

Development Committee

Thursday, 20th June, 2013

MEETING OF DEVELOPMENT COMMITTEE

Members present: Councillor Hargey (Chairman);
the Deputy Lord Mayor (Alderman Stalford);
the High Sheriff (Councillor Kingston);
Alderman Stoker; Councillors Austin, Hussey,
Keenan, Kelly, Kyle, Mac Giolla Mh n, Maskey,
McKee, McVeigh,   Donnghaile, Reynolds,
Spence and Webb.

In attendance: Mr. J. McGrillen, Director of Development;
Ms. S. McCay, Head of Economic Initiatives
and International Development; and
Mr. B. Flynn, Democratic Services Officer.

Apologies

Apologies were reported on behalf of Alderman Ekin and Councillors Keenan and Kyle.

Declarations of Interest

No declarations of interest were reported.

C.S. Lewis Festival

(Aldermen R. Newton and Rodgers attended in connection with this item.)

The Committee was reminded that the Council, at its meeting on 3rd June, had, at the request of Alderman R. Newton, agreed that the undernoted minute of 21st May, which related to the C. S. Lewis Festival, be taken back to the Committee for further consideration:

“The Committee was reminded that the Council, at its meeting on 3rd April, had referred a Notice of Motion seeking support to mark the 50th anniversary of the death of C.S. Lewis to the Committee for further consideration. At the meeting on 23rd April, the Director had agreed to consult with a range of groups in the east of the City with a view to formulating a report which would outline the extent of support which the Council might provide towards marking the anniversary.

The Director reported that the East Belfast Partnership Board, in conjunction with a range of local stakeholders, intended to mark the anniversary by hosting a festival which would take place from 18th till 23rd November. He outlined the scope of the programme which

had been drawn up for the festival, which included drama, film screenings, selected readings, a writers' workshop and a 'lamp parade' in the grounds of Campbell College. He indicated that the total cost of the festival would be £80,000 and, accordingly, he recommended that the Committee agree to provide support towards the event in the sum of £10,000.

The Committee adopted the recommendation."

With the permission of the Chairman, Alderman R. Newton outlined the extent of the forthcoming C.S. Lewis Festival and emphasised its cultural importance in the marking of the anniversary of the death of the author. Given the significant link between Belfast and C.S. Lewis, he requested that the Committee consider enhancing the extent of the financial assistance which had been granted to the Festival at its meeting on 21st May.

The Director reminded the Committee that, at its meeting on 23rd April, it had agreed that the Council would not stage the Belfast Business Awards in 2013, a decision which had created an underspend of £30,000 within the Department's budgets for 2013/2014. He suggested that the Committee might wish to reallocate this underspend to enhance the Council's contribution to the C. S. Lewis Festival.

Accordingly, it was

Moved by Councillor Hussey,
Seconded by Councillor Webb and

Resolved – That the Committee agrees to allocate a further £30,000 to the East Belfast Partnership Board to assist in the staging of the C. S. Lewis Festival in November, 2013.

'Towns and Cities First' Campaign

The Director reminded the Committee that the Department for Social Development had, in February, published a report which had outlined the impact which the recession had had on city and town centres across Northern Ireland. In particular, the report had highlighted that the number of vacant shop units stood at 19%, compared with an average of 11% throughout the rest of the United Kingdom. In response to the findings of the report, the Minister for the Department for Social Development had initiated a campaign viz., 'Towns and Cities First' which sought to coordinate the promotion of city and town centres through a range of regeneration initiatives. One of the key aspects of the initiative would be a media campaign which would promote city and town centres. It was reported that the cost of that campaign would be approximately £25,000, £15,000 of which would be contributed by the private sector. Accordingly, the Director recommended that the Committee agree to contribute a sum of £10,000 towards the 'Towns and Cities First Campaign'.

The Committee adopted the recommendation.

Integrated Economic Strategy

The Director reminded the Committee that, at its meeting on 18th September, 2012, it had agreed to develop an Integrated Economic Strategy for Belfast and agreed also to form a Project Steering Group to oversee its development. He provided an overview of the work which had been carried out in conjunction with a range of agencies in the development of the Strategy and indicated that it was anticipated that it would be submitted for the Committee's consideration at its meeting in August.

The Committee noted the information which had been provided

Retail Action Plan

The Committee considered the undernoted report:

"1 Background Information

- 1.1 Members will be recall that, at its meeting on 5 March, that at it was advised that work was to commence on developing a new retail plan for 2013/14. It was agreed that a full review of the results of the current year's plan along with a stakeholder engagement and consultation process was required to re-shape the plan in line with current needs. A review of current retail support has been completed and engagement with retailers has highlighted business development needs that could be addressed through the Retail Action Plan 2013-2014.**

2.1 Retail Action Plan 2012-2013

The retail action plan for the 2012-2013 was approved by the Development Committee on 17 April 2012. This included a range of business support, marketing and promotion and networking initiatives to support local independent traders. A funding allocation of £210,000 was set aside for this work. The majority of this was set aside for development support to help traders' groups to become operational and to engage in targeted promotional activity. It was intended that the Council's resources would help lever other funding and that it would be used to create sustainable business associations that would not be wholly reliant on public support. The remainder of the budget was set aside for retail mentoring, Market Start Up Programme and establishment of a retail forum.

Review of Trader Group Support

2.2 We worked with 12 groups over the course of last year who drew down a total of £135,000 and we also provided direct advisory support to other groups. From our review there are a number of issues with funding trader groups/business associations in current format:

- **We need to be assured that the Council's investment is maximised and that it can be measured. One issue that has been identified is the difficulty in measuring the impact of investment in the trader group activity given the absence of baselines and targets. On the other hand programmes like market start up have clear targets and we have been able to demonstrate that they have significantly exceeded them. The current trader groups have a mixed composition and are not solely retail focused therefore the current marketing/promotional focus doesn't necessarily meet the needs of the mix of group members:**
 - **Strandtown Traders – 41 paid members, 78% retail, 22% non-retail**
 - **Lisburn Road Business Association – 34 paid members, 82% retail, 18% non-retail**
 - **Ballyhackamore Business Association – 30 paid members, 69% retail, 31% non-retail**
 - **Finaghy Business Association – 36 paid members, 73% retail, 27% non-retail**
 - **Castlereagh Business Association – 30 paid members, 70% retail, 30% non-retail**
 - **West Belfast Traders – 108 non-paying members, 58% retail, 46% non-retail**
 - **The implication of this is that if the policy direction is towards retail support, there is on average one third of businesses in these groups that are not retailers and therefore cannot benefit fully.**
- **Some of the groups do not have the capacity to manage and deliver the range of promotional and marketing activity on their own. In the last year, all the new groups have benefitted from the support of advisory resource provided under the Retail Action Plan. This support is unsustainable in the long-term and does not encourage the groups to take ownership of the activity. It is questionable whether some of the groups will be able to continue into the future without such support. However, our experience is that the**

businesses must take the lead to make any initiative sustainable and successful.

- The focus on marketing activity is not completely relevant for neighbourhood shopping areas (e.g. Ardoyne) and therefore consideration may need to be given to how these groups can be supported outside of formal traders' groups and what types of activity are eligible for funding.
- The Council impacts on traders in many different ways – both directly and indirectly – and consideration should be given to how we can communicate with these businesses more effectively.
- Groups need to look at the sustainability of their organisation as future funding may not be available. Currently some groups are relying solely on council funding which is unsustainable – it is suggested that any funding agreed should be fully match funded to demonstrate their commitment and ownership.
- There are opportunities for groups to work collaboratively on initiatives, pooling resources and developing creative and imaginative ideas. However, unless we make this a condition of the funding, some groups are unlikely to engage in this type of activity.
- In the last financial year there were six traders' associations in existence. We know that there are now 12 or 13 groups: consideration needs to be given to the levels of expectation created as well as the potential for collaboration between groups, to avoid duplicity of activity.

