Document Pack

17th June, 2013

<u>**MEETING OF DEVELOPMENT COMMITTEE**</u>
*(please note amended starting time)

Dear Alderman / Councillor,

The above-named Committee will meet in the Lavery Room (Room G05), City Hall on **<u>Thursday, 20th June, 2013 at 5.30 pm,</u>** for the transaction of the business noted below.

You are requested to attend.

Yours faithfully

PETER McNANEY

Chief Executive

AGENDA:

1. <u>**Routine Matters**</u>

    (a) Apologies
    (b) Declarations of Interest

2. <u>**Belfast's Economy**</u>

    (a) Towns and Cities First Campaign (Pages 3 - 6)

    (b) Integrated Economic Strategy (Pages 7 - 10)

    (c) Retail Action Plan - to follow

    (d) Anti-Poverty - Update re: Party Briefings (Pages 11 - 14)

    (e) Members' EU Working Group (Pages 15 - 18)

    (f) Population Research (Pages 19 - 24)

3. **Marketing Belfast**

    (a) Belfast Tourism Monitor (Pages 25 - 26)

    (b) Belfast Presence in New York - to follow

    (c) Giro D' Italia - Award (Pages 27 - 28)

    (d) Circuit of Ireland 2014 - 2016 (Pages 29 - 32)

    (e) Tender for Marquees (Pages 33 - 38)

4. **Departmental Matters**

    (a) Year-end Departmental Plan - Update (Pages 39 - 52)

    (b) Year-end Finance Report 2012/2013 (Pages 53 - 64)

    (c) Waterfront and Ulster Halls - Performance Report (Pages 65 - 70)

    (d) Economic Development Unit - Staffing (Pages 71 - 74)

    (e) Young People's Coordinator (Pages 75 - 78)

5. **People, Neighbourhoods and Communities**

    (a) Small Grants Awards 2013/2014 (Pages 79 - 92)

    (b) Culture and Arts - Flagship Fund (Pages 93 - 96)

    (c) Olympia and Windsor Park - Update (Pages 97 - 100)

    (d) Belfast Community Investment Programme (Pages 101 - 128)

6. **Consultation Responses**

    (a) Consultations re: SBNI and NIASP (Pages 129 - 248)

    (b) Design Guide for Travellers' Sites - Consultation (Pages 249 - 290)

Belfast City Council

Report to:	**Development Committee**
Subject:	**Towns and Cities First Campaign**
Date:	**20 June 2013**
Reporting Officer:	John McGrillen, Director Development, Ext 3470
Contact Officer:	John Walsh, Legal Services Manager, Ext 6042

1	**Relevant Background Information**
1.1	The recession, coupled with changes in consumer spending patterns and behaviours, has had a considerable impact on the economic performance of towns and city centres across the UK.
1.2	In May 2011, Mary Portas was asked by the Prime Minister and the Deputy Prime Minister to conduct an independent review into the state of Britain's high streets and town centres. "The Portas Review: An Independent Review into the Future of our High Streets" (herein after referred to as 'The Portas Review') was published in December 2011. The Portas Review made a series of recommendations designed to help create the sustainable high streets of the future.
1.3	The Portas Review did not extend to Northern Ireland. However, on 7th February 2012, the Minister for Social Development, Nelson McCausland announced that he was setting up a taskforce of senior departmental officials to review the support which the DSD provided to regenerate city and town centres and to consider whether this might be further strengthened.
1.4	Members will be aware that, at the 20th March 2012 meeting of the Development Committee, it was agreed that Belfast City Council would work with the Department for Social Development (DSD) to deliver meaningful regeneration across the city.
1.5	Members will also be aware that, at the 17th April 2012 meeting of the Development Committee, a Retail Action Plan was agreed with the aim of supporting the development of the retail sector. The action plan contained a range of support programmes which were aligned to the Portas Review.

1.6	On Thursday, 14 February 2013, Minister McCausland published a report on the role of the DSD in supporting Northern Ireland's town and city centres.
1.7	The report found that the experiences of our town and city centres and arterial routes over recent years has been similar; shopper numbers are down and shop unit vacancy rates in Northern Ireland have risen to the highest in the UK. A report produced by Lisney in September 2012 reports that the percentage of empty shop units has reached 19%, meaning that almost one in five shops is empty. This compares with an average vacancy rate of 11% for the rest of the UK.
1.8	The Minister accepted all the recommendations in the report and stated that he was committed to developing the local vision, improving coordination of city and town centre management and driving forward regeneration initiatives.

2	**Key Issues**
2.1	One of the issues highlighted in both reviews was the need to promote town and city centres. Members will also recall the recent success of the "Backin' Belfast" campaign.
2.2	After initial discussion with some city centre retailers and other retail organisations, it has been suggested that a media campaign be undertaken to highlight the important role of town and city centres.
2.3	It is anticipated that the total cost of such a campaign will be approximately £25,000. It is recommended to Members that they agree to the Council contributing up to £10,000 to the campaign.
2.4	A firm commitment to contribute to the campaign has already been provided by interested parties such as House of Fraser, Castle Court and the Belfast Chamber of Commerce. Approaches have been made to the Northern Ireland Independent Retail Trade Association and other interested parties and it is envisaged that there will be additional contributors to the campaign.

3	**Resource Implications**
3.1	**Financial** If members approve the recommendation, the financial cost to the Council will be a maximum of £10,000.
3.2	**Human Resources** Do you want to put something into this about work for us?
3.3	**Asset and Other Implications** None.

4	**Equality and Good Relations Implications**

4.1	None.

5	**Recommendations**
5.1	The Committee is asked to;

- Note the contents of the report; and

- Agree to contribute up to £10,000 towards a media campaign promoting town and city centres.

6	**Decision Tracking**

The person responsible for any actions arising from your meeting is John Walsh, Legal Services Manager.

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Belfast City Council

Report to:	Development Committee
Subject:	Update on Integrated Economic Strategy
Date:	20 June 2013
Reporting Officer:	John McGrillen, Director of Development ext 3470
Contact Officer:	Shirley McCay, Head of Economic Initiatives ext 3459

1	**Relevant Background Information**
1.1	Members will recall that a proposal to develop an Integrated Economic Strategy (IES) was approved by the Development Committee on 18 September 2012.
1.2	The IES has been designed to respond to the identified need for a cohesive and integrated strategy for developing the economy of Belfast and to connect the policies and actions of the key players.
1.3	The work is being undertaken in a three stage process: - Stage 1 – Context setting and analysis – this stage will provide a comprehensive socio-economic analysis, establish city growth projections and scenarios, benchmark Belfast against the UK core cities and 5 wider European cities (including Dublin) and outline the strategic context for the development of the IES; - Stage 2 – Identification of priorities and analysis of opportunities – this section will look at key sectoral, legislative and financial developments and opportunities for Belfast including opportunities for greater integration and collaboration under the Local Government Reform Programme, the next round of EU Funds, identification of sectoral and skills based strengths and priorities and key infrastructural opportunities as well as an assessment of our foreign direct investment proposition and articulation of a city narrative; - Stage 3 – Key recommendations, action planning, funding identification and progress monitoring – this section will lead to the articulation of the IES to a wide audience of stakeholders as well as identifying key targets and deliverables through the development of a comprehensive action plan and the development of a robust monitoring and evaluation framework to ensure that the targets and deliverables are being met and to assess their impact locally.

> The development of the IES will be informed by an extensive stakeholder engagement and consultation process which will ensure that all relevant stakeholders have the opportunity to engage with and input into the new Strategy.

2	Key Issues
2.1	The majority of the first stage of the work encompassing the development of an up to date socio-economic profile has now been complete and an analysis of the existing and emerging policy context has been undertaken. Key issues identified at this stage of the work include: - Skills and qualifications are emerging as two of the most significant issues affecting the future of the economy locally. It is worth noting that post Local Government Reform, the new Belfast boundary will take in an additional 15,000 with level 4 qualifications and above while conversely, an additional 14,930 people with no formal qualifications will fall under the city boundary post 2015; - Foreign Direct Investment is largely concentrated in Belfast with over 50% of Northern Ireland's FDI locating in the City. This has accounted for over 220 new investments creating over 20,000 new jobs across the period 2006-2011 with 65% of first time investors reinvesting; and - 37% of the existing jobs in Belfast are within the public administration sector although a gradual trend towards rebalancing this in favour of the Private sector has been determined.
2.2	To inform the development and implementation of the IES, an extensive programme of stakeholder engagement and consultation has been undertaken incorporating a series of consultation workshops and direct consultations with key stakeholders. This engagement and consultation process will continue throughout June and early July 2013.
2.3	It is anticipated that the draft IES will subsequently be developed over the remainder of July and August 2013 and that a draft version of the Strategy will be presented to Development Committee at the August 2013 meeting.

3	Resource Implications
3.1	The final budget for the work has been confirmed as £55,000 with the Council contribution to this being £30,000 and Invest NI contributing £25,000.

