work closely with event organisers to ensure these events are a success and are safely managed.

The Council website has been updated with improved information for anyone wishing to open a food business or for managing an existing business.

BREXIT poses a major challenges for the import and export of foods and we will be reviewing developments closely with a view to supporting exporting food business and importers to meet any additional food safety requirements. It is likely that additional checks and controls may be imposed to control the import and export of foods post BREXIT and these may place additional demands on Food Safety and Port Health.

Food Safety Week

In 2017 Northern Ireland Food Safety Week was launched on 19 June. Last year's theme focused on Safe Summer Food. The Council issued a press release, used its website along with social media and had leaflets available to promote the key messages throughout the week.

This year's food safety week starts 4 June and will be based around the "People that keep your food safe", it will provide an opportunity to raise the profile of all the good work council food safety officers do.

Preventing Illness

There are approximately 22,200 cases of food poisoning occurring annually in Northern Ireland. Whilst the majority of these go unreported, some can cause serious illness, permanent disability and in extreme cases death. The elderly and the young are particularly vulnerable. Food poisoning is estimated to cost the UK £1.5 billion each year. As well as ensuring that businesses produce safe food, the Council also investigates cases of food poisoning to identify the source and prevent those who are ill from infecting others. We investigated 100 confirmed cases of food related infectious diseases last year; these were dealt with within 24 hours in 100% of cases. We also dealt with 178 alleged food poisoning complaints.

We provide advice, often aimed at the elderly and the young, to make the public aware of food safety in the home.

Preventing Food Fraud

Food fraud is committed when food is placed on the market with the aim of deliberately misleading the consumer. Food fraud becomes food crime when it is no longer carried out by individuals but becomes an organized activity perpetrated by groups. It is carried out for financial gain and there is evidence that the current economic situation may be increasing its occurrence. Recent examples of food fraud that we have dealt with include 'Premium wasabi powder' which was sampled and found to contain no wasabi, under declared meat content in various meat products. We continue to take surveillance samples for alcohol substitution with cheaper alternatives, the watering down of alcoholic drinks and the substitution of a variety of fish including cod/whiting with cheaper varieties of white fish.

This year, Belfast City Council took part in Operation Opson VI focusing on Food Supplements. This was a priority under the Food Standards Agency National Co-ordinated Sampling Programme 2016/17. Belfast co-ordinated and provided officer training to the 11 District Councils in Northern Ireland which were to be involved in the operation. Businesses were sent a letter and food supplements leaflet prior to the Opson VI operation with a follow up visit and assessment of labelling for compliance with Nutrition and Health Claims and Food Supplements Regulations. Sampling was also carried out. None of the product was found to be injurious to health however there were a number of labelling irregularities identified. Food supplements continue to be an area of significant work with a recent voluntary surrender and destruction of non-compliant products being removed from the market.

We will continue to share intelligence and explore opportunities to work with other agencies to target Food Fraud and Food Crime. Our intelligence led food sampling program will be an essential element of this work.

Promoting a Healthy Diet and Tackling Obesity

In Northern Ireland each year there are around 4,000 deaths from cancer and 3,000 from heart disease. Diet, especially excess saturated fat, salt and sugar is thought to play a role in about one third of all cancer and heart disease cases. In an effort to help tackle obesity and poor diet, officers work with local businesses to ensure that the nutritional labeling of food is accurate so consumers can make informed choices about what they eat. The Council is also working with businesses to encourage them to improve the nutrient profile of their foods and to provide calorie information to consumers through work with Caterers on the Calorie wise project.

Enforcement

Our enforcement approach aims to provide support, advice and guidance to secure compliance. This approach has been successful with 98% of our food businesses found on inspection to be broadly compliant with food hygiene legislation.

However, where businesses consistently fail to comply or present a serious threat to public health, it is important that the Council takes action to protect consumers. Last year the Council issued 1720 written warnings requiring action and in more serious cases formal enforcement sanctions were taken.

The team prosecuted 4 businesses for food safety offences including 2 for poor hygiene conditions in the premises, 1 for the sale of food containing a non-permitted additive and 1 for substituting an alcoholic spirit drink in place of a well-known brand.

3 formal cautions were issued to businesses. 1 caution related to misleading the consumer in the description of protein whey food supplements. The other 2 cautions were both related to allergens. In one case the offence related to the sale of unsafe food, in that it caused an allergic reaction in a customer who had requested a meal free from a particular allergenic ingredient and the business had failed to ensure that the food provided was free from the ingredient. The second allergen case related to a large retailer who failed to withdraw a product from sale that had not been labelled with the appropriate allergen declaration.

A total of 4 premises were closed where there was considered to be an imminent risk to health. In these cases this was due to pest infestations and risk of contamination of food. Voluntary procedures were used in these cases and with the co-operation of the food business operator it was not necessary to seek emergency prohibition orders

From October 2016 under the Food Hygiene Rating Scheme it has been a requirement for businesses to display their rating sticker where people buy or eat food. During the year the food safety team have issued 10 fixed penalty notices on food business operators that failed to display a valid food hygiene rating sticker.

In addition Belfast City Council has taken the first successful prosecution in Northern Ireland against a business for failing to display a valid food hygiene rating sticker. The business was fined £250 and ordered to pay £120 legal costs, for failure to comply with the requirements the Food Hygiene Rating Act (Northern Ireland) 2016. At the time of the offence the premises was rated one, indicating "major improvement necessary" to comply with the food hygiene requirements.

In the Port Health Unit,

- 15 containers were rejected including 5 containers which contained foods which were incorrectly labelled and were subsequently referred to the Inland Authority for action.
- 15 Notices were served under Official Feed & Food Controls Regulations (NI) 2009 including detention, destruction and re-dispatch.
- 2 detention notices were issued under organics legislation.

Appendix 2 - Food Hygiene Rating Scheme (FHRS) 2018

As of 1st April 2018 there were 3821 food businesses operating within the Belfast City Council area; of these businesses approximately 2773 premises were included within the scope of the FHRS. Regulation 3 of the Food Hygiene Rating Regulations (2016) details the categories of establishments that are exempt from the scheme:

- An establishment where the sale of food is not the primary activity and where the only food sold is shelf stable at ambient temperatures and delivered prepacked and remains sealed at all times e.g. chemist.
- Off licences selling food which is shelf stable at ambient temperatures and delivered prepacked and remains sealed at all times
- An establishment providing caring services but also used as a private dwelling e.g. childminder.

The table below represents a snapshot of the status of premises within the scope of the FHRS at a given point in time (3 May 2018).

Further information is available on the website at

<http://ratings.food.gov.uk/authority-search-landing/en-GB/807>

Hygiene Rating	Number of Premises	%
5 - Very good	1880	68%
4 - Good	594	21.5%
3 - Generally satisfactory	234	8.5%
2 - Improvement required	40	1.5%
1 - Major improvement required	16	0.5%
0 - Urgent improvement required	0	
Total rated establishments	2764	
Establishments with rating of 3 or better i.e. broadly compliant	2708	98%

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**BELFAST CITY COUNCIL
CITY & NEIGHBOURHOOD SERVICES DEPARTMENT
SERVICE PLAN FOR FOOD LAW ENFORCEMENT 2018/2019**

It is estimated (from N.I. Department of Health statistics) that in Belfast 11200 people will suffer from food poisoning and food related illness annually, resulting in 104 hospital admissions, 5 deaths and costing the Belfast economy an estimated £19 million each year.

This service plan for food law enforcement describes the balance of techniques and approaches to be taken by Belfast City Council during 2018/2019 to ensure food safety, food standards and promote informed healthy choices. The Council will mix and balance the four common approaches to enforcement:

- Demand driven
- Education driven
- Inspection driven
- Intelligence driven

Food safety is a priority for the Council's regulatory service, with staff on the Food Safety, Port Health and Business Support providing most aspects of the service.

1 – Service Aims and Objectives

1.1 Aims and objectives

The key aims and objectives of the food service are to:

1. Protect consumers and ensure food produced, imported through or sold in Belfast is safe to eat and meets the necessary legal standards
2. Support the local economy, including the regeneration and Investment in the City Centre by minimising the cost of food related illness and supporting individual businesses through clear advice, guidance and good regulation which are effective, risk based and proportionate.
3. Respond to all complaints or service requests within target response times and meet the needs of local people through effective delivery of quality and customer centric services.
4. Help consumers and businesses understand about safe food and healthy eating, and help to ensure that consumers have the information they need to make informed choices whilst promoting food sustainability and helping to reduce food poverty.

1.2 Links to corporate objectives and plans

The Belfast Agenda is Belfast's first community plan and sets out a new vision for Belfast to become a City which will drive a successful economy, a magnet for investment and a great place to live for everyone.

The Food Service has an important contribution to make to the achievement of the Council's vision, particularly through its support to the Economy and creating a safe city. The service also helps the Council in its efforts to stimulate the local economy through its City Centre regeneration and investment plan.

In promoting food safety and healthy choices the Food Service also contributes to delivering the cross-government food strategy, published in January 2010, setting out a joint vision for the UK food system in 2030 and the Food Standards Agency's Strategy for 2015–2020.

The Service, by improving food safety in the City, plays an important role in promoting Belfast to visitors and tourists. This has become more visible since the Food Hygiene Rating Act (NI) 2016 came into operation in October 2016 requiring all relevant food businesses to display their ratings (display was previously voluntary, with 57% of businesses displaying their rating). The implementation and enforcement of this legislation requires considerable resources.

2. Background

2.1 Profile of the Local Authority

The Council is the largest of the 11 Councils in Northern Ireland and, by any definition, is an organization of size, importance and structure. It now serves a population of 334,000 (with a daytime population of 422,500). The area is predominantly urban in nature with the Council offices being located in the city centre. The city is the major centre for both employment and entertainment in Northern Ireland with two thirds of the population of Northern Ireland being within 50km of the city.

