

**Democratic Services Section
Legal and Civic Services Department
Belfast City Council
City Hall
Belfast
BT1 5GS**



**Belfast
City Council**

28th February, 2020

MEETING OF PEOPLE AND COMMUNITIES COMMITTEE

Dear Alderman/Councillor,

The above-named Committee will meet in the Lavery Room - City Hall on Tuesday, 3rd March, 2020 at 5.15 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
- (d) Request to present to People and Communities Committee (Pages 1 - 2)

2. **Restricted**

- (a) Partnership Funding (Pages 3 - 4)

3. **Matters referred back from the Council/Motions**

- (a) Motion - DNA Testing of Dog Fouling (Pages 5 - 6)

4. **Committee/Strategic Issues**

- (a) Member Update on Local Air Quality Management Matters (Pages 7 - 14)

- (b) Draft Committee Plan 2020-21 (Pages 15 - 22)
- (c) Minutes of the Meeting of the Strategic Cemeteries and Crematorium Working Group (Pages 23 - 30)

5. **Physical Programme and Asset Management**

- (a) Voluntary Management Community Centres – White City & Carrick Hill (Pages 31 - 38)
- (b) IFA Intermediate Football Restructure – Impact on Council Facilities (Pages 39 - 48)

6. **Finance, Procurement and Performance**

- (a) Financial Reporting – Quarter 3 2019/20 (Pages 49 - 56)

7. **Operational Issues**

- (a) Proposed Improvements to Parks and Open Spaces- Opening Hours Pilot (Pages 57 - 60)
- (b) High Hedge Complaints - Fees (Pages 61 - 68)
- (c) Update on grass cutting at sites not owned by Belfast City Council (Pages 69 - 72)

8. **Issues Raised in Advance by Members**

- (a) Breath Life WHO Campaign - Councillor O'Hara



Subject:	Request to present to People and Communities Committee
Date:	3 March 2020
Reporting Officer:	Nigel Grimshaw, Strategic Director, City & Neighbourhood Services Department
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"/>
Sometime 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 a request from No Arc-21 to present to a future meeting of the People and Communities Committee in relation to the proposed Residual Waste Treatment Project, via Arc 21
2.0	Recommendations
2.1	Members are asked to <ul style="list-style-type: none"> note the request from No Arc-21, and if minded to approve, agree that the group are invited to present to a future meeting of the People and Communities Committee.

3.0	Main report
3.1	A letter was received on 14 February 2020 from No-Arc 21, a community group who write to advise they are opposed to the 'proposed waste incinerator at Hightown Quarry', and requesting the opportunity to present to full Council to outline concerns regarding the Residual Waste Treatment Project in light of the recent declaration by the Council of a climate emergency.
3.2	The group were advised that the most appropriate forum for their presentation would be to People and Communities Committee given the Committee's remit for waste management issues. Members are therefore asked to consider this request.
3.3	<u>Financial & Resource Implications</u> None.
3.4	<u>Equality or Good Relations Implications / Rural Needs Assessments</u> None.
4.0	Appendices – Documents Attached
	None.

By virtue of paragraph(s) 3 of Part 1 of Schedule 6
of the Local Government Act (Northern Ireland) 2014.

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Subject:	Motion – DNA Testing of Dog Fouling
Date:	3 rd March, 2020
Reporting Officer:	Jim Hanna, Senior Democratic Services Officer
Contact Officer:	Jim Hanna, Senior Democratic Services Officer

Restricted Reports	
Is this report restricted?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If Yes, when will the report become unrestricted?	
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Sometime 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/Summary of Main Issues
1.1	To consider a motion on graffiti, which will be referred to the Committee by the Council at its meeting on 2 nd March.
2.0	Recommendation
2.1	The Committee is requested to: <ul style="list-style-type: none"> • Consider the motion and if the proposal is agreed a report on how this would be facilitated, resourced and managed will be brought back.
3.0	Main Report
3.1	At the Council meeting on 2 nd March, the following motion will be proposed by Councillor McMullan and seconded by Councillor M. Kelly:
3.2	<i>“This Council notes:</i> <ul style="list-style-type: none"> • <i>the high number of complaints and the frustration of residents regarding dog fouling;</i>

<p>3.3</p> <p>3.4</p> <p>3.5</p> <p>3.6</p>	<ul style="list-style-type: none"> • <i>that cleansing, signage and bins to address the issues come at considerable cost to ratepayers, as well as being a public health risk; and</i> • <i>that other councils have piloted and adopted new methods for tackling persistent problems, notably DNA testing on dog fouling;</i> <p><i>The Council agrees, therefore, to undertake its own scoping exercise of DNA testing and to bring back recommendations on whether it is something that could be adopted for Belfast.”</i></p> <p>In accordance with Standing Order 13(f), the motion will be referred without debate to the People and Communities Committee.</p> <p><u>Financial and Resource Implications</u> None associated with this report.</p> <p><u>Equality or Good Relations Implications/Rural Needs Assessment</u> None</p>
<p>4.0</p>	<p>Appendices - Documents Attached</p>
	<p>None</p>



Subject:	Member Update on Local Air Quality Management Matters
Date:	3 rd March 2020
Reporting Officer:	Nigel Grimshaw, Strategic Director of City and Neighbourhood Services Siobhan Toland, Director of Neighbourhood Services
Contact Officer:	Alastair Curran, Scientific Unit 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"/>
Sometime 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 that at the People and communities Committee meeting of 14 th January 2020, a number of ambient air quality issues were raised in advance by Councillor O'Hara concerning research being undertaken by Cork County Council, Cork University and Environment Protection Agency, Cork in relation to its ambient air quality. The study involves the installation of laser particle counters to provide real time measurement of PM _{1.0} , PM _{2.5} and PM ₁₀ particle fractions.
1.2	By way of conclusion, the Committee agreed that a report would be submitted to a future meeting of the Committee addressing the following ambient air quality matters: <ul style="list-style-type: none"> • An update on the Air Quality Workshop for all Members, held on 20th January 2020.

	<ul style="list-style-type: none"> • Provide an update on the process to develop a review of the Air Quality Action Plan. • Examine the potential to engage with Cork County Council, Cork University and Environment Protection Agency, Cork, in relation to its Air Quality Pilot Scheme findings.
2.0	Recommendations
2.1	<p>The Committee is asked to</p> <ul style="list-style-type: none"> • Note contents of the report.
3.0	Main report
	<u>Key Issues</u>
3.1	<ul style="list-style-type: none"> • Update on the Air Quality Workshop for all Members. <p>Members were invited to attend a seminar on ambient air quality entitled, <i>Healthier Air, Healthy Belfast</i>, held in the Reception Hall, City Hall on 20th January 2020. Invitations to attend were also extended to representatives of the DAERA Air and Environmental Quality Unit as well as to the Department for Infrastructure (DfI) Roads.</p>
3.2	<p>Mrs. Siobhan Toland, Director of City Services, opened the technical presentations at the seminar by providing an overview of ‘<i>Current air quality challenges for Belfast and the approach to developing future Air Quality Action Plans for the city</i>’. The presentation summarised the improvements in Belfast’s ambient air quality since the 1960s, in terms of addressing smoke and sulphur dioxide across the city through the council’s smoke control programme. Mrs. Toland also highlighted the more recent challenge of addressing nitrogen dioxide concentrations associated with road transport and the challenge of addressing emerging pollutants of concern, including fine particulate matter (PM_{2.5}). Mrs Toland reminded members that four Air Quality Management Areas remain across the city, designated for exceedences of hourly and annual mean objectives for nitrogen dioxide, along arterial transport routes and that we will be commencing the development of a new Air Quality Action Plan for the city with our relevant authority partners, including DfI Roads, later this year.</p>
3.3	<p>Dr. Richard Maggs then spoke about why ambient air quality is important, the different air quality legislative assessment regimes, an overview of the UK’s approach to Clean Air Zones, and about ambient air quality challenges for Belfast City Council. Dr. Maggs highlighted the current focus on road transport emissions and the implications of differences between real world driving emissions and European emission standards for road vehicles. He also highlighted the health effects associated with poor air quality, and the differences in approach between EU, national and local air quality management regimes. Dr. Maggs provided an overview of the Defra, ‘<i>Clean Air Zone Framework</i></p>

	<p><i>Principles for setting up Clean Air Zones in England</i> guidance. In terms of challenges for Belfast City Council in developing a new Air Quality Action Plan, Dr. Maggs highlighted that the city's nitrogen dioxide issues are principally road traffic related and associated with key strategic transport routes. He therefore highlighted the need to consider; pinch-points on key strategic routes, the volume and make-up of traffic on key routes, the origin and destination of vehicles, the impact of regionally generated traffic versus locally generated traffic, and emissions from specific vehicle types, e.g. buses, HGVs and LGVs. Dr. Maggs also commented on the role of vegetation and trees in improving ambient air quality, the impact of wood burning stoves and the effectiveness of photo catalytic paints in mitigating ambient NOx concentrations, concluding that an integrated approach is key to the development of a new Air Quality Action Plan for the city.</p>
3.4	<p>Councillor Anna Richardson, City Convenor for Sustainability and Carbon Reduction, Glasgow City Council spoke about processes and challenges of introducing Scotland's first Low Emission Zone. It is noted that the Transport (Scotland) Act 2019 provides the powers for the Scottish Ministers to specify LEZ emission standards for vehicles in Regulations. Councillor Richardson advised that the LEZ had come into effect in Glasgow city centre on 31st December 2018, that it is being phased in and that it initially only applied to local service buses. The Councillor advised however, that by the 31st December 2022, when the LEZ is fully implemented, all vehicles entering the zone will have to meet specified exhaust emission standards; i.e. Euro 4 for petrol cars, vans, minibuses and other specialist vehicles, Euro 6 for diesel cars, vans and minibuses and other specialist vehicles and Euro 6 for lorries, buses and coaches and other specialist heavy diesel engine vehicles.</p>
3.5	<p>Finally, Dr. Jackie Hyland, Consultant Locum Health Protection Consultant, Public Health Agency advised the seminar of the '<i>Impacts of Ambient Air Quality on Public Health</i>', highlighting the short and long term health impacts of air quality and that the March 2019 PHE review of air quality advised that, '<i>Air pollution is the biggest environmental threat to health in the UK, with between 28,000 and 36,000 deaths a year attributed to long-term exposure</i>'. Dr. Hyland advised the seminar about the health impacts of nitrogen dioxide and fine particulate matter (PM_{2.5}) and regarding responses and solutions, including a range of initiatives to encourage public behavioural change towards more sustainable modes of transport.</p>
3.6	<p>The Committee is advised that the examples of road transport mitigation measures, presented during the Seminar, that have already been successfully deployed in other UK</p>

cities, together with other insights, including the role of vegetation improving air quality and encouraging behavioural change, will be of particular relevance and learning value to the council in beginning the process of developing a new Air Quality Action Plan for the city.