4	Equality and Good Relations Considerations
4.1	No specific equality and good relations considerations.

5	Recommendations

5.1	Members are asked to:
	  I. Note the contents of the update report
	  II. Nominate a representative from each of the remaining parties on the Council to be represented on the project steering group along with the Chair and Deputy Chair; and

6	Decision Tracking
An update on progress will be brought back to Committee in August 2013	

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Belfast City Council

Report to:	Development Committee
Subject:	Poverty/Social Deprivation Notice of Motion – Outcomes from Party Briefings
Date:	20 June 2013
Reporting Officer:	John McGrillen, Director of Development, ext 3470
Contact Officers:	Claire Patterson, Business Research & Development Manager, ext 3379, Jelena Buick, Business Research & Development Officer, ext 3229

1	**Relevant Background Information**
1.1	At the Council meeting on 4th February a Notice of Motion on 'social deprivation', was passed and referred to the Development Committee for consideration. Councillor McVeigh provided an overview of the aims and objectives of the notice of motion. He stated that the issue of poverty was one which the Council should aim to consider by formulating a strategy to address need across the city and that it would be prudent for the Council to establish a multi-agency, city-wide task force and forum, to ensure that any initiatives which might be undertaken would be inclusive and developed in partnership.
1.2	The issue has also been discussed at the Party Leaders meeting in February 2013 where it was recognised that the Council carries out a range of functions that contribute to tackling poverty and deprivation as well as various partnership initiatives; such as employability initiatives, early interventions, neighbourhood renewal, fuel poverty etc. Party Leaders requested that further consideration be given to the structures required in the emerging public landscape.
1.3	At the Development Committee on 29th April, there was discussion about the Council's limited remit to directly tackle poverty and that these powers will grow under the Local Government Reform with the introduction of Community Planning and transfer of functions. The importance of council as a civic leader was also recognised as Council could have greater influence over such matters through partnership and lobbying. The potential for developing a scrutiny-type role in delivering anti-poverty initiatives with partner organisations was raised.

1.4	A series of Party Briefings were undertaken in May 2013, with the final briefing taking place on 10th June to test the idea of a city-wide poverty taskforce/forum and strategy.

2	**Key Issues**
2.1	The Council's framework to tackle poverty and social inequalities was completed prior to the implementation of related regional and citywide developments. The multi-faceted and complex nature of poverty and deprivation means that any future Council approach needs to align with policy and programme developments such as - Welfare Reform Bill - Delivering Social Change agenda - Social Investment Fund - Local Government Reform, particularly the transfer of functions (regeneration) and the introduction of Community Planning - Belfast Strategic Partnership's Framework for Action to Address Life Inequalities - Investment Programme priorities to create jobs and improve skills - Local Area Working and the Area Working Groups
2.2	All parties highlighted that addressing poverty requires a focus on increasing educational levels, aspirations, skills and employability along with enhancing employment opportunities which will create wealth and contribute to improved quality of life and secure sustained improvement in the local economy.
2.3	While all parties agreed on the importance of tackling poverty, there were different opinions about the extent of the Council's role. There was general agreement that the Council has a key role in influencing central government, providing a critical connection to issues at a local level. A number of parties emphasised that the statutory authority to deliver on poverty lies with central government; however, the Council did have a role in creating the conditions to support and enable others to tackle poverty. Other parties emphasised the leadership role of council in creating a city-wide focus on the issue.
2.4	There was agreement that given the complex and multi-faceted nature of poverty, a range of organisations have a role to play in tackling poverty-related issues and a co-ordinated approach is required to support long term change. The role of central government was viewed as critical, particularly in terms of engaging with OFMDFM, DSD, DEL, DE and DETI. In particular, this is a timely opportunity to connect with the Delivering Social Change framework and the 'Together: Building a United Community' Strategy as well as the Local Government Reform agenda.
2.5	It was also acknowledged that engagement with the sector and those experiencing poverty would also be important. One of the benefits of a taskforce option was viewed as the opportunity to enable intensive dialogue with those experiencing poverty. The importance of sustained engagement with all sectors and with those experiencing poverty was also highlighted at the Delivering Social Change Conference organised by OFM-DFM earlier this month.
2.6	The need for a long term commitment to create change was noted and that there was no quick-fix or single solution available. The need to sustain momentum in tackling poverty was noted; however, a number of parties raised concern about

	the need to avoid duplicating existing structures, for example, the cross party working group on community planning. The need for co-ordinated, realistic action was noted although no additional resource is available therefore it would have to be delivered within existing budget and resource. There were views that a high profile event could be used to highlight the issue although this was not supported across the board.
2.7	There was a general view that the structures through local area working and community planning provided a useful framework to take forward the poverty agenda.
2.8	The emerging community planning process provides a real opportunity for the Council to take a lead role for the city, maximising the impact of the work of a range of organisations and stakeholders which would include poverty as a key theme to improve social and economic conditions across the city. Community planning and local area planning provides a useful framework to have productive city-wide discussions about what works and how best to deliver change in a holistic way in Belfast.
2.9	In addition, the Belfast: Future City Conference held on 22 May provides a prime opportunity to use the clear support for Belfast City Council to lead, in partnership with others, on the development of shared priorities and outcomes for the city. At this conference the Council committed to lead the process of developing a draft community plan for the city over the course of the year. It is intended that the draft community plan would be available at the next city conference in 2014 for consultation and agreement with key city stakeholders. The multi-faceted nature of poverty means that it relates to a number of other streams of work such as employability, skills, good relations, health, education, regeneration etc. which makes it an integral theme for community planning.
2.10	In order to avoid duplicating structures and to secure a long term commitment to address poverty-related issues in a co-ordinated way it is proposed that a further report is brought back to committee in September detailing the emerging community planning process and how poverty can be taken forward through this process.

3	**Resource Implications**
3.1	None at this stage. Resource implications will be considered as part of the community planning process

4	**Equality and Good Relations Considerations**
4.1	There are no relevant equality and good relations implications. Equality and good relations are likely to be supported through a co-ordinated city-wide approach to tackling poverty through the community plan. The emerging actions or programmes to tackle poverty will be subject to the Council's equality and good relations processes.

5	**Recommendations**
5.1	Members are asked to note the content of the report and agree to take forward the approach to anti-poverty through the community planning process.

5.2	A more detailed report will be brought back to Committee in September to outline how this will be taken forward in the context of the development of the community plan and resources considered within this context

6	**Decision Tracking**
6.1	Timeline: September 2013 Reporting Officer: John McGrillen

7	**Key to Abbreviations**
DSD – Department for Social Development DE – Department for Education DETI – Department for Enterprise, Trade & Investment DEL – Department for Employment & Learning OFMDFM – Office of the First Minister and Deputy First Minister	

Belfast City Council

Report to:	Development Committee
Subject:	Update on Members EU Working Group
Date:	20 June 2013
Reporting Officer:	John McGrillen, Director of Development, ext. 3470
Contact Officer:	Laura Leonard, European Manager, ext. 3577

1	**Relevant Background Information**
1.1	Members will recall a discussion at the Development Committee meeting on 12 June 2012, around the role of Belfast City Council (BCC) and, in particular, the elected Members in relation to Eurocities and future EU engagement. At this meeting, the Members agreed to the establishment of a Members EU Working Group.
1.2	Members agreed at this time for the need for BCC to play a greater role at elected Member level in European affairs, both at city and at the wider EU level. Up to this point, EU engagement was the role of the Chair and Deputy Chair of Development or their nominees and included participation in the following:

- Attendance and input into the annual Europe Day event held by the EU Commission in Belfast, on 9 May each year.
- Attendance and input into the annual BCC/EU Commission celebrations in Belfast to mark the EU Day of Languages on 26 September each year.
- Attendance and input at the annual BCC/EU Commission/OFMDFM event held in St Georges Market over the two day Opportunity Europe Festival, to promote working, studying, volunteering and language learning in Europe.
- Attendance and panel engagement at the annual Eurocities meeting held in November each year, in host European cities.
- Attendance and input into any other local or Brussels events hosted by BCC, such as Eurocities fora, e.g. Knowledge Society Forum hosted in Belfast in June 2012 and Brussels Open Days Seminar held annually in Brussels in October each year.

1.3	Since the establishment of the Members EU Working Group, the group have met on two occasions, 13 December 2012 and 28 February 2013. Meetings are scheduled quarterly for the remainder of the year, as follows: 27 June @ 3pm; 29 August @ 3pm and 28 November @ 3pm
1.4	To date, Members have received overviews on key EU policy issues relevant to BCC and an overview of the activity areas for Council within the Eurocites network. In particular, Members have been very interested in the ongoing lobby work of Council through the EU Unit, with respect to the future NI EU Programmes, namely ERDF, ESF, INTERREG and PEACE, with the aim of having an enhanced and strategic role for Council during the next EU programme period 2014-2020.

1.5	During this period, Councillor Bob Stoker, Member of the EU Working Group, represented BCC at the May 2013 Eurocities Social Affairs Forum meeting in Katowice, Poland. The theme of the meeting was Neighbourhood Approaches to promoting Social Inclusion and Councillor Stoker shared Belfast experiences in respect to local integration and practices to bring about outcome based change to meet community needs.
1.6	Unconnected to the work of the Working Group but relevant to Council's work in Europe, Councillor Pat McCarthy represented BCC on a visit to the Wilhemsburg area of Hamburg in May 2013 to engage in the EU Cascade Project. The study visit focussed on renewable energy powered district heating, pioneering low carbon building design, and the transformation of a former landfill site to a renewable energy hub. During this visit the Council also had the opportunity to meet and network with an international gathering of the Cleantech business cluster.

2	Key Issues
2.1	As Members have become more familiar with current EU priorities and relevance to BCC, a number of opportunities have been identified to try to profile BCC and to further engage on the European stage. These are summarised as follows: − Attendance at a politician's event on Urban Innovative Solutions for Businesses on 7 October 2013 in Brussels. This event is for Councillors leading on city economic development to allow politicians from a range of EU cities along with the EU Commission to discuss innovative solutions to attract and support businesses. − Attendance at the annual Open Days programme in Brussels from 7 to 10 October 2013. During this annual programme of policy and funding seminars across a range of EU issues, BCC's EU Unit organises a seminar for NI local government in the NI Office in Brussels. The 2013 seminar will take place on 8 October and will focus on the opportunities for NI and in particular the local government sector with regard to the new EU programmes 2014 – 2020. − Attendance at the BCC hosted Eurocities Social Affairs Forum from 17 – 18 October 2013. − Attendance at the Eurocities AGM in Ghent, Belguim from 27 – 30 November 2013 on the theme of Smart Citizens.