2.3 Engagement with retailers across the city including traders groups has revealed a series of business development needs including Sales Development, Strategy Development and Environmental Management Support. Businesses noted an interest in developing their skills in financial management, visual merchandising and customer service to enable them to face the challenges presented by the current economic situation and changes in the retail environment. Retailers were also keen to understand and fully utilise social media and new technology in the retail sector, and to consider options for trading online, alongside their high street presence.

2.4 Engagement with trader groups

At a consultation with traders groups and councillors on 11 June several issues were raised as follows:

- Traders groups were happy with the support that Council has provided to date particularly around the destination branding and marketing;
- Groups would welcome a forum to meet with traders, councillors and support organisations across the city to look at current issues and to network. They also expressed an interest in regular engagement with the Council at a political level;
- Basic skills need to be enhanced and supported, through targeted interventions;
- Attendees noted that groups should have a membership fee to ensure that trader groups should be representative of their whole area to ensure that the impact of support is advantageous to all;
- Several groups raised significant difficulties around parking in their areas and would welcome Council support to lobby in this regard;
- Groups were keen to find out more about Business Improvement Districts (BIDS) and to engage with commercial/estate agents to look at how vacant premises could be utilised; and
- Anti-social behaviour remains a problem in the evenings in some areas and co-ordinated youth liaison and support would be welcome.

- 2.5 Given the range of issues identified it is clear that the traders would benefit from a more collaborative approach to trader group/individual retailer support within the council as opposed to the current more ad-hoc and fragmented way of working.

Potential Programme Activity 2013-2014

- 2.9 If there is a commitment to a sector-specific approach in the coming year, a number of potential avenues for support are outlined below under three headings as follows:

1. Retail business development support
2. New retail and product development support
3. City-wide retail networking and promotion

Retail Business Development Support

- 2.11 The Belfast Business Survey has identified the key areas that retailers require business development support as: Sales Development, Strategy Development and Environmental Management Support. Businesses have also fed back an

interest in developing their skills in financial management, visual merchandising and customer service to enable them to face the challenges presented by the current economic situation and changes in the retail environment. Businesses have also noted the need to understand and fully utilise social media and new technology in the retail sector.

- 2.12 Potential business development support could focus on 3 areas:

2.13 Masterclasses, Workshops and Best Practice Visits

It is proposed that a series of masterclasses and best practice visits be offered to retailers covering a range of topics including: Visual merchandising, Efficient Stock Management and Buying, Business planning, Finance for retail and marketing.

Tailored Mentoring Support

- 2.14 It is proposed that retailers have access to flexible, tailored mentoring support to help businesses develop and grow. Retailers will be matched with appropriate mentors to look at key issues including sales development, finance, visual merchandising and marketing.

Visual Merchandising Support

- 2.15 As well as the masterclasses and mentoring support offered above it is proposed that retailers have access to visual merchandising degree students who will work with the retailers to design and complete a window display. Not only will this assist the retailer in providing new fresh ideas and a professional window it will also provide an opportunity for students to complete 'real life' projects as part of their degree coursework.

2. New retail and product development support

2.16 Market Start Up Programme

In 2012-2013 20 companies completed this programme with 17 test-trading at St. George's Market with others also test-trading at other markets and at special in-store events. To date 12 have established their own business. It is proposed that the Market Start Up Programme supports a further 20 participants in 2013-2014 providing further test trading opportunities through additional market outlets and the trialling of a pop-up shop resource.

Introduction to Retail Programme

- 2.17 The Market Start Up programme focuses on food and craft businesses but there is an opportunity to provide support to new independent retailers interested in fashion, flowers, services etc. This pilot programme would provide the skills needed to establish a retail unit, providing test trading opportunities alongside mentoring and workshops. The programme could also look at alternate models for retail including e-commerce, show-rooming, pick up and collect as well as pop ups. Participants would have access to a comprehensive business support and product development programme with opportunities to test-trade.

City-Wide Retail Forum and Information Seminars

It is proposed that Council facilitate a retail forum chaired by the Lord Mayor/Chair of Development with stakeholders including local traders groups, Council representatives, Belfast City Centre Management, the Northern Ireland Independent Retailers Trade Association and other bodies. The forum could also update retailers on council initiatives, changes in legislation and provide an opportunity to network with other retailers. It is proposed that Council facilitate a series of information and best practice seminars to inform retailers about the forthcoming BIDS legislation as well as Council initiatives e.g. Belfast Restaurant Week.

It is proposed that up to four information seminars take place looking at significant issues and providing networking and collaboration opportunities for retailers.

Area Development Support

It is proposed that area development support continues in this financial year albeit at a reduced rate compared to the levels of support in 2012-2013, as a result of there being a higher number of groups in existence and a similar budget to that in previous years. Existing groups have been made aware that the rate may be reduced and were asked to consider sustainability in the 2012-2013 Retail Action Plan. Groups wishing to draw down support should be constituted and committed to a programme of development activities with a view to becoming sustainable. Clear economic benefits should be outlined and measured by the traders groups. In order to allow the groups to implement these development action plans, it is proposed that they complete a support application detailing clear objectives and outputs for an amount of £7,000 for expenditure against a range of agreed development

activities including consultancy support to put in place a development action plan, within the current financial year. Groups can also apply for up to a further £8,000 if they can provide evidence of £ for £ match funding. Groups will be asked to evaluate and assess the impact of their initiatives as part of a review of this support.

It is recommended that the focus of the activity to be funded should be on some or all of the following areas:

1. Driving footfall to the area.
2. Enhancing the profile of the area with identified target audience with a view to stimulating economic activity.
3. Supporting the sustainability of the group by developing management resources.

Where this funding is provided, Belfast City Council should ensure that the proposed activity does not duplicate or conflict with the work undertaken by other partners (particularly Belfast Visitor and Convention Bureau and Belfast City Centre Management), other council initiatives e.g. Area Working Groups and that additional funding is levered in to support the council contribution through membership fees. Trader groups will also be encouraged to collaborate on issues in which they have a common interest.

In considering the trader group development support and the area campaigns, a number of issues should also be taken into account:

- The work should support other council activity, where possible (e.g. Renewing the Routes)
- Traders groups should be representative of their whole area with a proportional membership to the number of businesses in the locality.
- Projects should have clear economic impact and this should be clearly identified and measured.
- The work should support additional business and should not lead to displacement i.e. moving business from one area to another or supporting one business or area to the detriment of another
- The trader representatives should be encouraged to take responsibility for the work and should be committed to making the initiative sustainable, when the funding comes to an end

- The trader groups should be acting collectively for the benefit of an area rather than on a business-by-business basis.

3 Resource Implications

Retail Business Development

Masterclasses and best practice visit series	£7,500
Tailored mentoring support for up to 25 retail businesses	£20,000
Visual Merchandising Support for a minimum of 15 businesses	£3,000

New Retail and Product Development Support

Market Start Up Programme including pop-up facility to allow participants to test trade	
Target 20 participants	£35,000
Introduction to Retail Programme – pilot programme for 8 participants	£20,000

City Wide Retail Networking and Promotion

Retail Forum & Information Seminars	
Provision of 4 information seminars for retailers across Belfast	£4,500
Area Development Support	
Provision of support for up to 15 traders groups as per 2.18	£160,000
	<u>£250,000</u>

4 Recommendations

Members are asked to agree that future consideration should be given to a co-ordinated programme of activity within Council linking in with area working groups and other initiatives to ensure effective delivery of service and avoid duplication; and

Agree that Trader groups receiving funding should be required to carry out an evaluation assessing the impact of any support to ensure value for money. This will support feedback to committee in February 2014 as part of an overall review of retail support provision.”

The Committee endorsed the plan and adopted the recommendations.

