

Document Pack

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



14th March, 2013

MEETING OF DEVELOPMENT COMMITTEE

Dear Alderman / Councillor,

The above-named Committee will meet in the Lavery Room (Room G05), City Hall on Tuesday, 19th March, 2013 at 5.15 pm, for the transaction of the business noted below.

You are requested to attend.

Yours faithfully

PETER McNANEY

Chief Executive

AGENDA:

1. Routine Matters
 - (a) Apologies
 - (b) Minutes
 - (c) Declarations of Interest
2. Appointments to West Belfast Partnership Board (Pages 3 - 4)
3. Notice of Motion - City Centre Planning Policy (Pages 5 - 6)
4. Outstanding Accounts (Pages 7 - 10)
5. Public Bike Hire Scheme (Pages 11 - 18)
6. Transport Issues - Update (Pages 19 - 22)
7. Use of Bus Lanes by Taxis (Pages 23 - 24)
8. Festivals Forum Action Plan (Pages 25 - 32)
9. European Social Fund - Match Funding Requests (Pages 33 - 38)
10. Eurocities Social Affairs Forum (Pages 39 - 44)

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Belfast City Council

Report to:	Development Committee
Subject:	Appointments to the West Belfast Partnership Board
Date:	19th March, 2013
Reporting Officer:	Mr. Stephen McCrory, Democratic Services Manager (ext 6314)
Contact Officer:	Mr. Barry Flynn, Democratic Services Officer (ext 6312)

1	Relevant Background Information																												
1.1	The Committee is responsible for making appointments to the several Partnership Boards across the City, namely the North Belfast Partnership Board, the South Belfast Partnership Board, the East Belfast Partnership Board, the West Belfast Partnership Board and the Greater Shankill Partnership Board.																												
1.2	The methodology used to appoint Members to these Boards has been developed over the last 14 years to try to ensure that the Boards function as effectively as possible. The Council currently appoints 8 Members to sit on the West Belfast Partnership Board. At its meeting on 15th June, 2011 the Committee agreed that the appointments should be made in such a way as to reflect the strengths of the Parties in the Lower Falls and Upper Falls District Electoral Areas. The table set out below shows the allocation which the Parties would be entitled to on the Board based upon the strict application of proportionality.																												
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	The Committee agreed to make the appointments for the 4-year term on that basis.																												

2	Key Issues																											
2.1	A letter has been received from the Chief Executive of the West Belfast Partnership Board indicating that they have undertaken a review of their governance arrangements. The letter points out that the representation on the Board from the Council should be six members rather than eight, as set out in their Constitution. The Board have therefore asked the Council to amend its representation from eight Members to six Members.																											
2.2	If the Committee is happy to agree to this amendment, then the application of our system of proportionality would give the following result:																											
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3	Resource Implications
3.1	None.

4	Equality and Good Relations Implications
4.1	The allocation of Members to the Partnership Boards is, primarily, determined by the strict application of proportionality so that the Parties have the number of seats on the Boards commensurate with their strength on the Council.

5	Recommendations
5.1	The Committee is recommended to agree to amend its representation on the West Belfast Partnership Board to 5 Members from Sinn Fein and 1 Member from the Social Democratic and Labour Party.

6	Decision Tracking
Stephen McCrory, Democratic Services Manager.	



Belfast City Council

Report to:	Development Committee
Subject:	Notice of Motion – City Centre Planning Policy
Date:	19th March, 2013
Reporting Officer:	Mr. Barry Flynn, Democratic Services Officer, ext. 6312
Contact Officer:	As above.

1.0	Relevant Background Information
1.1	<p>At the Council meeting on 4th March, the undernoted Notice of Motion was proposed by Councillor McCarthy and seconded by Councillor Mallon:</p> <p><i>“This Council notes with interest the Department for Social Development’s publication of the ‘High Street Taskforce Report’ which highlights the adverse impact on city and town centres by what is perceived as an ‘imbalanced spatial planning policy’ which high street retailers have stated entices shoppers away from the city and town centres to out-of-centre shopping centres;</i></p> <p><i>It recognises that the Regional Development Strategy (2035), adopted by the NI Executive in 2012, states under SFG3 that Belfast City Centre should be enhanced and that the role of Belfast City Centre as the primary retail location in Northern Ireland should be supported and strengthened;</i></p> <p><i>It notes the advice of the DoE Minister to the planned Public Inquiry into the planning application for a department store, nineteen other retail units and a number of restaurants at Sprucefield outside Lisburn, which would restrict future retail developments there to outlets selling only bulky goods; and endorses the integrated policy approach from DoE, DSD and DRD which will strengthen and protect the position of Belfast City Centre and town centres across the North.”</i></p> <p>In accordance with Standing Order 11(e), the Lord Mayor indicated that the matter would be referred to the Development Committee without debate.</p>

2.0	Recommendation
2.1	The Committee is requested to consider the Notion of Motion and take such action thereon as may be determined.

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Belfast City Council

Report to:	Development Committee
Subject:	Belfast Public Bike Hire Scheme
Date:	19 March 2013
Reporting Officer:	John McGrillen, Director of Development, ext 3470
Contact Officer:	Keith Sutherland, Urban Development Manager, ext 3478

1	Relevant Background Information
1.1	The Council secured £698,700 funding in August 2011, towards the provision of a Belfast Public Bike Hire Scheme as part of the Department for Regional Development (DRD) Active Travel Demonstration Projects fund. The development of a Public Bike Hire scheme is identified as a partnership project in Belfast City Council's Investment Programme 2012-2015. The Council proposes to work in partnership to develop a public bike hire scheme that encourages increased use and facilitates active travel in Belfast.
1.2	An Outline Business Case (OBC) for a Belfast Public Bike Hire scheme was commissioned by the Strategic Investment Board in conjunction with the Department for Regional Development and Belfast City Council and completed in July 2011. The OBC suggests that a public bike hire scheme would be viable for Belfast based on experiences and evidence from other cities. The Outline Business Case estimated the funding will cover the costs of the physical infrastructure for a mid-sized scheme providing up to 300 bikes and up to 30 docking stations in city centre locations.
1.3	The Council aims to develop a 3 rd generation public bike hire scheme characterised by: <ul style="list-style-type: none"> – public access bikes situated on public spaces with a standard robust design; – a network of docking stations and bikes throughout city centre locations; – a self service model; – flexible rental periods with tariffs to encourage short term rentals; and – a scheme with the potential to expand to other parts of the city. <p>Further details relating to the public bike hire scheme objectives are outlined in Appendix 2.</p>