Within the city boundary is the Port of Belfast, Ireland's busiest port and one of the major ports within the United Kingdom. The area of the Port consists of 1,000 acres of water 2,000 acres of land and over 8,000 linear metres of quays. Around two thirds of Northern Ireland's seaborne trade, and a quarter of that for Ireland as a whole, is handled at the port which receives almost 6000 vessels each year and over 23 million tonnes of cargo.

Belfast is Ireland's busiest ferry port with 1.5 million passengers and over half a million freight units annually and is also the leading dry bulk port with regards to imports of grain, animal feeds, coal, fertilizers and cement. Additionally, over 95% of Northern Ireland's petroleum and oil products are handled at the Port. The City has become one of the main cruise destinations in the UK attracting 82 cruise ship visits in 2017 carrying 145,000 passengers and generating around £24 million for the local economy.

2.2 Organisational Structure

Following local government reform in April 2015 and the additional powers and responsibilities of the new Council, the organisation has and continues to undergo substantial redesign. This has included new committee structures and restructuring of the various departments.

The new City and Neighbourhood Services Department was formed and is currently one of seven service Departments which make up the officer structure of the Council.

Each Department reports to and discharges the functions of one or more Council Committees. The City & Neighbourhood Services Department will mainly report to the People & Communities Committee. The Department comprises of approximately 1,500 staff and brings together many of the main functions providing services directly to ratepayers across the city, including Parks and leisure, Community Services, Environmental Health, Waste Management, Cleansing Services, Good Relations etc

The Department is currently being redesigned and staff are being aligned to a new functional model which may evolve over time. This functional model reflects the need to transform and place shape neighborhoods aiming to better integrate and improve front line services working on an area basis in communities to improve health, social and economic outcomes. Under the functional model Food Safety will sit within a city wide service working alongside four neighborhood service teams.

However the functional model does not represent a management structure which is now being considered, in the meantime the existing reporting lines prevail as shown below.

The Environmental Health Manager (Food Safety and Port Health) has responsibility for the delivery of this Service Plan for Food Law Enforcement. He is assisted by two Principal Environmental Health Officers (Food Safety) and a Principal Environmental Health Officer (Port Health). A pool of suitably qualified and authorised Environmental Health Officers are employed by the Council, and are allocated to duties within 3 areas of the Service, and allocation of staff to each of those areas can be quickly adjusted, should the need arise. The Unit has established an area based service delivery system.

The Northern Ireland Public Health Laboratory based at the Royal Group of Hospitals, Belfast provides specialist services in food microbiology and pathology. The Council has appointed Public Analyst Scientific Services Limited as Public Analysts (PASS) to provide specialist analysis and advice on food composition, labelling and chemical and physical contaminants of food. The Agri-Food and Biosciences Institute at Newforge Lane, Belfast, is employed for the identification of pests associated with food and food premises.

2.3 Scope of the Food Service

Belfast City Council carries out all functions relating to food safety and food standards matters, including the following:

- Inspection of food premises including manufacturing, catering and retail premises in accordance with a range of legislation and guidance, and taking into consideration the Council's Regulation and Enforcement Policy
- Registration of food premises
- Implementation of the national Food hygiene Rating Scheme including publication of food hygiene inspection results on the national website.
- Dealing with potential food hazards including Food Alerts
- Approval of premises for the production and supply of products of animal origin
- Inspection of foodstuffs and the formulation and implementation of sampling programmes for analysis in relation to composition and labelling and/or microbiological examination.
- Investigation of complaints relating to food and hygiene of food premises and investigation of cases of suspected food poisoning
- Providing advice and information on food safety matters
- The provision of specialized food safety education programmes, and signposting to other commercially available training services
- Food safety and nutrition promotional activities, including participation in National Food Safety Week, and the development and promotion of actions to improve nutrition & health and reduce food poverty.
- Provision of practical food safety and port health training to environmental health students.
- Investigation of incidents of statutorily notifiable food and water related illnesses on behalf of the Director of Public Health of the Public Health Agency.
- Inspection of third country (non EU) imported food of non animal origin.
- In partnership with the Department of Agriculture, Environment and Rural Affairs the operation of the Port of Belfast Border Inspection Post and the inspection of Products of Animal Origin.
- Inspection of vessels (ships – including passenger ferries) arriving at the Port to ensure compliance with International and United Kingdom health and hygiene requirements including food safety and control of infectious diseases and to issue Ship Sanitation Certificates as required.
- Enforcement of legislation relating to import control of Organic products
- Enforcement of legislation to control illegal, unregulated and unreported fishing
- The issuing of export certificates required for the export of consignments of food from NI to third countries

The service is currently provided by members of staff employed by Belfast City Council. All staff involved in the inspection of food and food premises meet the qualification and experience requirements of the Food Law Code of Practice.

2.4 Demands on the Food Service

2.4.1. Food Safety Service

Belfast City Council has 3796 food businesses within the City.
A profile of premises classified in accordance with the FSA monitoring returns are given below.

TYPE OF ESTABLISHMENT	NO. OF PREMISES
Primary Producers	4
Slaughterhouses	0
Manufacturers & Packers	195
Importers/Exporters	37(includes Import Agents)
Distributors/Transporters	61
Retailers	696
Restaurant/Caterers	2770
Unrated premises awaiting first inspection as of 1st April 2018	15

NB. 696 premises are considered to be of so low risk they are currently outside the intervention programme. These are mainly childminders that care for children in their own home.

8 manufacturing premises and 6 cold stores in the city are approved under EC Reg 853/2004.

The majority of food premises in the city are caterers or retailers reflecting the fact that Belfast is a major regional centre for shopping, entertainment, business and tourism. However within the City there are a number of major manufacturers including two major bakeries, 2 flour mills, 6 cold stores, 3 meat preparations and other meat products premises, an animal fat rendering plant, 4 approved fish processors which manufacture and process food for distribution throughout Northern Ireland and Great Britain and export to the Republic of Ireland.

An External Temporary Storage Facilities (ETSF formerly known as Enhanced Remote Transit Shed – ERTS) is a warehouse designated by HM Revenue and Customs (HMRC), where goods are temporarily stored pending clearance by HMRC, and prior to release into free circulation. ETSFs are examined quarterly to ascertain if foods are stored.

As shown above there are a large number of distribution centres located in the city many of which distribute across Northern Ireland and the Republic of Ireland. Seven of these premises specialize in ethnic foods of non EU origin and are monitored to ensure imported food controls are being adhered to.

It is estimated that over 5% of Belfast's food businesses, across a range of business types, are owned by people whose first language is not English. These food business operators have traditionally been Asian, however in recent times there has been an influx of Eastern Europeans and Africans. Whilst this adds significantly to diversity and customer choice, it requires particular effort from the service to ensure equal access to advice and information, including the facility for the translation of documents and provision of interpreters for on-site visits and meetings.

The Council's food safety services are delivered from the Cecil Ward Building, 4-10 Linenhall Street, Belfast, between the hours of 0830 and 1700, Monday to Thursday, and between 0830 and 1630 on Fridays. The Port Health services are delivered from the Port Health Unit at Corry Place, Belfast Harbour Estate, during the same hours.

Out of hours work is undertaken as necessary, such as for businesses open at night and weekends and ship inspections in the Port.

There has been a continued increase in the number of large outdoor events which have significant catering facilities associated with them, such as farmers' and continental markets, festivals and concerts. These events require evening, weekend and Bank Holiday visits to monitor food hygiene standards. We will continue to strengthen relationships with promoters and organizers this year in order to ensure that adequate attention is given to planning for food safety. Significant events this year include the Spring & Christmas Continental Markets, Ed Sheeran Event, The Maritime Festival, Orangefest, St. Patrick's Day, Tennents Vital and Belsonic music festivals.

An Environmental Health Officer is on standby outside normal office hours, to deal with Food Alerts and also infectious disease incidents at the discretion of the Public Health Agency (PHA), and a Port Health Officer is on standby out of office hours to deal with issues arising in the Port. This service extends 24 hours per day for 365 days per year.

2.4.2. Port Health Service

The Port Health Unit is located in purpose built office and inspection facilities within the harbour estate. These facilities were approved in January 2010 by the Food Standards Agency on behalf of the European Union as a Designated Point of Entry into the EU for the carrying out of official controls on high-risk products of non-animal origin imported from outside the EU. The facility is also approved as a Border Inspection Post for the examination, sampling and clearance of third country imports of products of animal origin and is operated by the Council in conjunction with DAERA (Department of Agriculture, Environment and Rural Affairs). It is also approved as a First Point of Introduction for certain food contact materials.

2.5 Enforcement Policy

The Council has prepared a Regulation and Enforcement Policy which was formally adopted by the Council in December 2011. The purpose of this policy is to secure an efficient and effective approach to all regulatory and enforcement activities carried out by Belfast City Council. The policy is consistent with the principles set out in the Government's Better Regulation agenda and with the principles of the Enforcement Concordat and it is also intended to improve compliance with legislation while minimizing the burden on businesses, individuals, organizations and the Council. The policy sets out the principles which will enable the Service to ensure consistent and open enforcement and is considered when determining appropriate enforcement action. Management controls are in place to ensure that all decisions on enforcement are consistent with this policy.

In preparing the Policy, the Council has considered the Regulator's Compliance Code and the "Statement of Intent" between the Local Better Regulation office, the Department of Enterprise Trade and Investment, and District Councils.

The Regulation and Enforcement Policy is available on the Council's website and can be accessed at www.belfastcity.gov.uk. Businesses are advised of the existence of the policy together with how it can be obtained on all standard letters and reports left following the inspection of premises.

This general policy is supported by unit specific guidance and procedures.

The Council maintains its own Legal Services to provide support to service Departments.

3. Service Delivery

3.1 Food Premises Interventions

The Council plans and delivers a risk based Food Premises Intervention Programme based on the requirements of the Food Law Code of Practice. The frequency and type of intervention planned aims to concentrate resources on the worst offenders and higher risk businesses whilst at the same time reducing the burden on the better businesses.

The Council recognizes the importance of a robust intervention programme and will thoroughly inspect all businesses that are higher risk or have poorer compliance levels.

As in the previous year the Council will use a "light touch" Alternative Enforcement Strategy for the very low risk premises. This strategy will negate the need for intervention in many of these premises.