3	Resource Implications
3.1	Travel and subsistence cost for Members attendance at the above events is available within the current EU Unit Eurocities budget

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

5	Recommendations
5.1	Members will recall that approval has already been given on 12 June 2012 for BCC representation at the Eurocities AGM and Brussels Open Days. Members are therefore asked to more specifically agree that: − One Member of the working Group attends the Eurocities economic development event in Brussels on 7 October 2013, followed by the BCC EU seminar on 8 October 2013. − One Member of the working Group attends the Eurocities AGM in Ghent from 27 – 30 November 2013.

6	Decision Tracking

Timeline: August 2013   Reporting Officer: Laura Leonard

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Report to:	Development Committee
Subject:	Emerging findings from the research on the factors influencing people's residency decisions in Belfast
Date:	20 June 2013
Reporting Officer:	John McGrillen, Director of Development, ext 3470
Contact Officer:	Claire Patterson, Business Research & Development Manager, ext 3379
	Jelena Buick, Business, Research & Development Officer, ext 3229

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 (specialist Market Research Company) 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. The tables in Appendix 1 provide more detail on the change in the number of households.
2.3	The map in Appendix 1 **outlines a summary of the main findings and** the population change between the censal years. 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 a 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:

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

3	Resource Implications
3.1	Staff time will be required to produce a more comprehensive analysis to enhance the research.

Docs 149005

4	**Equality and Good Relations Considerations**
4.1	There are no equality or good relations implications, at this stage; however, equality and good relations considerations will be factored in to the further analysis and any resultant actions.

5	**Recommendations**
5.1	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.

6	**Decision Tracking**

Further to Committees consideration of the report:

Time line: September 2013   Reporting Officer: John McGrillen Director of Development

8	**Documents attached**

Appendix 1: Summary of research on population changes

Docs 149005

Appendix 1: Intercensal Population Changes

Table 1: Change in population numbers in Belfast Metropolitan Area between Censal Years

Area	1991	2001	% change since 1991	2011	% change since 2001	% change since 1991
Belfast	279,237	277,392	-0.7	280,962	1.3	0.6
Castlereagh	60,799	66,487	9.4	67,242	1.1	10.6
Lisburn	99,458	108,690	9.3	120,165	10.6	20.8
Newtownabbey	74,035	79,996	8.1	85,139	6.4	15.0
North Down	71,832	76,320	13.1	78,078	6.6	8.7
Carrickfergus	32,750	37,659	15.0	39,114	3.9	19.4
Belfast Metropolitan Area	**618,111**	**646,544**	**4.6**	**670,700**	**3.7**	**8.5**
Northern Ireland	**1,577,836**	**1,685,267**	**6.8**	**1,810,863**	**7.5**	**15.8**

Table 2: Change in number of households in Belfast Metropolitan Area between Censal Years

Area	2001	2011	% change since 2001
Belfast	119,553	120,595	0.9
Castlereagh	27,518	27,733	0.8
Lisburn	41,140	45,723	11.1
Newtownabbey	32,137	33,971	5.7
North Down	32,208	33,255	8.7
Carrickfergus	14,785	16,200	9.6
Belfast Metropolitan Area	**267,341**	**277,477**	**3.8**
Northern Ireland	**626,718**	**703,275**	**12.2**

Table 3: Change in average household size in Belfast Metropolitan Area

Area	2001	2011	% change since 2001
Belfast	2.4	2.3	-3.7
Castlereagh	2.4	2.4	-1.6
Lisburn	2.7	2.6	-3.0
Newtownabbey	2.5	2.5	-2.4
North Down	2.4	2.3	-3.3
Carrickfergus	2.5	2.4	-5.2
Total NI	**2.7**	**2.5**	**-4.2**

Map 1: Intercensal change in population by Ward
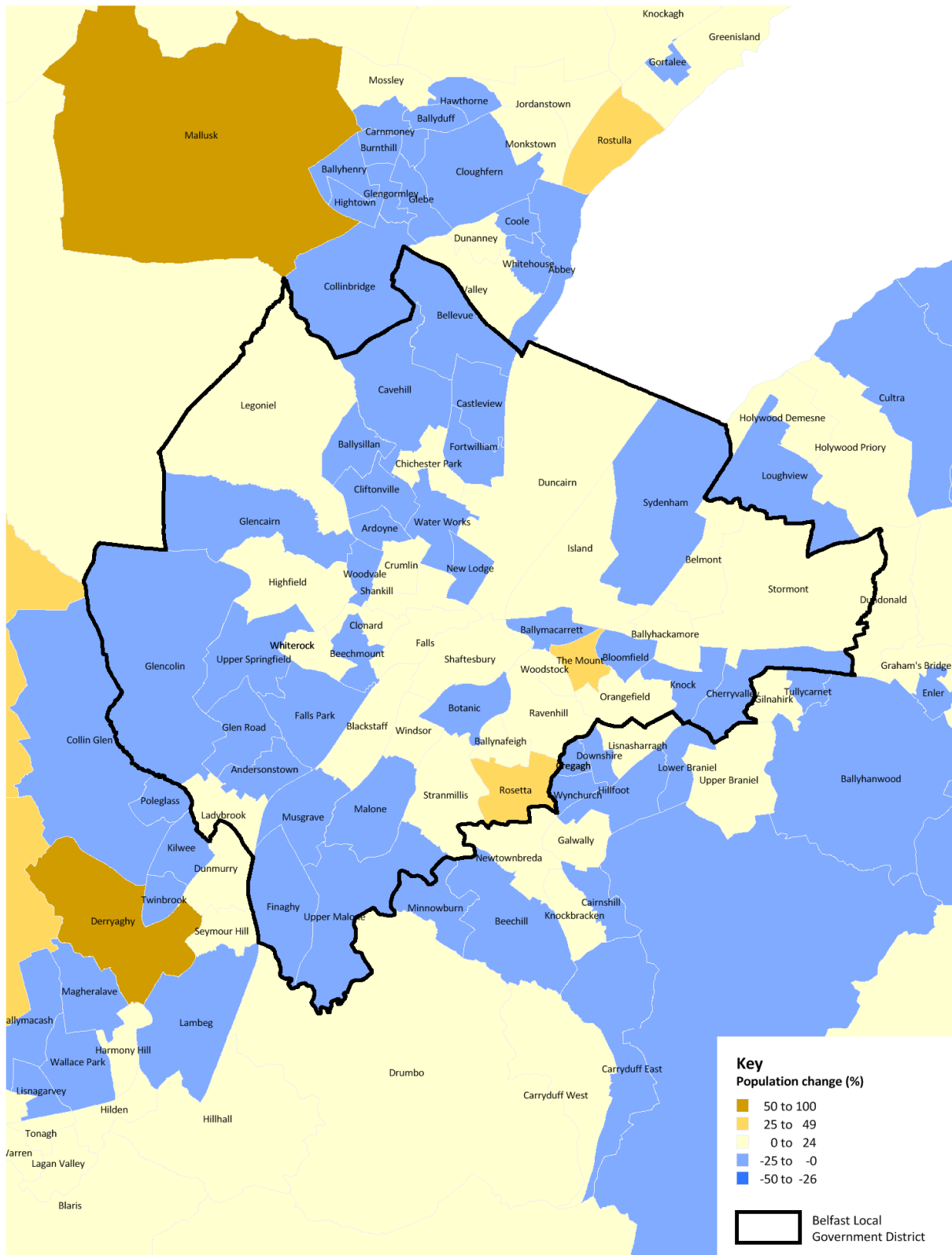
Intercensal population change by Wards

Key

Population change (%)

- 50 to 100
- 25 to 49
- 0 to 24
- -25 to -0
- -50 to -26

Belfast Local
Government District

Belfast Mapping Data
Prepared by BRDU
Based upon the
Land and Property Services map
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Agenda Item 3a

Report to:	Development Committee
Subject:	Belfast Tourism Monitor
Date:	20 June 2013
Reporting Officer:	John McGrillen, Director of Development, ext 3470
Contact Officers:	Shirley McCay, Head of Economic Initiatives, ext 3459

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

	2012	2011
Total Number of Visitor Trips	7.59 million	7.86 million
Total Overall Expenditure	£416.5 million	£401 million
Total Overnight Visitors	2.23 million	1.6 million
Total Overnight Expenditure	£226.25 million	£168 million
Number of out-of-state overnight visitors	1.75 million	1.33 million
Out of state overnight 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
Out of state 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.

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

4	**Recommendations**
4.1	Members are asked to note the findings of this report.

5	**Decision Tracking**
	An interim report on 2013 figures will be brought back to Development Committee in December 2013.

Time frame: December 2013   Reporting Officer Shirley McCay

6	**Key to Abbreviations**
	NITB - Northern Ireland Tourist Board
	NI - Northern Ireland
	ROI - Republic of Ireland
	GB - Great Britain

Belfast City Council

Report to:	Development Committee
Subject:	Bocconi University (Milan) Sport Award for Belfast re 2014 Giro d'Italia
Date:	20 June 2013
Reporting Officer:	John McGrillen, ext 3470
Contact Officer:	Gerry Copeland, ext 3412

1	**Relevant Background Information**
1.1	The purpose of this report is to request that Members approve the attendance of the Lord Mayor and one officer at the international sports awards ceremony at Bocconi University, Milan. This award is recognition of Belfast and Northern Ireland's contribution to the use of sport as a driver of social and economic development. This is being presented on the basis of Belfast's successful bid to host the start of the 2014 Giro d'Italia. The presentation of the award will be made to Belfast's Lord Mayor, the Minister for Enterprise Trade and Investment, Shadetree Sport and the Mayor of Naples.