2	Key Issues
2.1	<p><u>Geographical coverage of the Public Bike Hire Scheme</u> Based on the approved funding bid, the first phase of the Belfast Public bike hire scheme will give priority to the core city centre area as designated in the Draft Belfast Metropolitan Area Plan as indicated in Appendix 1. Based on experience elsewhere docking stations should be located no more than 300-500 metres apart at key strategic locations. Belfast City Centre boundary covers 3.611 km² and one docking station should cover a buffer area just over 0.1 km². It is recommended that consideration is given to extending the coverage to include parts of Titanic Quarter and up to the Queens Quarter area if it can be accommodated within the current funding arrangement. The Council wish to develop a scheme which has the potential to expand to other parts of the city and to cater for city events.</p>
2.2	<p><u>Siting of Docking stations</u> Bike Hire Docking Stations need to be located at frequent intervals and placed at strategic locations. It is essential the docking stations are visible, easy to find and should not impede pedestrian or vehicular movements.</p>
2.3	<p>The process to identify suitable sites in Belfast City Centre for the bike hire docking stations is currently underway. A number of criteria have been identified in order to select the most appropriate sites considering the following elements:</p> <ul style="list-style-type: none"> – Employment clusters / high footfall areas – Cultural / tourism destinations – Educational destinations – Inner city residential areas – Public transport nodes / existing cycle infrastructure – Available space and ability to meet infrastructure requirements – Visibility and accessibility – Compliance with disability legislation requirements – Aesthetics – ability to fit into the built heritage and public realm.
2.4	<p>The Council will work with the statutory bodies and other land owners to obtain public and private commitment and secure agreements and statutory approvals for use of the land for docking stations and other service requirements. A site locations workshop was held on the 24th January 2013 with government departments who own land in the city centre such as DRD Roads Service, DSD, NIHE and also involved Planning Service and the universities.</p>
2.5	<p><u>Consultation</u> A stakeholder forum will be set up for the duration of the project and community consultation is also planned. The Council aims to meet the needs of the local communities when delivering the public bike hire scheme in Belfast. The Council will promote opportunities such as training schemes and city events to encourage use of the scheme by local communities particularly in disadvantages areas or with disadvantaged groups.</p>
2.6	<p><u>Procurement</u> The OBC recommends an integrated Design, Build, Operate and Maintain (DBOM) contracting approach as the preferred form of delivery for bike hire schemes and is likely to deliver the greatest level of risk transfer; generate the greatest level of interest across experienced scheme operators and deliver greatest value for money. Expressions of Interest are currently being drafted to scope the level of interest for the Design, Build, Operate and Maintain element of the scheme. A further Expression of Interest will be issued to seek the level of interest of companies seeking sponsorship/branding associated with the scheme. In line with Council attributes</p>

	certain products/services will be excluded such as alcohol and tobacco branding The income generated from sponsorship will contribute to the annual running cost of the scheme.
2.7	<u>Delegated Authority</u> It is recommended that the Planning and Transport Unit work in liaison with the Project Management Unit of the Property and Project Department who will manage the procurement of design, build, operate and maintain services required to implement the public bike hire scheme and the procurement of potential sponsorship/branding associated with the scheme and the subsequent administration of the contracts..
2.8	The award of funding for the physical infrastructure of the project is time bound and must be drawn down before March 2015. The Council should proceed with the procurement process and appoint the most appropriate operator in Autumn 2013. The Council would envisage that the construction process should proceed in 2014 in order for the scheme to go live by March 2015.
2.9	Committee is therefore requested to approve, from a service perspective, the invitation of tenders, the award of contracts and the implementation of the Belfast Public Bike Scheme.
2.10	As this project is included in the capital programme and the Investment Programme the decision of the Development Committee will be commended to the SP&R Committee for their consideration and decision from a corporate financial perspective.

3	Resource Implications
3.1	There are resource implications in relation to the future operation and maintenance of the implemented Bike Hire scheme.

4	Equality and Good Relations Considerations
4.1	There are no specific Equality and Good Relations Considerations attached to this report.

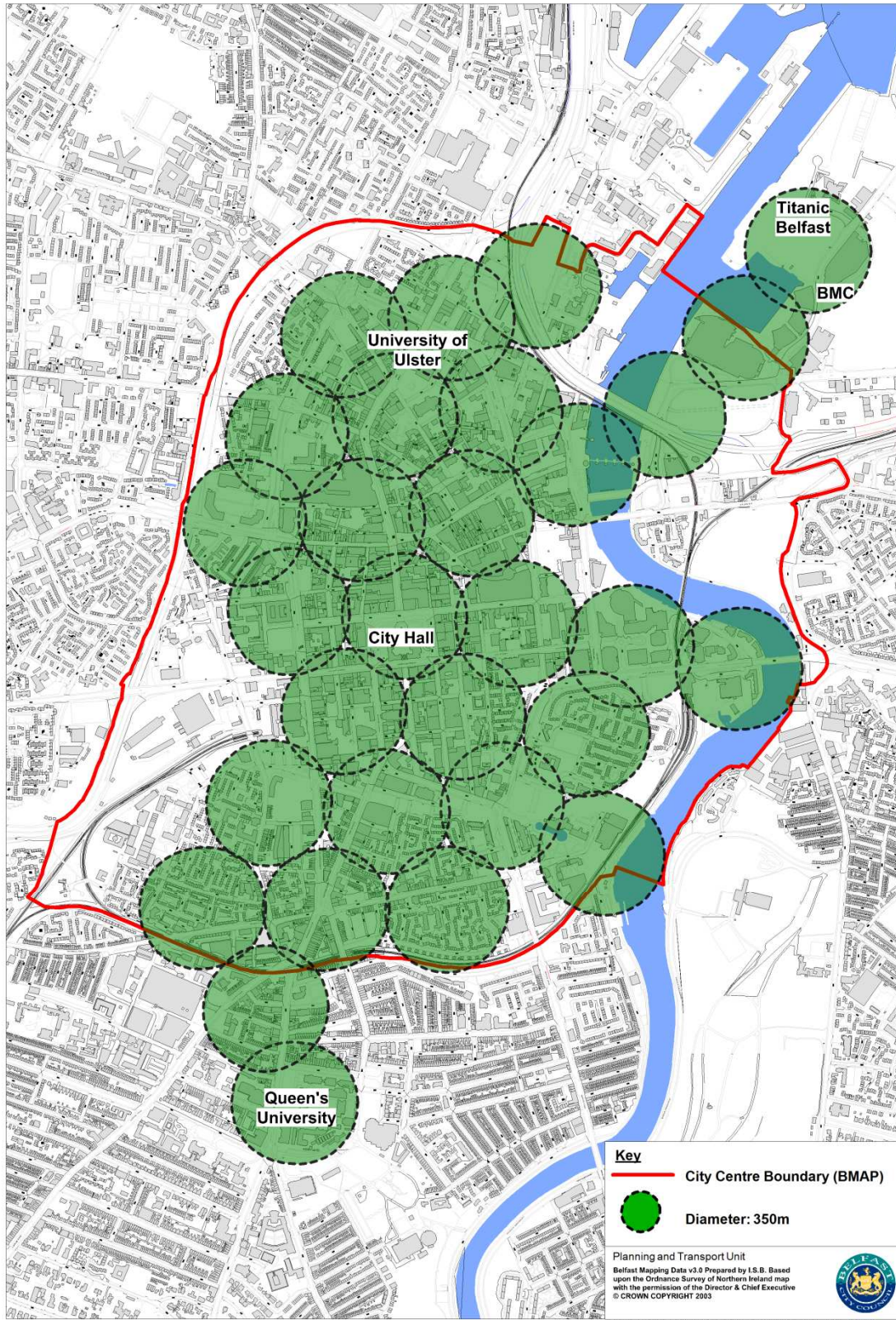
5	Recommendations
5.1	It is recommended that Members: <ul style="list-style-type: none"> – note the update of progress for the Belfast Public Bike Hire Scheme and the proposed coverage of Phase 1; and – approve the advancement of the project to tender, award of contracts and implementation and to commend this decision to the SP&R Committee for their consideration and decision from a corporate financial perspective.