Anti-Poverty Strategy - Update

The Director reminded the Committee that the Council, at its meeting on 4th February, had referred a Notice of Motion in respect of social deprivation in Belfast to the Committee for its consideration. At its meeting on 29th April, the Committee had agreed that the matter be referred to the political parties on the Council for comment to help inform the extent and scope of any strategy which might arise in this regard.

The Committee was informed that a number of Parties had highlighted the requirement that any poverty strategy would need to focus on educational underachievement, employability issues, skills development and contribute also to an improvement in the quality of life and provide enhancement to the local economy. The Director indicated also that, arising from the briefings, the issue of the requirement for the Council to address the issue of poverty had been raised.

However, given the Council's role as a civic leader, it had been suggested that it would be best placed to address the issue through its local area working groups and through the community planning process. The Committee was advised that such an approach would maximise the impact which the Council could make on the work of a range of organisations and stakeholders which included poverty as a key theme and help improve social and economic conditions across the City. Accordingly, the Director recommended that the Council's anti-poverty strategy be expedited through the local area working groups and the community planning process.

The Committee agreed to this course of action.

European Union Working Group

The Committee noted the contents of a report which provided an overview of the work of the Members' European Union Working Group and agreed that it be authorised to appoint a Member to represent it at the undernoted events:

- the Eurocities Economic Development Seminar in Brussels from 7th till 9th October; and
- the Eurocities Annual General Meeting in Ghent, Belgium, from 27th till 30th November.

Population Research

The Committee considered the undernoted report:

"1 Relevant Background Information

- 1.1 In February 2011, Committee approved research to be commissioned to identify the factors that influence people's decisions to live in the Belfast City Council area. The main reason for the proposed research was that Belfast has experienced a sustained period of population decline since the 1960s. While this decline has slightly reversed in the last ten**

years (2001-2011), the population trend of the BCC area remains much less rapid than the in the rest of the Belfast Metropolitan Area.

- 1.2 The agreed objective of the research was to 'assess the attitudes of current and former residents, commuters and visitors on the attractiveness of the City'. The intention was that the results would provide the Council with an insight into the reasons for population decline and enable it to develop plans to boost the City's viability and attractiveness as a place to live.
- 1.3 Perceptive Insights was commissioned in 2012 to undertake this research to address the following questions:
 - ~ What factors have contributed to people leaving Belfast and specific areas within the city?
 - ~ What is the profile of those people leaving the city (and which areas) and what made them relocate?
 - ~ What is the profile of those people moving into the city (and which areas) and what made them move to Belfast?
 - ~ What practical policy interventions need to be taken to retain and increase population in Belfast? Specifically those for Belfast City Council.
- 1.4 The study encompassed a literature review looking at push and pull factors that have impacted on peoples choices about where they have chosen to live and an attitudinal study to investigate the current profile of current and past residents of Belfast City Council, those who live in the areas surrounding Greater Belfast, and commuters, who work in Belfast but live elsewhere.

2 Key Issues

- 2.1 The total population of Belfast City Council has remained fairly static since 1991, when 279,237 people lived in the area. It fell by 0.66% in 2001, to 277,392 before rising again by 1.29% to 280,962 people in 2011 (a percentage change of +0.62%). In contrast the population change over the same time period (from 1991 to 2011) for all Northern Ireland is +15.8%. All of the surrounding Councils in the Belfast Metropolitan Area have witnesses much greater changes in population, with Lisburn seeing a 20.8% rise and Carrickfergus a 19.4% rise.
- 2.2 While Belfast City Council saw a 0.9% increase in the number of households this compares to 12.2% for the rest of Northern Ireland and is a much less than most of the other councils within the BMA. In addition, household size is smallest for

Belfast (2.3) in 2011 compared with both Northern Ireland (2.5) and the other council areas within the BMA. It should be noted that across all areas there has been a fall in household size since 2001.

- 2.3 The analysis shows that those wards in west Belfast are most likely to have experienced the highest levels of population decline in the last ten years. That is, the Upper Springfield and Andersonstown wards had an 11.1% and 14.7% reduction in population respectively. Contrastingly, those wards in south Belfast were most likely to have experienced the greatest incidence of population increase. In this instance, Rosetta, Shaftesbury, Windsor and Ballynafeigh had an increase of 28.3%, 24.7%, 14.8% and 12.8% respectively.
- 2.4 While natural change and migration are the main components of population change, a number of drivers (push and pull factors) influence where a person decides to live. The following table summarises the push and pull factors which may impact on population change:

<u>Type</u>	<u>Push</u>	<u>Pull</u>
Physical	Noise pollution House or garden size Traffic congestion	Proximity to amenities Public transport links Outdoor environment outdoor activities
Social	Perception of safe environment Affordable housing Affordable cost of living	Family and friends Community spirit Long term residency Opportunities of community engagement School provision Proximity to job opportunities

- 2.5 The emerging findings indicate that the main reasons why respondents may have moved from Belfast City Council were identified as house size and type, affordability of housing and cost of living, a sense of community spirit and being involved in the local community, influence of crime and anti-social and the political situation in Belfast. Conversely, the main factors that people reported as attracting them to move in to Belfast included physical factors, such as proximity to amenities and better public transport network. Officers are currently carrying out an additional analysis with other sources of information, such as the Northern Ireland longitudinal survey, Census, to

provide further analysis; which were outside the scope of the contract for the research.

2.6 The initial recommendations in terms of opportunities that may help stem the population decline include:

- Address concerns in relation to crime and antisocial behaviour in Belfast, with the aim to improve residents' sense of safety and reduce negative perceptions of crime in Belfast;
- Continue to enhance and regenerate open spaces to ensure greater availability/access to green space and improved opportunities for physical activity;
- Where possible, support, advocate and adopt plans for the development of affordable housing;
- Continue to publicise and actively promote positive aspects of Belfast and city living which are deemed to be attractive, such as:
 - proximity to shops, entertainment and other local amenities;
 - access to job opportunities / employment in the City; and
 - reliability and affordability of the public transport network.
- Encourage community spirit and support opportunities for community engagement, particularly in areas of population decline;
- Utilise the research to inform the ambitions and delivery of the Belfast City Masterplan and outcomes from the Future City conference which identified population growth as important factor in developing the city

2.7 The research has provided initial useful raw data that needs to be considered fully within the context of Council priorities for the future and the development of the city, to ensure that resultant decisions and actions are of maximum benefit to the city and relevant stakeholders are engaged in the process.

2.8 While this research should be viewed as informing the Council's evidence base, in order to maximise the value of it and ensure a comprehensive analysis is carried out, it is proposed to

- use the raw data and link and analyse with other sources of information, such as the Northern Ireland longitudinal survey, Census,
- to provide further analysis to enhance the Perceptive Insights report and data;
- further engage members in the discussions on the research findings and potential to inform future interventions.

Recommendations

The Committee is asked to note the emerging findings and that a further analysis is being carried out and to agree to consider the findings more fully through the Area Working Groups.”

The Committee noted the information which had been provided.

Belfast Tourism Monitor

The Committee considered the undernoted report:

1 Relevant Background Information

- 1.1 Members will be aware that the Belfast Tourism Monitor is an integrated monitoring and evaluation project carried out by Millward Brown Ulster, aimed at measuring the volume and value of tourism in Belfast on an annual basis. The importance of the data collated through the Tourism Monitor cannot be underestimated in terms of highlighting the economic impact and importance of tourism to the City’s economy.
- 1.2 The data collected from the Belfast Tourism Monitor informs the future development of tourism for the city by providing primary research for Belfast Visitor and Convention Bureau (BVCB), the Council and the wider tourism industry. The Tourism Monitor research is made available to the tourism industry through the Council’s website.
- 1.3 Copies of the Belfast Tourism Monitor 2012 are available on request.