2	**Key Issues**
2.1	In October 2012 Council agreed to host the start of the 2014 Giro d'Italia (10-12 May dates to be confirmed). Members are reminded that this event is the world's second biggest international cycle race next to the Tour de France, with two hundred of the world's best cyclists taking part in the race. Further update details of the event will be brought to Committee in due course.
2.2	Bocconi University is one of Europe's top academic institutions and has been recognised as such by the Financial Times and Business Week. Bocconi University and its Sport Business Academy wish to recognise the work of Belfast City Council, the Northern Ireland Department for Enterprise, Trade & Investment, Shadetree Sport and the City of Naples for their contribution to the use of sport as a driver of social and economic development by awarding them with the "Sport Business Academy Award". Last year, this award was given to Danilo Gallinari (a National Basketball Association player currently with the Denver Nuggets and formerly a New York Knicks player), who became an Italian sports icon, and was given as international recognition for his work in the area of sport. The awards are backed by companies such as, Ferrari and Ducati.
2.3	The award would be presented jointly to the Lord Mayor, the Minister for the Department for Enterprise, Trade & Investment and the Mayor of Naples, Luigi De Magistris. It is expected that this ceremony will be undertaken by the Mayor of Milan, Giuliano Pisapia (to be confirmed). It is recommended that one Officer would attend to assist the Lord Mayor.

3	Resource Implications
3.1	It is estimated that flights and one nights' accommodation would cost approximately £400.00 per person. Therefore, the total cost of the trip, without Council subsistence, would be circa £800.00.

4	Equality and Good Relations Considerations
4.1	There are no major equality issues in regard to this report.

5	Recommendations
5.1	Members are requested to approve the attendance of the Lord Mayor or their nominee and one Officer at the above event.

6	Decision Tracking
An update report will be brought to Council on progress, planning and preparations for the 2014 Giro d'Italia. Timeline: Autumn 2013 Reporting Officer: Gerry Copeland	

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Belfast City Council

Report to:	Development Committee
Subject:	Tender for the Supply of Marquees and Temporary Structures
Date:	20 June 2013
Reporting Officer:	John McGrillen, Director of Development, ext 3470
Contact Officer:	Gerry Copeland, City Events Manager, ext 3412

1	Relevant Background Information
1.1	At the Committee of 4 June, Members requested that details should be provided in regard to the rationale for the Council to hire rather than purchase the above equipment. Therefore, the purpose of this report is to: - Clarify the reasoning for hire of equipment rather than purchase - Seek permission from Members to go to tender for the supply of marquees and temporary structures for Council events; purchase or hire - Members are also asked to provide delegated authority to the Director of Development to appoint a suitably qualified supplier.

2	Key Issues
2.1	Members raised the issue in regard to the supply, delivery and installation of marquees and temporary structures re purchase vis a vis hire. Members are reminded that any proposed supply tender would be for corporate wide usage by relevant Council departments.
2.2	Annually the Council would stage and manage a range of events that would require marquees and temporary structures. These projects range from St Patrick's Day in the Spring, through to Rose Week and Halloween, later in the year. In addition one-off events such as the planned 2014 Giro d'Italia and Tall Ships 2015 would also have a requirement for this service, alongside unspecified ad hoc projects presented to Council.
2.3	In order to ascertain value for money, the Council's City Events Unit undertook a study to compare the hiring and purchase of the equipment in question. The table in Appendix 1 indicates both monetary and non-monetary criteria, which we hope assists Members in comparing the options open to Council.

3	Resource Implications
3.1	<u>Financial</u> It is estimated that the annual corporate cost of hiring this service would be £108,000. This has been revised up from the original report due to outstanding invoices for the period 2012/13. If the Council were to purchase the equipment levels required, it is estimated that this would be in the region of £650,000 for equipment, along with

	additional storage and annual staffing costs (staffing and storage equipment related costs have been quantified at an estimated 30% of the capital expenditure). These figures are not within the current planned Departmental estimates or within the overall corporate financial planning cycle. However, the relevant resources, for the hire of the equipment, are contained within current and planned budget. Therefore, any hire tender would not involve any new finance from Council.
3.2	Personnel There would be no personnel issues if the hire tender was agreed by Members. However, a review of staffing and management would be required if the Council were to purchase the required marquees.

4	**Equality and Good Relations Considerations**
4.1	There are no relevant equality and good relations implications.

5	**Recommendations**

5.1	Members are requested to provide guidance on whether to:
	
	    − Go to tender for hire of marquees and temporary structures for Council wide events for a five year period (the contract would be renewed annually)
	    − Go to tender for the purchase of the equipment and review staffing arrangements to manage such equipment
	
	And to provide delegated authority to the Director of Development to appoint a suitably qualified contractor for either of the options indicated.

6	**Decision Tracking**

If approved Officers will monitor and evaluate the outcomes of the tender and would only present to Members if the there were issues connected to the process.

Timeline: N/a   Reporting Officer: Gerry Copeland

8	**Documents Attached**

Appendix 1- Marquee purchase v hire assessment

Appendix 1 Marquee Purchase v Hire Assessment

	Purchase	Hire	City Events Unit Assessment
Costs	It is estimated that to purchase the annual equipment utilised by BCC, costs would be circa £650,000. This includes annual maintenance costs; delivery of equipment and plant hire. The industry standard is to replace canvas covers every five years at cost £2,000 to £20,000 dependent on the marquee size. Additionally there would be staffing and storage equipment related costs, which have been quantified at an estimated 30% of the capital expenditure	Total corporate wide hire costs for 2012/13 was £108,000	Key issue here is that Members would need to make £650,000 available in one single financial year. Such finances are not in the current planned estimates. Plus there would storage and staffing costs
Design and specification	The size and suitability of equipment will be dictated to by the Council's capital commitment.	Unlimited choice of design and size specification	The unlimited choice of equipment is a much more suitable option in that event requirements do differ from year to year. These can be dictated by: events budgets; site layouts; partnership/participant requirements; new events, etc.
Staff	A straightforward capital investment would require the Council to train and skill-up BCC staff to undertake this role of erecting and dismantling marquees. This will require agreement from staff and possibly Unions. However, a capital procurement exercise could	Specialist trained and skilled personnel would come with the contract	Previous experience has shown that there would be significant staff obstacles that exist to train and skill up BCC staff to undertake tasks that are outside very clear job specifications.

	detail some level of staff requirement from a marquee supplier but this would also have a cost over and above the capital outlay		
Maintenance and storage	This may be solved by the creation of additional new posts or the training of existing Council staff, subject to the caveats above. Although there will be a need to create a suitable storage facility to ensure any equipment is appropriately and securely stored and maintained. Experience has shown this element is critical to guarantee the life-expectancy of the equipment	Maintenance and suitable storage is guaranteed via this option	This cost element is unclear at this stage. However, previous procurement of event equipment highlighted the inadequate facilities available at the disposal of BCC
Legislative requirements	Purchased equipment will meet the standard currently set. However, these requirements may change in time. Thus BCC would need to future-proof in regard to this issue	By hiring equipment the Council can ensure that the marquees meet the desired legislative standards at all times.	The safest method in meeting statutory legal obligations would be to hire the equipment. Purchased equipment would need to be continually 'future proofed', which would in turn require specialist knowledge and additional financial resources.
Benchmarking	Only one of the Council's contacted indicated that they had purchased such equipment in the past. However, this Council has now reverted to hiring marquee equipment	All of the local authorities contacted indicated that they hired this equipment. This included Council's in England, Scotland and the Republic of Ireland In addition, the region's largest concert promoters hire this equipment rather than purchase it.	Indication from a survey of local Councils and promoters is to hire this equipment

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Agenda Item 4a

Report to:	Development Committee
Subject:	Quarterly update of the Departmental Plan (Q4)
Date:	20 June 2013
Reporting Officer:	John McGrillen, Director of Development, ext 3470
Contact Officers:	Claire Patterson, Business Research & Development Manager, ext 3379 David Purchase, Business Research & Development Officer, ext 3792

1	**Relevant Background Information**
1.1	The Development Departmental Plan 2012-2013 was approved by the Development Committee on 26 June 2012 with agreement that update reports would be presented to Committee at later dates. This update is for the final quarter, 1 January 2013 to 31 March 2013.

2	**Key Issues**
2.1	<u>Method and key to coding</u> Service and unit managers were asked to provide updates on the status of their unit's key actions as listed in the plan and to provide commentary if necessary. The classifications used to provide updates are outlined below: - Complete – the action is complete and deadlines/targets met. - On target – action has begun but is not yet complete. - Ongoing – the action is day-to-day activity that continues through the year and there are no unexpected delays or issues. - Deferred – the action has been deferred due to changing circumstance or priorities. - Off Target – planned actions or programmes may have been delivered but we have not achieved the target set for the outcomes from these actions. - Externally Delayed – the action has been delayed due to circumstances outside of our control e.g. planning permission not received, waiting on a partner, etc. - Delayed - project is delayed. - Cancelled – the project has been cancelled with committee approval.

Document Number: 147460

2.2	Almost three quarters of the actions have been completed, are on target or ongoing. Members will also be aware of the structural changes that were being implemented during the year and that there were a number of significant pieces of work which were not planned for but which were delivered within this context.
2.3	Most notable was the Backin Belfast campaign which was developed in a very short timeframe in consultation with the retail and hospitality sector in response to the impact of the flag demonstrations on those sectors in the city. This campaign consisted of a promotional/marketing campaign delivered by Belfast Visitor and Convention Bureau (BVCB) and an animation programme that Belfast City Council (BCC) organised at short notice. Over 400 performances were delivered over the 9 week period to increase civic confidence and pride, increase footfall into the city and have a positive impact on city businesses.
2.4	In addition other significant pieces of additional work included the preparations for the Global India Business Meeting which will take place in June 2013 and the Belfast Future City Conference in May 2013 along with the Mary Peter's Track Opening Ceremony and Freedom of the City, the growth of the Belfast 400 Dinner to the Big Day Out, extensive additional support for the World Police & Fire Games and preparing the Arts Flagship Fund.
2.5	The Department's activities reflect the priorities of the Investment Programme but there has also been significant development work undertaken to inform and progress the planned changes that will impact on councils as a result of Local Government Reform, particularly through the partnership with the Department for Social Development (DSD) to develop and deliver the Belfast Community Infrastructure Programme. This process has been extremely useful to inform the Council's approach to Local Government Reform and the future transfer of functions and community planning.