6	Decision Tracking
There is no decision tracking attached to this report.	

7	Key to Abbreviations
DRD – Department for Regional Development OBC – Outline business case DBOM – Design Build Operate Maintain DSD – Department for Social Development NIHE – Northern Ireland Housing Executive	

8	Documents attached
Appendix 1 - Proposed Belfast Public Bike Hire coverage – Phase 1 Appendix 2 - Scheme Objectives	

Proposed Belfast Public Bike Hire coverage – Phase 1



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Public bike Hire Scheme Objectives

The primary objective of Belfast Public Bike Hire is to achieve a sustainable low cost transport system to service key locations in Belfast City Centre. The aim of the public bike hire scheme is to increase the modal share for cycling in Belfast and establish bike hire as a viable mode of transport across the Belfast Metropolitan urban area. The bike hire scheme should reduce dependency on car trips particularly for short trips in the city centre locations reducing traffic congestion, vehicles emissions and demand for parking. The scheme should enhance the public transport system by adding the capacity to use a public bicycle to complete the first or last leg of a trip (i.e. from a train station to the workplace) and enable bus and rail commuters to make short trips from the workplace without a car.

The specific objectives of the scheme include:

- The provision of up to 30 docking stations, 300 metres to 500 metres apart on average serving key city centre locations (See Figure 1). There should be between 10 to 20 bikes per docking station
- The provision of at least a 3rd generation scheme in nature (characterised by 'secure- by-design' principles, smart card access technology, electronically operated docking stations and locks, telecommunications systems and online account management)
- The scheme should allow users to either pay an annual membership fee or pay for short-term use (1-3 days). In a majority of schemes there is no charge for use of the bikes under 30 minutes; a small charge is applied for rental period over 30 minutes.
- The scheme will be affordable for users with a low cost subscription fee
- The scheme should have the flexibility to service temporary events or cater for varying seasonal capacity
- the public bike hire scheme needs to integrate with Belfast's existing and future public transport network
- The scheme should be open for use by tourists, designed to accommodate short term membership and serve key tourist destinations
- Integration of the scheme with workplace travel plans of major employers in the city and schools, colleges and universities.
- Production of information of how to subscribe / use the public bike hire scheme and on the cycle routes in the city linked to key destinations.
- Employment of staff to operate and maintain the scheme

- Information sessions and a website on the public hire scheme to ensure it is accessible to all residents and visitors to Belfast and to publicise the scheme.
- The capacity to convey safety information and laws affecting cyclist

It is proposed the Bike Hire scheme will be used for:

Residents - Travel to work, go shopping, go somewhere different for lunch or visit friends

Tourists - Register for short term use and visit attractions around the city

Business trips - Get to meetings across the city on time

Commuting - Cycle from the nearest bus stop, car park or rail station to your workplace

Students - A cheap and easy way to travel

Get Active - Healthier way to travel and an opportunity to integrate exercise into transport

Sustainability - reduce your carbon footprint by reducing car usage and thereby carbon emissions and congestion

Economic viability – save money on fuel, cycling is a cheap and efficient means of travel for work, education, business, shopping or leisure reasons

Inclusivity - The scheme will be equally available to all age and socio- economic groups

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Belfast City Council

Report to:	Development Committee
Date:	19 March 2013
Subject:	Transport Issues - Update
Reporting Officer:	John McGrillen, Director of Development, ext 3470
Contact Officer:	Keith Sutherland, Planning and Transport Policy Manager, ext 3578

1.	Relevant Background Information
1.1	<p>This reports provides an update on a number of current/proposed road works and transport proposals for Belfast including:</p> <ul style="list-style-type: none"> – Dee Street Bridge improvements; – Boyne Bridge improvement works; – Update on Belfast On The Move; and – Changes to Clearway on sections of the Lisburn, Stranmillis and Malone Road.

2.	Key Issues
2.1	<p><u>Dee Street Bridge</u> (Parapet replacement – temporary closure and weight restrictions)</p> <p>Work started on a £300,000 improvement scheme on Dee Street bridge over the Sydenham By-Pass and Bangor Railway lines in February 2013. The existing bricks walls (parapets) on the bridge have to be replaced for safety reasons. A new traditional metal parapet and high kerbs will be provided, along with footway alterations and other maintenance work. The work will require the closure of Dee Street bridge to traffic for eight weeks starting the 22 February, with temporary diversions in operation. Once the bridge re-opens there will be a permanent weight restriction in operation, restricting access to vehicles less than 7.5 tonnes maximum gross weight.</p>
2.2	<p><u>Boyne Bridge</u> improvement works</p> <p>Essential strengthening and repair work will be carried out at Boyne Bridge, to ensure the continued strength and stability of the structure. The work is expected to commence early in May 2013 and is programmed to last for approximately 22 weeks.</p>
2.3	<p>Most of the work will be carried out from below the structure, however there will be some traffic management measures in place on Durham Street during the work. It is planned to maintain two way traffic to minimise disruption for motorists.</p>