3.7

- **Update on the process to develop a review of the Air Quality Action Plan.**

The Committee is advised that a tendering exercise is presently proceeding to enable the council to undertake a detailed assessment for fine particulate matter (PM_{2.5}) and nitrogen dioxide (NO₂) within the city boundary. The Committee is also advised that the process to develop a new Air Quality Action Plan for the city will be commenced from April 2020, alongside appraisal by DAERA of our final Action Plan Progress Report for the council's current Air Quality Action Plan, which is scheduled to conclude in December 2020. The new Air Quality Action Plan will take account of the outcomes and recommendations of the detailed assessment for PM_{2.5} and NO₂ for the city as they become available.

3.8

The government's local air quality management guidance LAQM.TG(16) advises that the next Action Plan Progress Report is due to be submitted to DAERA for appraisal by 30th June 2020 and that the report is to be completed using the government's progress report template. <https://laqm.defra.gov.uk/review-and-assessment/report-templates.html>. The review of the Action Plan will be undertaken by the council but we will seek information on progress from the various partner organisations that have contributed actions, i.e. the former Department for Regional Development; now Department for Infrastructure Roads, Translink etc,. We will also provide an update on those actions that the council proposed, including the Belfast Bikes initiative and managing the council's fleet emissions.

3.9

With regard to the review and update of Air Quality Action Plans, government guidance states that district councils have a duty to keep their Action Plans up to date but that whenever an Action Plan is revised, the district council must consult DAERA and each relevant authority. Relevant authorities typically include government Departments including DfI Roads and the Northern Ireland Housing Executive, etc. Where a relevant authority is consulted on an Air Quality Action Plan, it must provide by return proposals for air quality improvement measures that the Department intends to undertake in pursuit of the air quality standards and objectives. These actions then become part of the final Air Quality Action Plan. We have previously facilitated this consultation and development process via the Belfast Air Quality Action Plan Steering Group and would anticipate doing so again for development of the new Action Plan. As advised previously, engagement will start from April 2020 to enable the Council to meet the June 2020 Action Plan Progress Report

3.10	<p>submission deadline. Also invited onto a wider Action Planning Steering Group will be additional Groups that council has approved, i.e. representatives of sustainable transport, public health and environmental groups. We will also take the opportunity to link this preparation for a new Air Quality Action Plan for Belfast to the council's community planning process via the Living Here Board.</p> <p>It is considered therefore that completion of the June 2020 Action Plan Progress Report will provide a good basis for a final assessment of the impact of the council's 2015-2020 Air Quality Action Plan, as well as the basis for engagement with our relevant authority partners around the development of a new Action Plan, which will take account of the learning and ambitions flowing from the January 2020 air quality seminar event with Members. A schedule of meetings will follow from April 2020 onwards to facilitate completion of the new Action Plan but it is likely that the final timescale for development of a draft version of the Action Plan will be dictated by the nature and scope of the proposed mitigation measures.</p>
3.11	<ul style="list-style-type: none"> • The potential to engage with Cork County Council, Cork University and Environment Protection Agency, Cork, in relation to its Air Quality Pilot Scheme findings. <p>It is noted from the Cork City Council website that the council has procured a number of particle counter type air quality sensors and installed them at locations across the metropolitan area of Cork City to provide real time measurement of PM_{1.0}, PM_{2.5} and PM₁₀. Cork City Council has however advised that the air quality monitors are not designed for direct assessment of compliance with Directive 2008/50/EC on ambient air quality and cleaner air for Europe but serve to provide indicative data on air quality relating to particulate matter. The council has further advised that the monitoring results can be affected by localised events that can cause occasional peaks (e.g. pollutants from a car idling in the vicinity of a monitor). Cork City Council has therefore advised that the air quality monitors will allow the council and the public to review long-term trends to establish any improvement or deterioration of air quality in the metropolitan area of Cork City. The Committee is advised that we will keep a watching brief on this air quality monitoring initiative.</p>
3.12	<p>It should be noted though that Belfast City Council has previously operated a different type of particle counter at the Belfast Centre Lombard Street site between 2000 and 2006 as part of the Defra UK Particulate Monitoring Research Programme. Data from this particle</p>

	<p>counter is available from the Defra website via the follow weblink: https://uk-air.defra.gov.uk/data/particle-data</p>
3.13.	<p>It should be additionally noted that an optical light-scattering particulate monitor has been recently installed at the Lombard Street site, which has the capacity to simultaneously measure total suspended particles, PM₁₀, PM₄, PM_{2.5} and PM₁ mass fractions. PM₁₀ and PM_{2.5} data from this instrument, which meets both EU and UK legislative monitoring requirements, is available to download via the DAERA Northern Ireland Air website https://www.airqualityni.co.uk/.</p>
3.14	<p>Furthermore, and as part of the proposed detailed assessment of fine particulate matter (PM_{2.5}) for Belfast, project options under consideration include the procurement and installation of a number of AQ Mesh, Zephyr or equivalent small sensor air quality monitoring systems for measuring PM_{2.5} and NO₂ across the city, to supplement existing particulate matter and nitrogen dioxide monitoring locations and monitoring data.</p>
3.15	<p>It is noted that Breathe London has successfully employed over 100 AQ Mesh systems as part of its air quality monitoring network https://www.breathelondon.org/ and that Coventry City Council has deployed Zephyr monitors to assist in diverting road traffic from pollution hotspots. https://www.earthsense.co.uk/post/zephyr-sensors-send-alerts-to-divert-traffic-from-pollution-hotspots-in-coventry</p>
3.16	<p>Irrespective of the monitoring equipment finally deployed however, the Committee is advised that data from any additional monitors will have to be of type that can be scaled and ratified through the application of rigorous quality control and quality assurance procedures. The equipment will also have to be supported by an appropriate maintenance contract to ensure that monitoring data capture rates are maximised.</p>
3.17	<p>It is considered therefore that the proposed additional PM_{2.5} and NO₂ small sensor air quality monitors, in addition to monitoring data from our existing air quality passive and active analysers, together with modelling and emissions data published by government for Northern Ireland, will provide appropriate air quality data across the city to enable localised air quality concentrations and trends to be determined as part of the Detailed Assessment.</p>

3.18	<p><u>Financial & Resource Implications</u></p> <p>An estimate of the cost of completing a detailed assessment for PM_{2.5} and NO₂ for the city was provided to Committee at its meeting of 5th November 2019. The costs were estimated to be up to £215,000, depending upon the final scope and complexity of the works undertaken.</p> <p><u>Equality or Good Relations Implications /Rural Needs Assessments</u></p>
3.19	None.
4.0	Appendices – Documents Attached
	None

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Subject:	Draft Committee Plan 2020-21
Date:	3 March 2020
Reporting Officer:	Nigel Grimshaw, Strategic Director City & Neighbourhood Services
Contact Officer:	Ryan Black, Director Neighbourhood Services, City & Neighbourhood Services Siobhan Toland, Director City Services, 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	This report provides a draft People & Communities Committee Plan summarising the committee's key priorities for 2020-21 developed from the Members Workshop held in September and the draft Corporate Plan. This has also been informed by the commitments that are in place and the ongoing work that the committee has oversight for in the delivery of the Belfast Agenda.
2.0	Recommendations
2.1	The Committee is asked to <ul style="list-style-type: none"> • agree the draft Committee Plan priorities for 2020-21.
3.0	Main report
3.1	Background Members will recall that a Committee Planning workshop was held on 10 September 2019 at which the Strategic Director of City & Neighbourhood Services delivered an introductory presentation outlining:

	<ul style="list-style-type: none"> - An overview of draft council Corporate Plan 2019-23 - The opportunities and challenges facing the city and council - Emerging priorities for the council - Summary of the terms of reference of the committee - Brief description of the City & Neighbourhood Services - Detailed presentation of two of the committee's key priorities within the Corporate Plan: <ul style="list-style-type: none"> o Neighbourhood Regeneration o Waste & resourceful Belfast <p>Following the workshop a feedback report was brought to Committee on 08 October 2019 outlining the key priorities identified by Members. It was proposed that officers draft a Committee Plan taking into account the feedback from the Committee workshop and the relevant priorities from within the draft Corporate Plan and bring this back to Committee for consideration and agreement.</p>
3.2	<p>Members will recall that 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 in the context of the outcomes agreed in the community and corporate plans and other corporate strategy. This includes:</p> <ul style="list-style-type: none"> - Developing and delivering programmes, events and activities to promote health, safety and well-being 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 the remit of any other Committee; - 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,

	<p>environmental protection, community safety and other such areas under the domain of this Committee;</p> <ul style="list-style-type: none"> – Overseeing the delivery of the Council’s frontline services and associated community assets including: Environmental Services; Cleansing; Waste Management; Parks and Cemeteries service (excluding zoo, Malone House and Belfast Castle), Neighbourhood and Development Services; Community Services, Community Safety and Emergency Planning.
3.3	<p>Summary of Committee Plan Priorities</p> <p>The draft Committee Plan priorities have been summarised into a ‘plan on page’ (see Appendix 1) to identify key areas of focus for Committee in 2020-21. The plan has been informed by the Member workshop, draft Corporate Plan, and the commitments that are already in place and the ongoing work that the committee has oversight for in the delivery of the Belfast Agenda. The plan locates priorities within the framework of the relevant Belfast Agenda themes (Living Here; Growing the Economy & City Development; Resilience & Sustainability) and the CNS Departmental key priority areas (Open Spaces & Streetscene; Community Provision; City Protection; and Resources & Fleet). The plan identifies the following key areas of focus:</p> <ul style="list-style-type: none"> – Neighbourhood working & regeneration – Improve our open spaces – Implementation of Biodiversity duty – Improve our community provision – Work in partnership to address health priorities – Enhance the delivery of council's sport & leisure provision – Supporting Children & Young People – Good relations & Community Safety – Enhance the management & utilisation of CNS assets – Improve our City Protection services – Improve urban air quality – Port Health improvements – New regional model for civil contingencies – Improve our burial and cremation facilities – Funeral poverty – City-centre revitalisation programme – Improve and extend recycling opportunities – Improve our Resources & Fleet service <p>It is likely many of these areas of focus will take several years to deliver. The draft plan includes and outlines the key deliverables for 2020-21.</p>

3.4	<p>It is proposed that Committee receive a 6 monthly progress update regarding the priorities. This will be in addition to usual reports that will be brought to Committee regarding individual priorities & deliverables.</p>
3.5	<p><u>Financial & Resource Implications</u></p> <p>The Committee Plan and annual programme of work will need to align with the budget agreed by Strategic Policy & Resources Committee on 24 January 2020. The budget analysis for the People & Communities Committee, 2020-21 is attached at Appendix 2.</p>
3.6	<p><u>Equality or Good Relations Implications/Rural Needs Assessment</u></p> <p>There are no implications directly relating to this report however individual strategies and plans will be subject to the council's equality, good relations and rural needs requirements.</p>
4.0	<p>Appendices – Documents Attached</p>
	<p>Appendix 1 – Draft People & Communities Committee: Plan on a Page 2020-21</p> <p>Appendix 2 – Budget Estimate Analysis 2020-21</p>