3	**Resource Implications**
3.1	There are no additional resource implications.

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

5	**Recommendations**
5.1	The Committee is asked to note the update on progress of Development Department Plan for the period up to 31 March 2013.

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

7	**Documents Attached**
Appendix 1: Q4 2012/13 Departmental Plan update.	

Document Number: 147460

Update against Key actions: end of Quarter 4 - 2012/13

Actions Contributing to the Investment Programme

5.1   City Leadership

Key actions

Place Shaping / Physical investment programme

1) CORVU Finalise the Belfast Masterplan, promote and help implement the Strategic Projects: Forum for the Belfast City Region, Royal Exchange, Windsor and Casement Stadia Hubs, Belfast Rapid Transit, and North Foreshore Bio Economy Hub.

   ▪   Delayed – Although this project is delayed from its original milestone dates, the consultation Issues Paper has been completed (May). A new project plan will be developed to clarify the approach and purpose of the proposed review document going forward through 2013-14.

2) Help the strategic development of the University of Ulster North City Campus.

   ▪   On going – The Director is participating in the Strategic Advisory Forum, which is designed to facilitate the development of the university. On 15th January Committee received a presentation from representatives of the University of Ulster regarding its plans to redevelop its existing campus in York Street. Concerns about planning delays were raised and reported to the Minister. We have also continued to highlight the importance and impact of the University relocation through other means. For example, via the recent Future Railway Investment, BT1 Gateway & Library Square, and Crumlin Road Gaol Regeneration consultations.

3) CORVU Be the Policy lead on planning and transportation including 'Belfast on the Move' and 'Rapid Transit.'

   ▪   On going – Work is continuing on regeneration issues including the delayed Sprucefield inquiry in response to external factors. An interim report on the initial information released from PAC has also been completed. Other responses we have prepared include the BT1 Gateway & Library Square.

4) CORVU Support a city-wide marketing approach/International Relations strategy and develop action plans.

   ▪   On target – An India workshop with Belfast stakeholders was held in February and plans are underway for Global India Week. A fact finding mission to India is arranged for April 2013. Other activities include the South by South West in March in Nashville and the Chinese New Year events in February. Committee have also approved a visit to Bilbao. We have ongoing engagement with Belfast stakeholders and active involvement with NI Connections. A final draft framework will be presented to committee in May.

5) CORVU Maximise our draw-down and leveraging of EU funds including opportunities for European Regional Development Fund (ERDF) and other funding for key projects.

  ▪ On going – A number of significant applications have been made by the Department to Invest NI and NITB in support of the Investment Programme which include -

Waterfront Hall:	£18.4 m
Innovation Centre:	£6.75 m
Digital Hub:	£3.1 m
Broadband Demand Stimulation:	£900K
North Foreshore:	£6m

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5.2   Environment
Key actions

Promote green business opportunities

6) Support green industries and support the development of the Green Business Park. Including maximising any appropriate European opportunities.

  ▪ On target – An application for £8million of funding is currently being assessed by Invest NI.

7) CORVU Lead on environmentally friendly travel initiatives for the Council including adopting the Council's Travel Plan and developing an active travel proposal.

  ▪ Delayed - Completion of the Travel Plan has been delayed pending further consideration of the proposed plan and scope. The SUMP activity has been delayed due to resource issues.

8) Lead on the Connect project for cycling and walking to the Titanic signature project

  ▪ Part Delayed - Phase 1 of 'Connect2' the Titanic Signature project has been completed. Unfortunately, Phase 2 has been delayed due to additional design requirements. The Active Travel bid was successful for the Public Bike Hire Scheme. The potential of Civitas is still under consideration with DRD. The Revised completion date is now Q1 2013/14.

9) CORVU Investigate funding opportunities for Belfast public bike hire

  ▪ On target – The Active Travel bid was successful for a Belfast Bike Scheme. An initial proposal has been developed and considered by Committee. Following member feedback, a revised version was presented to Committee in April.

5.3 Economy

Key actions

Create an Economic infrastructure

10) Manage the development and funding of increased convention centre and exhibition centre space at the Waterfront Hall.

  ▪ On target – Feasibility study for the development of a convention centre has been completed with 2 options developed. The Economic Appraisal has been completed and submitted to the Northern Ireland Tourism Board along with Article 55 and MEIP assessments. Approval by the Northern Ireland Tourist Board is expected on 13th June, 2013. The integrated design team has been appointed and have commenced work. Soft market testing due to commence week beginning 17th June, 2013.

11) Support the delivery of new infrastructure for the innovation centre, a digital hub and super-connected broadband.

  ▪ On target – Ongoing engagement with the Department for Culture, Media and Sport (DCMS) to clarify state aid implications of proposed programme of work under the Super-connected Belfast programme. An application for funding has been submitted to Invest NI to support a demand stimulation programme for businesses that will help increase the take-up of the voucher scheme – funding decision expected by July 2013.

  ▪ Funding applications for the innovation centre (£9.1 million) and creative hub (£4million) have been submitted to Invest NI and are currently being appraised. Preliminary works for both schemes are currently under way, with a view to ensuring that opportunities for drawing down funding within the the 2015 timescale are met.

Support employability and skills development

12) Work with partners on implementing the emerging recommendations for bursary schemes.

  ▪ Completed – The Council's £300,000 Bursary Fund 'Achieve' was launched on the 27th February. The scheme is expected to help more than 500 disadvantaged young people throughout the city over the next three years.

13) CORVU Directly create jobs by working with local partners to deliver targeted employability initiatives across the city including HARTE and the Belfast

Enterprise Academy.

- *On going* – This year our various activities have helped to create 234 jobs and have improved vocationally-relevant skills levels among programme participants.

14) Work with partners on the Belfast Social Clause Delivery Forum.

- *On target* – Economic Development have been working with the central procurement team to find existing examples of contracts with social clauses and to clarify exactly what the revised legislation will allow. We are now starting work on the development of a policy and guidance document to be used by staff in the drafting of future contracts.

15) Work with DEL and Belfast Metropolitan College on employment and skills strategies and set up a city-wide Employability and Skills Steering Group.

- *On going* – Initial meetings undertaken with DEL, BMC, Invest NI, DSD, OFMDFM and other partners. Planning under way to agree action plan for the group and other partners.

Encourage business growth and competitiveness in key sectors

16) CORVU Provide business support programmes in targeted sectors including retail, creative industries, financial & business services and connected health. Programmes will include: exploring export opportunities for the first time or growing into new markets, becoming social economy enterprises, supporting the independent retail sector, supporting local technology companies to exploit opportunities in the health sector, business start initiatives for key groups and creative industries.

- *Off Target* – This year we have begun the process of rationalising our support programmes, moving towards more targeted intervention with a greater focus on outcomes, in terms of productivity improvements and employment growth. As a result we have helped to create 234 jobs (against a target of 110) but the numbers of "businesses supported" is down on the original target (1800 against a target of 2300). Some examples include: 12 new businesses were created as a result of participation in our Market Start Up programme; and

  immediate savings averaging £20,000 were identified for companies participating in the BITES programme.

Support local procurement and maximise the potential of our procurement spend

17) Deliver procurement programmes including: the Smarter Procurement Programme, the Construction Sales Growth Programme and Procurement fairs and road shows.

- *On going* – Participating businesses in the Construction Sales Growth programme have won new business totalling in excess of £2.7 million (against a

target of £1million) and companies taking part in the Smarter Procurement Programme have achieved £1.15million of new business.

▪

Tourism development and promotion

18) Along with our partners at NITB and Titanic Belfast, deliver 'Our Time, Our Place' Titanic Belfast Festival 2012.

▪ Completed – All events were completed as planned. Attendance across all city events was over 900,000 this year.

19) CORVU Deliver events in line with the City Events Action Plan and the Waterfront and Ulster Hall programme, including the World Irish Dancing Championships 2012.

▪ On going – All events have been completed to plan. Attendance at the Waterfront and Ulster Hall this year was approximately 365,000.

20) CORVU Continue to deliver Council's contribution to the World Fire & Police Games.

▪ On target – A Site for the opening and closing events has now been confirmed and programme content agreed.

21) CORVU Develop Belfast's tourism product and deliver actions within the Integrated Tourism Strategy and action plan.

▪ On target – Most of the actions remain on target. Local tourism destination action plans are being developed, and work programmes are being implemented in each area. However, the continuing difficult economic conditions will make achieving the overall targets for the framework very difficult.

22) Market Belfast by supporting the marketing and visitor servicing activities of the Belfast Visitor and Convention Bureau (BCVB).

▪ On going – The Unit continues to manage the funding agreement with the Belfast Visitor and Convention Bureau to support marketing and visitor servicing. The city dressing initiative has been extended in to new areas and supported major events and campaigns. We have also successfully delivered the "Backin' Belfast," including £250,000 of city animation.

23) Relocate the Belfast Welcome Centre to a better location.

▪ On target – The relocation of the Welcome Centre is due to complete in Autumn 2013. Technology advisors, Focus Me, have been appointed to advise on digital signage and other IT issues.

24) CORVU Develop culture and arts by investing nearly £2M in cultural and artistic activities including the 'City of Festivals' and Creative Legacies.

- On target – At the end of quarter 4, we had allocated 127 grants totalling just over £1.35m. We are also continuing to roll out the PEACE III funding City of Festivals and Creative Legacies projects, which have a combined value of £600,000.

5.4   People and Communities and Neighbourhoods

Key actions

Neighbourhood investment

25) Support the delivery of neighbourhood regeneration across the city.

- On going – We continue to provide support as required. The major projects from the year (Ballymacarett, Grosvenor Road and Renewing the Routes) have been completed.