<p>2.4</p> <p>2.5</p> <p>2.6</p> <p>2.7</p> <p>2.8</p>	<p>Belfast on the Move works continued in January 2013. The main areas of work over the next months include:</p> <ul style="list-style-type: none"> - Great Victoria Street (Hope Street to Grosvenor Road) and Fisherwick Place - lane reallocation and introduction of a northbound bus lane; - Grosvenor Road (Durham Street to Great Victoria Street) - lane reallocation; - College Avenue and College Square East - lane reallocation and introduction of a southbound bus lane; - Victoria Street – introduction of a cycle track from Chichester Street to Gloucester Street; - Ann Street – introduction of a 2 way cycle track from Victoria Street to Oxford Street; - College Square North, Durham Street and Grosvenor Road – carriageway resurfacing scheduled to be carried out overnight and at weekends during March 2013. <p>Further work is planned for after Easter in April 2013:</p> <ul style="list-style-type: none"> - Wellington Place, Donegall Square North, Donegall Square East and Chichester Street - lane reallocation and introduction of bus lanes. <p>Roads Service plan to complete all works by mid June 2013 and further details are outlined in Appendix 1.</p> <p>Urban Clearway restrictions in South Belfast</p> <p>The proposals, developed in cooperation with Lisburn Road Business Association impact on three main roads in South Belfast - Upper Lisburn Road/Lisburn Road from Black’s Road to Malone Avenue; Malone Road; and Stranmillis Road from Lockview Road to University Road.</p> <p>Currently, urban clearway restrictions apply on the three routes in both directions from 8am to 9:30am and from 4:30pm to 6pm. The proposals under the trial scheme would see the current restrictions revised to apply only on the Belfast bound lanes in the morning and only on the country bound lanes in the evening. These measures are to ensure that the peak traffic movements would be maintained.</p> <p>Roads Service will closely monitor the trial to measure its effectiveness. Any changes to parking or other restrictions will be widely publicised well in advance and would follow due legal process, the outcome of which is expected to take around 10 months including the public consultation period. The public consultation period begun on the 18 February 2013 and DRD Roads Service will accept comments from the Council prior to the end of March 2013.</p>
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<p>3</p>	<p>Equality and Good Relations Considerations</p>
<p>3.1</p>	<p>There are no Equality and Good Relations considerations attached to this report.</p>

<p>4.</p>	<p>Recommendations</p>
<p>4.1</p>	<p>Members are requested to:</p> <ul style="list-style-type: none"> - note the update on current and proposed road works on Dee Street Bridge, Boyne Bridge and further works as part of Belfast On The Move; - consider the proposed changes to urban clearway restrictions on the Lisburn, Stranmillis and Malone Road and agree any comments to be submitted to DRD Roads Service as part of the consultation.

<p>7.</p>	<p>Documents Attached</p>
<p>Appendix 1 - Belfast On The Move programme of works</p>	

Belfast On The Move

Roadworks are continuing on Great Victoria Street, Fisherwick Place, College Square East and College Avenue with daytime lane restrictions. Work is scheduled to be carried out on the dates specified below:

From Monday 18th February for 4 weeks

- Great Victoria Street into Fisherwick Place, College Square East and College Avenue - localised daytime lane restrictions

Week commencing Monday 4 March

- Alterations to the central island in College Square East between College Square North and Wellington Place are continuing this week, to provide a bus lane and two general traffic lanes for southbound traffic.
- Off peak lane restrictions will be introduced on Fisherwick Place to enable central islands and laybys to be provided, facilitating the provision of two general traffic lanes for southbound traffic at all times. The new laybys will provide all day car parking and loading facilities.
- A lane restriction remains on Great Victoria Street at the junction of Howard Street / Grosvenor Road to enable a CCTV camera to be erected. This camera will provide traffic flow information to the Department's Traffic Information Control Centre to assist with management of the traffic across the City.

Lane restrictions will be necessary to allow this work to be undertaken. However, these restrictions will be removed during peak times to provide 2 lanes of traffic in each direction between the hours of 7.30am to 9.30am and 4pm to 6.30pm to assist traffic progression.

In addition to the daily lane closures, two road closures are required as follows;

From 9:30am on Wednesday 6 March to 4pm on Friday 8 March

- College Street at the junction with College Avenue will be closed to through traffic to allow the construction of a footway build out and road crossings. Diversion routes will be in signposted.

From 6am on Sunday 10 March to 6am on Monday 11 March

- The left turn slip lane from College Square North to College Avenue will be closed to through traffic to allow the construction of a traffic island. Traffic will still be permitted to turn right from College Square North into College Square East during these times. Diversion routes will be in signposted.

Alternative Routes

While the works are ongoing in the west of the City (Great Victoria Street, Fisherwick Place and College Square East) motorists should consider using the alternative route via Hope Street, Sandy Row, Durham Street and College Square North and vice-versa if appropriate to do so.

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Belfast City Council

Report to:	Development Committee
Subject:	Use of bus lanes by Taxis
Date:	19 March 2013
Reporting Officer:	John McGrillen, Director of Development, ext 3470
Contact Officer:	Keith Sutherland, Planning and Transport Policy Manager, ext 3578

1	Relevant Background Information
1.1	The Taxi Act (NI) 2008 gives the Department powers to develop new legislation aimed at modernising the industry. The Act sets out a new legal framework for regulation of taxis and taxi services. It covers the licensing of taxi operators, drivers and vehicles, fares and taximeters, hiring of taxis at separate fares, enforcement and penalties
1.2	Under the Act, Taxi Licensing arrangements are due to change from the current two tier system of public and private hire taxis with the introduction of a single tier system. The change will require Roads Service to amend its bus lane orders which currently define which taxis are permitted to use bus lanes in line with the new taxi definition.
1.3	Currently as well as buses, bicycles, motorcycles and permitted taxis can use bus lanes. The permitted taxis are Belfast Public Hire taxis (currently operating under a yellow plate) which operate from taxi ranks and can be hired on the street and taxi buses (white and blue plate) which are licensed to operate bus types on certain routes. Private taxis (operating under green plates) and public hire outside Belfast (white plates) are currently not permitted to access bus lanes.

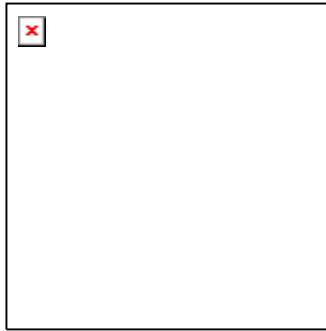
2	Key Issues
2.1	The Department for Regional Development carried out a consultation in September 2012 on the options of Taxis using bus lanes. It was the view of the Department that allowing all taxis on to the bus lanes would see the number of vehicles using bus lanes increase but it would be highly unlikely that it will impact on the performance of bus lanes in terms of bus speeds and journey times.
2.2	It is proposed that all taxis be allowed access to bus lanes on implementation of the new licensing arrangements. The conclusion is based on the need to maintain the performance of bus lanes for the benefit of users against the need of taxis to operate in the intended way for the benefit of the users. The Department state that to preclude a section of taxis would prevent them from operating in the intended fashion as they could not pick up if hailed on a bus lane.
2.3	The decision to restrict the use of bus lanes to accessible taxis only following the impending changes to the taxi licensing regime was seen as not benefiting all users. Exceptions will include any bus lanes where other forms of transport are currently excluded primarily for safety reasons, such as the Motorway bus lanes.
2.4	Concern has been raised by cycling groups that the use of the bus lanes by private hire taxi will reduce the level of safety for cyclist. The cyclist lobby believe that allowing taxis in bus lanes will make them busier and more intimidating for new cyclist and be in contradiction of the new Active Travel Strategy which has an aim to increase the percentage of cycle trips in Northern Ireland.
2.5	Consultation on the proposals took place in September 2012 seeking views on the overall policy proposal. The Council did not make a response to the policy but did respond to the new Taxi Act consultation and supported the move to a single tier system.