There are a total of 1375 premises due a food hygiene intervention and 425 premises due a food standards intervention in 2018-2019.

Food Hygiene Intervention strategy

Inspections

It is planned to carry out 1375 full hygiene inspections. The profile of the planned food hygiene intervention programme for 2018/2019 by risk rating is shown below:-

Risk category	Inspection planned
A	5
B	103
C	530
D	588
E	134
Unrated	15
Estimated New Premises or Changes of Ownership	400

Alternative Enforcement Strategy

Normally those food businesses which present the lowest risk to public health and have an intervention rating of Category E for hygiene and do not fall into other inspection criteria, will be subject to an alternative approach to inspection. The strategy consists of a Food Safety Self-Assessment Questionnaire posted to the business to monitor compliance and confirm that there

has been no significant change to the business or change in ownership. Premises that do not provide the necessary information or indicate a significant change will be subject to an inspection.

This year AES self-assessments will be reviewed and issued on a case by case basis to ensure that all relevant premises have received an appropriate official control in line with the Food Law Code of Practice.

Food standards interventions aim to ensure that food sold throughout the city complies with relevant compositional and labelling requirements, is properly described and of sound quality. In general food standards inspections are carried out during the same visit to premises to conduct a food hygiene inspection where they fall due within the same timeframe. However for higher risk premises such as Category A, Approved Premises, Manufacturers and Distributors and some other Category B premises, the standards inspections shall be carried out separately in order to facilitate focused attention on food standards.

It is planned to carry out 425 food standards inspections. The profile of the planned food standards intervention programme for 2018/2019 by risk-rating is shown below:-

Risk category	Inspection planned
A	11
B	119
C	280
Unrated	15
Estimated new / changes of ownership premises	400

It is forecast that based on the Food Hygiene and Food Standards intervention programmes above the Council will be able to complete 100% of the planned programme.

Allergens

Compliance with allergens information requirements shall be assessed during every programmed hygiene and standards intervention (with exception of AES) and appropriate action taken including provision of advice, toolkits, and appropriate enforcement action.

Revisits

In line with the statutory Food Law Code of Practice all food businesses that fail to comply with significant statutory requirements shall be subject to appropriate enforcement action and revisit to verify compliance. As a minimum they will receive a written warning letter.

However officers will aim to utilize the wide range of enforcement options available to ensure compliance is achieved in a timely fashion. We shall maximize the use of all enforcement options including (where appropriate) the service of Improvement Notices and Remedial Action Notices which continue to apply to all food businesses, as appropriate and in accordance with the Council's Regulatory and Enforcement Policy.

For food hygiene a single compliance score of 15 (or higher) or a combined score of 30 is considered significant.

For food standards a compliance score of 40 and/or a confidence in management score of 30 is considered significant.

For lower scores remedial action to secure compliance shall be detailed on the post inspection report form and compliance will be verified at next routine visit, however, written warnings shall be issued where it is appropriate to do so, and more formal enforcement options will be considered for persistent non-compliance.

Revisits for re-rating

Under the requirements of the Food Hygiene Rating Act (NI) 2016 additional revisits will be carried out on request to re-rate a premises, subject to criteria being met and a fee of £150 being paid.

3.2 Food Complaints

The Council will commence the investigation of all food complaints received from members of the public or food businesses within two working days of receipt. In the case of urgent investigations, we endeavour to make contact within the same working day. Officers will investigate complaints in accordance with the requirements of the Northern Ireland Food Liaison Group's Food Complaints Investigation Procedure, and where necessary the Council will liaise with Originating, Home Authorities and Primary Authorities during the course of its investigation. In determining the appropriate course of action, the Council will take into consideration any reports received from the Home, Originating or Primary Authorities and the food business identified as the cause of the complaint and will have regard to the Council's Regulatory and Enforcement Policy. For 2018/2019 the Council estimates that it will receive approximately 630 complaints relating to food or the hygiene of food premises.

3.3 Home Authority Principle

The Council supports the Home Authority Principle and, where appropriate, will liaise with the Home Authority of a business trading in the city, on enforcement and other issues which affect the policies of the enterprise. We will take cognisance of any relevant advice given by the Home or Primary Authority, including any published intervention plan.

While the Council has not entered into a formal written home authority partnership with any business, it has established a close liaison with the majority of businesses for whom it could be either Home or Originating Authority to give preventative guidance or advice. Advice is provided during programmed inspections and other visits. On request the Council will investigate all matters referred to it by other local authorities and where appropriate will provide a written response to requests for information. The Council will review its informal arrangements during this year. For 2018/2019 the Council estimates that it will receive over 100 requests for information from other Local Authorities.

Where appropriate the Food Safety and Port Health Unit will have cognisance of the contents of the "Statement of Intent" agreed between District Councils, DETI and the Better Regulation Delivery Office (Formally LBRO) for the purposes of providing better regulation of businesses.

The Council will liaise closely with the Department of Agriculture Environment and Rural Affairs (DAERA) for Northern Ireland which has responsibility for the enforcement of Food Hygiene Legislation in E.C. approved fresh meat and liquid milk plants in Northern Ireland.

3.4 Advice to Business

The Council is committed to the improvement of standards in food businesses and advice to businesses is an important dimension of that strategy. Advice is given through site-visits, provision

of compliance tools such as the Butchers' HACCP Pack and the Safe Catering (HACCP) Pack, the Council's web-site, dealing with enquiries and requests for advice, through correspondence, meetings with trade groups, distribution of printed materials, and educational and training programmes. The service will continue to support all businesses with the implementation and maintenance of Food Safety Management Systems based on HACCP principles, in conjunction with a graduated approach to enforcement.

From December 2014 there were significant changes to the information that food businesses must give to their customers. All food businesses (e.g. restaurants, takeaways, bakeries and delicatessens) must declare any of 14 identified allergenic ingredients which are used.

From December 2016 certain food products had to be labelled with full nutritional information. We will continue to assist businesses to implement these changes by carrying out advisory visits, sending out guidance documents and providing information on the website.

In order to promote a positive image and promote the reputation of the Council the unit plans to publish at least one article in City matters.

The Food Safety Unit invites plans and specifications for all new and refurbished food businesses for review and comment. This proactive approach is taken to help businesses secure compliance before they open thus saving the business and the Council resources by avoiding the need to carry out remedial works. Planning application and building control application lists are scrutinized to identify and target relevant developments. It is estimated that 200 plans will be received for review and comment.

Our system of recording service requests, response times and actions help plan, improve and monitor this part of the service. It is estimated that in addition to complaints relating to Food or Premises a further 1000 requests for service will be received this year. There has been a significant increase in such requests over the last few years, particularly for information on new businesses.

The Port Health Service is an active member of the local shipping community having extensive business contacts with the Marine Coastguard Agency, Belfast Harbour Commissioners, N.I. importers, customs, clearance agents, hauliers, shipping companies, ferry operators and stevedores. Advice is given on Port Health related matters, including food safety, to the shipping community on a regular basis and when requested help and advice is given to local importers and members of the general public on the importation of third country foodstuffs including products of animal origin. It is estimated that approximately 150 service requests will be received and responded to by Port Health.

3.5 Food Inspection and Sampling

3.5.1 Food Safety Service

The Food Safety Unit has prepared a Food Sampling Policy outlining its general approach to chemical and microbiological sampling as well its approach in specific situations. This approach recognises the important role of sampling in protecting public health and product quality, detecting fraudulent activities and unhygienic practices and to ensure that food standards are maintained.

Food sampling programmes are produced annually for both chemical and microbiological samples, after consultation with the Public Analyst and the Food Examiner. The programmes are produced in accordance with documented procedures, are risk based and prioritised to focus on foods that are manufactured in the city where there are Home/Originating Authority responsibilities. The programmes also consider the type and risk category of food businesses, and imported food. The programme has regard to national, regional and local co-ordinated sampling surveys.

Several areas of intelligence are used to identify priority premises, food products or specific analyses

in addition to those collated from the food safety database. Such intelligence may include: Incident reports sent to FSA, Food Alerts, FSA Annual Incident report, RASFFs, Food standards complaints; UK Food Surveillance System annual reports, FSA Imported Food Annual Reports & Food Fraud Database bulletins.

Currently per annum approximately 400 samples are procured for chemical analysis and 1050 samples for microbiological examination.

3.5.2. Port Health Service

The Unit receives a shipping list from the Port Authorities on a daily basis and from this list it is able to identify vessels and their cargoes. Cargo manifests are scrutinized and all third country imported foodstuffs are identified. Documentary, identity and physical checks, including sampling, are carried out on all third country products of animal origin in accordance with the EC veterinary checks regime.

EU legislation requires that specified import conditions will apply to certain imported consignments of third country products of non-animal origin. These products all require a documentary check and a proportion will be subject to identity and physical checks (including sampling) at a level laid down in the legislation. Products not subject to the specific legislation will be risk assessed and appropriate checks, including sampling, carried out to ensure compliance with relevant imported food legislation. When possible the Unit carries out imported food sampling programmes devised by the Food Standards Agency or the E.U.

In the period 2018/2019 this is likely to result in the following number of samples:-

- Microbiological 45
 - Chemical 35
- (Figures included above)

The International Health Regulations (2005) require that all ships must be inspected at an authorised port such as Belfast and where necessary a Ship Sanitation Certificate issued for the prevention and control of public health risks. Certificates are valid for a period of 6 months. It is anticipated that 84 Ship Sanitation inspections (including large cruise ships) will be carried out during the year. In addition to ship sanitation inspections, ships are routinely boarded to ensure that conditions are satisfactory and there is no infectious disease on board. During these inspections advice is given on food hygiene and other matters.

Food hygiene and food standards inspections of Passenger Ferries registered with and operating out of Belfast are undertaken. Some of these ferries are large food businesses producing up to 7500 meals per day. We will inspect 6 - 10 ferries in 2018-19.

Cruise ships arriving in the Port are inspected to ensure that no disease is being introduced and that infection control and hygiene conditions on board are of an acceptable standard. It is estimated that 40-50 cruise ship inspections will be carried out.