26) CORVU Deliver the Renewing the Routes Programme 2012-16.

- Delayed – The Grosvenor Rd, Sandy Row, Antrim Rd and Castlereagh Rd RtR local regeneration Plans have been completed. Scoping and consultation work for Ormeau Rd / Newtownards Rd is nearing completion. Work is underway to meet the target of reporting to Committee in August.

27) Support plans to restore and revitalise the Lagan Canal corridor.

- On going – The Strategic Environmental Assessment and Engineering Reports have been finalised for the Lagan Canal from Belfast to Lough Neagh, and the Business Case should be completed by RSM McClure Watters by end May. On the back of these reports, the Lagan Trust Manager is developing a "Re-opening Framework". The aim is to have this ready for the minister (DCAL) by September 2013. The offer of £1m is still on the table from Ulster Garden Villages and most

  recently a number of Councillors from the South AWG took a short trip on the Lagan up to Stranmillis Weir, for an inspection of the Weir and embankments along the river.

Developing strong neighbourhoods & supporting communities

28) Resource support for Community Development local activity (including management of an outcomes based £1.748m grant programme).

- On going – we are continuing to support local community development activity across the city. In total, for all community grants, by the end of the year, we had distributed over £2.77M via 547 different grants. The number of grants awarded was much higher than planned as it included an additional £30k worth of grants

across 122 organisations.

29) CORVU Invest approximately £826,000 in community-based advice services per annum via 5 city-wide advice consortia.

▪ On target – All advice grants have been distributed (see previous for details).

30) Deliver the Community Support Plan including:

     o Providing support for community engagement with Council e.g. training, skill development, raising confidence and access.

▪ On going – We are continuing to support other units across the council to increase and improve their community engagement activity. For example we have completed training for Parks & Leisure staff. The capacity toolkit was also finished and launched this year.

     o Management and increased usage of community centres and other facilities.

▪ On going - Usage of our centres is above target at 65.4%. However the actual number of users is slightly lower than anticipated at just over 535,000, though this is within tolerance of the target figure of 550k. This variance can be attributed to the dual impact of the extended poor weather and protests. The other KPIs across the Service demonstrate positive progress as a result of initiatives including our ongoing marketing work and our preparations to obtain the PQASSO standard. We are the first local authority to achieve this award. We are continuing with initiatives to increase the number of users.

     o Support for 70,000 volunteering hours per annum in community facilities and developing a new volunteering framework.

▪ On target – We exceeded our target with over 74,000 hours volunteered up to the end of the year. This is reflective of the positive impact of our various local marketing and community support initiatives.

31) CORVU Implement the actions under our Poverty and Social Inequalities Framework.

▪ Delayed – A Notice of Motion was passed by Council in February 2013 for Council to establish and lead both an anti-poverty task force and an anti-poverty forum for the city, which was referred back to the Development Committee. A meeting was held with all Party Leaders on 13th February to agree how to take this forward for the city. Options are being worked up to consider the appropriate mechanisms to take this forward. These will be brought back to Development Committee for approval.

Other actions

5.5   City Leadership

32) CORVU Develop an Integrated Economic Strategy and establish a city-wide economic forum with key stakeholders including DETI, DEL and InvestNI.

- Delayed – We have commissioned Oxford Economics to help develop this strategy. They have now put a team in place that consists of three regional experts. The first stage of their work has been completed. During this stage, they gathered the baseline data for Belfast and compared it to other cities. They have also mapped out the various stakeholders who will need to be engaged for the rest of the project. The final draft strategy is now due in June, which is a slight delay from the original February milestone date.

33) CORVU Develop and deliver a transition plan for a single core community development infrastructure support programme for the city (with DSD).

- Delayed External Factors - During the pre-consultation period, the sector raised a number of issues and challenges for BCIP. There were concerns that the October 2013 date would be too early for the sector to adequately prepare for a new fund and that the pace of change was too fast. There were also concerns with attempting to deliver a new approach to community development ahead of other local government reforms. As a consequence, over the next few weeks we will be considering the issues raised during the pre-consultation period and reflect on any implications for our approach to the new programme. We are now working with BCC councillors and the DSD Minister to consider and agree a way forward.

34) CORVU Ensure a strong urban dimension to NI governments EU funding strategy, 2014–20.

- Ongoing – An evidenced based lobby position paper is now complete and has been submitted to NI Ministers, MEPs, MPs and Chairs of the NI Assembly as well as the UK Government. The paper calls for devolved EU funding for the urban area of Greater Belfast 2014-2020. Lobbying will continue with DFP, DETI & DEL (and BCC). Project planning will now get underway in the next 2 quarters for the period 2014-2020.

35) CORVU Deliver State of the City Development Debates (to support the Masterplan implementation). (Review SOTC June 2012).

- Completed – The State of the City programme has been completed for this financial year. The Belfast City Development conference will be held on the 22nd May using the State of the City Development mechanisms. The conference will update on progress with the Investment Programme and launch the Belfast Masterplan for consultation on the future shape of the city.

5.6   Economy

36) Re-stimulate city centre regeneration using a coordinated approach.

- On going - We are continuing to oversee the work of Belfast City Centre Management to promote economic regeneration in the city centre. Recently we

have been supporting BCCM's potential scheme to use empty retail units as an opportunity for start up and smaller businesses. We have also started work to prepare for potential Business Improvement District (BIDs) applications once the secondary legislation has been approved.

37) CORVU Deliver city markets at St. George's and Smithfield and support creation of new markets in Belfast in the context of the Markets Policy.

   ▪   On going – We have recently completed this year's planned improvements including refurbishments of the toilets and electrics, and improvements to the allocation and waiting list process. We are currently working on a storage policy and completing the first phase of the strategic review.

38) CORVU Finalise the integrated Cultural Strategy, promote and implement it.

   ▪   On target – The Cultural Framework for Belfast is now operational, and actions included the delivery of three new funding schemes. In March 2013, we awarded three-year funding to 52 arts and heritage organisations. The combined value of this funding is £4.1m. This was followed by a combined award of £197,609.50 to 40 organisations through Arts and Heritage Project Funding and Community Festivals Fund.

5.7   People Communities and Neighbourhoods

39) CORVU Champion and secure integrated support for a Community Development model for the city and deliver the related implementation plan.

   ▪   On target – The strategy, which was launched in November by the Lord Mayor, continues to inform the design of our DSD / BCC partnership BCIP programme and other internal projects including our work on Neighbourhood Assets. We are continuing to roll out the programme of training for internal officers which includes ongoing mentoring for Parks Outreach Workers and other Leisure staff. We have invited Expressions of Interest for the Community Development Training Toolkit, which consists of training sessions concentrated around a number of core areas including: book keeping; project planning; governing documents; basic Health & Safety; support the community to plan in the future and committee skills. This resource will be particularly focused on supporting groups to access grant support via our new funding programmes and also to support development in areas of weak community development infrastructure and encourage and facilitate collaborative working in the sector.

40) Deliver coherent inter agency and inter departmental approach to working with the Traveller community.

   ▪   On going – We have helped to set up an interagency forum for the City as approved by Committee. We have provided administrative support for the first three meetings and developed the terms of reference. We took the lead on completing an initial evaluation/benchmarking exercise and using this to draft a list of possible action areas. As a result three sub-groups have been established to look at areas for joint improvement work including training, making greater use of the Glen Rd

facility and making organisations Traveller Friendly.

41) CORVU In support of a Neighbourhood Assets strategy, develop an evidence based model of community centre management. Then agree a criteria based assessment framework and start assessing against this.

- Complete – Our project work is complete and we prepared and presented a report to the Assets Panel. This report included three broad strands of recommendations: management influences, outcomes and an overall framework. The Assets Panel is considering how proposals in the outcomes paper align with other developing Corporate initiatives. A project plan will be developed following the steering groups' recommendation. Data gathering is continuing to inform future decision making. Phase one (desk based) is ongoing. Stage 2 of the data collection and analysis, which involves site visits and interviews with site users has now started. We have also started working with ISB to develop the necessary software. Our findings continue to inform DSD's work on neighbourhood assets.

Create and co-ordinate opportunities for children and young people.

42) CORVU Deliver an inter-departmental framework for children and young people.

- On target – The draft position paper was considered and agreed by the PCN Board in February. The new post-holder took up post on 8th April and is currently developing a detailed implementation plan.

43) Deliver a comprehensive citywide summer programme.

 Completed – all summer schemes and their associated grant allocations have been completed. We also completed the planned training programme to support summer play provision.

44) Build the capacity of Youth Forum members to increase the participation of children and young people in the city and neighbourhood life.

- On going – The new forum has been recruited and have had their first meeting. A sub group has recently developed the Vision, Mission and priority issues for their work over the next two years. Their first session with councillors is being arranged.

5.8   Value for Money

Key actions

45) CORVU Ensure Community Centres are operated at a level sufficient for the quality kite mark.

- Completed – The PQASSO assessment was completed in February. Some minor recommendations were made and these are being addressed via an action

plan. The overall response was very positive and the assessors have awarded our community centres PQASSO status. Our centres are the first of their kind to achieve this award in the UK.

46) CORVU Use, promote and support evidence based planning via the use of CityStats and other local information.

▪   On going – We have been continuing to expand the system. It holds over 130 data sets and 345 resources. We are continuing to roll out training so that officers know how to make use of this information. The next sessions are planned for April.

5.9   Human Resource Management

Key actions

47) Continue to demonstrate highest levels of competency through retention of independent accreditations (ISO) and IIP.

▪   Complete – this year we achieved a 91% completion rate for PDPs and a fully costed training plan is now in place. The whole Department participated in the successful Corporate IiP Accreditation process.

48) Ensure compliance with all corporate process requirements including, audit reports, WIRES, risk management, etc.