3	Equality and Good Relations Considerations
3.1	There are no Equality and Good Relations Considerations attached to this report.

4	Recommendations
4.1	Members are asked to note the proposed changes to Taxis using the bus lanes and agree any comments in light of the concerns raised by cycling groups.

5	Decision Tracking
Timeline Reporting Officer: John McGrillen	

6	Key to Abbreviations
DRD - Department for Regional Development	



Report to: Development Committee

Subject: Festivals Forum Action Plan

Date: 19 March 2013

Reporting Officer: John McGrillen, Director of Development, ext 3470

Contact Officer: Shirley McCay, Head of Economic Initiatives and International Development, ext 3459

1	Relevant Background Information
1.1	Council agreed to establish a Festivals Forum in August 2004. The Forum was set up in recognition of the contribution festivals can make to the city by promoting economic regeneration, driving tourism and enhancing community relations.
1.2	The Tourism, Culture and Arts Unit invests approximately £400,000 of grant funding into festivals each year. This has been further bolstered by £300,000 under the City of Festivals Phase 2 programme (supported under the Belfast PEACE III Plan by the European Union's European Regional Development Fund through the PEACE III Programme), which has awarded money to festivals including the Belfast Children's Festival, Féile, Festival of Fools and Orangefest to develop audiences among hard-to-reach groups and communities.
1.3	Investing in a City of Festivals is identified as a priority under the Investment Programme 2012–15 and the Cultural Framework for Belfast 2012–15. These policies recognise the strength of the city's varied and extensive festivals calendar, acknowledge the role festivals play in inspiring communities and commit to continuing to promote city of festivals as a key message for the city.
1.4	The Festivals Forum provides a mechanism for the Council to engage with festivals to support and enhance the city's festival offering. The Forum currently has over 100 members from a wide range of community, arts and heritage organisations, and all festivals applying for grant aid for Council are invited to become members. In 2012/13 the Development Committee agreed to invest £30,000 in the Forum's Action Plan. Achievements to date include joined-up billboard and banner fields campaigns promoting Belfast as a city of festivals; training courses and events; and a new ticketing-system pilot.

2	Key Issues
2.1	The draft Festivals Forum Action Plan 2013/14 is attached at appendix 1. It was devised in consultation with the Forum's strategy subgroup and wider membership.
2.2	The key objectives of the Action Plan include: <ul style="list-style-type: none"> – Lobbying and influencing, including increasing the awareness of the contribution festivals make to the city – Marketing, including the billboards campaign, web presence and capitalising on economies of scale to secure a joint distribution contract – Member support and development, including monthly meetings, training and networking – Governance to ensure the Forum is fit for purpose
2.3	The total budget for the Action Plan is £78,900, which includes £56,000 already secured from PEACE III. The remaining £22,900 is included in the Departmental budget for 2013/14. This is a saving of £7,100 on previous years.
2.4	It is recommended that Members note the contents of this report and agree the contents of the draft Festivals Forum Action Plan 2013/14.

3	Resource Implications
3.1	<u>Financial</u> £22,900 towards the implementation of the Festivals Forum Action Plan has been included in the Departmental budget for 2013/14.

4	Equality and Good Relations Considerations
4.1	There are no Equality and Good Relations Considerations attached to this report.

5	Recommendations
5.1	It is recommended that Members note the contents of this report and agree the Festivals Forum Action Plan 2013/14.

6	Decision Tracking
There is no Decision Tracking attached to this report.	

7	Documents Attached
Appendix 1 - Festivals Forum Action Plan 2013/14	

Festivals Forum Draft Action Plan 2013/2014 Draft 4

Theme	Objective	Action	Performance indicators	Timescale	Responsibility	Budget	Link to Cultural Framework
Lobbying and influencing	Increase the awareness of festivals' contribution to the city	Commission and disseminate research on the socio-economic impact of festivals	1 report Media coverage	Q1–Q3	Belfast City Council	£5,000	Distinctly Belfast
		Develop framework for capturing the ongoing impact of festivals	1 framework 1 template disseminated to all Forum members	Q4	Belfast City Council	As part of Cultural Framework outcomes framework	Strengthening the sector
	Ensure a joined-up one council and one-city approach to festivals	Respond to public consultations	Number of consultation responses	As required	Strategy subgroup	Time	Strengthening the sector
		Increase communication between Festivals Forum and key stakeholders including the Arts Council of Northern Ireland, Northern Ireland Tourist Board, Tourism Ireland and Department for Social Development	4 presentations Increased attendance at Forum meetings by non-festival members	Q1–4	Strategy subgroup	Time	Strengthening the sector
		Establish Operations subgroup and agree actions	Quarterly meetings Action plan agreed and implemented	Q1–4	Operations subgroup	Time	Strengthening the sector
	Total						£5,000

Theme	Objective	Action	Performance indicators	Timescale	Responsibility	Budget	Link to Cultural Framework
Marketing	Encourage shared resources	Maintain billboards contract	100 billboard sites used 36 festivals supported	Q1–Q4	Belfast City Council	£8,000	Strengthening the sector
		Maintain flag fields and promote usage	No. and duration of use by Forum members	Ongoing	Belfast City Council	Time	Strengthening the sector
		Share information on free and cost effective distribution	1 fact sheet	Q1	Marketing subgroup	Time	Strengthening the sector
		Broker Festivals Forum distribution/collection contract(s)	Uptake on contract by Forum members No. of leaflets etc. distributed	Q2	Marketing subgroup	Time	Strengthening the sector
		Input in to review and enhancement of on-street communications	Contribution to review	Q2	Full Forum	As per Attracting audiences action plan	Attracting audiences
	Continue to promote Belfast as a city of festivals	Promote and maintain Belfast festivals website	No. of hits No. of visitors Uptake among Forum members	Ongoing	Marketing subgroup	£500	Attracting audiences
		Commission, publish and promote 'Jorge Fest' online content	No. of articles, Tweets, Facebook posts, podcasts	Q1–Q3	Marketing subgroup	£2,400	Attracting audiences

			etc.				
			No. of hits, visitors, etc.				
		Develop a P.R. and marketing action plan	1 action plan Media coverage	Q2	Belfast City Council	As per Attracting audiences action plan	Attracting audiences
Total						£11,400	