The unit also regularly inspect External Temporary Storage Facilities (formerly known as ERTS), fishing vessels operating out of Belfast and other vessels in dry dock for repair.

Food Hygiene and Standards inspections are also carried out at George Best City Airport as well as ensuring the safety of water delivered to aircraft.

3.6 Control and Investigation of Outbreaks and Food Related and other Infectious Disease

The Council will attempt to investigate all notifications of infectious disease received from the Public

Health Agency (PHA), within one working day of receipt. Specifically trained and competent environmental health officers within the Food Safety and Port Health Unit are authorized by the PHA for the investigation of notifications.

Investigation of outbreaks of food related infectious disease is conducted in liaison with the Consultant in Public Health Medicine of the PHA, and in accordance with the existing Outbreak Control Plans and protocols.

The Council estimates that it will receive 100 notifications of food related infectious disease during the year, with an additional 200 alleged food poisoning complaints from the public.

The Port Health Division will respond immediately it is notified of any complaint or incident of food poisoning or food related infectious disease occurring on board a ship or premises within the Port of Belfast or relating to a passenger using Belfast City Airport.

3.7 Food Safety Incidents

The FSA receives and issues information about foods within the supply chain which have been found to be unsafe or do not meet legal requirements. These include Product Withdrawal Information Notices, Product Recall Information Notices and Allergy Alerts. A “Food Alert For Action” is issued where Local Authorities are required to take specific action to protect consumers.

Food Alerts received from the Food Standards Agency (NI) will be actioned in accordance with the Food Law Code of Practice and the Food Safety and Port Health Unit's Procedure for Food Alerts. Notification of food alerts will be received by electronically via email, passed to a Principal Environmental Officer (Food Safety and Port Health), for appropriate action. Where action is taken in response to alert, details will be recorded on relevant premises files.

The Council estimates that it will receive 180 food alerts/ product recalls or withdrawals during the year. Around 70 of these will require investigation and further action to protect public safety.

Rapid Alert System for Feed and Food (RASFF).

Rapid alerts are reviewed weekly to identify potential risks with imported foods. All rapid alerts are read as soon as possible and any alerts relevant to the work of the Unit are brought to the attention of staff for action as deemed necessary.

If a consignment/product is to be rejected or destroyed due to a direct or indirect risk to human health, an incident report and rapid alert notification must be completed and forwarded to the FSA Food Incident Branch after consultation with FSA Northern Ireland for onward notification to the European Commission. It is likely that 2-5 notifications will be generated in 2018 – 2019.

3.8 Liaisons with Other Organisations

The Food Safety and Port Health Unit has extensive liaison in place with a wide range of other organisations:-

- FSANI through enforcement stakeholder meetings, the NIFMG, and numerous other formal and informal meetings.
- The Public Health Agency (MOU exists) in relation to the investigation of sporadic cases and outbreaks of food related infectious disease.
- Northern Ireland Food Managers Group reporting to Environmental Health NI.
- C.I.E.H. Port Health Special Interest Group.

- Association of Port Health Authorities. The Principal Environmental Health Officer (Port Health) is a member of the Overview & Scrutiny Committee.
- The Department of Agriculture Environment and Rural Affairs in relation to the operation of the Border Inspection Post.
- Merchant Navy Welfare Board (NI)
- HM Customs and Excise nationally and locally in relation to imported food controls.
- Planning Service to review related applications.
- Department for Infrastructure Water Quality Liaison Group.
- Safe Food through projects and working groups on the Island of Ireland
- The Northern Ireland Area Medical Advisory Committee - Infectious Disease Sub Group.
- Belfast Resilience-Harbour Working Group
- Marine Coastguard Agency
- Belfast Harbour Commissioners
- The Chinese Welfare Association and the Chinese chamber of commerce
- Belfast Food Network
- The Education Authority for NI School Meals Service

Close liaison is maintained with the Council's Building Control service, Pest Control and Waste Management services, as well as with the other regulatory units

3.9 Promotion of Food Safety and Healthy Eating/ Nutrition

The Council carries out educational and promotional activities as an integral part of its food safety duties. In addition to this, specialized promotional activities are carried by the Food Safety & Port Health Unit. Many of these initiatives are designed to promote healthy choices.

The effectiveness of educational programmes and projects will be assessed using delegate evaluation forms, contact by managers and, where possible, by feedback from officers carrying out premises inspections. All promotional programmes are evaluated using a number of measures such as customer surveys, checking awareness of key messages, measuring participation or readership and officer debriefing.

Educational and promotional activities planned for 2018/19 include the following:

Promotional Activity	Estimated Resources
Food Safety Week (including preparation & delivery)	20 hours
Specialised educational programmes on food safety for voluntary groups, charities, schools etc.	40 hours
Maintain and promote and manage the Food Hygiene Rating scheme	500 hours
To identify and work with 20 prominent food businesses to display calories on menus	300 hours
To provide an Imported Food/Port Health training day for year 3 Environmental Health students.	50 hours
To participate in relevant service wide business forums	50 hours
To publish at least one article in City Matters	25 hours
To develop relevant advice / information for businesses to assist them to comply with enforcement / legislative requirements	100 hours

4.0 Resources

4.1 Financial allocation

Details of the budget for the delivery of the Council's food service in 2018-2019 are within the City and Neighbourhood Service's revenue estimates and were approved by Council in March 2018.

4.2 Staffing allocation

4.2.1 Food Safety and Port Health Unit

The full staffing complement on the Food Safety & Port Health Unit has the equivalent of 22.6 full-time staff engaged in food safety work. All officers hold specific qualifications and are assessed for competencies as required by the Code of Practice and are authorised for duties in accordance with the Council's documented procedure. (See table below). It should be noted that out of the staff complement one Principal Environmental Health Officer and 3 Senior Environmental Health Officers are based in the Council's Port Health Facility.

Position	Name	Hours (Full or Part Time)	Authorisation	FTE
Environmental Health Manager	Damian Connolly	FT	Full including Approvals	0.2
Principal EHO Food Safety	Vacant and no plans to recruit	FT	N/A	
Principal EHO Food Safety	Vacant and no plans to recruit	FT	N/A	
Principal EHO (Port Health)	Andrew McClenaghan	FT	Full including Approvals	0.7
Senior EHO	Bridin Mulvenna-Crinion	FT	Full including Approvals	1.0
Senior EHO	Catherine Treche	FT	Full	1.0
Senior EHO	Clare Dolan	PT	Full including Approvals – Coldstores only	0.8
Senior EHO	Christina McErlean	FT	Full including Approvals	1.0
Senior EHO	Elizabeth Gilchrist	FT	Full	1.0
Senior EHO	Helen Morrissey	FT	Full	1.0
Senior EHO	Hilary Byrne	PT	Full including Approvals – Coldstores only	0.5
Senior EHO	Kara McMillan	FT	Full including Approvals	1.0
Senior EHO	Stacey Thompson	FT	Full with Approvals	1.0
Senior EHO	Vacant	FT	N/A	1.0
Port Health SEHO	Timothy McKillen	FT	Full inc Port Health	0.7
Port Health SEHO	Niall Convery	FT	Full inc Port Health	0.7
Port Health SEHO	Karen Williams	FT	Full inc Port Health	0.7
EHO	Tony McKinless	FT	Full including Approvals	1.0
EHO	Riona Flynn	FT	Full	1.0
EHO	Helen Sloan	FT	In progress	1.0
EHO	Paula McAtamney	FT	Full including Approvals	1.0
EHO	Kellie Harris	PT	In progress	0.5
EHO	Gareth Houston	FT	Full with approvals	1.0
Technical Officer	Emma Duffly	FT	Part Authorised	1.0
Technical Officer	Tanya Cooke	FT	Part Authorised	1.0
Technical Officer	Lauren Martin	FT	Part	1.0
Technical Officer	Julie Mulrine	FT	Part Authorised	1.0
			TOTAL	21.6

Current short term vacancies that cannot be covered by temporary contracts are on occasion covered by agency staff.

Full Authorisation: authorised by Belfast City Council to enforce the provisions of The Food Safety Order (Northern Ireland) 1991 and any Orders or Regulations made thereunder or relating to the foregoing or having effect by virtue of the European Communities Act 1972.

4.2.1a Estimate of Resource (Time) Requirements –

Activity	No Tasks	Time/task	Total Hours
Cat A inspections Hygiene	5	5.5	55
Cat B inspections Hygiene	103	5	515
Cat C inspections Hygiene	530	4	2120
Cat D inspections Hygiene	588	2.5	1470
Cat E inspections Hygiene	134	1.5	201
Unrated and unplanned events (Hygiene)	400	5	2000
Cat A inspections Standards	11	3	33
Cat B inspections Standards	119	1.5	178.5
Cat C inspections Standards	280	1	280
Unrated and unplanned events (Standards)	400	1.5	600
Revisits	400	1.25	500
Advisory and other visits		1	
Micro sampling	1100	1.2	1320
Chemical sampling	400	2	800
Food Complaints	600	7	4200
ID investigations	100	2.5	250
Food Alerts For action	60	50	3000
Prosecutions	10	20	200
Planning reviews	260	3.5	910
Other Service Requests	800	7	5600
Staff Development	24	30	720
Working groups and initiatives with other external partners and stakeholders including NIFMG and Sub Groups, FSA, APHA	-	-	2000

Activity	No Tasks	Time/task	Total Hours
Management of service and staff	-	-	2,500
Staff meetings	-	-	1000
Projects e.g. web development, procedures, campaigns	-	-	1000
Mandatory Food Hygiene Rating Scheme	-	-	1000
Inspect all shipping Manifests	100%	-	750

Documentary & phys. Checks, including sampling, of foodstuffs imported from outside	250	5	1250
To inspect vessels to monitor compliance with International Health Regulations, Food Safety and Public Health Legislation.	600	2.00	1200
To inspect vessels for the issue of Ship Sanitation Certificates.	84	6.00	504

4.3 Staff Development Plan

The development needs of the Food Safety and Port Health Unit are identified as part of the Council's business planning process, competency assessment and through personal development planning. Relevant local training is identified by the Northern Ireland Food Managers Group and subgroups, the Food Standards Agency Northern Ireland and the Public Health Agency. Training needs are also reviewed during the year to take into account staff changes and other issues identified. In-house briefing sessions are delivered regularly as part of monthly Unit meetings.