Area of focus	Key deliverables
Belfast Agenda: Living Here	
Neighbourhood working & regeneration	Develop a new approach to local transformational place based regeneration planning across North, South, East and West Belfast
	Design a new model of neighbourhood working with teams that are better integrated, flexible and responsive
	OPEN SPACE AND STREETSCENE
Improve our open spaces	Implement the Open Spaces and Streetscene Transition & Improvement Programme
	Implement Phase 2 of Amazing Spaces - Small Business Research Initiative (SBRI) providing learning and proposals regarding data products for parks
	Finalise and begin implementing the Open Spaces Strategy and Action Plan
	Develop a tree management strategy aligning to initiatives such as 'one million trees'
	Retain 19 Green Flag awards and 1 Green Flag Heritage award for council parks
	Delivery of key HLF Projects: City Cemetery; Templemore Baths.
Implementation of Biodiversity duty	Develop the Belfast Local Biodiversity Action Plan (aligning it to the city Resilience Strategy)
	COMMUNITY PROVISION
Improve our community provision	Implement phase 2 & commence phase 3 of the Review of Community Provision Transition & Improvement Programme
Work in partnership to address health priorities	Work with partners to identify and agree health priorities requiring a city-wide approach and commence implementation of an action plan
	Support the implementation of the Age Friendly action plan
	In partnership with BHSCT, PHA & NIHE continue to provide funding to Belfast Health Cities to enable them to support relevant priorities/actions within the Belfast Agenda
Enhance the delivery of council's sport & leisure provision	Develop a Sports Development Framework
	As part of Active Belfast Ltd work with GLL to identify and deliver programmes for specific target groups eg young people; older people.
	Implementation of current strategies & plans including Aquatics strategy; Boxing strategy; and Stadia Community Benefits Initiative
Supporting Children & Young People	Contribute to the development of a collaborative integrated Early Intervention Framework as part of CYP Outcomes group
	Ongoing development of the Youth Forum as a confident articulate voice of young people in the city, ensuring support for YF annual work programme priorities and regular engagement of young people with P&C Committee.
Good relations & Community Safety	Develop and begin implementing 3 year Good Relations action plan
	Consider the recommendations from the Criminal Justice NI review (PCSP/DPCSPs) & deliver 4 area action plans
Enhance the management & utilisation of CNS assets	Review standardisation of CNS facility management with a view to integration & improving efficiency
	Review key assets including independently managed community centres & pitches
	Develop key policies including: Use of Drones and Events Policy & Practice

CITY PROTECTION

Improve our City Protection services

Develop and implement Stage 2 of the Regulatory & Enforcement Transition and Improvement Programme

Establish front line regulatory and enforcement team which can integrate easily with other neighbourhood services and support key priorities

Establish a responsive and focused resource in support of the council's planning function

Review the pest control function developing robust cost benefit options for future delivery of service

Review HMO licencing scheme in conjunction with DfC and other councils

Introduce a new Belfast off-street car parking order

Improve urban air quality

Commission expertise to undertake an air quality assessment in Belfast

Review the existing air quality action plan and draft a new 5 year plan

Port Health improvements

Working closely with DAERA ensure the readiness of the Port Health service to be effective following the agreement of EU Exit transition arrangements

New regional model for civil contingencies

Review existing BCC emergency planning arrangements in the context of regional local government civil contingencies models with a view to maximising resources and improving resilience.

Improve our burial and cremation facilities

Progress the development of plans for a new crematorium

Development of proposals for new burial lands (including options for consideration of burying & memorialising cremated remains)

Funeral poverty

Assess the impacts of funeral poverty & develop policy/guidance in line with emerging regional and UK policy

Belfast Agenda: Growing The Economy & City Development**City-centre revitalisation programme**

Develop and implement a clean, green, inclusive and safe city centre strategy & action plan in conjunction with city partners

Belfast Agenda: Resilience and Sustainability

RESOURCES & FLEET

Improve our Resources & Fleet service

Develop and commence implementation of the Transition & Improvement Programme to develop future proofed fit for purpose services that deliver the 10 year waste framework and contributing to the circular economy

To Undertake and a review of the Complete redesign of waste collection services

Commission consultants to commence the development of a Fleet Strategy taking account of climate change challenges and mitigations (such as electrification of the fleet)

Improve and extend recycling opportunities

Evaluation of the new waste collection arrangements introduced in 2019 to 4,500 households (under the 10 Year Waste Framework Strategy) and development of outline business case for future implementation.

Introduce carpet recycling

Continue to work with contractors to identify additional opportunities for recycling schemes from waste streams

Change behaviours through policy development, engagement and awareness activity

Develop the council's waste plan for the city as part of Arc21/NI Plan as appropriate

Maximise economic potential of waste in contributing to the circular economy

**PEOPLE & COMMUNITIES COMMITTEE
ESTIMATE ANALYSIS 2020-21**

SERVICE	BUDGET 2020-21
Cleansing	18,894,325
Community Services	7,454,542
Environmental Health	6,493,065
Leisure - GLL	8,559,322
Leisure - BCC	253,750
Neighbourhood and Development	4,119,095
Parks and Cemetery Services	9,431,643
Directorate Support	3,966,592
Vehicles	2,137,683
Waste Management	21,542,259
COMMITTEE TOTAL	82,852,276

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Subject:	Minutes of the Meeting of the Strategic Cemeteries and Crematorium Working Group
Date:	3 rd March 2020
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 update committee on the key issues discussed at the Strategic Cemeteries and Crematorium Development Working Group meetings held on 5 th February 2020.
2.0	Recommendations
2.1	The Committee is recommended to:- <ul style="list-style-type: none"> - Approve the minutes and the recommendations from the Strategic Cemeteries and Crematorium Development Working Group meetings held on 5th February 2020.
3.0	Main Report
3.1	<u>Update on New Crematorium Development</u> Members were advised that a crematorium design specialist had been appointed as part of the project management team. There is a requirement for Members, Officers and the design team to visit a new crematorium development in GB, subject to Committee

	<p>approval. Not all Members of the Working Group are familiar with cremation process and burial processes so there is also a requirement to visit the City of Belfast Crematorium and Roselawn Cemetery, subject to Committee approval.</p> <p><u>Update on Heritage Project – City Cemetery</u></p>
3.2	<p>Members were advised that the tender exercise to appoint a contractor is now complete. Work will commence soon to relocate the existing service yard and subsequently to replace it with a visitor centre. Members were also advised of the plans to restore key heritage structures on the site. As Members were unfamiliar with these various locations, it was requested, subject to Committee approval, that a site visit is provided.</p> <p>Members were also advised of the non-capital elements of the project, such as the successful recruitment of an Engagement Officer, and planned activity plan and tours.</p> <p><u>Update on Expression of Interest on New Cemetery Land</u></p>
3.3	<p>Members were advised that only three of the applications for new cemetery land remained viable and two require physical ground investigations and planning permission. All of the three are outside the Belfast boundary, and as such the Council will continue to engage with neighbouring Councils on a co-ordinated approach for cemetery provision. Members requested subject to Committee approval that they visit each of the sites to inform their opinion on accessibility to Belfast residents.</p> <p><u>Options for Cremated Remains</u></p>
3.4	<p>Members were presented with a list of options for cremated remains memorials across the city. It was noted that it is possible to bury cremated remains in most existing family graves and this provision would be promoted. Members were informed that a limited number of ‘cremated remains only’ graves would now be made available at Roselawn Cemetery, with potential to develop more across the city depending on demand. Members were informed of the potential for ‘gardens of remembrance’ to be developed in cemeteries and appropriate open spaces including a new ‘babies garden’ at Roselawn. Members were given a number of options for the provision of columbaria, but these are associated with significant capital development. Members noted the options and will refer back to their parities for further consideration.</p> <p><u>Financial & Resource Implications</u></p>
3.5	<p>None</p> <p><u>Equality or Good Relations Implication / Rural Needs Assessment</u></p>
3.6	<p>None</p>

4.0	Appendices - Documents Attached
	Appendix 1 - Minutes of the Working Group on 5 th February 2020

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**STRATEGIC CEMETERIES AND CREMATORIUM
DEVELOPMENT WORKING GROUP**

Minutes of Meeting of 5th February, 2020

Members Present: Councillor Corr, Chairperson;
Aldermen Rodgers and Sandford; and
Councillors Flynn and Mulholland.

In Attendance: Ms. V. Brown, City Services Manager;
Mr. M. Patterson, Bereavement Services Manager;
Mr. A. Charles, Project Sponsor;
Ms. S. Kalke, Project Sponsor and
Mr. G. Graham, Democratic Services Assistant.

Minutes

The minutes of the meeting of 20th November, 2019 were taken as read and signed as correct.

Declarations of Interest

No declarations of interest were reported.

Update on New Crematorium Development

Ms. Kalke, Project Sponsor, provided the Working Group with an update in regard to the new crematorium development. She reported that a project team had been appointed, including a crematorium specialist team, which was working with the internal project team on the procurement of a design team and a range of professional expertise to manage the project.

The Members were informed that the Crematorium Project Board had met in December 2019 and were provided with an update on the progress to date and had requested to meet with both the Project Management Team and the Crematorium Specialist. She reported that the Project Board had discussed the benefits of the previous site visit to the crematoria in Glasgow and had agreed to undertake a further site visit to a new crematorium facility. The Working Group was informed that the Planning Consultant had been appointed to lead on the PAD process and that a strategy PAD workshop would be held, prior to meeting with the planners from Lisburn and Castlereagh City Council.

The Working Group noted the information which had been provided and agreed that the Project Management Team be invited to its March meeting in order to provide an update on the progress made in respect of the new crematorium facility. It was agreed also that Members of the Working Group attend a site visit to a new build crematorium and that the Crematorium specialist might be used to provide guidance in respect of which crematorium was most relevant for that purpose, subject to the approval of the People and Communities Committee. The Chairman, on behalf of the Working Group, requested that the Working Group be provided with regular monthly updates on the progress made in respect of the new crematorium facility.

Update on Heritage Project – City Cemetery

The Project Sponsor, Physical Programmes, provided the Working Group with a progress report in regard to the Council's City Cemetery Heritage project. He informed

the Members that permission had been granted by the Heritage Fund to develop the project and that a professional team had been engaged to that end. The Working Group was reminded of the two capital elements to the work, comprising the construction of a new visitor centre and the restoration of key assets within the site.

The Working Group was advised that the procurement exercise in respect of the capital element of the work had been completed and that the work was due to commence in February, 2020. It was anticipated that work in respect of the visitor centre would commence in May, 2020 and would take approximately twelve months to complete. The Members were informed also of a number of non-capital expenditure which was required, including the recruitment of key personnel and the development of a comprehensive activity plan. He stated that it was hoped to engage with the community and local schools throughout the construction phase and that the recent recruitment of a dedicated Engagement Officer would assist with that objective.

The Project Sponsor referred to the genealogy element of the development proposal which would permit the public to interact with the cemeteries burial records and of the requirement to undertake a digital mapping exercise involving the geo-tagging of each grave and monument to facilitate that process. He referred to the need to use a drone to facilitate the aerial photography of the cemetery and of the need to secure authority from the People and Communities Committee to undertake that exercise.