2 Key Issues

2.1 Belfast Tourism Monitor

The Belfast Tourism Monitor for 2012 has been completed. The report highlights the following top-line facts and figures;

	<u>2012</u>	<u>2011</u>
Total Number of Trips	7.59 million	7.86 million
Total Expenditure	£416.5 million	£401 million
Total Overnight Visitors	2.23 million	1.6 million
Total Overnight Expenditure	£226.25 million	£168 million
Out-of-state overnight visitors	1.75 million	1.33 million
Out-of-state expenditure	£201.13 million	£128 million
Total day trippers	5.36 million	6.3 million
Total day visitor expenditure	£190 million	£233 million
Out of state day visitors	1.2 million	1.4 million
day visitor expenditure	£61 million	£87.9 million

- 2.2 It is estimated that the overall impact of direct and indirect tourism expenditure on the Belfast economy is almost £524 million (£506m in 2011) with a total of 9,370 (9,032 in 2011) full-time equivalent jobs being supported by the tourism industry.
- 2.3 The Republic of Ireland (ROI) market continues to be the dominant market in Belfast tourism (73% of all out of state trips). Great Britain (GB) accounts for a further 22%, leaving 5% of overnight visitors to the City having come from outside the British Isles. Furthermore the ROI market accounted for 94% of all day trips.
- 2.4 Two thirds of out of state overnight visitors to Belfast City (1.17 million) stayed in commercial accommodation (hotels; guest houses; B&B's; youth hostels; self catering accommodation), staying for an average of 1.76 nights in the City. The remaining third (33%) of overnight visitors stayed with family and friends, for an average of 2.96 nights
- 2.5 The majority of day trips to Belfast are accounted for by the local market, those living elsewhere in Northern Ireland. In 2012 there were an estimated 4.19 million day trips to Belfast made by Northern Ireland residents.
- 2.6 1.75 million out of state overnight tourists visited Belfast and spent one or more nights in the City. Of this number 583,000 were business visitors (including 88,000 conference delegates).
- 2.7 Day trippers spent a total of £190.2 million in Belfast City, £129.7 million of which was accounted for by indigenous visitors. The contribution of out of state day trippers was £61.02m.

The Committee noted the information which had been provided

Belfast Presence in New York

The Committee considered the undernoted report:

“1 Relevant Background Information

1.1 Members will be aware that at a meeting of the Development Committee on 18 December 2012, it was agreed that the Council would become one of the sponsors of the NI Connections to participate on the NIC Board. NI Connections is a recently established organisation under the auspices of Invest NI designed to connect with the Diaspora. Membership of NI Connections allows Council the following benefits:

- Strategic alliances with other key international stakeholders in the city.
- An opportunity to develop a ‘Belfast ask’ list for NI Diaspora.
- Developing lucrative links with NI Diaspora
- Marketing of the Council’s information and stories to the NI Diaspora.
- Participation in NIC events throughout the world.
- Cooperation of NIC Council at the council’s events.
- Leverage of the Council’s investment in Diaspora relationships and opportunity to build on the synergies that exist with others in NI.

1.2 Members will also be aware that the Cultural Framework 2012-25 states that Belfast City Council will take a leadership role on strategic alignment and coordination at city level, articulating linkages across creative industries, arts and culture and tourism to realise opportunities. We also work with partners in positioning Belfast as a creative and cultural city.

1.3 There is a critical link between Belfast’s creative and cultural industries and the visitor economy. The showcasing and marketing of indigenous artistic excellence enables Belfast to be profiled on the world stage as a thriving, vibrant and distinctive city and facilitates Belfast’s repositioning as major international authentic tourism destination. Our creative and cultural businesses act as ambassadors for the rich culture and internationalism of Belfast. Positive local, national and international media coverage through showcasing at home and abroad increases the profile and exposure of the artist, hence increasing their ability to do business on a global stage by targeting key international markets, increasing sales and attracting investment.

2 Key Issues

- 2.1 Members are aware that work is continuing on the development of an International Marketing Framework for Belfast alongside over 20 stakeholders across trade and investment, tourism and educational sectors. A key aspect of this Framework centres on the North American market and securing economic return on a range of initiatives for Belfast.**
- 2.2 Belfast had active international relations with North America between 1998-2006 and had previously civic links with a range of cities including New York. Council also had led trade missions to New York on several occasions as well as supporting tourism development and cultural promotions.**
- 2.3 As part of a new draft North American Action Plan, officers are working on the delivery of an outward trade mission to the west coast with up to 15 companies in October 2013. A re-examination of the value of the Nashville Sister City link, the potential of a link with Austin and a review of the MoU with ITLG has also been completed as part of officers work to date and the results will be included in the forthcoming framework due to be presented to Committee in August 2013. Members have also asked that consideration is given to a re-ignition of the Friends of Belfast initiative.**
- 2.4 NI Connections is holding a launch event in New York in September to coincide with the Lyric Theatre's 'Brendan at the Chelsea' during a four week run in the Theatre Row Studios. This critically acclaimed production stars and is directed by actor Adrian Dunbar and will showcase the very best of Belfast's creative talents. The staging of the play, itself set in New York's historic Chelsea Hotel, will take place alongside the first Irish Theatre Festival.**
- 2.5 The production will portray the NI proposition specifically and Belfast's creativity and talent. The Lyric Theatre are keen to position Belfast as an outward looking, confident, extravert, international city who are capable of creating excellence at home and abroad which accords with Council objectives. Staging such an international tour will promote indigenously produced drama in a major cultural and media marketplace.**

By performing in New York, the production will be producing this in the heart of a most important market for the Northern Irish Diaspora.

Schedule

- 2.6 The production will open on Thursday 5 September 2013, run for 7 performances each week and close on Sunday 6 October 2013. NIC will co-host a gala night with the Lyric and invite NI Diaspora to attend and to join NIC. It will be an opportunity to present the key interests of NIC, education, investment, tourism and innovation. All NIC Council members have the opportunity to be involved and target their own key audiences in New York at the same time through parallel programmes. Belfast City Council is invited to send representation to the NIC Opening Event in New York.

Belfast Relationships with New York

- 2.7 It is considered important that BCC takes the opportunity to connect with a wider range of partners and stakeholders in New York as part of the new emerging International Marketing Framework. New York and Belfast were previously connected in earlier years through civic links and a number of trade missions took place between both cities as well as educational and best practice visits. There is now the potential to renew civic links with New York as part of a wider programme and initial explorations could be properly pursued in conjunction with the NIC event on 5 September.

Furthermore Belfast should consider specific international marketing opportunities around the Belfast product e.g. music and literary tourism at a later date. Additional information will be brought to Committee at a later date.

3 Resource Implications

3.1 Financial

A budget of up to £5,000 to cover the costs of flights, accommodation and subsistence for 3 people travelling.

4 Recommendations

4.1 It is recommended that Members consider:

- Participation at the NIC Launch event in New York on 5 September 2013 and agree to the Chair/Deputy Chair or their nominees, along with one officer attendance.

- **Agree to a wider programme of meetings being set up to explore links between Belfast and New York under the forthcoming International Framework.”**

The Committee noted the information which had been provided and agreed to be represented at the Northern Ireland Connections launch event in New York by the Chairman, the Deputy Chairman and the Director (or their nominees) and agreed that the representatives would undertake a wider programme of meetings as part of the visit.

Giro D' Italia - Award

The Committee was advised that Bocconi University, Milan, wished to award its annual Sports Business Academy Award to a range of bodies, including the Council, for the work which had been carried out in the securing by Belfast of the opening stage of the 2014 Giro d'Italia cycle race. The Director reported that the prestigious award had recognised the Council's ability to use sport as a driver for social and economic change. He indicated that the invitation to attend the ceremony had been extended by the Mayor of Milan to the Lord Mayor and that the event would take place on a date to be determined in July.

The Committee agreed that it be represented at the event by the Right Honourable the Lord Mayor (or his nominee) and that one officer would be authorised to attend also.