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Theme	Objective	Action	Performance indicator	Timescale	Responsibility	Budget	Link to Cultural Framework
Member support and development	Share information	Host monthly Festival Forum meetings	11 events No. of attendees Feedback from Forum Members	Q1	Festivals Forum chair	£1,500	Strengthening the sector
		Publish and maintain an up-to-date audit of venues and spaces	1 audit	Q1	Strategy subgroup	£1,000	Strengthening the sector
	Promote partnership working and collaboration	Host one large-scale, celebratory event to encourage networking	1 event No. of attendees Feedback from Forum Members	Q4	Strategy subgroup	£2,000	Strengthening the sector
		Facilitate border county networking	Increased partnership working between Belfast and border county festivals	Q1–Q2	Belfast City Council	£6,000*	Strengthening the sector
	Improve communication	Develop online platform for information and	No. of hits No. of users	Q1	Strategy subgroup	£1,000	Strengthening the sector

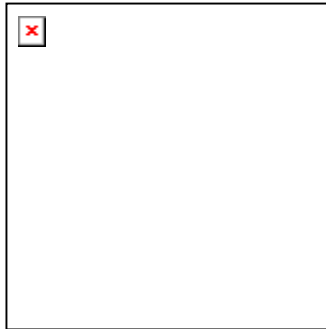
		resource sharing					
	Facilitate training for organisations where gaps have been identified	Deliver one training and mentoring scheme for small-to-medium festivals	1 needs analysis 8 festivals participating	Q1–Q2	Belfast City Council	£50,000*	Strengthening the sector
Total						£61,500	

* Supported under the Belfast PEACE III Plan by the European Union's European Regional Development Fund through the PEACE III Programme.

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Theme	Objective	Action	Performance indicator	Timescale	Responsibility	Budget	Link to Cultural Framework
Governance	Ensure Festivals Forum is fit for purpose	Review of membership to ensure that all members are active and engaged	Revised members list Increased participation rates	Q1	Strategy subgroup	Time	Strengthening the sector
		Agree terms of reference for the Forum and subgroups	TOR adopted	Q1	Strategy subgroup	£1,000	Strengthening the sector
Total						£1,000	

DRAFT



Report to:	Development Committee
Subject:	European Social Fund (ESF) match funding requests
Date:	19 March 2013
Reporting Officer:	John McGrillen, Director of Development, ext 3470
Contact Officers:	Shirley McCay, Head of Economic Initiatives and International Development, ext 3459

1	Relevant Background Information
1.1	Members may be aware that European Social Fund (ESF) Priority One provides financial support to promote training and other activities to assist long term unemployed people obtain sustainable employment. Funding is awarded through an open call for projects. Successful applicants are allocated funding on condition that they can provide 35% match funding from another public sector source.
1.2	At the February 2012 meeting of the Development Committee, Members agreed to provide match funding for four European Social Fund projects. Three projects were managed by community-based training providers, namely Stepping Stones; Upper Springfield Development Trust (USDT) and Time Associates while the fourth project was led by Belfast City Council, with Lisburn City Council as a project partner.
1.3	The ESF projects are funded through Department of Employment and Learning (DEL). Match funding must be secured on an annual basis. Requests for match funding for these projects in the financial year 2013-2014 have now been received by Belfast City Council.
1.4	Although the original letters of offer from DEL were issued on the basis of a three year programme, DEL have now written to all project promoters to confirm that they can offer funding to the approved projects for an additional year (2014-2015) should the project promoters wish to take this offer up. Equally, they have confirmed that they are in a position to offer an uplift of 25% in the funding available to interested projects. In both instances, these offers are based on the project being able to draw in the appropriate levels of match funding.

2	Key Issues
2.1	Appendix 1 (attached) provides a summary of performance to date on each of the projects (based on a 10 month performance: April 2012-Jan 2013); forecasts for year end from the four projects and funding requests and targets for the coming year, for which match funding is being sought. Additional details on each project are provided below.
2.2	<p><u>HARTE</u> To date, 88 participants have completed the programme gaining a total of 625 Level 2 qualifications in industry recognised fields such as customer care, health and safety, food hygiene, World Host and team leadership. This equates to more than 7 vocational qualifications per participant. In addition, some participants have gone on to “next steps” training on topics such as “service of food at a table” and “preparing and serving wines”. These participants have gained a total of 273 additional qualifications in these areas.</p>
2.3	34 participants have obtained employment and 12 are awaiting further interviews or are going through selection process.
2.4	In the coming year, it is planned that there will be 4 HARTE programmes, involving 60 long term unemployed people. Participants will be provided with accredited training and will be given dedicated pre-employment support and mentoring to help them find a job within the relevant field. The project has a target of 24 people into employment in the 2013-2014 financial year.
2.5	In the application made to DEL the estimated total project expenditure for the coming year will be £142,000. European Social Fund (ESF) and the Department for Employment and Learning (DEL) will provide £92,000 of the costs and Lisburn City Council will contribute £15,000. To continue the HARTE programme it is therefore anticipated that a match funding contribution of £25,000 will be required from Belfast City Council. This represents a cost per job to Council of around £1000 per person. In addition, 90% of participants in the programme will acquire a range of transferable skills as a result of their engagement. Given the target group (long-term unemployed, voluntary referrals) this achievement cannot be under-estimated, given that over 60% of participants on current programmes have low or no skills.
2.6	<p><u>Upper Springfield Development Trust (USDT) – Jobs on the Move</u> The progress report received from USDT indicates that the project is on course to achieve its targets in terms of engaging with individuals and placing them into employment. 245 individuals engaged with the project to date this year with 23 obtaining employment against targets of 300 individuals engaged with the project and 30 to gain employment.</p>
2.7	In the coming year, it is planned that the project will work with 300 participants, helping 10% of those find employment. Upper Springfield Development Trust (USDT) also manages the LEMIS contract for west Belfast and an additional 34 clients will be helped into employment through that programme. USDT are also coordinating the work on behalf of the LEMIS providers across the city to place long-term unemployed in vacancies created by Belfast City Council. At present, a number of participants are undertaking work placement and training with the Council as part of a pre-employment programme and five posts have been ring-fenced for individuals from that group (to be recruited following a competitive interview process).