In response to several questions from Members in regard to what the completed project might look like, the Project Sponsor agreed to produce an artist's impression for the Members and agreed that it would be beneficial to undertake a site visit on a date to be agreed, so that the Members could be provided with a visual experience of the work involved to deliver the project. The Working Group was provided with additional information in regard to support of the digital technology which would be incorporated within the Council's burial records system and the project sponsor acknowledged the concerns raised in regard to the catering facilities to facilitate the tours which would be visiting the facility. The Working Group was informed that there would be a charge in respect of the tours undertaken but that schools would be free and that all tours would be controlled by the Council.

Noted.

Update on Expression of Interest for New Cemetery Land

The Bereavement Services Manager provided the Working Group with an update on the progress in respect of the Expression of Interest into new cemetery land. He reported that three of the ten sites selected remained viable, of which two of the selected sites required physical ground investigation and planning permission. The Working Group was given information on the three burial sites which had been selected and which would serve the needs of North and West Belfast. The Bereavement Services Manager stated that the Council would continue to collaborate with the local authorities within which the selected burial sites were situated and stated also that it might be necessary to undertake a public consultation and equality and/or rural needs assessment.

The Working Group noted the information which had been provided and agreed to undertake site visits to the three shortlisted burial sites, subject to the approval of the People and Communities Committee.

Options for Cremated Remains

The Bereavement Services Manager provided the Working Group with a number of options in regard to the disposal of cremated remains and predicated on the basis that demand for his form of disposal could be stimulated. It was reported that the Council

currently, in all of its cemeteries, provided burial of cremated remains often in graves which could not accommodate full earth burials. He stated further that it was proposed that the Council would use all available means to promote all current provisions for cremated remains.

The Bereavement Services Manager stated that the Council was in a position currently to release twenty-five graves at Roselawn Cemetery, which had been made available due to the fact that they were of insufficient depth to accommodate full earth burials. He stated that there was potential to develop an additional one hundred and forty graves due to them being of insufficient depth to accommodate full earth burials. He referred to the potential for the Council to proactively design and develop sections of Roselawn Cemetery dedicated to cremated remains.

The Working Group was informed of the success in respect of the Garden of Remembrance at Shankill Cemetery which the Bereavement Services Manager stated the Council might wish that scheme to be replicated on available cemetery land and suitable open spaces providing the provision complied with both Council policy and the Open Spaces strategy and could potentially require planning permission.

The Members were advised that the Garden of Remembrance for babies at Roselawn Cemetery had reached the end of its useful life and that the development of the new crematorium could offer the possibility to identify and design a new garden of remembrance for babies on that site.

In regard to the columbarium at the City of Belfast crematorium, it was reported that it had not proved popular as a means of disposal of cremated remains and that the new crematorium could provide an opportunity to design improvements or replace the current provision at the Roselawn site. The Bereavement Services Manager outlined the commitment of the Council to provide appropriate provision in respect of cremated remains, some of which could involve policy change, planning permission and potential major capital investment. He outlined the potential to stimulate demand for that service and the possibility to recover some of the costs associated with that provision.

The Working Group noted the information which had been provided and stated that they would consider the issues discussed and refer back to their respective parties for further consideration.

Date of Next Meeting

The Working Group agreed that its next meeting would be held on Wednesday, 11th March at 4.30 p.m.

Chairperson

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Subject:	Voluntary Management Community Centres – White City & Carrick Hill
Date:	3 rd March 2020
Reporting Officer:	Nigel Grimshaw, Strategic Director of City & Neighbourhood Services Ryan Black, Director of Neighbourhood Services
Contact Officer:	Kelly Gilliland, Neighbourhood Services Manager, North John Nelson, Community Facilities Manager, North & East

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 are advised that the Council has received a request from White City Community Development Association (WCDA) and an approach from Carrickhill Residents Associations in relation to future management arrangements and support from Belfast City Council regarding the management of both the White City and Carrickhill Community Centres.
1.2	Both community centres are independently operated by the community organisations, on land owned by Belfast City Council.
1.3	The request from White City Community Development Association is seeking the Council to take over the ownership, operation and management of the facility as a result of current community capacity challenges.

1.4	The request from Carrickhill is to consider how the Council could better support the ongoing maintenance responsibilities of Carrickhill Community Centre as well as assist Carrickhill Resident Group to address outstanding necessary repairs as identified by a Condition Survey report completed in 2017.
2.0	Recommendations
2.1	<p>The Committee is recommended to;</p> <ol style="list-style-type: none"> 1. Give approval for Officers to commission a conditions report of White City Community Centre to be undertaken to ascertain the current condition of the building and ascertain cost for immediate and ongoing maintenance requirements. 2. Give authority for Officers to liaise with White City Community Centre to consider implications for asset transfer and ongoing community involvement, in consultation with Legal Services and Estates. 3. Give approval for a 'one off' payment of up to £15K to Carrick Hill Residents Association to fully implement the final identified works from the 2017 building conditions report. 4. Give authority for Officers to liaise with Carrick Hill Residents Association to consider how arrangements can be streamlined at Carrick Hill in line with other Council supported independently managed community centres. 5. Agree for a further report to come back to the People and Communities Committee in relation to the outcomes of the above work and recommendations for moving forward and that both facilities are scoped in to the current external review of Independently Managed Community Centres.
3.0	Main report
3.1	<p>White City Community Centre</p> <p>White City Community Centre was built in 1998 in partnership with Belfast Regeneration Office with a funding split of BRO 75% and BCC 25%. BCC own the land on which the White City Community Centre stands and the adjoining playground. Donegall Pass Community Centre and Carrickhill Community Centre were built under the same arrangement with Donegall Pass being directly managed by BCC as there was no suitable community group in place to manage the Centre.</p>
3.2	<p>White City Community Development Association (WCDA) agreed to manage White City Community Centre and a 25-year lease agreement for the building has been in place between BCC and White City Community Development Association since February 2000.</p>

3.3	<p>The Treasurer/Director with WCDA and Centre Manager, recently announced his retirement from both the WCDA and the Centre and the group formally wrote to Council in November 2019 stating that there were now only between 4-5 serving Board members none of whom were keen/able to take on any of the more formal roles (treasurer, secretary, etc.) and therefore they felt that they would no longer be able to manage the Centre on a long-term basis and were requesting that ownership and management transferred to the Council. It is also worth noting that, as per the terms of the lease, because Council own both the land and the building, should WCDA fold, Council would be required to take back the Centre by default.</p>
3.4	<p>As per the terms of their constitution, an Emergency General Meeting (EGM) was convened on the 29th January where WCDA announced their intention to dissolve the company and where community representatives and residents in attendance voted unanimously to support the Board's request for Belfast City Council to consider formally taking on ownership and management of the Centre (follow up letter from Mr Dunn included as an Appendix).</p>
3.5	<p>Council Officers were in attendance at the EGM and stated that this could be a lengthy process potentially taking 6-9 months before a final decision would be made – the existing Board Members agreed to continue in their roles during this period to ensure that the Centre would continue to operate and offer its existing programmes. Should the Council adopt the Centre, the remaining Board Members have indicated that they would be keen to take on an advisory/steering group role and would be guided by the Council as to what that could/should entail.</p>
3.6	<p>Carrickhill Community Centre</p> <p>Carrickhill is managed by Carrickhill Residents Association (CRA) and is included in the Independently Managed Group of BCC Community Centres. However, unlike some of the other groups who manage Community Centres on behalf of BCC CRA own the building itself but have a 99 year lease agreement for the land which began in 1997 – in most other cases BCC own the building and lease it to the group managing the Centre.</p>
3.7	<p>As the current owners of the building, Carrick Hill Resident Association are responsibility for the centre's maintenance, however in 2017 the Council carried out a condition survey on the building which identified £99k worth of work that needed to be carried out.</p>

3.8	<p>Carrickhill Residents Association have successfully secured and spent £58k to address some of the issues identified within the report and have also used their reserves to replace the boiler. However there remains approximately £15k of outstanding repairs. CRA have also stated that they are finding it increasingly difficult to meet annual ongoing running and maintenance costs and therefore there is a significant risk that they will no longer be able to operate the centre on the level of grant they currently receive.</p>
3.9	<p>CRA wish to continue to manage Carrickhill Community Centre but in order to do so are requesting that Council supports them, both to address the outstanding repairs, as well as with the increasing annual running and maintenance costs.</p>
3.10	<p>Community Centres - Council's Current Approach</p> <p>Belfast City Council currently operate Community Centres in three ways, these are:</p> <ol style="list-style-type: none"> 1. Directly Managed (manned) – there are 23 directly managed Community Centres that have a BCC-employed supervisory and development staff team in place. 2. Directly Managed (unmanned) – there are 3 unmanned centres with local key holding arrangements in place. 3. Independently Managed Centres – there are 7 Independently Managed Centres where Belfast City Council owns the building and/or land, but they are managed by an Independent Community/Voluntary Group.
3.11	<p>The Directly Managed Centres are managed and maintained by Belfast City Council whereas the Independently Managed Centres are maintained according to the terms of the lease agreement with the Group managing the centre.</p>
3.12	<p><u>Financial & Resource Implications</u></p> <ul style="list-style-type: none"> • Condition survey for White City Community Centre • The cost of the repairs for Carrickhill Community Centre will be met from non-recurrent capital finance. <p><u>Equality or Good Relations Implications/Rural Needs Assessment</u></p>
3.13	<p>White City Community Centre</p> <p>None specifically in relation to the request in itself, however, given the proximity of the Centre to the recently removed Serpentine Rd interface/peace wall, and the involvement of the WCDA/White City Community Centre in garnering support for its removal, there is a risk that either temporary or permanent closure of the Centre will have a negative and lasting</p>

3.14	<p>impact in terms of the ability to sustain and further develop the good relations and equality work that has been put in place over the last number of years to make such an achievement possible.</p> <p>Carrickhill Community Centre</p> <p>Again none specifically in relation to the request, however it should be noted, like WCDA, CRA via programming at the centre promote, encourage and support a wide range of age groups to take part in cross-community and good relations-focussed activities.</p>
4.0	Appendices – Documents Attached
	Appendix 1 - Letter from WCDA.

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By virtue of paragraph(s) 1 of Part 1 of Schedule 6
of the Local Government Act (Northern Ireland) 2014.

Document is Restricted

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Subject:	IFA Intermediate Football Restructure – Impact on Council Facilities
Date:	3 rd March 2020
Reporting Officer:	Ryan Black, Director of Neighbourhood Services
Contact Officer:	Kelly Gilliland, Neighbourhood Services Manager (North)

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 provide Members with an indication of potential costs involved in bringing current pitch stock to the new IFA standard and to facilitate members in further discussions with the IFA on this matter.
2.0	Recommendations
2.1	Members are asked to note the content of this report bearing in mind that all costs are estimated. No contractor has been appointed to formally survey the identified sites in the context of the changing IFA standard and the indicative costs presented here have been informed by officers experienced in the operational management of the sites.
2.2	The Committee is further asked to consider how it wishes to proceed with the alignment of the 12 Belfast City Council pitches with the IFA's proposed new criteria for intermediate football, in light of the estimated costs.