Competency requirements required by the Food Law Code of Practice are re assessed for all Officers annually and all deficiencies addressed in year.

Specific training planned for 2018/19 is included at the end of this document.

5.0 Quality Assessment

The following arrangements are in place to ensure the quality of services provided by the Food Safety and Port Health Unit:-

5.1 Internal Monitoring Arrangements

Procedures have been drawn up and implemented to monitor the quality of work of officers assigned to the Food Safety & Port Health Unit which cover all aspects of the Standard and help ensure procedures are fully implemented.

Current procedures include:

- Regular individual meetings with principal EHO
- Use of procedure notes
- Use of standardised inspection report forms, letters and phrases
- Review of post-inspection paperwork
- Monitoring of inspections, visits and actions by documentation checks and accompanied visits
- Post complaint investigation monitoring
- Approved premises file review and monitoring
- Verification visits of inspections carried out
- Internal auditing of adherence to procedures
- Monthly meetings of the Food Safety and Port Health Unit and daily briefings
- Seminars / exercises and training as required
- Fortnightly unit management team meetings and fortnightly mini-meetings of sub-sections (Port Health and area teams)

5.2 External monitoring and verification

The Border Inspection Post is audited annually by DAERA and the food service is periodically subject to both FSA and EU audits. The DPE received a monitoring visit by FSA in April 2018. No significant issues were noted and a number of “best practice” issues were identified.

6.0 Review

6.1 Review against the Service Plan

Performance against the unit’s business plan is reviewed periodically. This includes a quarterly review by the Unit Management Team.

Summary performance information on the previous year’s service plan will be reported with each Food Service Delivery Plan. The report shall also identify any variance together with areas of improvement.

Performance report on Food Service Delivery Plan for 2017-2018

1. Departmental Plan Targets

Performance Indicator	Target 2017/2018	Achieved 2017/2018
% Premises deemed broadly compliant	95%	98%

2. Other relevant performance Information update for 16/17

Performance Indicator	Target 2017/2018	Achieved 2016/2018	Explanation of variance and improvements for 2017/2018
Number of Ships inspected	600	488	Staff long term illness and additional CED’s and strip-outs
Number of imported food consignments examined	250	315	Examination determined by nature of foods imported.
% of manifests examined for imported food stuffs	100%	100%	Target Met
% of the food hygiene programme complete	100%	92%	Resource demanded by the Food Hygiene Rating Scheme and Food Information Regulations
% of food complaints resolved within 8 weeks	75%	73%	Less than 3% variance
% of food standards	95%	91%	Resource demanded by the Food Hygiene Rating Scheme and Food Information Regulations

Programme Completed			
Micro Samples Taken	1050	92%	Days lost due to Bank & Public Holidays

Chemical Samples Taken	400	91%	Other priorities prevented 100% e.g. Premia investigation etc.)
% of Food complaints responded to within target(48 hours)	100%	97%	Less than 3% variance
To investigate notifications of gastro intestinal illness within 24 hours and report to PHA within 24 hours.	90% returned within target	100%	Exceeded Target
	90% contacted within target	100%	Exceeded Target

Food Safety & Port Health Training Plan 2018 – 2019

The priority training areas are due to be finalised between NIFMG and FSA and shall be provided as low cost training. The key areas have been identified as follows:

Incident Handling
 Approvals (Introduction/Refresher)
 Level 4 HACCP
 Food Hygiene Intervention Risk Rating Consistency
 Investigatory Skills Training
 Intelligence Model Training
 Export Health Certification
 Imported food for inland authorities
 Nutrition refresher training

The following courses are available as online training:

Approved Establishments
 Food Hygiene Risk Rating Consistency
 Hygiene Enforcement Sanctions
 Verification of HACCP
 Food Information Regulations
 Allergens

Port Health Specific Training

Attendance at APHA Training

Attendance at SIG Training

Mandatory Imported Food training

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Subject:	Request for The use of Ormeau Park
Date:	5 th June 2018
Reporting Officer:	Nigel Grimshaw, Strategic Director of City & Neighbourhood Services
Contact Officer:	Brian McKinley, Events Officer

Restricted Reports	
Is this report restricted?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If Yes, when will the report become unrestricted?	
After Committee Decision	<input type="checkbox"/>
After Council Decision	<input type="checkbox"/>
Some time in the future	<input type="checkbox"/>
Never	<input type="checkbox"/>

Call-in	
Is the decision eligible for Call-in?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

1.0	Purpose of Report or Summary of main Issues
1.1	The Committee is asked to note that the Council has received a request from Create Productions LTD to host “Subway Helping Hearts 5k Family Race” at Ormeau Park on Sunday 12 August 2018, 6.30am – 6.00pm. There will be an on-line event registration fee, but some competitors will be required to register on the day of the event. Charity collections will take place during the event. The Event Organisers plan to operate inflatables and a game zone, for participants to avail of after their run. This event has been an annual occurrence in Ormeau Park since 2014.
2.0	Recommendations
2.1	The Committee is asked to: <ul style="list-style-type: none"> ▪ Approve the ‘Subway Helping Hearts 5k Family Race’ at Ormeau Park on Sunday 12 August 2018, 6.30am – 6.00pm, and all subsequent annual “Subway Helping Hearts

	<p>5k Family Race” events at this location, subject to the completion of the appropriate Event Management Plans and satisfactory terms being agreed by the Director of City & Neighbourhood Services and on the condition that the Event Organiser:</p> <ul style="list-style-type: none"> ▪ Resolve all operational issues to the Council’s satisfaction; ▪ Meet all statutory requirements including Public Liability Insurance cover, Health and Safety, and licensing responsibilities; and ▪ Consult with adjoining public bodies and local communities as necessary.
3.0	Main report
3.1	<p><u>Key Issues</u></p> <ul style="list-style-type: none"> ▪ The Subway Helping Hearts Series has been running in Ormeau Park annually since 2014. All money that is collected through registration and sponsorship helps fund the Heart Research UK Subway Healthy Heart Grants Programme. The money is allocated and spent in the areas where it is raised. ▪ The event will take place throughout the park on the designated paths. There will be an on-line event registration fee, but some competitors will be required to register on the day of the event. It is estimated that there will be 3500 entrants. ▪ Charity collections will take place during the event. ▪ Request for the park to be opened for setup from 6.30am – 1 hour prior to normal opening hours. The Park Manager, Stanton Martin, is happy to facilitate this request. ▪ The Event Organisers plan to provide inflatables and a game zone for participants. ▪ The Event Organiser ensures that the event does not impact on the weekly Junior Park Run that takes place at Ormeau Park. Belfast City Council has provided the Event Organiser with details of this event. ▪ The Event Organiser will be required to submit an Event Management Plan to the Council prior to their event, in a timely manner and undertake the appropriate notifications, as necessary. <p><u>Financial & Resource Implications</u></p> <p>3.2 Any reinstatement work carried out as a result of the event will be paid for by the Event Organiser.</p> <p><u>Equality or Good Relations Implications</u></p> <p>3.3 There are no known implications.</p>
4.0	Appendices – Documents Attached
	None



Subject:	Request for The use of C.S. Lewis Square
Date:	5th June 2018
Reporting Officer:	Nigel Grimshaw, Strategic Director of City & Neighbourhood Services Department
Contact Officer:	Brian McKinley, Events Officer

Restricted Reports	
Is this report restricted?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If Yes, when will the report become unrestricted?	
After Committee Decision	<input type="checkbox"/>
After Council Decision	<input type="checkbox"/>
Some time in the future	<input type="checkbox"/>
Never	<input type="checkbox"/>

Call-in	
Is the decision eligible for Call-in?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

1.0	Purpose of Report or Summary of main Issues
1.1	The Committee is asked to note that the Council has received a request from Charter for NI to host “Youth Event with Gertrude Star Band” at C. S. Lewis Square on Saturday 7 July 2018 from 4pm to 6pm.
1.2	The Event Organiser has received £3,500 in funding from Belfast City Council’s Policing and Community Safety Small Grants for elements of their event.
1.3	The overall event includes a “Memorial Parade” on the Newtownards Road, a “Youth Event” at C. S. Lewis Square and the unveiling of Gertrude Memorial Star Plinth on the Newtownards Road.

2.0	Recommendations
2.1	<p>The Committee is asked to;</p> <ul style="list-style-type: none"> • approve the “Youth Event with Gertrude Star Band” at C. S. Lewis Square on Saturday 7 July 2018, subject to the completion of the appropriate Event Management Plans and satisfactory terms being agreed by the Director of City & Neighbourhood Services and on the condition that the Event Organiser: <ul style="list-style-type: none"> ○ resolves all operational issues to the Council’s satisfaction; ○ meets all statutory requirements including Public Liability Insurance cover, Health and Safety, and licensing responsibilities; and ○ shall consult with adjoining public bodies and local communities as necessary.
3.0	Main report
3.1	<p><u>Key Issues</u></p> <p>The Event Organiser (Charter NI) has engaged with the Gertrude Star Band, Belfast City Council and the PSNI over the last 3 years. The Event Organiser has also engaged with East Belfast Youth Practitioners Forum in the past year. This engagement has been to address the issues on the ground in East Belfast in relation to band parades in particular the Gertrude Star Flute Band Memorial Parade. Funding secured in the past has been from the Policing Committee Grant however the stakeholders involved want to make the event larger to include a number of activities that will help reduce anti-social behaviour on a much larger scale.</p>
3.2	<p>The Event at C S Lewis Square will entail youth diversionary activities such as music workshops, fitness sessions and refreshments (DJ workshops, drumming circle, bungee trampolines, old fashioned arcade games, pop up football skills, Sustrans cycling skills, ice cream and issue based educational awareness).</p>
3.3	<p>The Event will be attended by local Police and BCC community safety teams to carry out engagement with young people.</p>
3.4	<p>The Event Organiser will be required to submit an Event Management Plan to the Council prior to their event, in a timely manner and undertake the appropriate notifications, as necessary.</p>