Circuit of Ireland 2014 - 2016

The Director reminded the Committee that, at its meeting on 6th December, 2012, it had agreed to provide, in principle, financial assistance in the sum of £25,000 for the staging of the Circuit of Ireland Rally in 2013. However, given that the organisers had failed to secure adequate funding to stage the event in 2013, it had been postponed.

It was reported that a further request had been submitted by the Circuit of Ireland organisers seeking the Council's support, in the sum of £25,000 per year, to stage the event in 2014 and 2015. The Director indicated that it was proposed that a special stage of the event would take place in the Titanic Quarter. He pointed out that no provision had been made within the Department's budget to support the event in the current financial year and, should the Committee wish to provide support, it would be a matter for the Strategic Policy and Resources Committee to consider if it wished to make funds available for this purpose. He reminded the Members that a number of similar requests for financial assistance had already been submitted to the Strategic Policy and Resources Committee seeking additional resources to fund City events.

The Committee agreed, given the potential benefit which the event would provide to the City in terms of tourism and publicity, that a request for assistance be forwarded to the Strategic Policy and Resources Committee for its consideration.

Tender for Marquees

The Committee was reminded that, at its meeting on 4th June, it had deferred consideration of a report which had sought permission to undertake a tendering exercise for the hire of marquees and temporary structures for Council-wide events. That decision had been taken to enable further information to be submitted in respect of the viability of purchasing a marquee outright. In addition, the Committee had requested that information be submitted on the steps which could be taken to manage any contract entered into might be managed by the Council in a co-ordinated fashion.

Accordingly, the Committee considered a report in this regard and the City Events Manager outlined the principle aspects of the proposed tender. He indicated that the annual cost of the contract was estimated to be £108,000. Should the Council wish to purchase outright its own marquee, he indicated that the cost would be approximately £650,000. In addition, there would be significant costs incurred in training staff and maintenance and storage. Such costs had not been incorporated within the current departmental estimates nor factored within corporate financial estimates.

Moved by Alderman Stalford,
Seconded by Councillor Hussey and

Resolved - That the Committee agrees to initiate a tendering exercise for the hire of marquees and temporary structures for Council-wide events for a five-year period and agrees to delegate authority to the Director to appoint a suitably qualified contractor.

Year-end Departmental Plan- Update

The Committee considered the year-end update on the Departmental Plan for the period ending 31st March, 2013. The Director clarified a number of issues in respect of the Plan and undertook to update individual Members on various matters which had been raised.

Noted.

Year-end Finance Report 2012/2013

The Committee considered the Department's quarterly finance report for the year ending 31st March, 2013.

Noted.

Waterfront and Ulster Halls - Performance Report

The Director provided an overview of the performance figures for both the Waterfront and Ulster Halls for the period 1st April, 2012 till 31st March, 2013. He outlined the programme of events which had been staged at both venues during that period and provided figures in respect of the income derived through conference and box office sales.

The Director indicated that the performance figures for both the Waterfront and Ulster Halls had been encouraging, given the current economic climate. He pointed out, however, that the income from conferences continued to remain below target, which had highlighted the requirement to enhance the conference facilities at the Waterfront Hall. At the request of the Committee, the Director agreed to submit an update report in August regarding the progress which had been achieved on the proposed extension project and the other capital projects within the Investment Programme.

The Committee noted the information which had been provided

Departmental Staffing Matters

Assistant Economic Development Manager

The Committee considered the undernoted report:

"1 Relevant Background Information

- 1.1 Members will be aware that the Investment Programme includes a significant focus on promoting economic regeneration within the city. In addition to "business as usual" activity for many units, there have been commitments to undertake a considerable number of new projects.**
- 1.2 Many of these are complex in nature and involve engagement with external partners and delivery agents. In addition, given that the investment in the capital schemes must be incurred by end 2015 in order to draw down the available resources from the European Regional Development Fund (ERDF), there is now some pressure on resources within the teams responsible for ensuring their delivery.**
- 1.3 These projects require specific skills sets in terms of project management capacity, ability to build relationships with external agencies and to develop and oversee collaborative projects, ability to engage with potential end-users and ensure that this input is reflected in project design, and technical skills to understand construction management processes.**

2 Key Issues

- 2.1 The Economic Development Unit (EDU) in the Development Department has been leading on a number of the most significant Investment Programme projects. These include:**
 - The development of the Innovation Centre at Forthriver Business Park**

- The establishment of a creative hub in inner North Belfast
- The development of a demand stimulation programme for businesses to promote access to ultrafast fibre connections and to up-skill the businesses to ensure that they can take advantage of the new technologies
- The development of a methodology for introducing social clauses into all future council contract and ensuring that these opportunities can be accessed by local residents
- Promotion of procurement opportunities for council and other public contracts to maximise take-up by local businesses
- The development of the bursary scheme to promote access to education, training and employment for young disadvantaged people in the city
- Engagement with partners to develop a collaborative approach to employability and skills development across the city in order to support inclusive economic growth and improve the demand and supply of skills
- Development of an integrated economic strategy (IES) with Invest NI to create a collaborative programme of work to enhance the city's competitiveness and coordinate resources around delivery.

2.2 All of these activities are being undertaken in addition to the core programme of support around business start-up and growth as well as export development and social economy support. The current annual operational budget is £1.5million but the additional activity will be in the region of £15million overall.

2.3 This has placed a significant burden on the team of 9 staff (one Economic Development Manager, six Economic Development Officers and two Project Assistants) and has created a situation whereby letters of offer for existing activity are at risk of not being delivered while staff are accumulating significant hours of flexi leave that are unsustainable in the medium to long-term.

2.4 In addition to the staff issues, this scenario presents a range of potential risks including loss of income by not being able to fulfil conditions of letters of offer from funding bodies, increased reliance on council funds if external resources cannot be drawn down and lack of ability to commit time to

developing new activity, thereby missing out on possible match-funding opportunities for future years.

- 2.5 It also means that the development of any new activity is difficult as there are limited staff resources to see this through. This can impact on our ability to raise our profile in the field of business start-up and growth as well as our increasing focus on international business activity. It could also have a detrimental impact on the council's ability to prepare properly for the transfer of economic development powers that will come to the council as part of local government reform.
- 2.6 In order to address this issue, it is proposed that a new post of Assistant Economic Development Manager (AEDM) is created. This would support the work of the current manager in carrying out the additional activities and delivering the ongoing programme of work and existing commitments, ensuring that the support required by businesses can be made available to them.
- 2.7 The creation of a post at Assistant Manager level is necessary in order to free up the time of the Economic Development Manager to oversee the strategic management and operational delivery of some of the Investment Programme projects. It is intended that the AEDM will support the delivery of some elements of these schemes and will also deal with staff management and other operational issues to support the performance of the team.

3 Resource Implications

3.1 Human resource implications

The creation of an Assistant Economic Development Manager would bring the number of permanent posts in the Economic Development Unit to 10.

3.2 Financial implications

The creation of an Assistant Economic Development Manager post, with an indicative grade of PO7, will add a further cost of £46,616 per annum. It is anticipated that the additional cost can be offset by both future income generation and by maximising the income set out in the letters of offer.

Recommendations

- 5 Members are asked to agree to the creation of a post of Assistant Economic Development Manager in order to proceed

through normal Council policies and procedures to recruitment.”

The Committee agreed to adopt the recommendation to create the post of Assistant Economic Development Manager on a projected salary scale of PO7.

Young People Co-ordinator

The Committee considered the undernoted report:

“1 Relevant Background Information

- 1.1 In 2012 Members agreed a framework for the Youth Forum’s future programme of work and noted it was timely to consider placing the Youth Forum on a more stable footing, agreeing the programme costs for the next two year period.
- 1.2 The Council has provided support on a temporary basis since 2006 to the Youth Forum and this paper seeks permission to formalise and create a new substantive post entitled ‘Young People Co-ordinator’ in the Children and Young People Unit.
- 1.3 Originally the role was to provide support and develop the Youth Forum and with the support of Youth champions animate the democratic and political engagement of young people. From inception the role has evolved and continues to support the Youth Forum whilst extending to co-ordinating most of the opportunities and engagement of young people in projects, initiatives supported by the Council e.g:
 - Manage over 50 engagement opportunities for young people annually;
 - Deliver city wide events;
 - Administer up to £60,000 Ur City 2 grant aid in neighbourhood renewal areas;
 - Support officers throughout the council to effectively engage young people in service design and delivery, projects, etc.