3.0	Main report												
3.1	<p>At the special meeting of People and Communities Committee that was held on 20th November, where the IFA had been invited in to update Members on their proposed new criteria for Intermediate Football, Members requested that an internal exercise was completed to get a better understanding of what the cost implications of adhering to the IFA's new intermediate criteria might be for Council going forward (overall and on a site by site basis).</p>												
3.2	<p>In preparation for the meeting on the 20th November, Officers had already undertaken an initial desktop exercise to review the current status of relevant BCC pitches against the proposed new criteria – with 12 sites/pitches across the city where intermediate football is currently played having been identified involving 13 clubs who most frequently use those sites/pitches.</p>												
3.3	<p>Officers with operational experience in the management of these 12 sites have considered the sites against the proposed standards and identified a number of criteria which the pitches will no longer satisfy. Project managers from Physical Programmes and officers of the Landscape Planning and development services have provided a set of indicative costs for major elements based on their experience of delivering the capital projects and the This has given rise to the following assumptions:</p> <table border="1" data-bbox="272 1200 1465 1659"> <thead> <tr> <th data-bbox="272 1200 1099 1249">INSTALLATION REQUIRED</th> <th data-bbox="1099 1200 1465 1249">INDICATIVE COST</th> </tr> </thead> <tbody> <tr> <td data-bbox="272 1249 1099 1301">3G SYNTHETIC PITCH</td> <td data-bbox="1099 1249 1465 1301">£500,000</td> </tr> <tr> <td data-bbox="272 1301 1099 1352">CHANGING PAVILLION</td> <td data-bbox="1099 1301 1465 1352">£600,000</td> </tr> <tr> <td data-bbox="272 1352 1099 1404">FLOODLIGHTING</td> <td data-bbox="1099 1352 1465 1404">£150,000</td> </tr> <tr> <td data-bbox="272 1404 1099 1563">PITCH FENCING FULL PERIMETER DISTANCE INC PEDESTRIAN AND VEHICLE GATES FOR MAINTENANCE</td> <td data-bbox="1099 1404 1465 1563">£32,150</td> </tr> <tr> <td data-bbox="272 1563 1099 1659">OFFICIALS FENCING TO MAXIMUM 2 X 55M LENGTHS @ £60per m ASSUMING CORRIDOR EFFECT IS REQUIRED</td> <td data-bbox="1099 1563 1465 1659">£6,600</td> </tr> </tbody> </table>	INSTALLATION REQUIRED	INDICATIVE COST	3G SYNTHETIC PITCH	£500,000	CHANGING PAVILLION	£600,000	FLOODLIGHTING	£150,000	PITCH FENCING FULL PERIMETER DISTANCE INC PEDESTRIAN AND VEHICLE GATES FOR MAINTENANCE	£32,150	OFFICIALS FENCING TO MAXIMUM 2 X 55M LENGTHS @ £60per m ASSUMING CORRIDOR EFFECT IS REQUIRED	£6,600
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3.4	<p>Officers have no recent experience of installing covered hard standing on which to base cost estimates however in 2017 Suffolk FC requested permission to install a small covered spectator stand capable of holding up to 100 persons at the Carnanmore park pitch they held under an FMA. The cost at that time was £40,500, an allowance for 3 years of price increase has been made and a figure of £50,625 has been used as an indicative cost on all 12 sites.</p>												

- 3.5 No allowance has been made in these costings for criteria related to the presence of alternative pitch marking or goal posts as these are not considered to be of relevance to the identification of potential capital costings.
- 3.6 In reviewing the sites a number of physical constraints have been identified and the options outlined assume that these constraints have the potential to be overcome, this may not be the case when the sites are formally surveyed by qualified consultants.
- 3.7 Consideration has also been given to other factors such as the remaining lifespan of the 3G pitch at Hammer and the opportunity to address issues at Orangefield which arise from proximity of the current pitch to the cycle track. These are referenced in the options table at **Appendix 1**.
- 3.8 Based on the above caveats and assumptions an indicative cost to align the 12 sites with the proposed IFA standards is potentially **£4,367,250.00**
- 3.9 The following table indicates costs per site and a table indicating the detail of the options and costing is attached at Appendix 1.

PITCH SITE	INDICATIVE ESTIMATE
Grosvenor Rec	£89,375
Hammer	£1,150,625
Inverary	£57,250
Dixon	£94,375
Shore Rd 1	£707,225
Shore Rd 2	£6,600
Ulidia	£57,225
Brooke	£691,375
Suffolk	£57,225
Clarendon	£657,225
Orangefield	£109,375
Ormeau 3G	£689,375
Cliftonville *see Appendix 1 for Marrowbone option	£0
Total	£4,367,250

3.10 Financial & Resource Implications

None specifically in relation to this report, however as noted within sections 3.8 and 3.9, dependent on further discussion at Board members level, further information gathering at

3.11	<p>officer level, and ultimately full Council consideration and decision re. how we progress in relation to the application of IFA criteria to our existing pitches, there could be significant future cost implications which will need to be considered in the context of capital programme priorities.</p> <p><u>Equality or Good Relations Implications/Rural Needs Assessment</u></p> <p>None</p>
4. 0	Appendices – Documents Attached
	Appendix 1 - Options summary for alignment to new IFA Standard.

Assumptions:

FULL SIZE GRASS PITCH	£350K
FULL SIZE 3G PITCH	£500K
CHANGING ROOM PAVILLION	£600K

FENCING PITCH:

Cost estimate breaks down as follows;

- Supply and install 1.2m high 868 NK Sports Spectator Fence - £25,200 (420m x £60/m; pitch boundary and pitch access fencing)
- Supply and install 1no. 4m wide lockable maintenance gate - £1200
- Supply and install 5no. self-closing pedestrian gates - £3750
- Estimated remedial works per site - £2000

Total estimated cost per site (based on min. IFA standard pitch size): £32,150. Important to note that if pitches are sloping civils works will be required to level playing surfaces to accommodate fence installation.

FENCING OFFICIALS STERILE AREA <55M LENGTH X 2 PER SITE (CORRIDOR CREATION) @£60M = £6600 MAX PER SITE. (NO ALLOWANCE MADE FOR INSTALLATION OR GATES ON ASSUMPTION THAT FULL 110M NOT REQUIRED)

COVERED SPECTATOR HARD STANDING OR TIERED SEATING 2017 Suffolk £40,500. Estimate 25% increase £50,625 per site.

LOCATION	CLUB AND NAFL DIVISION	FAILING	CORRECTIVE OPTION	COST ESTIMATE
GROSVENOR REC CENTRE	IMMACULATA PREMIER	<ul style="list-style-type: none"> Pitch fencing Officials fencing Covered standing 	<p>This is a constrained site</p> <ul style="list-style-type: none"> Fencing may be possible but will impact on carpark of community facility Covered standing may require loss of community garden. 	<p>£32,150 £ 6,600</p> <p>£50,625</p> <p>Total £89,375</p>
CLIFTONVILLE RD PF	CRUMLIN STAR PREMIER	<ul style="list-style-type: none"> Pitch fencing Officials fencing Covered standing 	<p>This is a constrained site</p> <p>Await completion of Marrowbone site where pitch will be compliant. Estimated for season 22/23</p> <p>Leave Cliftonville Site as non IFA compliant</p>	Cost covered by Capital project
HAMMER COMPLEX	SHANKILL UTD PREMIER	<ul style="list-style-type: none"> Pitch width Changing pavilion size Covered standing 	<p>This is a 3G pitch on a seriously constrained site .</p> <p>Given an average 10 year life for the synthetic surface replacement may be require from a point after 2023. At that point consideration could be given to increasing width but this may not be possible.</p>	

			<ul style="list-style-type: none"> • Replace 3G at full width • Install new changing • Covered standing 	<p>£500,000</p> <p>£600,000</p> <p>£ 50,625</p> <p>Total £1.156m</p>
INVERARY PF	EAST BELFAST PREMIER	<ul style="list-style-type: none"> • Officials Fencing • Covered Standing 	<ul style="list-style-type: none"> • Install fencing • Install standing 	<p>£ 6, 600</p> <p>£50,625</p> <p>Total £57,250</p>
DIXON PF	SIROCCO 1A	<ul style="list-style-type: none"> • Pavillion distance from pitch • Officials Fencing • Pitch Fencing • Covered Standing 	<ul style="list-style-type: none"> • Swop with other pitch onsite. Will require upgrade to draining and grass and 1 year of no play. • Officials Fencing • Pitch fencing • Install Standing 	<p>£5,000</p> <p>£6,600</p> <p>£32,150</p> <p>£50,625</p> <p>Totals £94,375</p>
SHORE RD PF	MALACHIANS 1A	<ul style="list-style-type: none"> • Pitch width • Dressing room size • Officials Fencing 	<p>NOTE 2 teams in the same division play on this site. New standards will preclude simultaneous play.</p> <ul style="list-style-type: none"> • Extend pitch or increase project to include full size 3G and floodlighting • BIF funding has been identified to 	<p>£500,000 +£150,00</p>

			<ul style="list-style-type: none"> Covered Standing 	<ul style="list-style-type: none"> upgrade changing facilities Install fencing Install Standing 	£6,600 £50,625 Total	£707,225
SHORE RD PF	GROVE	1A	<ul style="list-style-type: none"> Dressing room size Officials Fencing 	<p>NOTE 2 teams in the same division play on this site. New standards will preclude simultaneous play.</p> <ul style="list-style-type: none"> Share facilities developed under BIF funded project as above Install fencing on second pitch 		£6,600
ULIDIA PF	ROSARIO	1A	<ul style="list-style-type: none"> Officials Fencing Covered Standing 	<ul style="list-style-type: none"> Install Fencing Install Standing 	£6,600 £50,625 Total	£57,225
BROOKE ACTIVITY CENTRE	IVEAGH UTD	1C	<ul style="list-style-type: none"> Dressing Room Size Pitch Fencing Officials fencing Covered Standing 	<ul style="list-style-type: none"> Install new pavilion Install fencing Officials Fencing Install standing 	£600,000 £32,150 £6,600 £52,625 Total	£691,375
CARNANMORE PARK PF	SUFFOLK	1C	<ul style="list-style-type: none"> Dressing Room Size Officials Fencing Covered Standing 	<p>Swop use of current modular facilities for use of BCC changing pavilion at other side of pitch</p> <ul style="list-style-type: none"> Install fencing Install standing 	£6,600 £50,625 Total	£57,225
CLARENDON PF	WOODVALE	1C	<ul style="list-style-type: none"> Dressing Room size 	<ul style="list-style-type: none"> Install new pavilion 	£600,000	

		<ul style="list-style-type: none"> • Officials Fencing • Covered Standing 	<ul style="list-style-type: none"> • Install fencing • Install Standing 	£6,600 £50,625 Total £657,225
ORANGEFIELD	BLOOMFIELD 1C	<ul style="list-style-type: none"> • Dressing room distance • Pitch fencing • Officials fencing • Covered standing 	The pitch used currently sits at the centre of the Orangefield Velodrome. <ul style="list-style-type: none"> • Relocate pitch to site of current rugby pitch and utilise existing pavilion. 	Pitch quality works £20,000 £32,150 £6,600 £50,625 Total £109,375
ORMEAU PARK 3G	REALTA NA CROMOIGE	<ul style="list-style-type: none"> • Dressing room distance and size • Pitch fencing • Officials fencing • Covered standing 	<ul style="list-style-type: none"> • Install new pavilion • Install fencing • Officials fencing • Covered standing 	£600,000 £32,150 £6,600 £50,625 Total £689,375
Total Potential Expenditure				£4,367,250