3.5	<u>Financial & Resource Implications</u> Any reinstatement work carried out as a result of the event will be paid for by the Event Organiser.
3.6	<u>Equality or Good Relations Implications</u> There are no known implications.
4.0	Appendices – Documents Attached
	None

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Subject:	Request for the Use of Dundonald Cemetery
Date:	5th June 2018
Reporting Officer:	Nigel Grimshaw, Strategic Director of City and Neighbourhood Services
Contact Officer:	Siobhan Toland, Director of City Services

Restricted Reports	
Is this report restricted?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If Yes, when will the report become unrestricted?	
After Committee Decision	<input type="checkbox"/>
After Council Decision	<input type="checkbox"/>
Some time in the future	<input type="checkbox"/>
Never	<input type="checkbox"/>

Call-in	
Is the decision eligible for Call-in?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

1.0	Purpose of Report or Summary of main Issues
1.1	The Committee is asked to note that the Council has received two separate requests to use Dundonald Cemetery for wreath laying ceremonies to commemorate the beginning of the Battle of the Somme and the outbreak of World War I. The Dundonald Apprentice Boys of Derry have requested an event on 28 th June and the Laganvillage Somme Society have requested an event on 4 th August.
2.0	Recommendations
2.1	The committee is asked to;

	<ul style="list-style-type: none"> Approve the use of Dundonald Cemetery to facilitate the events subject to the event organisers resolving all operational issues to the Council's satisfaction.
3.0	Main report
3.1	<p><u>Key Issues</u></p> <ol style="list-style-type: none"> Dundonald Apprentice Boys of Derry has requested the use of Dundonald Cemetery to conduct a wreath laying ceremony on Thursday 28th June 19:00hrs – 20:00hrs. The event is planned to take place outside normal operating hours. The event organisers plan to parade from the Orange Hall on the Comber Road with either a Silver or a Pipe Band to the Cross of Sacrifice in Dundonald Cemetery to conduct a wreath laying ceremony, a short talk, benediction and walk back to the hall. Dundonald Apprentice Boys will seek permission from the Parades Commission for their parade. This event has taken place over the last two years since the 100th Anniversary of the Battle of the Somme. Due to the success of the event they have requested to hold it again. Laganvillage Somme Society has requested the use of Dundonald Cemetery to conduct a wreath laying ceremony on Saturday 4th August 13:30hrs – 15:00hrs. The event is planned to take place outside normal operating hours. The event organisers plan to parade from the Orange Hall on the Comber Road with an accordion band to the Cross of Sacrifice in Dundonald Cemetery to conduct a wreath laying ceremony, a short talk, benediction and walk back to the hall. Laganvillage Somme Society will seek permission from the Parades Commission for their parade. This event is planned to commemorate the outbreak of hostilities in World War I. A similar event took place in 2014 to commemorate the centenary date. Due to the success of the event they have requested to hold it again to commemorate 1918.
3.2	<p><u>Financial & Resource Implications</u></p> <p>As these events at Dundonald Cemetery will take place outside normal operating hours, there will be a requirement for one member of staff to be on duty during these times. The cost of these requirements is minimal and will be covered within normal operating budgets.</p>
3.3	<p><u>Equality or Good Relations Implications</u></p> <p>There are no known implications.</p>
4.0	Appendices – Documents Attached
	None



Subject:	Parks Events Small Grants Scheme – Recommendations for Funding
Date:	5th June 2018
Reporting Officer:	Nigel Grimshaw, Strategic Director of City & Neighbourhood Services
Contact Officer:	Agnes McNulty, Open Spaces & Active Living Manager

Restricted Reports	
Is this report restricted?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If Yes, when will the report become unrestricted?	
After Committee Decision	<input type="checkbox"/>
After Council Decision	<input type="checkbox"/>
Some time in the future	<input type="checkbox"/>
Never	<input type="checkbox"/>

Call-in	
Is the decision eligible for Call-in?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

1.0	Purpose of Report or Summary of main Issues
1.1	The purpose of the report is to inform Members of the decision taken by the Director of City & Neighbourhood Services Department, under delegated authority regarding the applications received in Tranche 1 for events taking place in parks between 1 April 2018 and 30 September 2018.
2.0	Recommendations
2.1	It is recommended that the Committee; <ul style="list-style-type: none"> • Note the contents of the report.

3.0	Main report
	<u>Key Issues</u>
3.1	A total of 42 applications were received for the Grant which were assessed by the Open Spaces & Active Living (OS&AL) Unit and 34 applications met the criteria for an award to be made, as shown in Appendix 1. The 8 unsuccessful applications are included in Appendix 2.
3.2	An Independent Assessment Panel reviewed a sample (20%) of the applications, was satisfied with the scoring and application of the criteria for the grants and approved the recommendations for awards. The CGU will continue the administration of the grant through notification to unsuccessful applicants, draft and distribution of Letters of Offer, holding workshops for grant awarded applicants, facilitation of payments and monitoring of all awards, including financial verification visits.
3.3	In line with the strategic review of grant-aid ongoing in the Council, it is proposed that officers review the essential criteria for these grants, to ensure that they are fit for purpose. The overarching aim is to enable applicant groups to contribute to the achievement of the Council's objective to provide attractive, animated, shared and safe parks and open spaces in the city as well as align with the wider objectives of the Belfast Agenda. If any further amendments are required, these will be brought to a future Committee for consideration.
	<u>Financial & Resource Implications</u>
3.4	Tranche 1 - £91,115.50. The total budget for 2018/19 is £115,000. The scheme is managed by staff from the OS&AL Unit and the Community Park Managers/Outreach Officers are responsible for liaising with groups.
	<u>Equality or Good Relations Implications</u>
3.5	There are no known equality and good relation implications.
4.0	Appendices – Documents Attached
	Appendix 1: Parks Events Small Grants Successful Applications, 2018/19, T1 Appendix 2: Parks Events Small Grants Unsuccessful Applications, 2018/19, T1

Appendix 1 - Parks Events Small Grants Successful Applications - 2018/19 T1

Project No.	Organisation	Project Name	Venue	Date	Ward	Time	Amount Requested	Amount Awarded
13030	Connswater Community Greenway Trust	Greenway Celebrations	Orangefield Playing Fields	05 August 2018	Lisnasharragh	1 - 4pm	£3,000.00	£2,850.00
13152	An Droichead	Féile An Droichead 2018 at Belfast Mela	Botanic Gardens	26 August 2018	Botanic	12pm - 6pm	£2,500.00	£2,500.00
8509	Cairde Loch Na Leathgheali (Friends Of The Half Moon Lake)	Family Fun Day	Half Moon Lake	30 June 2018	Blackmountain	12pm - 4pm	£3,000.00	£2,695.00
12776	Edenderry Residents' Association	Edenderry Village Fair 2018	Edenderry Play Area	23 June 2018	Balmoral	1 - 6pm	£1,500.00	£1,500.00
12842	Upper Springfield Resource Centre	Live Here Love Here Park Fun Day	Springhill Millennium Park	07 July 2018	Blackmountain	12.30 - 5pm	£1,600.00	£1,386.00
12842	Walkway Community Association	Family Fun Day	Walkway Playground	01 September 2018	Titanic	1 - 4pm	£3,000.00	£2,946.00
13183	Eastside Arts	EastSide Arts Festival 2018 Fun Day 2018	C S Lewis Square	04 August 2018	Titanic	11am - 3pm	£2,910.00	£2,810.00
13188	Falls Residents Association	Reclaim Dunville Park - No Drink No Drugs No More.	Dunville Park	19 July 2018	Court	1 - 4pm	£3,000.00	£2,970.00
12678	Ballynafeigh Community Development Association	Foraging for Wild Food 2018	Ormeau Park, Lagan Lands East, Lagan Meadows	9, 10 & 12 June, 22, 23 & 25 September 2018	Botanic	10am - 12.30pm or 2pm - 4.30pm	£1,800.00	£1,732.50
12952	Ashton Community Trust	North Belfast Summer Fun Day	Waterworks	04 August 2018	Oldpark	12pm - 3pm	£2,790.00	£2,542.00
13156	Falls Youth Providers	Park for everyone	Dunville Park	26 July 2018	Court	1 - 4pm	£3,000.00	£2,970.00
13162	All Nations Ministries	Refugee/Asylum Seeker Art Fusion & International Community Picnic	Barnett Demesne	25 August 2018	Balmoral	1 - 6pm	£2,555.00	£2,281.00
8450	Upper Springfield Development Trust	Upper Springfield Whiterock Community Health & Family Fun Day	Falls Park & Whiterock Playground	08 August 2018	Blackmountain	1 - 6pm	£3,000.00	£2,950.00
12683	Holy Family Youth Centre	Lark in the Park 2018	Alexandra Park	12 July 2018	Castle	1 - 5pm	£2,954.00	£2,932.00
12820	Paragon Studios (PS ²)	Walk and Sketch in City Parks 2018	City Parks across Belfast	June - September 2018	Various wards	3 - 5pm	£3,000.00	£2,594.00
12995	Ardmonagh Family and Community Group	Ardmonagh Family and Community Group 25th Anniversary	Falls Park	18 July 2018	Blackmountain	10am - 2pm	£2,995.00	£2,678.00
13098	Duncairn Ulster Scots Society	Living History Event	Clifton Street Graveyard	24 May 2018	Oldpark	9.15am - 4pm	£2,930.00	£2,930.00
13239	Divis Joint Development Committee, Divis Youth Project	Your health is our health'	Dunville Park	05 July 2018	Court	1 - 4pm	£3,000.00	£2,970.00