Strategic development

- 2.1 Last month Members received an update on Children and Young people which detailed the strategic direction to link up the Council’s priority of Children and Young People through a corporate framework to better deliver services to children and young people. The substantive role is required to support the delivery of the related programme of work to better realise aspiring, assertive and enterprise young people in a safe and welcoming city.

Addressing a need

- 2.2 This need was previously resourced via the temporary post Youth Forum Co-ordinator as part of a package of dedicated temporary resources to establish the Youth Forum. The Youth Forum has been in existence since 2006 and the temporary post has been extended year on year and has been included in Departmental estimates. The need has not reduced and the body of work continues to grow in effect becoming core business unique to the Council's position.
- 2.3 Since inception, the temporary post has been filled via internal secondment with related substantive posts that were back filled. Given the importance of our work to ensure the participation and active engagement of youth people in the city, we believe the creation of a substantive officer position will better ensure effective service continuity and skills development and retention.

3 Resource Implications

- 3.1 The draft Job Description will be subject to formal evaluation, however, it is anticipated that an indicative grade for the post would be PO1 (£27,849-£30,011) – PO3 (£31,754 – £34,549). Costs associated with the temporary position are within 2013/14 development budget. If the new post is approved, it will be added to the substantive staff budget.

Recommendation

Members are requested to consider and approve the creation of a substantive post of Young People Co-ordinator.

The Committee agreed to create the post of Young People Co-ordinator on a projected salary scale of PO1 to PO3.

Small Grants Awards 2013/2014

The Director reminded the Committee that, in September, 2012, it had endorsed a new Cultural Framework for Belfast for 2012/2015. As part of the Framework, two small grants schemes had been established, viz., the Arts and Heritage Project Grant and the Community Festivals Fund, and had delegated authority to the Director to award grants under both schemes.

Accordingly, the Committee considered a report which provided an update on the first tranche of awards, the principle aspects of which was set out hereunder:

Arts and Heritage Project Grant

It was reported that 66 applications, requesting support in the sum of £499,808, had been received within the first tranche. Demand was almost 6.5 times greater than the amount set aside for the funding period. Of those applications assessed, 20 had been deemed to have met the criteria and a total of £106,609 had been awarded.

Community Festivals Fund

The Director indicated that 57 applications had been received requesting funding in the sum of £433,568. Of those applications, 19 had been successful and a total of £91,000 had been awarded.

The Committee noted the information which had which had been provided and noted further that information in respect of the grants awarded had been published on the Council's modern.gov website.

Culture and Arts - Flagship Fund

The Committee considered the undernoted report:

"1 Relevant Background Information

- 1.1 As Members will be aware, the Cultural Framework for Belfast 2012–15 was agreed at September Development Committee and published in October 2012. Its vision is that by 2020, everyone in Belfast experiences and is inspired by our city's diverse and distinctive culture and arts. Arts and heritage are valued for enriching quality of life and creating wealth, and the city's culture and creativity is renowned throughout the world.**
- 1.2 The Cultural Framework includes a commitment to introduce a Flagship Fund, an additional funding scheme for large-scale arts and heritage projects that respond to a specific need or challenge in the city.**
- 1.3 £150,000 has been ring-fenced towards the Flagship Fund in the 2013/14 budget, with the same level of support projected for 2014/15 and 2015/16 subject to approval of draft budget estimates. The Arts Council of Northern Ireland has provisionally agreed to provide match funding of £150,000 per year for three years, bringing the total available budget for the Flagship Fund to £900,000.**

2 Key Issues

- 2.1 Officers from the Tourism, Culture, Heritage and Arts Unit held a workshop with Members on 5 June 2013 to discuss the terms**

of reference of the Flagship Fund. The following terms of reference were discussed.

2.2 Criteria for decision making

It was agreed that projects must use arts and heritage to address the challenge of social inclusion. Applicants must demonstrate how projects will support, at least, the Cultural Framework's Distinctly Belfast and Inspiring communities themes and be cross-community, cross-city, delivered in partnership between arts and community organisations, and benefit hard-to-reach areas and communities

Staff resources

The management of the Flagship Fund would be included in the TCH&A Unit work programme. However, additional administrative and communications support is required from the Central Grants Unit (CGU), and it is therefore recommended that £9,000 per year, or 3 per cent of the total budget, is ring fenced for administration. The total amount of funding available to be given out under the Flagship Fund is therefore £873,000.

Level of funding

Members preferred the option to award a small number of medium-sized grants each year, rather than one high-risk project or a larger number of small grants, which would spread the impact too thinly.

It is therefore recommended that in 2013/14, three projects are awarded funding up to the value of £97,000. The projects are expected to run for up to 18 months to allow for extensive development and consultation. The same model would be rolled out in years 2 and 3 subject to approval of budget estimates and a review of quality and performance.

Members requested that Officers explore the option to renew year-1 contracts in year 2 and year 3, subject to performance reviews. This would be difficult for organisations to plan and manage the expectations of their partners and would substantially change the terms and conditions of the original grant offer. However, applicants will have the option to re-apply in years 2 and 3.

Communications

Members stressed that the fund should benefit a range of organisations of different sizes, expertise and track record in order to develop capacity and spread the benefit of funding. The TCH&A Unit will work with Members, the Community Arts Partnership and other stakeholders to put together a communications plan to ensure that the opportunity is communicated widely across the city. This will include networking sessions for arts and community organisations.

Next steps

The Flagship Fund criteria will be further developed and draft criteria presented to the Development Committee in August 2013. It is anticipated that the first round of funding will open in September, with the first projects commencing in January 2014.

Recommendations

The Committee is requested to agree the terms of reference for the Flagship Fund and to ringfence 3 per cent of the annual budget for administrative costs”

The Committee adopted the recommendation.

Olympia and Windsor Park - Update

The Committee considered the undernoted report:

“1. Relevant Background Information

1.1 The purpose of this paper is to set out a ‘road map’ to consider and agree the options for future delivery of community centre support for the Village area of the city in the context of the broader regeneration decisions linked to the Olympia/Windsor stadia which was considered by the Strategic Policy & Resources meeting in March 2013. The SP&R agree ‘in principle’ to progress both the Olympia and Andersonstown Leisure Centres to Stage 2 of the Capital Programme to form the first phase of the citywide leisure transformation review, and;

- To develop regeneration plans in tandem and in conjunction with government departments given the one off strategic opportunity and DCAL community benefit commitment.

1.3 The preferred option for the Windsor development was for the relocation of the council leisure centre into the new West Stand of the Stadium. This would be progressed in two phases:

- Phase 1: building the new centre in the stadium and
- Phase 2: redeveloping the existing Olympia site as a 'sports village' and boulevard entrance from Boucher Road as part of the wider regeneration plan.

1.4 The regeneration plan is to be progressed with a view to developing significant social capital in the local area by way of community development. While the current proposal for the replacement leisure facility at Olympia within the stadium does not include a replacement community centre, the overall project has made provision for relocation of the community service from its current site in order to secure services closer to the local population of need.

1.5 Community Services work alongside officers in Property & Projects and Parks & Leisure on the recently established Stadia Project Board. We supported the recent engagement programme to inform the comprehensive development with particular reference to future community services provision at the Olympia site.

2. Key Issues

2.1 In order to progress the community element of the scheme, Development Committee now need to examine the complementarity of community provision at Olympia/Windsor/village area and to research and consider the optimal delivery model noting any locational or investment decision issues.