2.8	Other training being undertaken by USDT clients includes SIA training (for security/door staff) as well as tour guiding and forklift licence.
2.9	In addition to provision on-site, USDT also engage in a wide range of outreach activities with hard-to-reach groups. This coming year, they plan to operate outreach clinics in locations such as Upper Andersonstown Community Forum; Glen Community Centre; Conway Education Centre; Suffolk Library and Cloverhill Hostel.
2.10	The total project costs for the USDT programme are £264,170 for the coming year. The organisation is requesting match-funding support of £30,000 from Belfast City Council. The other funding sources are DEL/ESF (£171,704); other DEL match (£17,000) and Job Assist Centre (£45,456).
2.11	<p><u>East Belfast Mission (EBM) - Jobs4u Project</u></p> <p>The progress report received from EBM shows that the project engaged with 152 out of an annual target of 170 (to end January 2013) and the Mission has confirmed that they are likely to reach their target within the current year. The employment outcomes for the year were very positive – 78 full and part-time jobs were supported against a target of 40. Some of this can be attributed to East Belfast Mission’s targeted programmes around the opening of the Skainos Centre and a number of programme participants were able to find employment opportunities within the new development. 25 of the participants gained a total of 62 qualifications from the programme.</p>
2.12	In the coming year, the Jobs4u project will increase its activity levels, with a target of 212 participants registering for support and at least 53 finding employment.
2.13	The total project costs for the Jobs4u programme are £190,253 for the coming year. The organisation is requesting match-funding support of £12,485 from Belfast City Council. The other funding sources are DEL/ESF (£123,665); other DEL match (£15,312) and East Belfast Mission (£38,791).
2.14	<p><u>Time Associates/Belfast Metropolitan College – Learn to Earn</u></p> <p>The progress report received from the Learn to Earn project shows that the project engaged with 26 participants (annual target 24). Of these, 8 found employment or went into self-employment and the participants amassed a total of 96 qualifications as part of their engagement in the programme. These include exploring enterprise; ILM management and food hygiene certification.</p>
2.15	In the coming year, the project has a target of recruiting 32 participants, 14 of whom will progress into employment or self employment. It is also anticipated that participants will gain a total of 150 additional qualifications as part of the programme.
2.16	The total project costs for the Learn to Earn programme are £85,518 for the coming year. The organisation is requesting match-funding support of £6,000 from Belfast City Council. The other funding sources are DEL/ESF (£55,587); Time Associates (£11,966) and Belfast Metropolitan College (11,966).
2.17	Members will recall that, at the 29 January meeting of Development Committee, the need for strategic-level engagement of statutory partners to gain consensus on the key employability challenges for the city was recognised in order to

	prioritise and develop activity which will support the city's economic growth and target those furthest from the labour market. They also acknowledged that one of the most significant challenges was the range of employability-related activity that was under way in the city but that was not necessarily aligned to the key challenges of the current labour market.
2.18	It is anticipated that, as a result of the city-wide engagement, we will work to encourage DEL to take a more targeted approach to the new ESF programmes (from 2014). However, in the interim, it is not possible to move away from their letters of offer with existing projects and therefore the challenge is to avoid duplication where possible and to encourage projects to align to agreed targets.
2.19	For each of the ESF projects listed above, we are working with partners to ensure that delivery is focusing on the areas of need as identified in our research and to encourage collaboration where possible in order to maximise the impact of the intervention.
2.20	Although DEL has encouraged the projects to seek funding for a further year's extension (i.e. 2014-2015), we have advised projects that we would not be able to make any commitments for that timeframe, given our annual budgeting cycle. Therefore the existing requests are for financial year 2013/14 only.

3	Resource Implications
3.1	The total match funding requirements for the four projects in the coming financial year are £73,485.

4	Equality and Good Relations Considerations
4.1	No specific equality and good relations implications. These will be tested by DEL as part of the funding application process.

5	Recommendations
5.1	Members are asked to consider the match-funding requests for the four ESF projects as identified above in order to meet the targets as set out in the report and appendix: HARTE: £25,000 Jobs on the move: £30,000 Jobs4u: £12,485 Learn2earn: £6,000.

6	Decision Tracking
	Update reports will be presented to committee on an annual basis.

7	Key to Abbreviations
	EBM – East Belfast Mission HARTE – Hospitality and Retail Training for Employment USDT – Upper Springfield Development Trust

8	Documents Attached
	Appendix 1 - ESF match funding requests – overview of performance and match funding requested

Appendix 1 - ESF match funding requests - overview of performance and match funding requested

Project name	Project description	Targets for 2012-2013	Actual performance 2012-2013 (April -end Jan)	Highlights/key activities undertaken	Match funding request for 2013-2014	Targets for 2013-2014
HARTE	Pre-employment support programme focusing on the hospitality sector. Includes significant focus on skills-building, including specialist skills	84 participants registered; 34 jobs created; 78 participants to gain vocationally-relevant skills, including 52 to NVQ2 level +	88 participants registered; 30 jobs created; 79 achieved vocationally-relevant skills, including 60 at NVQ2 level +	Two lunch events held at BMC organised entirely by programme participants to which industry representatives were invited, allowing participants to demonstrate skills that they learned and enhance job prospects	£25,000 requested from BCC. Total project costs £142,000. DEL/ESF £92,000; Lisburn City Council £15,000; in-kind costs £10,000	60 participants recruited; 24 jobs created; 54 to gain vocationally-relevant skills, including 45 to NVQ2 level +
Jobs on the move	Pre-employment support offered alongside LEMIS provision, targeting those further from the labour market. Work mainly focused on skills development (including accredited training)	300 caseloads; 30 to achieve employment; 20 outreach clinics to be undertaken; 60 undertaking accredited training	245 caseloads; 23 into employment; 24 outreach clinics undertaken; 58 undertaking accredited training	Designed personal track safety programme for 22 clients in advance of employment opportunities with Translink - 17 were successful in finding employment	£30,000 match funding requested from BCC. Total project costs are £264,160. DEL/ESF £171,704; other DEL match £17,000; Job Assist Centre £45,456	300 caseloads; 30 to achieve employment; 20 outreach clinics to be undertaken; 60 undertaking accredited training
Jobs 4 u	Pre-employment support offered alongside LEMIS provision, targeting those further from the labour market. Work mainly focused on mentoring; confidence building; skills building	170 participants registered; 40 participants to achieve employment; 50 qualifications to be gained	152 participants registered; 75 participants in f/t employment/3 in p/t employment; 62 qualifications achieved	Targeted employability training focused on employment opportunities at new Skainos development	£12,485 requested from BCC. Total project costs are £190,253. DEL/ESF £123,665; other DEL match funding £15,312; East Belfast Mission £38,791	212 participants to register; 53 into employment; 42 to complete a qualification; 170 to engage in job search activity
Learn to Earn	Employability and enterprise support programme for long-term unemployed focusing on skills development in service industries - includes some work placement opportunities	24 participants registered; 96 qualifications to be achieved; 8 into employment	26 participants recruited; 97 qualifications achieved; 9 participants into employment	Focus on self-employment in current year - participants worked with local owner-managers to develop business plan and gain direct work experience of running a hospitality business	£6,000 requested from BCC. Total project costs are £85,518. Funding contributions: DEL/ESF £55,587; Time Associates: £11,966; BMC £11,966	32 unemployed/economically inactive participants recruited; 150 qualifications to be achieved; 14 participants into employment/ self-employment; 10 participants to further education