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Subject:	Financial Reporting – Quarter 3 2019/20
Date:	3rd March 2020
Reporting Officer:	Nigel Grimshaw, Director of City and Neighbourhood Services
Contact Officer:	Jacqueline Wilson, Business Manager, City & Neighbourhood Services Department

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 presents the quarter 3 financial position for the People and Communities Committee including a forecast of the year end outturn. A reporting pack containing an executive summary, financial indicators and explanation of each of the relevant indicators and the forecast outturn has been included as Appendix 1.
2.0	Recommendations
2.1	Members are asked; <ul style="list-style-type: none"> • to note the report and the associated financial reporting pack.
3.0	Main report
3.1	Overall Council Financial Position

	<p>The Council year end forecast is an under spend of £764k of the annual net expenditure budget. This was reported to the Strategic Policy and Resources Committee at it's meeting on the 21st February. Given the departmental forecast, it was agreed to reallocate the forecasted underspend to previously agreed commitments as follows:</p> <p>Air Quality - £215k</p> <p>The People and Communities Committee of 5th November 2019 sought and received approval from this Committee on 22nd November 2019 to carry out an Air Quality Assessment costing between £145k and £215k depending on the final scope and complexity of the work. A specified reserve will now be set up to allow this work to be carried out in 2020/21.</p> <p>2021 UEFA Supercup - £200k</p> <p>The City Growth and Regeneration Committee meeting of 11th November recommended that priority be given to providing funding of £200k towards the hosting in the City of the event. A specified reserve will now be established for this agreed level of financing</p> <p>World Irish Dancing - £278k</p> <p>The City Growth and Regeneration Committee meeting of 6th December 2017 agreed to the hosting of the 2022 World Irish Dancing Championships in Belfast, at a cost of £400k. The current specified reserve stands at £122k and a further £278k will now be added to meet the Council's financial commitment to the event.</p>
3.2	<p>Committee Financial Position</p> <p>The Quarter 3 position for the Committee is an over spend of £43,184 (0.01%), with the forecast year end position being an over spend of £308k (0.01%) which is well within the acceptable variance limit of 3%.</p> <p>The main reasons for the quarter 3 Committee over-spend relates to staff costs, uncontrollable contract costs, vehicle/fuel costs and a reduction in income from commercial waste.</p> <p>As reported to P&C Committee in November the department will continue to undertake corrective action to address this forecast over spend.</p>
3.3	<p><u>Finance and Resource Implications</u></p> <p>The report sets out the 2019/20 quarter 3 position.</p>
3.4	<p><u>Equality and Good Relations/Rural Needs Assessment</u></p> <p>There are no equality implications with this report.</p>
4.0	<p>Appendices – Documents Attached</p>
	<p>Appendix 1 Quarter 3 Performance Report</p>



People and Communities Committee

Quarterly Finance Report

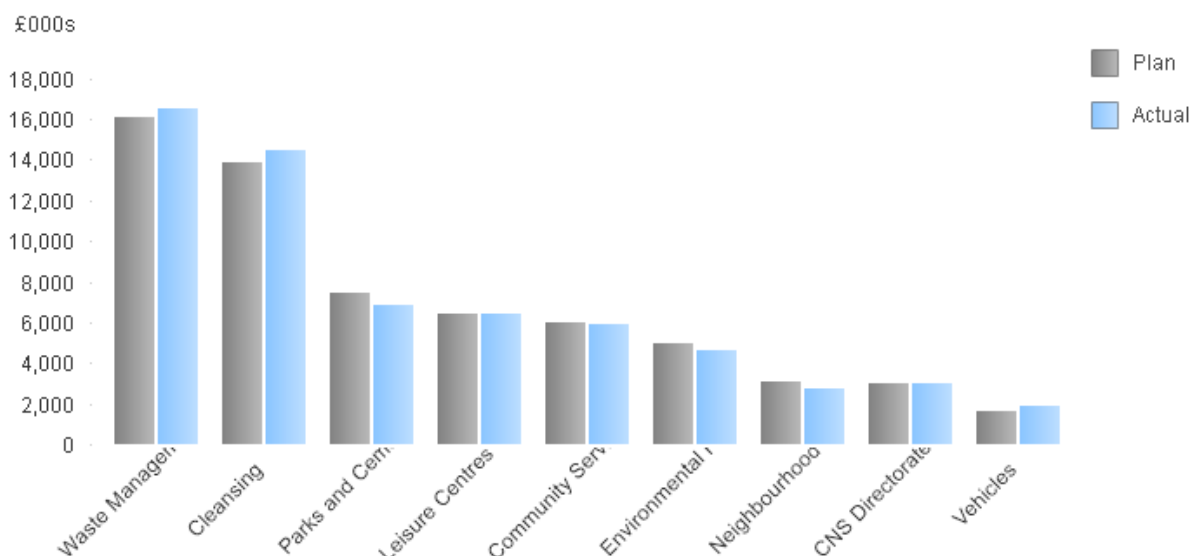
Report Period: Quarter 3, 2019/20

Dashboard

Quarter 3, 2019/20

Revenue Section							Page
Committee	YTD	YTD Var £000s	Var %	Forecast	Forecast Var £000s	Var %	
Waste Management		449	2.8%		525	2.5%	3-6
Cleansing		650	4.7%		650	3.5%	
Parks and Cemetery Services		(545)	(7.3)%		(150)	(1.6)%	
Leisure Centres		(3)	(0.0)%		(30)	(0.4)%	
Community Services		(73)	(1.2)%		(155)	(2.3)%	
Environmental Health CN		(332)	(6.7)%		(616)	(9.5)%	
Neighbourhood and Development		(395)	(12.7)%		(206)	(5.3)%	
CNS Directorate Support		29	1.0%		40	1.1%	
Vehicles		263	16.2%		250	11.4%	
Total		43	0.1%		308	0.4%	

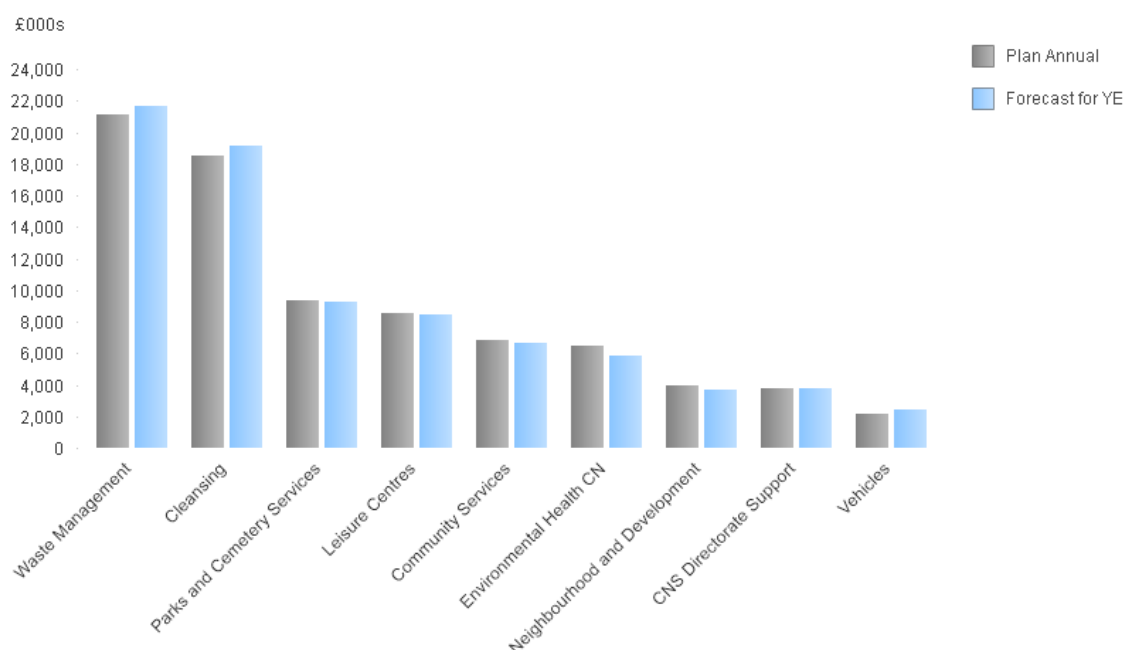
Committee Net Revenue Expenditure: Year to Date Position



The Quarter 3 position for People and Communities Committee is an over spend of £43k or (0.1%) of the budget. The main reasons for this are:

- **Cleansing Services** net expenditure at Quarter 3 is £650k (4.7%) above budget and is due primarily to staff costs, compensation claims and a reduction of income against budget for commercial waste.
- **Community Services** net expenditure at Quarter 3 is -£73k (1.2%) below budget. The primary reason for this under spend is the timing of grant payments
- **Environmental Health** net expenditure at Quarter 3 is -£332k (6.7%) below budget and is due to vacant posts and additional unplanned income
- **Neighbourhood and Development Services** net expenditure at Quarter 3 is -£395k (12.7%) below budget. There are under spends due to vacant posts and posts under review. There is an under spend in grants draw down and additional income received linked to programmes
- **CNS Directorate** net expenditure at Quarter 3 is £29k (1.0%) over budget due to realignment of posts
- **Parks and Cemetery Services** net expenditure at Quarter 3 is -£545k (7.3%) below budget. This relates specifically to additional income not budgeted for and a reduction in compensation claims
- **Leisure Services** net expenditure at Quarter 3 is £3k below budget
- **Vehicles** net expenditure at Quarter 3 is £263k (16.2%) above budget due to the hire of external vehicles and replacement parts
- **Waste Management** net expenditure at Quarter 3 is £449k (2.8%) above budget and is primarily in relation to uncontrollable increased contract costs.

Committee Net Revenue Expenditure: Forecast for Year end



The Quarter 3 forecast for People and Communities Committee is an over spend of £308k or 0.4% of the committee's budget. The main reasons for this forecast are:

- **Cleansing Services** is forecast to be £650k (3.5%) above budget and is due primarily to staff costs, a reduction of income against budget for commercial waste and compensation claims
 - **Community Services** is forecast to be -£155k (2.3%) below budget. The primary reason for this under spend in programmes and unclaimed grants
 - **Environmental Health** is forecast to be is -£616k (9.5%) below budget and is due in the main to vacant posts and additional unplanned income
 - **Neighbourhood and Development Services** is forecast to be -£206k (5.3%) below budget. There are under spends due to vacant posts and posts under review. There is an under spend in supplies and services due to delays in programmes and additional income received.
 - **CNS Directorate** is forecast to be £40k (1.1%) overspend due to realignment of staff costs
 - **Parks and Cemetery Services** is forecast to be -£150k (1.6%) below budget. This relates to additional income not budgeted and a reduction in compensation claims for Parks.
- Leisure Services** is forecast to be -£30k below budget due to lower insurance premiums and utility costs for Templemore
- **Vehicles** is forecast to be £250k (11.4%) above budget due to the hire of external vehicles.
 - **Waste Management** is forecast to be is £525k (2.5%) above budget to uncontrollable increased contract costs.