2.2 It is important that options are framed within the overall strategic framework and action plan for area wide development.

2.3 Officers are seeking the approval of Members to engage external support to research and develop options, to determine the strengths and weaknesses of the identified options, the resources required to carry through and ultimately the prospects for success. Any proposal should clearly indicate how it could address wider social issues, based on need. Consultants would be required to provide outline costs for each viable option and to highlight and explore the potential sources of capital and revenue funding.

- 2.4 It is proposed that the Terms of Reference would include a community based consultation and research exercise to establish what local and city wide needs could be supported through any development option.
- 2.5 A subsequent report would present a series of recommendations, based upon strategic reviews and consultations on the preferred future, and sustainability of the proposed options for Member consideration.
- 2.6 If agreeable, it would be the intention to procure the services of a qualified consultant and deliver a draft for Members' consideration within a twelve week process.
- 3. **Resource Implications**
- 3.1 Up to a maximum of £20,000.
- 5. **Recommendation**
- 5.1 Members are asked to consider and provide approval to proceed to the procurement of a qualified consultant to complete an options appraisal."

The Committee adopted the recommendation.

Belfast Community Investment Programme

The Committee considered the undernoted report:

- "1 **Relevant Background Information**
- 1.1 This paper is to seek Members' approval for a revised start date for awards under the Belfast Community Investment Programme (BCIP) and to consider next steps, including provision for Community Services grant aid for the period 2014 to 2015.
- 1.2 At its meeting on 21 May 2013 Development Committee received an update on BCIP. The paper outlined three key issues:
- 1.3 (i) Senior DSD officials had informed council officers that they were presenting a submission to the DSD Minister recommending that 2014 was no longer a viable start date for the programme.
- 1.4 (ii) Given this decision the BCIP project team had begun to prepare an options paper considering alternatives.

- 1.5 (iii) As it is now not possible for BCIP to go live in 2014 the council needs to consider its management arrangements for its existing grant streams to cover the period April 2014 to March 2015. (These grants would have been subsumed into the new programme and include the Capacity Grant programme, Revenue funding for community facilities, Small grants funding, and funding for the city's Advice and Information consortia. Most of these streams have been closed to new applicants for the past few years.)
- 1.6 Members requested that officers report back to Committee in June with details of the Minister's decisions and, based on this decision, to outline relevant next steps including options for council grant funding in 2014/15.

2 Key Issues

- 2.1 A final comment on the BCIP timescale from the DSD Minister is not yet available. However, while awaiting this decision, the BCIP project team have carried out an options analysis to determine the likely ways forward for the project (See Appendix One).
- 2.2 The analysis is based on the foundations that have already been agreed politically during the development of the programme. These include:
1. An agreed working definition of community development based on the Council's Community Development strategy.
 2. An agreed outcomes framework which can be used to determine new grant schemes and the measurement of impact
 3. A commitment to a single programme to replace the six legacy grant schemes
 4. A commitment to an annual grant budget of £5.4 million for community development in the city (based on the value of current grant investment).
- 2.3 The analysis also makes a number of working assumptions which include:
- i. It is assumed that BCIP will be delivered within DSD's new Urban Regeneration and Community Development framework (which is still to be confirmed). Specifically, this framework will replace existing policy commitments under the Community Support Programme and the Neighbourhood Renewal Programme.

- ii. Given the revised start date of April 2015 it is also assumed that, under the transfer of functions, existing DSD responsibility for community development will have passed to the council from DSD. BCIP will also have to incorporate those parts of Castlereagh Borough Council and Lisburn City Council which will have transferred to Belfast by this date.
- iii. There is an assumption that there will be continued support for the proposed 'four grant streams' structure for BCIP which was approved by Development Committee in April (pending impact assessment and consultation).
- iv. It is also assumed that there will continue to be adequate human and other resources made available to the project during its development and implementation stages.

2.4 Project resourcing

BCIP is currently jointly resourced by the council and DSD, however, with the deferral of BCIP to 2015, DSD officials have noted that they now need to reassess their resource commitment. DSD are establishing a new Local Government Reform team to provide a resource to support all new council areas in the transfer of DSD functions.

- 2.5 To inform any decision, the project steering group are therefore currently re-examining the human resourcing requirements for BCIP and considering a range of alternative options for both organisations to consider.
- 2.6 In terms of the grant resource for the project, BCIP has already committed to an annual fund of at least £5.4 million for the programme based on the current level of grant across the legacy programmes. However, from 2015 the grant commitment will be sought from the council's own revised budget (as the DSD element will be a percentage of the Government's block allocation to Belfast through the Regional Rate).
- 2.7 This grant budget can therefore only be indicative at this stage as the detailed arrangements with regard to how DSD intend to allocate resources across the new 11 Councils post 2015 have yet to be finalised. In order to ensure a smooth service transition, officers suggest that we proceed on the basis of an indicative budget but this will be subject to confirmation of the city allocation.

2.8 We can therefore proceed to agree the principles of any funding allocation model and indicate what that would mean based on what we currently receive. This model will therefore also need to assess and take into account what DSD currently spend in the areas which are due to transfer to Belfast. This work is underway and will be presented for committee consideration in August.

2.9 Identifying a preferred option for BCIP

Working from these assumptions, the appraisal identified the most likely options and considered the merits of each in terms of the following questions:

- Can the option be delivered within its proposed timeframe?
- What is the impact on reputation and relationships between stakeholders?
- How difficult will it be to gain political support and mandate from political representatives?
- Does the option align with Reform of Local Government?
- Does the option provide opportunities for learning in terms of the wider implementation of RLG?
- What additional activities would need to be completed in business areas to maintain grant support?
How will the option impact on the delivery of services by the sector?
- Can the existing resources both in terms of the core project team and wider business areas deliver the option taking into consideration potential for increased project scope?

-

2.10 The analysis identifies a 'best fit' option which is that BCIP works within the context of the new Local Government District boundaries and issues awards from April 2015.

2.11 This suggested option allows the council to proceed at a pace that is acceptable to all stakeholders and will allow us to design and deliver a strategic programme which has both the flexibility to respond to broader policy considerations while offering a practical and timely framework to support the sector.

2.12 Under this approach most elements of the existing project plan would remain the same. However, the project would also incorporate those areas coming into Belfast post 2015. The main elements of work would be:

- i. Committee agreement on the way forward (June 2013)

- ii. Engagement with the community sector on the revised option (Summer 2013)
- iii. Finalise the proposed approach to budget allocation (Summer 2013)
- iv. Carry out a formal consultation on the agreed outcomes framework, the grant programme document, and the draft EQIA (Autumn 2013)
- v. Seek Committee approval for a final draft of the programme (Winter 2013/14)
- vi. Open call for applications from the sector (May 2014 closing June 2014)
- vii. Assessment process for all new grant schemes (Summer 2014)
- viii. Make award recommendations to Committee (Oct to Dec 2014)
- ix. Notify groups on their awards (January 2015)
- x. Groups receive annual/multi-annual awards (April 2015)

2.13 Members should note that while the proposed approach provides some contingency (particularly in its latter stages), due to the integration of new areas and the need to provide a solution for our existing schemes, the project plan remains ambitious. There is substantial work required over the new few months to establish a basis for formal public consultation in the autumn. It will be particularly important for the council to engage with the community and voluntary sector on the revised timeline.

2.14 Officers therefore recommend that BCIP planning is progressed towards a target implementation date of April 2015.

2.15 *Implications for existing grant funding*

Given that BCIP will not now begin in April 2014 both Council and DSD will also need to consider the management of its existing community development grant schemes. These are all scheduled to end in March 2014 and, without BCIP in place, an interim measure will have to be established to bridge funding for the sector for 2014 to 2015. DSD will need to establish its own solution for community development funding under both Neighbourhood Renewal and its Community Investment Fund.