13288	The HUBB Community Resource Centre	The Brickie	Northwood Linear Park	27 May 2018	Court	12 - 6pm	£3,000.00	£3,000.00
12788	Cliftonville Community Regeneration Forum	Moving Forward Together	Girdwood Site	18 August 2018	Oldpark	1 - 6pm	£3,000.00	£2,970.00
13127	Small Steps Adult Education Group	Eco Day 2018	Alexandra Park (Lower Glen)	07 June 2018	Castle	9.30am - 2.30pm	£2,760.00	£2,760.00
13175	22nd Old Boys FC	Take 5 Football Tournament	Woodvale Park	12 August 2018	Court	10am - 5pm	£2,890.00	£2,890.00
13254	Market Development Association	Market Festival Park Event	Stewart Street Playground	11 August 2018	Botanic	1 - 4pm	£2,040.00	£1,595.00
13224	Lagan Village Youth & Community Group	Summer in the Park	Ormeau Park	04 July 2018	Titanic	11am - 3pm	£3,000.00	£2,750.00
13300	East Belfast Protestant Boys	East Belfast Protestant Boys Cultural Fun Day	C S Lewis Square	12 May 2018	Titanic	1 - 5pm	£4,100.00	£3,000.00
7247	Lower Oldpark Community Association	The John Hewitt Park Fun Day	John Hewitt Park	12 May 2018	Oldpark	1 - 4pm	£3,000.00	£2,840.00
12797	Grove United	Grove United Community Fun Day 2018	Shore Road Playing Fields	30 June 2018	Castle	12 - 5pm	£3,000.00	£2,860.00
12834	St Malachy's Youth Centre	A Safe Place to Play	Stewart Street Playground	27 July 2018	Botanic	12 - 2pm	£2,785.00	£2,734.00
12916	East Belfast Alternatives	Youth Summer Fun Event	C S Lewis Square	29 June 2018	Titanic	6 - 8pm	£3,000.00	£2,750.00
12946	Bloomfield Community Association	Family Fun Day	The Hollow	08 April 2018	Titanic	12pm - 3pm	£3,000.00	£2,805.00
12981	Greater Village Regeneration Trust	Schools Out For Summer	Blythefield Park	20 June 2018	Botanic	10am - 3pm	£3,000.00	£3,000.00
13096	Jennymount Community Association	Groove in the Grove 2018	Grove Playing Fields	18 August 2018	Castle	10am - 3.30pm	£3,000.00	£3,000.00
13130	SOLAS	Inclusive Communities - Understanding Autism - 23rd September 2018	Ulidia Playing Fields	23 September 2018	Botanic	2 - 5pm	£3,000.00	£2,925.00
13342	Pappaya Indian Community	Pappaya Parks Carnival	Falls Park	08 September 2018	Blackmountain	10am - 4pm	£3,800.00	£3,000.00

Appendix 2 - Parks Events Small Grants Unsuccessful Applications - 2018/19 T1									
Project No.	Organisation	Project Name	Venue	Date	Ward	Time	Amount Requested	Amount Awarded	Comments
12624	South Belfast Sure Start	South Belfast Sure Start Family Fun Day	Ormeau Park	17 August 2018	Botanic	11am - 1pm	£3,400.00	£0.00	Did not meet 3 out of the 4 required eligibility criteria
12768	African and Caribbean Support Organisation NI (ACSONI)	One Love Festival Finale Event	Lower Crescent Open Space	20 August 2018	Botanic	12pm - 7pm	£2,800.00	£0.00	Did not meet 3 out of the 4 required eligibility criteria
13138	Colin Glen Trust	Big Summer Campout	Blacks Road Park	3 - 4 August 2018	Collin	5pm - 9am	£2,995.00	£0.00	Event to be held outside park opening times
13145	Streetbeat Youth Project	Woodvale Park Event	Woodvale Park	05 July 2018	Court	3 - 6pm	£3,000.00	£0.00	Did not meet 3 out of the 4 required eligibility criteria
13148	Cathedral Quarter Trust	CNB18 - City Oasis	Jubilee Gardens	21 September 2018	Botanic	1 - 10pm	£3,000.00	£0.00	Event to be held outside park opening times
13235	St Teresa's Youth Centre	Party in the Park	Northlink Playing Fields	19 July 2018	Blackmountain	10am - 1pm	£2,740.00	£0.00	Did not meet 3 out of the 4 required eligibility criteria
13249	Gló Na Móna	Féile Ui Mhuiri	Falls Park	21 April 2018	Blackmountain	10am - 4pm	£3,000.00	£0.00	Did not meet 3 out of the 4 required eligibility criteria
13320	Quotidian - Word On The Street Limited	Poetry Jukebox	C S Lewis Square	August - November 2018	Titanic	12 - 6pm	£2,400.00	£0.00	Not an event

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Subject:	Donations to Societies and Hospitality for Events & Meetings
Date:	5th June 2018
Reporting Officer:	Nigel Grimshaw, Strategic Director of City & Neighbourhood Services
Contact Officer:	Agnes McNulty, Open Spaces & Active Living Manager

Restricted Reports	
Is this report restricted?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If Yes, when will the report become unrestricted?	
After Committee Decision	<input type="checkbox"/>
After Council Decision	<input type="checkbox"/>
Some time in the future	<input type="checkbox"/>
Never	<input type="checkbox"/>

Call-in	
Is the decision eligible for Call-in?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

1.0	Purpose of Report or Summary of main Issues
1.1	The purpose of this report is to seek approval from Members to continue the payment of donations to Horticultural Societies and for hospitality to be provided at events, ceremonies and meetings from 2018 - 2020.
2.0	Recommendations
2.1	<p>The Committee is asked to:</p> <ul style="list-style-type: none"> ▪ Note the contents of the report; ▪ Approve an annual £200 contribution to each of the Societies listed below and the provision of hospitality from 2018 - 2021.

3.0	Main report
	<u>Key Issues</u>
3.1	Members are reminded that the Council has, in the past, authorised the payment of donations to Societies involved in the Spring Fair and Autumn Fair and for hospitality to be provided at some of the annual events, award ceremonies and stakeholder meetings organised by the Open Spaces & Active Living (OS&AL) Unit.
	<u>Payment of Donations</u>
3.2	The OS&AL Unit organises the Spring Fair and Autumn Fair which in 2017 was attended by almost 24,000 visitors and incorporated horticultural displays, children’s entertainment, food stalls, workshops and music. An integral part of both events are the flower show elements and the OS&AL Unit works in partnership with the two flower show committees during the year to plan the shows.
3.3	The committees now include representatives from: the Northern Ireland Daffodil Group; Belfast and District Beekeepers’ Association; Belfast Winemakers’ Circle; British Cactus and Succulent Society; Federation of Women’s Institutes of Northern Ireland; Irish Fuchsia and Pelargonium Society; North of Ireland Dahlia Society; Northern Ireland Bonsai Society; Northern Ireland Group of Flower Arrangement Societies; Northern Ireland Vegetable Association and The Rose Society of Northern Ireland.
3.4	The annual individual £100 contributions are normally issued to each of the Societies involved after each event has taken place. It is proposed that the individual contribution is increased to £200 in recognition of their valuable role and significant level of voluntary involvement that will be required from them during the next three years.
	<u>Hospitality</u>
3.5	In relation to hospitality, the Council has provided hospitality at the Spring Fair, Primary Schools’ Athletics, Photographic Competition, Rose Week; Autumn Fair and at meetings with various stakeholder groups such as Belfast Hills Partnership, Lagan Valley Regional Park and Volunteers of the Mountain Bike Trails at Barnett Demesne.
3.6	The Council seeks to reinforce its partnerships with the various horticultural societies, organisations and stakeholders. Most of these partnerships have been forged over many years and without that support and goodwill, the continued success of such events could be undermined. Similar hospitality will be required from 2018 - 2021.

3.7	<u>Financial & Resource Implications</u> £7,600 has been allocated in the revenue estimates for donations and hospitality, the increase to £200 per representative is accommodated within this.
3.8	<u>Equality or Good Relations Implications</u> There are no known implications
4.0	Appendices – Documents Attached
	None

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Subject:	Review of the Local Government operational arrangements for the Animal Welfare Service in regard to the implementation of the Welfare of Animals Act 2011
Date:	5 th June 2018
Reporting Officer:	Nigel Grimshaw, Strategic Director City & Neighbourhood Services Department
Contact Officer:	Siobhan Toland, Director of City Services Vivienne Donnelly, Enforcement Manager, City & Neighbourhood Services

Restricted Reports	
Is this report restricted?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If Yes, when will the report become unrestricted?	
After Committee Decision	<input type="checkbox"/>
After Council Decision	<input type="checkbox"/>
Some time in the future	<input type="checkbox"/>
Never	<input type="checkbox"/>

Call-in	
Is the decision eligible for Call-in?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

1.0	Purpose of Report or Summary of Main Issues
1.1	The purpose of this report is to update Members of a need to further review the current operational arrangements of the Animal Welfare Service across the five Regional lead Councils with a view to future-proofing service delivery within anticipated future budgetary constraints.
2.0	Recommendations
2.1	The Committee is asked to: <ul style="list-style-type: none"> ▪ Note the contents of the report, in particular the themes to be covered in the review and the advice from the Department of Agriculture, Environment & Rural Affairs (DAERA) around future budget uncertainty.
3.0	Main Report

The Welfare of Animals Act 2011

- 3.1 The arrangements for enforcement of the Welfare of Animals Act 2011 by Councils was approved by the NI district council Chief Executives, at a SOLACE meeting on 4th November 2011, where it was determined that the most appropriate means to deliver the new animal welfare duties placed upon local government would be by the adoption of a regional collaborative 'cluster' approach. The principle of collaboration across councils was enshrined in the arrangements for animal welfare with shared staff in the form of animal welfare officers being authorised by all councils to act on their behalf whilst recognising the individual responsibility of the council to give consideration to relevant issues should there be a need for prosecution. The service is fully funded by DAERA and, as agreed at implementation, is cost neutral to Councils.
- 3.2 Since the operative date of The Welfare of Animals Act on 2 April 2012, the Animal Welfare service in Councils has been reviewed by the Project Board in March 2013 and March 2015 with recommendations endorsed by SOLACE resulting in increases in staffing levels due to the increasing demands on the service.
- 3.3 Committee was informed of the outcome of the review that was undertaken by DAERA following the Motion that was debated in March 2014 at the Northern Ireland Assembly calling for a review of the implementation of the Welfare of Animals Act (NI) 2011, particularly in relation to sentencing guidelines and practices, to ensure that the maximum effectiveness was being brought to bear to combat animal welfare offences.
- 3.4 The Final Report of the Review of the Implementation of the Welfare of Animals Act 2011 included 68 recommendations with the purpose of improving the implementation of the Act to better protect the welfare of animals. An Action plan in relation to the final report was published in November 2016 and the actions are updated quarterly.
- 3.5 Since the implementation of the animal welfare legislation, the service has been delivered on a sub-regional basis with a staffing complement of nine Animal Welfare Officers employed to deliver the function across the region.
- 3.6 The delivery of the Service is overseen by a regional Project Board which provides governance arrangements and financial oversight. Belfast City Council has one Animal Welfare Officer and one dedicated administrative officer. The Animal Welfare service in the City Council area accounts for 17% of the cases in the region. Due to increasing demand for the service, we rely on Animal Welfare Officers from the adjoining area (Lisburn and Castlereagh City Council) to assist with workload in the City Council area.