People and Communities Committee

Section Expenditure Budgetary Analysis & Forecast

	Plan YTD £000s	Actuals YTD £000s	Variance YTD £000s	% Variance	Annual Plan 2019/2020 £000s	Forecast for Y/E at P9 £000s	Forecast Variance £000s	% Variance
Waste Management	16,099	16,548	449	2.8%	21,142	21,666	525	2.5%
Cleansing	13,828	14,478	650	4.7%	18,534	19,184	650	3.5%
Parks and Cemetery Services	7,418	6,873	(545)	(7.3)%	9,378	9,228	(150)	(1.6)%
Leisure Centres	6,404	6,401	(3)	(0.0)%	8,513	8,483	(30)	(0.4)%
Community Services	6,009	5,936	(73)	(1.2)%	6,840	6,685	(155)	(2.3)%
Environmental Health CN	4,925	4,593	(332)	(6.7)%	6,488	5,872	(616)	(9.5)%
Neighbourhood and Development	3,110	2,715	(395)	(12.7)%	3,921	3,715	(206)	(5.3)%
CNS Directorate Support	2,964	2,993	29	1.0%	3,780	3,820	40	1.1%
Vehicles	1,625	1,889	263	16.2%	2,186	2,436	250	11.4%
	62,382	62,425	43	0.1%	80,782	81,090	308	0.4%

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Subject:	Proposed Improvements to Parks and Open Spaces 'Opening Hours Pilot'
Date:	3 rd March 2020
Reporting Officer:	Nigel Grimshaw, Strategic Director of City and Neighbourhood Services Ryan Black, Director of Neighbourhood Services
Contact Officer:	Stephen Leonard, Neighbourhood Services Manager (South)

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
1.1	Members will recall that in December 2019 the committee considered a report on 'Proposed Improvements to Parks and Open Spaces'. This report referred to the possibility amending the Opening and Closing Hours of Parks but highlighted the need for more work to be done to consider the feasibility of this approach. This report provides an update on work carried out to date and proposes a pilot scheme for the 24 hour opening of 3 further parks in the City, to improve accessibility and promote further animation.

2.0	Recommendations
2.1	<p>The Committee is recommended to:</p> <ul style="list-style-type: none"> • Note the contents of this report and, subject to consultation, agree to pilot the 24 hour opening of Ormeau Park, Falls Park and Woodvale Park for a trial period in the summer of 2020.
3.0	Main report
3.1	<p><u>Key Issues</u></p> <p>Our green and blue infrastructure, including our Parks, affects the quality of life for everyone in our city. It helps to define a sense of place and the character of our communities; provides important spaces for recreation with associated health and wellbeing benefits and strengthens the resilience of our natural environment to change. Protecting these assets and enhancing the benefits that they provide is therefore integral to the future of Belfast.</p>
3.2	<p>This is a transformational time for our city, with the Belfast Agenda setting out shared commitments across public services to an ambitious vision to create a better quality of life for us all.</p>
3.3	<p>Belfast Open Spaces Strategy (BOSS) will provide a road map on how the public want to use our Parks and Open spaces over the next 10 -15 years. A public consultation exercise on the strategy has just been completed. The strategy proposes a number of strategic principles (SPs), namely:</p> <ul style="list-style-type: none"> • Provide welcoming shared spaces • Improve connectivity • Improve Health & Wellbeing • Support place-making and enhance the built environment • Increase resilience to climate change • Protect and enhance the natural environment • Be celebrated and support learning
3.4	<p>Subject to Council agreeing the BOSS strategy, the next stage will see the development of an action plan outlining key activities under each of the 7 strategic principles.</p>

3.5	In an effort to test some ideas and, based on customer feedback and other project opportunities (i.e Peace IV Shared Spaces), it is proposed to 'pilot' 24 hour opening across 3 parks sites.
3.6	As part of this pilot the identified parks will be supported through an improved animation programme to support the promotion of these spaces and makes them more adaptive to the needs of city life.
3.7	Other cities, like Paris, have found that by keeping parks open they become better used by communities, which in turn brings spaces to life and has the potential to reduce anti-social behaviour.
3.8	<p>We currently lock our parks in order to negate the following</p> <ul style="list-style-type: none"> • Health and Safety risks to the public • Issues that cannot be addressed in relation to anti-social behaviour • Environmental restrictions
3.9	The proposed pilot will run from the start of June to the start of September and during this time the identified Parks will remain open 24 hours a day. The pilot scheme will be subject to ongoing review and evaluation
3.10	It is proposed that information sessions will take place where users and residents will be informed of the pilot and these will be used to record and listen to any concerns raised. Members will receive feedback on this prior to the commencement of the pilot. The PSNI and the Council's legal Services department will also be consulted.
3.11	<p>If members are agreeable to this recommendation, both these parks will join a number of parks and gardens that are already open or partially accessible at night. These currently include:</p> <ul style="list-style-type: none"> • Barnetts Demesne • Lagan Meadows • Connswater Greenway • Belfast Castle/Cavehill country Park • Ligoniel Park • Clement Wilson Park

3.12	Wedderburn park, Sir Thomas & Lady Dixon Park and Mary Peters Track are examples of Parks that are partially closed in that the main gates are closed but pedestrian access available is still available to these areas.
3.13	Both the PSNI and our own Safer Neighbourhood Officers monitor these parks. The need for additional patrols in these parks will be considered a part of the consultation with PSNI.
	<u>Financial & Resource Implications</u>
3.14	The costs of any of the improvements referred to in this report have not been included within existing budgets.
	<u>Equality or Good Relations Implications/Rural Needs Assessment</u>
3.15	There are no known Equality, Good Relations or Rural needs implications.
4.0	Appendices – Documents Attached
	None



Subject:	High Hedge Complaints - Fees
Date:	3 rd March 2020
Reporting Officer:	Nigel Grimshaw, Strategic Director of City & Neighbourhood Services Ryan Black, Director of Neighbourhood Services.
Contact Officer:	Stephen Leonard, Neighbourhood Services Manager (South)

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 are reminded that, at the People and Communities Committee meeting on the 6 th August 2019, Councillor McMullan raised an issue regarding the cost to ratepayers in making a formal complaint about high hedges; the Committee agreed that a report be submitted to a future meeting considering the charge to make a high hedge complaint which currently stands at £350 and consider the feasibility of reducing this fee, taking into consideration the fees charged by other Local Authorities and provide clarity around the current assistance provided by the Council to its ratepayers in respect of mediation and advice.
2.0	Recommendations
2.1	The Committee are asked to: <ul style="list-style-type: none"> (i) Note the contents of this report; and (ii) Agree to maintain the current High Hedge fee of £350

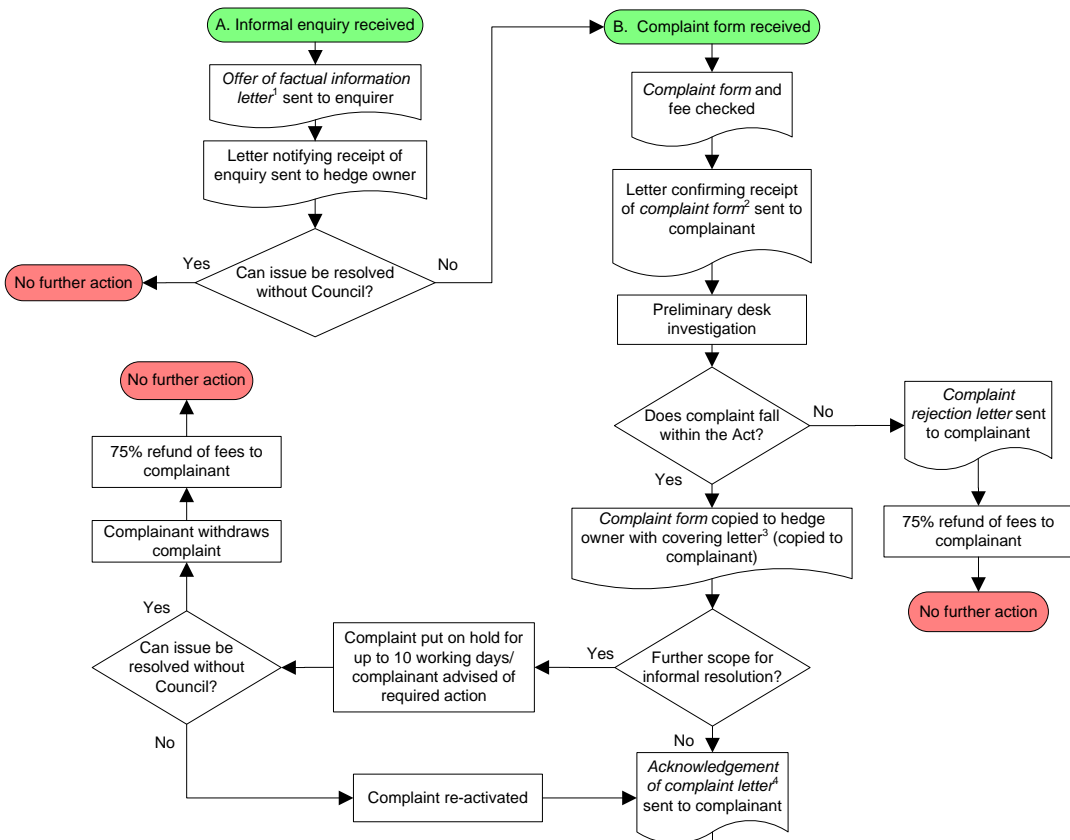
3.0	Main report
	<p data-bbox="272 237 421 266"><u>Key Issues</u></p> <p data-bbox="165 284 1468 416">3.1 The High Hedges Bill was introduced in the Northern Ireland Assembly on the 26 April 2010 and the Bill received Royal Assent on the 3 May 2011 becoming the High Hedges Act (Northern Ireland) 2011.</p> <p data-bbox="165 488 1444 669">3.2 Members are reminded that in September 2011 the Parks and Leisure Committee approved submission of the final consultation response to DoENI setting out the Council's preferred fee of £350.00 which contributes to the cost of officers investigating and processing a complaint.</p> <p data-bbox="165 741 1458 1122">3.3 In summary the Act provides a means of redress for people who are suffering loss of amenity because of a high hedge on a neighbour's land acting as a barrier to light, and provides District Councils with certain powers to deal with high hedge complaints. The legislation allows Councils to charge a fee for complaints and to transfer this charge to the 'hedge owners' when a remedial notice takes effect. At the end of any appeals process or if the hedge owner decides not to appeal the remedial action, it is at this point that the full £350.00 fee is then refunded to the complainant and the fee is then be transferred to the hedge owner.</p> <p data-bbox="165 1193 1465 1375">3.4 Since the High Hedges Act (Northern Ireland) 2011 came into operation, the Council has formally investigated and processed 28No High Hedge complaints, two of which have gone on to appeal with the Northern Ireland Valuation Tribunal and these appeals were upheld in favour of the Council.</p> <p data-bbox="165 1447 1468 1827">3.5 Council officers deal with approximately 400 High Hedge related informal complaints each year. Officers can spend on average between 20 minutes to 45 minutes per call, advising/assisting on the legislation and explaining the various options opened to complainants. This approach has been very positive and welcomed by complainants and we believe the professional advice provided has prevented many complaints going on to the formal stage, as people are willing to speak to their neighbours again with the additional information given to them by officers; only the most difficult cases go on to the formal stage.</p> <p data-bbox="165 1899 1380 1980">3.6 In addition to the verbal advice provided by officers, the Council also provides written guidance by way of a high hedge pack. The pack contains the following information:</p> <ul data-bbox="325 2051 1011 2083" style="list-style-type: none"> • How to fill in a formal High Hedge complaint form