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Report to:	Development Committee
Subject:	Elected Member Attendance at Eurocities Social Affairs Forum 24-25 April 2013; Katowice
Date:	19 March 2013
Reporting Officer:	Shirley McCay, Head of Economic Initiatives, ext 3459
Contact Officers:	Laura Leonard, European Manager, ext 3577

1	Relevant Background Information
1.1	Members will be aware that the Eurocities annual work plan was presented to the Development Committee in February 2013. This outlined the Council's plans for engagement across the organisation in this major network of European cities. Since this report was presented, the European Unit has been approached with regard to the Social Forum meeting to be held in Katowice (Poland) in April 2013.
1.2	The theme of this meeting will be "Neighbourhood approaches to promoting social inclusion, local activation and local initiatives". A draft agenda is attached in Appendix 1. Following an opening keynote address there will be a panel session involving local representatives. Belfast City Council has been invited to partake in this element. This will enable the Council to profile initiatives it has undertaken to enable local communities to effect social change and inclusion.
1.3	Members will also be aware that a Council EU Members' Working Group has been operational since December 2012. This comprises representatives from five political parties and seeks to increase Members' understanding and engagement of European Affairs. Meeting on a quarterly basis, this Working Group exposes elected Members to European terminology, policy developments, project activity, funding information and opportunities for direct engagement, such as this.

2	Key Issues
2.1	As a region of Europe, we are now at an important stage in the calendar for the emerging EU Budget and priorities for the period 2014-2020. Continued and proactive engagement in the Eurocities network is crucial for Council in order to position itself to maximise the opportunities that this new round of funding will bring. This is also imperative activity in order to deliver the Investment Plan objective of securing European funding.
2.2	The opportunity to profile Belfast's experiences in delivering social change at the local level will assist to disseminate and showcase city projects and initiatives to over 50 cities. This is timely given that contacts across Europe will be crucial in developing the partnerships required to apply for the major European funding streams which will open in just over a year's time.
2.3	In view of the fact that Council has the Members' EU Working Group and they are developing knowledge, skills and experience in European matters, it would be appropriate if a Councillor from within this Sub Group was to attend the Social Affairs meeting in April 2013.
2.4	Eurocities will provide financial support to enable an elected Member to travel and participate in this Forum meeting. This will support travel and accommodation costs.

3	Resource Implications
3.1	Travel and accommodation costs associated with the elected Member's participation in the panel discussion on 24 April 2013 in Katowice will be subsidised by the Eurocities network.

4	Equality and Good Relations Considerations
4.1	There are no Equality and Good Relations considerations attached to this report.

5	Recommendations
5.1	That Members note the opportunity for an elected member to participate in the Spring 2013 Eurocities Social Affairs Forum in Poland.
5.2	That Members agree that a Councillor from the EU Members' Working Group represents the Council at this platform, with prioritisation based on attendance at said Working Group meetings held to date.
5.3	That should none of the above Members be available to attend, the Chair, or the Deputy Chair or their nominee be invited to attend.

6	Decision Tracking
There is no decision tracking attached to this report.	

7	Documents Attached
Appendix 1- draft Eurocities Social Affairs agenda	

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EUROCITIES Social Affairs Forum

Katowice, 24-25 April 2013

Neighbourhood approaches to promoting social inclusion: local activation and local initiatives

Draft agenda



Tuesday, 23 April

19.00 - 21.30 Informal dinner at Little Hanoi restaurant

Wednesday, 24 April

Venue: Goldstein Villa, Plac Wolnosci 12a, Katowice

- 8.45 - 9.45 SAF steering group meeting (*SAF steering group members only*)
- 9.30 - 10.00 Registration
- 10.00 - 12.30 **Opening plenary session**
- 10.00 - 10.20 Welcome by Henk Kool, Deputy Mayor of The Hague, Chair of the Social Affairs Forum
- 10.00 - 10.20 Welcome by the political representative of Katowice
- 10.20 - 10.35 Katowice experience of engaging with local communities, *Waldemar Jan, social worker, coordinator of the Local Activation Programme 'Nikiszowiec'*
- 10.35 - 11.15 The Council of Europe SPIRAL initiative, *Samuel Thirion, Social Cohesion, Research and Early Warning Division, Council of Europe (tbc)*
- 11.15 - 12.30 Panel debate moderated by Paul Bevan, EURO CITIES Secretary General
- Waldemar Jan, social worker, coordinator of the Local Activation Programme 'Nikiszowiec'
 - Representative of Belfast (tbc)
 - Representative of Lille (tbc)
- 12.30 - 13.30 Lunch
- 13.30 - 16.30 Study visits

16.30 - 17.30 Closing session (optional)

19.00 - 22.00 Dinner at **Patio Park restaurant** (transport provided)

Thursday, 25 April

Venue: Goldstein Villa, Plac Wolnosci 12a, Katowice

9.00 - 9.05 Welcome by the Forum Chair (representative of The Hague)

9.05 - 10.45 Speed networking session (final number of projects tbc)

- Making local inclusion plans participative and city-wide, Barcelona's Social inclusion Plan 2012-2015, Jordi Tolra i Mabilon, City of Barcelona (tbc)
- Integrated concept for neighborhood development for Leipzig's East, Christin Rettke, Policy advisor, Department of Youth, Social Affairs, Health and Education, City of Leipzig (tbc)
- SPIRAL - methods and experiences of community involvement in Lille-Roubaix (working title), Bertrand Sauvage, Director, Department for the SPIRAL Social Cohesion Project, City of Roubaix (tbc)

10.45 - 11.15 **Coffee break**

11.15 - 12.30 Business meeting

12.30 - 13.30 Lunch

13.30 - 15.30 Business meeting

15.30 - 15.45 Coffee break

15.45 - 16.30 Steering group meeting



European Commission

This conference is commissioned under the European Union Programme for Employment and Social Solidarity (2007-2013). This programme is managed by the Directorate-General for Employment, social affairs & inclusion of the European Commission. It was established to financially support the implementation of the objectives of the European Union in the employment and social affairs area, as set out in the Social Agenda, and thereby contribute to the achievement of the EUROPE 2020 goals in these fields.

For more information see: <http://ec.europa.eu/progress>.

The information contained herein does not necessarily reflect the position or opinion of the European Commission.