3.7	<p>The Service has been fully funded by DAERA since the start of the service in 2012 and this year the Councils have been allocated a budget resource of £1.25 million to deliver the service across the region. DAERA have advised that they as a Department face ongoing budget uncertainty and there is a prospect of further constraints on public sector finances in future years.</p>
3.8	<p>In light of concerns around the future funding of this Service, it is necessary to review the current operational arrangements of the Animal Welfare Service across the five regional lead Councils.</p>
3.9	<p>The review is considered necessary following a period of sustained increases in demands on and expectations of the service, which has put the operating model including the budget under significant strain.</p>
3.10	<p>In addition to service delivery issues the review offers an opportunity to consider the effectiveness of the Project Board arrangement and the impact of Central Government austerity measures.</p>
3.11	<p>The Review will be overseen by the Project Board in conjunction with an independent facilitator to provide direction for the review, commission work in a number of work-streams, prepare an interim and final report, and provide advice to Project Board. The Review will consider the Animal Welfare service under the following themes.</p> <ol style="list-style-type: none"> 1. The role of the Project Board 2. Delivery Structures/Model 3. Workload including on call/ prioritisation of calls 4. Enforcement Outcomes 5. Resilience 6. Administrative support
3.12	<p>The Animal Welfare service continues to be a high profile service, which attracts the interest of the public and media coverage. It is important that current service delivery is sufficiently funded to address the on-going demands for the service and to ensure that it can be delivered effectively.</p> <p><u>Financial & Resource Implications</u></p>

3.13	DAERA has now confirmed that a maximum of £1.25m resource funding will be made available to Councils for the 2018/19 financial year to fulfil the statutory enforcement obligations arising from the Welfare of Animals (Northern Ireland) Act 2011.
3.14	In allocating this year's budget, DAERA have also advised that they as a Department face ongoing budget uncertainty and there is a prospect of further constraints on public sector finances in future years.
3.15	<p><u>Equality or Good Relations Implications</u></p> <p>None</p>
4.0	Appendices – Documents Attached
	None



Subject:	Anti-Social Behaviour in Parks/Open Spaces
Date:	5th June 2018
Reporting Officer:	Nigel Grimshaw, Strategic Director of City and Neighbourhood Services
Contact Officer:	Rose Crozier, Director of Neighbourhood Services

Restricted Reports	
Is this report restricted?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If Yes, when will the report become unrestricted?	
After Committee Decision	<input type="checkbox"/>
After Council Decision	<input type="checkbox"/>
Some time in the future	<input type="checkbox"/>
Never	<input type="checkbox"/>

Call-in	
Is the decision eligible for Call-in?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

1.0	Purpose of Report or Summary of Main Issues
1.1	Members will recall previous agreements at People and Communities Committee providing Officers with authority to develop integrated animation/programming and operations with partners to address anti-social behaviour around Falls Park/City Cemetery and Orangefield Park/Avoniel Park.
1.2	Members will further recall that discussion took place about including other parks/open spaces in this integrated working approach at an appropriate time in the future.
2.0	Recommendations
2.1	The Committee is asked to; <ul style="list-style-type: none"> • agree the inclusion of Marrowbone Park, Ballysillan Park and Dunville Park in the integrated working approach as outlined above.

3.0	<p><u>Main Report</u></p>
3.1	<p>As outlined at People and Communities Committee in April 2018, Officers regular review the following information as a way to identify emerging priority parks/opens spaces:</p> <ul style="list-style-type: none"> - Number of complaints - Cost of repairs due to vandalism - Elected Member queries
3.2	<p>Recent trends have identified significant ongoing issues at Marrowbone Park with increasing levels of Elected Member concern. Additionally, based on previous issues at similar times of the year it is anticipated Ballysillan Park and Dunville Park will experience issues in the coming weeks.</p> <p>As such, Members are asked to agree the following for Marrowbone Park, Ballysillan Park and Dunville Park:</p> <ul style="list-style-type: none"> - Development of a 6 week programme of animation activities in partnership with all local youth and community organisations - All Elected Members for the relevant DEA's to be invited to participate in the development of the programme - Animation programme to be delivered by Parks Outreach Service at a time of most benefit based on feedback from local youth and community organisations - Education Authority Youth Workers requested to support these activities with staff resources
3.3	<p><u>Financial & Resource Implications</u></p> <p><u>Staff Resources</u></p> <p>The above approach continues to support the values and principles of the City and Neighbourhood Services and wider Corporate Change Programme of customer focus, service integration and neighbourhood working. Learning from this work will continue to inform the ongoing transformation of the organisation.</p>
3.4	<p><u>Financial Resources</u></p> <p>All of the above work continues to be accommodated from within existing Council and (D) PCSP revenue budgets. The work is intended to maximise existing resources, reduce duplication and facilitate joined up decision making and resource allocation in the identified parks/open spaces.</p>
3.5	<p><u>Equality or Good Relations Implications</u></p> <p>There are no equality or Good Relations implication at present, however, this will monitored on an ongoing basis.</p>
4.0	<p>Appendices – Documents Attached</p>
	<p>None</p>



Subject:	Request for The Use of Falls Park for Feile an Phobail.
Date:	5 June 2018
Reporting Officer:	Nigel Grimshaw, Strategic Director, City & Neighbourhood Services
Contact Officer:	Rose Crozier, Director (Operational) Neighbourhood Services Liam McKinley, City Park Manager (West) Brian McKinley, Events Officer

Restricted Reports	
Is this report restricted?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If Yes, when will the report become unrestricted?	
After Committee Decision	<input type="checkbox"/>
After Council Decision	<input type="checkbox"/>
Some time in the future	<input type="checkbox"/>
Never	<input type="checkbox"/>

Call-in	
Is the decision eligible for Call-in?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

1.0	Purpose of Report or Summary of main Issues
1.1	<p>The Committee is asked to note that the Council has received a request from Feile an Phobail for the use of the facilities in Falls Park during the West Belfast Festival which is due to take place from 3 - 10 August 2018, with set up beginning 29 July 2018 and take down by the 19 August 2018.</p> <ul style="list-style-type: none"> ▪ The event will require the closure of all or a substantial proportion of the facility and will have alcohol on sale during some of the events.

2.0	Recommendations
2.1	<p>The Committee is asked to:</p> <ul style="list-style-type: none"> ▪ Approve the Feile an Phobail application for the use and hire of the facilities at Falls Park and approve the use of the City Cemetery for guided tours with an appropriate charge, on the condition that : <ul style="list-style-type: none"> ▪ The Event Organisers resolve all operational issues to the Council’s satisfaction. ▪ An appropriate legal agreement is prepared by the City Solicitor. ▪ The Event Organisers meet all statutory requirements including Public Liability Insurance cover, Health and Safety, Food Safety and licensing responsibilities. ▪ The Event Organisers obtain licences for the sale of alcohol, in a timely manner through the appropriate channels. ▪ The timely payment of the agreed charges and bonds as required in the legal agreements. ▪ The Event Organisers shall consult with adjoining public bodies and local communities as necessary.
3.0	Main report
3.1	<p><u>Key Issues</u></p> <p>Since August 2006, Feile an Phobail has organised a number of West Belfast Festival events at Belfast City Council venues.</p> <p>3.2 The West Belfast Festival has requested permission to organise a number of events in Falls Park. They may require the use of other Council facilities as the final list of events have not yet been finalised.</p> <p>3.3 The events would be similar to previous years which included:</p> <ul style="list-style-type: none"> ▪ Carnival parade through Falls Park ▪ Teddy Bears picnic in Falls Park ▪ Feile family entertainment day in the park, music events and family entertainment. ▪ An occasional licence will be applied for by the organisers for the sale of alcohol and an entertainment licence for the period of the event. ▪ Guided historical tours in the City Cemetery which would be charged for appropriately by the tour provider.

3.4	<p>This application will be supported by an Event Management Plan and will be subject to the organisers liaising with Council officers and meeting all statutory, legal and Health and safety requirements. Organisers will also be required to reinstate all Council property to its original condition after use. Organisers will be reminded that the current ground conditions and location of this event may have to change due to adverse weather conditions and failure to make good after previous Feile events.</p>
	<p><u>Financial & Resource Implications</u></p>
3.5	<p>None</p>
	<p><u>Human</u></p>
3.6	<p>Staff may be required to work additional hours to cover the events outside normal hours and this will be charged to the hirer, in line with the process adopted in previous years.</p>
	<p><u>Asset and Other Implications</u></p>
3.7	<p>Council officers will liaise with organisers in relation to the potential environmental impact of this event. A reinstatement bond will be required to be paid to the council before the event to cover any reinstatement of grounds after the event; this bond will be £10,000.</p>
	<p><u>Equality or Good Relations Implications</u></p>
3.8	<p>There are no known implications.</p>
4.0	Appendices – Documents Attached
	<p>None</p>

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