▪   On going – We continue to monitor all requirements for audit and report them at Departmental management meetings. We have updated the department risk register. Processes for WIRES have now been developed and are now being implemented. Preparation for a new system are ongoing. No Audit recommendations are outstanding and WIRES compliance now stands at 93%.

49) CORVU Implement a revised structure based on reviews of PBDU, SNAP, Markets, Economic Development and P&T.

▪   Completed – The new structure and associated permanent posts are now in place.

5.10   Financial Planning

Key actions

50) CORVU Implement a coordinated approach to grant management through the Grant Unit.

▪   On target – The transfer of administration and monitoring of the Tourism, Culture and Arts Multi-Annual Fund and the pilot corporate small grants fund has been implemented successfully. Work is ongoing on the 2nd tranche of the small grants fund and also regarding the inclusion of Support for Sport, Good Relations

and any new schemes from April 2014.

OTHER JUST ON CORVU

51) Complete and commence roll out of creative industries
- Completed – The strategy has been developed and we are continuing to work to the recommendations within it.

Report to:	Development Committee
Subject:	Quarterly Financial Report – Quarter 4 2012/13
Date:	20 June 2013
Reporting Officer:	John McGrillen, Director of Development, ext 3470
Contact Officers:	David Orr, Business Support Manager, ext 3502

1	**Relevant Background Information**
1.1	The Strategic Policy and Resources Committee agreed at on 18 June 2010 that: – the Council would produce financial reporting packs for the Strategic Policy and Resources Committee and each Standing Committee on a quarterly basis – the Budget and Transformation Panel would also receive monthly financial updates if there were any significant issues to report.
1.2	The reporting pack (Appendix 1) contains a summary of the financial indicators and an executive summary explaining the financial performance of the Development Department in the context of the financial performance of the overall Council. It also provides a more detailed explanation of each of the relevant indicators covering the year- to-date and forecast financial position at the year-end.
1.3	The style and layout reflect much of the discussion and feedback arising from the Members' financial training session which was held at the end of September 2010. As we previously advised the Committee, we will continue to develop the style and content of the reports in liaison with elected Members.
1.4	Central Finance and our departmental management team have also worked together to develop the information within this financial reporting pack.

2	**Key Issues**
2.1	<u>Final financial position 2012/13</u> The Development Department is under spent by £150,982 or 0.8% of its net budgeted expenditure of £19.7 million at the end of 2012/13 financial year.
2.2	Three of the four services are under spent and one service is over spent at the end of 2012/13. Community Services are under budget by £62k (1.1%),

	Economic Initiatives are under budget by £97k (1.6%), and Directorate is under budget by £87k (2.3%). City Events and Venues are over spent by £95k- 2.3%.
2.3	Further analysis indicated that there are four key reasons for the Departments combined net under spend for the year: - Income- the Development department earned an additional £65k of income in 2012-13 in excess of its original income budget for the year. This was in relation to the receipt of additional monies from Markets due to additional stallage income. - Employee costs were under spent by £155k at the end of the financial year. This under spend occurred as a result of a number of vacant posts. With all the departmental structural reviews approved and recruitment complete, this under spend will not reoccur in 2013-14. - Transport costs were under spent within Community Services of £26k. This relates to the reduced use/ hire of buses and has been reflected in the 2013-14 Revenue Estimates. - Supplies and Services had an over spend of £95k which was in relation to City Events and Venues and relates to hired and contracted services, premises and telephone costs.
2.4	The forecast year end position for the department at the end of quarter 3 was estimated as being 0.9% below budget at £175k. This forecast was slightly over stated as a result of City Events and Venues having an over spend in relation to increased supplies and services costs, and was then offset by a greater under spend within Economic Initiatives in relation to vacant posts and receiving additional income.
2.5	The financial reporting pack contains more detail on both the overall Council position and the financial performance of each of the Services within the Development Department.

3	Resource Implications
3.1	There is a year-end under spend of £151k for 2012-13.

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

5	Recommendations
5.1	Members are asked to note the contents of the above report and associated financial reporting pack.

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

7	Documents Attached
Appendix 1: Financial Reporting Pack	

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Performance

Development Committee

Quarterly Finance Report

Report Period: Quarter 4, 2012/13

Dashboard

Revenue Section – Year-end position				Page
Service	**YTD**	**YTD Var £000s**	**Var %**	3&5
Development Directorate	⚠️	(87)	(2.3)%	
Community Services	✅	(62)	(1.1)%	
Waterfront / Events	❌	95	2.3%	
Economic Initiatives	✅	(97)	(1.6)%	
Committee Total	✅	**(151)**	**(0.8)%**	

Key Performance Indicators (KPI)				
KPI	**Actual**	**Target**		Page
Compliant Purchases	81.5%	85.0%	❌	6
Timeliness Of Goods On System	52.2%	75.0%	❌	7

Committee Net Revenue Expenditure: Year-end Position
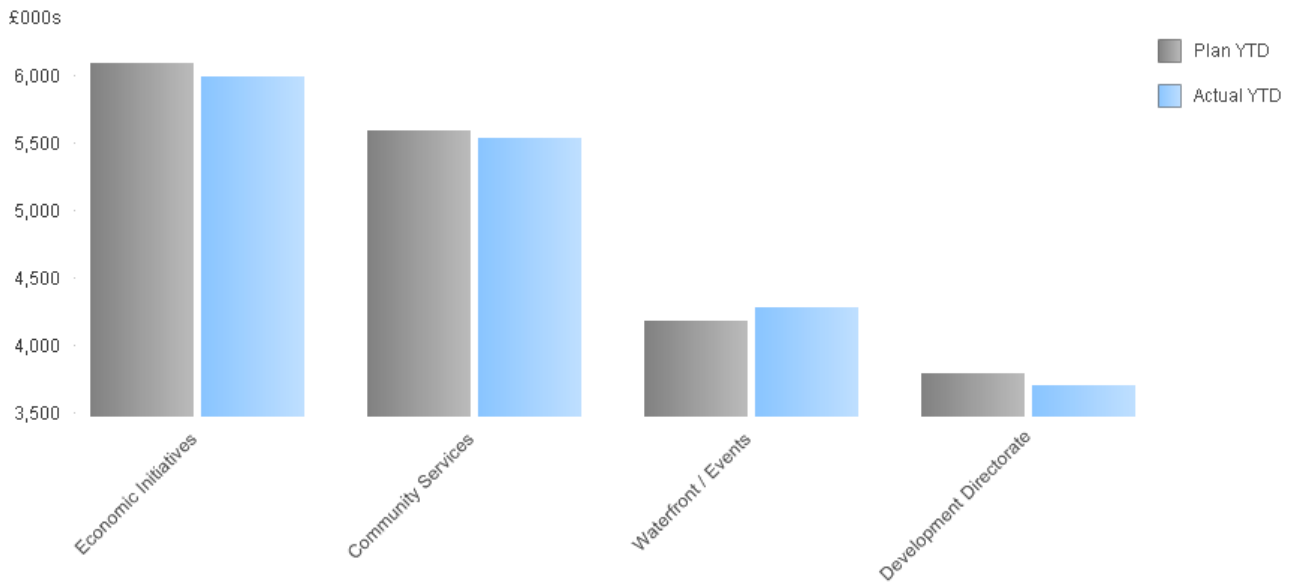
Commentary and action required:

Community Services are under spent by £62,126 at the end of 2012/13 financial year. (Budgeted Net Expenditure: £5,597,610; Actual Net Expenditure: £5,535,484.)

The primary reasons for this under spend are in relation to Employee costs (£36k), which is as a result of vacant posts, and Transport costs of (£26k) which relates to the reduced hire of buses during the year.

Economic Initiatives are under spent by £96,716 at the end of 2012/13 financial year. (Budgeted Net Expenditure: £6,088,958; Actual Net Expenditure: £5,992,242.)

The Service generated additional income of £65k within 2012/13 and relates to additional receipts received within Markets for stallage fees.
Employee costs were under spent by £32k as a result of delays in filling vacant posts within 2012/13.

Directorate are under spent by £87,244 at the end of 2012/13 financial year. (Budgeted Net Expenditure: £3,791,419; Actual Net Expenditure: £3,704,175.)

This under spend is attributable to reduced employee costs in a number of business units in relation to vacant posts during the year.

City Events and Venues are over spent by £95,104 at the end of 2012/13 financial year. (Budgeted Net Expenditure: £4,181,547; Actual Net Expenditure: £4,276,651.)

Within City Events, there was an over spend of £50k against a net budget of £1.7 million in the 2012/13 financial year.

The £50k over spend was is in relation to specific 2012 Special Events which were over and above budgeted spend:

- Olympic Torch Run was over spent by £12k as a result of additional security required by LOCOG.

- The Live Screens were over spent by £12k in connection with the Olympic Home coming for the Belfast Boxers, and also the screening of both the European Football Championships and the Ulster GAA finals.
- The World Irish Dance Championships were over spent by £25k as a third venue was required at the time of the event. (St Georges Market.)

Within City Venues, there was an over spend of £45k against a net budget of £2.5 million in the 2012/13 financial year.

The £45k over spend was as a result of additional costs totalling £24k being incurred for the telephone system- this was a planned efficiency in relation to the installation of the VOIP system, which due to technical difficulties resulted in these efficiencies not being achieved during the year. A total of £21k relates to premises costs, including cleaning costs which were over budget due to additional costs within the Ulster Hall, and also in connection with the World Irish Dance Championships, and utility costs increased as a result of the CHP unit breakdown during January 2013 and a prolonged cold weather spell during February and March 2013.

Period 9 Forecast Vs Year-end Actual Outturn

In terms of forecasting, the initial Period 9 year-end forecast under spend of £175k reduced to £151k by the year-end.

The main reasons for this variance related to an under spend relating to Economic Initiatives of £95k. This service was forecast as being on budget at the end of the financial year. This under spend occurred as a result of additional unmatched income generating from Markets- £65k, and a further £35k due to vacant posts not being filled on time.