2.16 Within council, discussions have begun with Legal Services regarding the viability of extending our own grant schemes for a further twelve months. (These include the Capacity Grant programme, Revenue funding for community facilities, Small grants funding, and funding for the city's Advice and Information consortia).

2.17 While still at an initial stage of consideration we suggest there are two main options:

- i. Some form of open call in September 2013 for the 2014/15 funding period for one or more of the larger grants. This would be resource intensive for both council and the sector.
- ii. An extension to all our large grants (Advice, Capacity and Revenue) for 2014/15 pending an open call for funds under the new BCIP scheme in May 2014.

To address issues of limited access, this option could be coupled with a restricted open call limited to potential revenue grant applicants from either new organisations or organisations who have recently build new premises.

Alternatively, or in parallel, a small one-year development fund might also be made available to support capacity issues in the sector.

2.18 Officers will work with Legal Services to consider the most suitable approach to existing funding and will present a detailed paper at Development Committee in August 2013.

3 Resource Implications

3.1 The financial commitment to the project is yet to be formally defined as this will be dependent on a future DSD decision on how they will allocate resources on a regional basis and the related impact for Belfast. A central project office team will need to remain in place in order to ensure that the project can be delivered within the projected time-scale.

4 Equality and Good Relations Implications

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

5 Recommendations

- Agree to the proposed revised approach to delivering the Belfast Community Investment Programme
- Note the outlined principled position in relation to both grant budget and human resource arrangements.
- Agree to officers engaging with the sector on this basis.
- Agree to the receipt of a further update paper at August Development Committee."

The Committee adopted the recommendations.

Consultation Responses

The Committee endorsed the following responses to the consultation exercises as outlined:

Northern Ireland Adult Safeguarding Partnership – Strategic Plan – Council Response

1.1.1. Currently, the Council is looking at how the issue of vulnerable adults is managed. In particular, we are considering the longer term resource requirements (using child protection processes as a benchmark) to be effective in minimising the risk to vulnerable adults and how best to support them.

1.1.2. We support most of the objectives and actions within the plan but feel there is further scope to link into other agencies, particularly the Council. Our specific suggestions are shown in the following sections.

1.2. Specific Questions.

1. 1. *The Strategic Plan sets out 7 themes for the actions necessary to improve services to safeguard adults at risk in Northern Ireland. Do you consider the themes to be appropriate and relevant? - Yes*

2 . *Are you content with the wording and scope of the themes?*

1.2.2. Yes, though see 4. Below.

3. *Are you content with the actions included within the themes?*

1.2.3. Yes, though see 4. Below.

4 . *Are there other actions that should be included?*

1.2.4. For the Leadership Theme, the first action may be expanded to include encouraging appropriate non-partner agencies to

also have an Alerting Manager. For example, the Council recognises the need for a Senior Manager as an Alerting Manager to have responsibility within the Council for Adult Safeguarding and would be keen to see guidance, job descriptions, etc.

1.2.5. For the Leadership Theme, the third action may be enhanced by referencing the opportunities that exist by asking Councils to help facilitate work with the Police and Community Safety Partnerships.

1.2.6. For the Public Awareness and Prevention theme, the Council may be able to support the first three actions either by linking into any of our similar schemes (via Community Safety, Good Relations and Community Services) or by using our Community Centres. These are based in the heart of many of the city's most at risk areas and could be used as information outlets or to host programmes and events.

1.2.7 For the Access to Adult Safeguarding Services first action, the Council welcomes the development of a more streamlined referral system. In a small number of cases the referral process has not been as clear as required or in comparison to the child protection system. Recording, maintaining and sharing information is a requirement that the Council recognise needs to be improved and that staff need to be trained accordingly.

5. *Are you content with the timescales identified in the Implementation Plan?*

1.2.8. We recognise the need to set realistic timescales and appreciate the volume of work that is involved in delivering the action plan. If any part could be moved forward we feel the appointment of Alerting Managers could be prioritised and delivered in year 1."

**Safeguarding Board for Northern Ireland –
Strategic Plan – Council Response**

We support most of the objectives and actions within the plan. Our specific responses to your consultation question are shown in the following section. Firstly though, we would like to make some observations on the strategy itself.

1.1.1. The proposed safeguarding panels (page 13-14) seem relevant for the mandatory duties outlined however; the proposed discretionary sub groups may overlap with the CYPSP sub groups that have already emerged. If there has

not been a review of what already exists, this should be done before any development of new structures.

- 1.1.2. The Council would appreciate more detail about the powers to request information and how this will look in practice. There is also a general lack of clarity in terms of what arrangements a council needs to make to exercise their functions.
- 1.1.3. Reference is made on page 19 to the significance of cumulative adversity cases yet these are not flagged as a priority area for action. We suggest that the panel is best equipped to focus on where abuse is hard to spot and this should be a higher priority for them.
- 1.1.4. Overall we have some concerns over how the strategy will be delivered in terms of the level of resources, communicating responsibility and potential duplication of CYPSP structures and work.

Department for Social Development-
Design Guide for Travellers' Sites in Northern Ireland

The Council supports the effort to update the existing Design Guide issued originally by the DOE in 1997. However, we would comment as follows:

- The draft lacks the detailed advice of the DOE original.
- In the covering letter it is stated "...26 councils which then had responsibility for Travellers in their areas". That is not correct. Councils had no statutory duty towards Travellers in site provision. Any provision made was of a discretionary nature and supported by 100% grant aid provided by the DOE Special Programmes Branch.
- Some specifications are very prescriptive, such as distances of sites from major roads and distance from overhead cables. The draft needs to provide for best endeavours as individual site characteristics may prevent an otherwise suitable site from meeting exacting standards in all respects. Views of Building Control should be sought given the compliance implications for some of these minimum standard requirements they will be required to administer together with service provision and accessibility standards. Also local environmental health services are referred to (page 21) and therefore views of Environmental Health should be sought also.

- Reference is made (Page 8) to “local councils and Housing Associations” in regard to shortage of sites but it is unclear as to the role anticipated. Is it implying a future planning role for local councils? Perhaps it may be referring to actual negotiations, between councils and Housing Associations when making public land available for affordable housing and to the physical provision of an area for traveller site provision which a private developer would not contemplate? We would like this to be clarified.
- Throughout the draft there are references to the need for consultation between the Housing Associations and the local councils with regard to the provision of sites (e.g., paragraphs 1.1, 2.11, 12.4): it is pointed out that local councils in NI have no statutory housing functions and those are discharged by the NIHE
- Health & Safety - We think this is too prescriptive and that the determination of the remediation of land, if required at all, will depend upon the type of site developed. For example, a transit or emergency halt site would be of minimal disruption and may not necessitate decontamination. It is our view that guidance regarding contamination should not be universal but based on planning condition determined by the nature of the development.
- Similarly noise considerations should be dictated by the type of site intended as transit or emergency halt sites may not have the same duration of usage and hence noise would not be such a consideration.
- Reference is made to “local councils” responsibilities for environmental measures that should be considered. The Waste Management sections of local Councils should be asked to advise on these responsibilities which could be included in the good practice design for each site category.
- The original design guide included references to the importance of good management of sites provided by councils. This reference should be included in the draft update
- The definitions of sites could be improved, perhaps by adopting the terminology of the DC&LG used in that Department’s Design Guide (set out in the section under the heading “Scope”) Permanent sites, Transit sites and Temporary stopping

- The document rightly stresses the need for consultation with the Traveller community. However we have concerns that there is no longer a viable voice for the Traveller community with the limiting demise of An Munia Tober and the disbandment of the Derry support groups. The DSD is urged to make approaches to the OFMDFM on this issue to give effect to the establishment of an effective voice once again for consultative purposes.
- Reference is made to Building Regulations 1990 and 2006. As these are subject to change we would recommend reference instead to “current” regulations. We would also recommend that all references to regulations and standards are checked to ensure they are within the legislative framework for Northern Ireland.”

Chairman