	<ul style="list-style-type: none"> • Guidance notes for complainants • Sample letter templates that complainants can send to their neighbour • Frequently asked questions information sheet • Citizen Advice contact details • Mediation contact details
3.7	<p>Contact was made with all the other Councils in Northern Ireland and they were asked to confirm the fees they currently charge to make a formal High Hedge complaint. (See Appendices No1 – Fees charged by other City Councils in Northern Ireland). You will note that eight Councils currently charge £360, Belfast charge £350, Mid Ulster charge £250 and Derry and Strabane charge £50.</p>
3.8	<p>We have calculated that our officer time spent on investigating and processing a formal High Hedge complaint, without going on to the final appeals stage would be in the region of 24 hours, at a unit hourly cost of £21.94 which equates to £526.56. If a formal High Hedge complaint goes on to the appeal stage, the time spent on the case would increase from 24 hours to 32 hours which would equate to £702.08 (See Appendices No2 – High Hedge Flow Chart) which highlights the various stages of a formal High Hedge complaint.</p>
3.9	<p>If the current High Hedge complaint fee in Belfast was reduced to a figure of £50, similar to Derry and Strabane City Council, we believe there would be an increase in formal complaints, as complainants would more likely pay the reduced fee and would be less likely to try again with their neighbour, which would be the preferred and recommended route. This reflects the ethos of the legislation and in our experience leads to the majority of issues being resolved in an informal way. A reduction in the High Hedge fee would also place an additional strain on the existing resources of the Woodland & Recreation team.</p>
3.10	<p><u>Financial & Resource Implications</u></p> <p>The current High Hedge fee doesn't cover the real cost to investigate and process a formal High Hedge complaint and reducing the High Hedge fee which is currently £350, may result in a sharp increase in formal complaints and officer time.</p>
3.11	<p><u>Equality or Good Relations Implications /Rural Needs Assessments</u></p> <p>There are no known equality or good relation issues associated with this report.</p>
4.0	Appendices – documents attached
	<p>Appendix 1 - Fees charged by other City Councils in Northern Ireland</p> <p>Appendix 2 - High Hedge Flow Chart</p>

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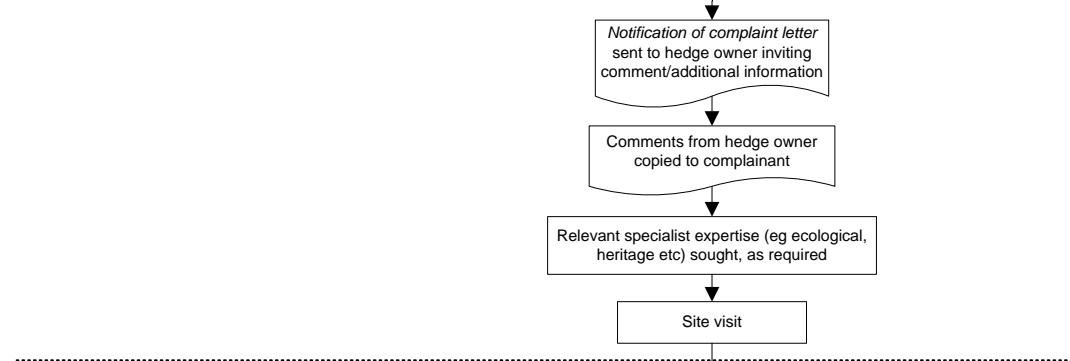
Appendices No1 - High hedge fees charged by other Councils in Northern Ireland – 2020

<u>Council Area</u>	<u>Fees charged</u>
Antrim and Newtownabbey	£360
Ards and North Down	£360
Armagh, Banbridge & Craigavon	£360
Belfast	£350
Causeway Coast & Glens	£360
Derry & Strabane	£50
Fermanagh & Omagh	£360
Lisburn & Castlereagh	£360
Mid & East Antrim	£360
Mid Ulster	£250
Newry, Mourne & Down	£360

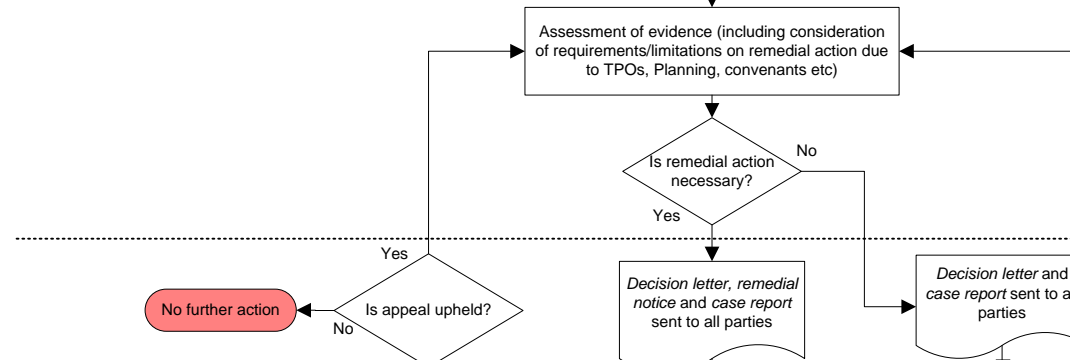


Stage 1 – Establishing a Complaint
 (A 75% refund of fees may be made should a complaint be withdrawn within this stage)

Stage 2 – Investigation



Stage 3 – Determining Action



Stage 4 – Implementation

Text in italics indicates a document suggested in DoENI's Guidance for Councils

¹Includes guidance for complainants; emphasises need to attempt to resolve issue informally; states process and costs

²Additional to those documents suggested by DoENI; does not comment on validity of complaint; signifies start of formal process; states process and costs

³Additional to those documents suggested by DoENI; emphasises need to attempt to resolve issue informally; states process and costs

⁴Acknowledges that the complaint meets the requirements of the Act; does not comment on any decision by the Council; allows a two week 'cooling off' period with which a 75% refund of fees will be made should the complaint be withdrawn

A complaint may be withdrawn at any stage prior to Stage 4 (although a refund may only be given within Stage 1)



Subject:	Update on grass cutting at sites not owned by Belfast City Council
Date:	3 March 2020
Reporting Officer:	Nigel Grimshaw, Strategic Director of City & Neighbourhood Services Ryan Black, Director of Neighbourhood Services
Contact Officer:	Stephen Leonard, Neighbourhood Services Manager (South)

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 will recall update papers presented at the meeting on 4 th June 2019 and 8 th October 2019.
1.2	<p>On 8th October 2019, after discussion, the Committee:</p> <ul style="list-style-type: none"> • noted the updated information regarding grass cutting at sites not owned by Belfast City Council; • agreed that officers would investigate ways as to how the McKinstry Road Roundabout could be addressed, including the potential of hiring a private contractor to cut the grass on a single occasion, and any associated issues and provide an update to the Committee at a future date; and

1.3	<ul style="list-style-type: none"> agreed that a report be submitted to a future meeting with full details relating to the initial proposals regarding potential sponsorship schemes. <p>This report provides an update for Members and outlines the development of the project regarding the potential for sponsorship of roundabouts and verges, in partnership with the Department for Infrastructure and Transport NI.</p>
2.0	Recommendations
2.1	<p>The Committee is asked to:</p> <ul style="list-style-type: none"> note the proposals regarding sponsorship, with view to a report being brought to the Committee with final details agree the piloting of a scheme at 2 sites (1 commercial sponsorship site and 1 community site) is trialled in each of the 4 neighbourhood areas in the city consider and identify sites across the city that might be considered for an initial trial of the sponsorship scheme.
3.0	Main report
3.1	<p><u>Key Issues</u></p> <p>Members will recall from the October 2019 report that since 2016/2017, the Council has supplemented grass cutting arrangements for the Department for Infrastructure and Transport NI, by providing five cuts per annum at five sites in Belfast.</p>
3.2	<p>Members will further be aware that the maintenance of these sites requires financial resources via the departmental budgets.</p>
3.3	<p>In order to identify opportunities for the Council to help defray these costs, officers have undertaken benchmarking with other UK councils operating similar schemes, and met with officers from Department of Infrastructure (DfI) Roads Service to investigate the opportunities to generate income via a sponsorship scheme.</p>
3.4	<p>Officers from DfI have proposed that, in conjunction with BCC officers, areas throughout the Belfast City Council area that might be suitable for seeking sponsorship opportunities will be mapped.</p>
3.5	<p>DfI Roads Service have recommended that once these areas have been agreed, a licence agreement will be developed, which will detail the responsibilities between the two organisations, the terms and conditions of the agreement, and any agreed timescales.</p>

3.6	Officers will consider facets of the scheme that will become the responsibility of the Council under the licence agreement, including selection criteria for potential commercial sponsors.
3.7	Officers consider that the scheme will include two facets. Firstly, businesses will have the opportunity to undertake the environmental maintenance of a roundabout or verge in the vicinity of their business themselves (or via a subcontractor), or, businesses will provide financial assistance to the Council for the area's maintenance, in exchange for acknowledgement signage.
3.8	Secondly, the scheme will provide opportunities for communities to undertake maintenance of grassed areas in and around their local areas. If agreeable and subject to the appropriate legal agreements being in place we envisage that communities would assume ground maintenance responsibility for these areas with no financial support from the Department.
3.9	The scheme thus has the potential not only to generate additional funds to supplement existing maintenance budgets, but could also improve the appearance of roundabouts and verges, improve the image of Belfast as a vibrant location for businesses and community groups, promote the range of businesses already located locally, and provide opportunities for communities to contribute to the appearance of their local environment.
3.10	Given that this is a new activity in Belfast, it is intended to test the market to ascertain whether there is an appetite among resident groups and businesses for such sponsorship opportunities via a public request for expressions of interest. It is recommended that a first tranche of c. 2 sites, ie 1 commercial sponsorship site and 1 community site, is trialled in each of the 4 neighbourhood areas in the city. Officers would welcome input from Members to identify or nominate areas that might be suitable.
3.11	Depending on the success of this first tranche, it may be possible to extend the scheme more widely. In the future, the use of a tender process to attract bids from businesses interested in key sites might enhance income generating opportunities for the council.
3.12	<p><u>Financial and Resource Implications</u></p> <p>The development of a sponsorship scheme for roundabouts provides an opportunity to generate additional external funds to supplement existing maintenance budgets.</p>

3.13	<u>Equality or Good Relations Implications/Rural Needs Assessment</u> There are no equality, good relations or rural needs implications associated with this report.
4.0	Appendices – Documents Attached
	None