This under spend was then offset by over spend within City Events and Venues of £95k. This service was forecast as being £16k under spent at the end of the financial year. This over spend was due to increased hired and contracted costs, telephone and additional premises costs. These were not forecast at the end of quarter three.

Key Performance Indicators (KPIs): Procurement Compliance

Procurement Compliance refers to the purchases that are made in compliance with the standard procure to pay process in BCC. These processes help ensure that our creditors are paid in a timely fashion and our accounts are accurate and up to date. The following indicators are intended to give a flavour of how well we are doing at adhering to the processes.

Indicator 1: Compliant Purchases (Purchase order created on system before ordering goods)
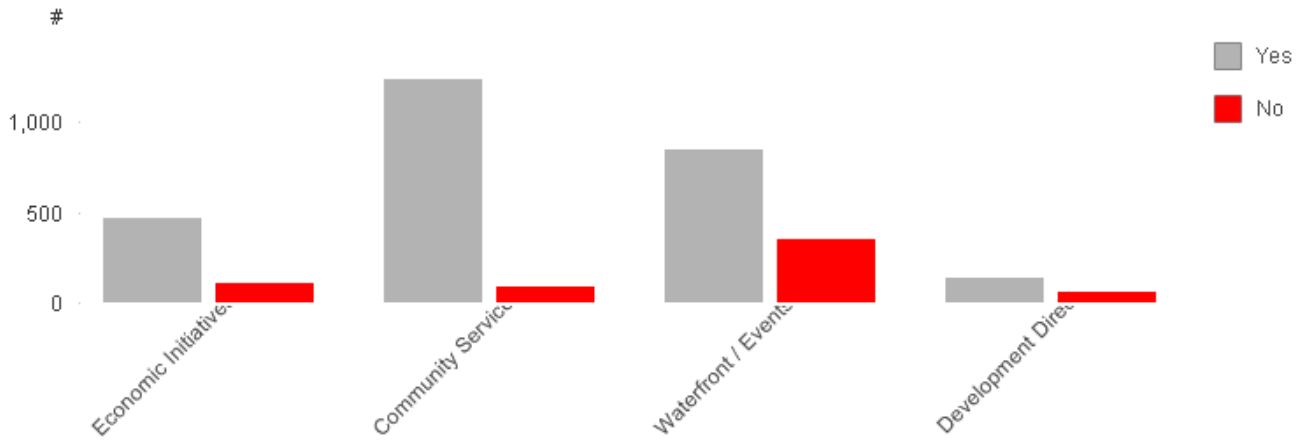
The impact of ordering goods without a purchase order being created on the system are that a) the authorisation for purchasing goods has not gone through the proper channels, b) incomplete records are available and decisions are being made based on information that is not correct and c) suppliers whose invoices do not have purchase orders take longer to pay and this contravenes an objective of the investment programme, negatively affecting supplier relationships with BCC.

Commentary and action required:

	Yes	No	Total	% Compliant
	2,691	**611**	**3302**	**81.5%**
Economic Initiatives	465	107	572	81.3%
Community Services	1,238	90	1328	93.2%
Waterfront / Events	849	351	1200	70.8%
Development Directorate	140	63	203	69.0%

Belfast City Council is currently 83% compliant in terms of the Purchase Order being raised before the supplier invoice date. The Development Department is slightly below the Council average, and is 81.5% compliant. This shows improvement with a 1.0% increase in compliance from the same nine-month period in 2011/12.

Departmental compliance is affected by the continuous reliance on manual requisitions and processes, collections and delivery of manual requisitions from remote locations, increased processing time as a result of "sourcing", which elongates the approval process, and the recent implementation of the SRM system to specific services.

The Department is currently working to implement and roll out the SRM system to all services within the department, is fully participative in systems improvement via the SAP Improvement Group, the identification of 'hot spots' and the provision of training and re-training of staff, where appropriate.

Procurement compliance is kept under constant review and is reported on a monthly basis to the Development Department Management Team.

Key Performance Indicators (KPIs): Procurement Compliance

Indicator 2: Timeliness of Goods on System (Goods received and marked received on system within 5 days)
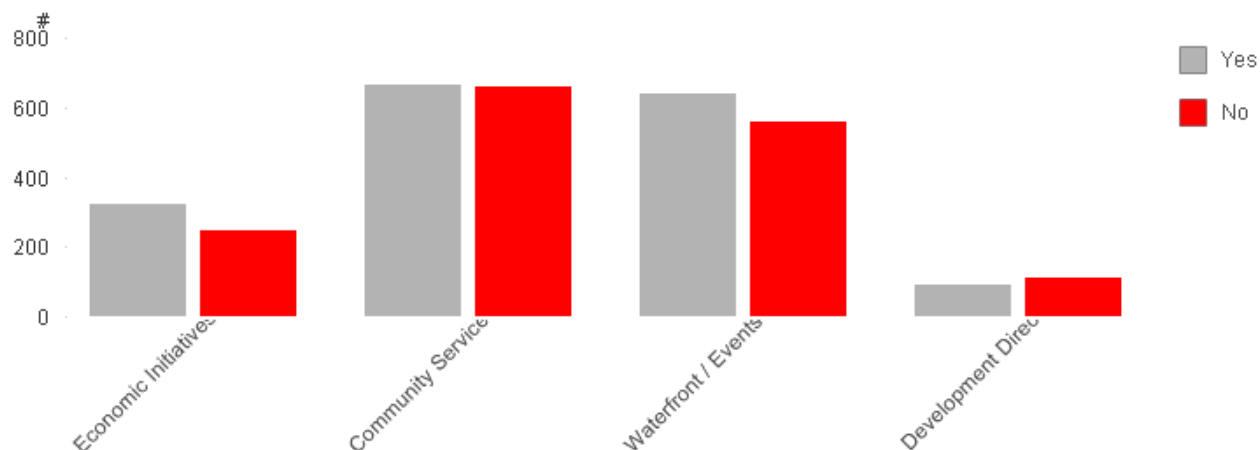
The impact of not marking goods as received onto the system is that a) BCC records of goods on site are not up to date and b) there is a risk that a department might overspend its budget as goods have been received but are not showing against the budget and c) it can take longer to pay the suppliers invoices and this contravenes an objective of the investment programme, negatively affecting supplier relationships with BCC.

Commentary and action required:

CostProfit_C...	Yes	No	Total	% Compliant
	1,722	1,580	3302	52.2%
Economic Initiati...	325	247	572	56.8%
Community Servi...	668	660	1328	50.3%
Waterfront / Eve...	638	562	1200	53.2%
Development Dir...	92	111	203	45.3%

Belfast City Council is currently 56% compliant in terms of the goods received note (GRN) being created before the supplier raises the invoice. Again, the Development Department is slightly below the Council average at 52.2% compliance. This shows improvement from the departmental compliance level for 2011/12 which was 46.8% for the year.

Departmental compliance is affected by the continued reliance on manual processes and paperwork, collections and delivery of manual goods received notes from remote locations and the recent implementation of the SRM system to specific services.

The Department is currently working to implement and roll out the SRM system to all services within the department, is fully participative in systems improvement via the SAP Improvement Group, the identification of 'hot spots' and the provision of training and re-training of staff, where appropriate.

Procurement compliance is kept under constant review and is reported on a monthly basis to the Development Department Management Team.

Development Committee

Service	Section	Annual Plan £000s	Actuals Year-end £000s	Variance £000s	% Variance
Total		**19,660**	**19,509**	**(151)**	**(0.8)%**
Development Directorate	**Total**	**3,791**	**3,704**	**(87)**	**(2.3)%**
Development Directorate	City Development	877	873	(4)	(0.5)%
Development Directorate	Development Business Support	1,811	1,772	(39)	(2.1)%
Development Directorate	European Unit	236	239	3	1.3%
Development Directorate	Policy & Research	510	469	(41)	(8.0)%
Development Directorate	SNAP	358	351	(7)	(1.8)%
Community Services	**Total**	**5,598**	**5,535**	**(62)**	**(1.1)%**
Community Services	Community Services	5,598	5,535	(62)	(1.1)%
Waterfront / Events	**Total**	**4,182**	**4,277**	**95**	**2.3%**
Waterfront / Events	Events	1,703	1,754	50	2.9%
Waterfront / Events	Waterfront Hall	2,478	2,523	45	1.8%
Economic Initiatives	**Total**	**6,089**	**5,992**	**(97)**	**(1.6)%**
Economic Initiatives	Economic Development Unit	1,173	1,113	(60)	(5.1)%
Economic Initiatives	Planning & Development	(22)	(63)	(41)	190.1%
Economic Initiatives	Planning & Transport	875	815	(61)	(6.9)%
Economic Initiatives	Tourism Unit	4,062	4,127	65	1.6%

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Report to:	Development Committee
Subject:	EDU staff resources
Date:	20 June 2013
Reporting Officer:	John McGrillen, Director of Development, ext 3470
Contact Officers:	Shirley McCay, Head of Economic Initiatives and International Development, ext 3459

1	**Relevant Background Information**
1.1	Members 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	<u>Human resource implications</u> The creation of an Assistant Economic Development Manager would bring the number of permanent posts in the Economic Development Unit to 10.
3.2	<u>Financial implications</u> 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.

4	Equality and Good Relations Considerations
4.1	No specific equality and good relations implications.

5	Recommendations
5.1	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.

6	Key to Abbreviations
EDM – Economic Development Manager ERDF – European Regional Development Fund IES – Integrated Economic Strategy	

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Belfast City Council

Report to	Development Committee
Subject:	Young People Co-ordinator
Date:	18 June 2013
Reporting Officer:	John McGrillen, Director of Development, ext
Contact Officer:	Cate Taggart, Community Development Manager, ext 3525

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 and activities 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.

| 1.4 | Members are requested to consider, discuss and approve the request to create the substantive post of 'Young People Co-ordinator' within the Development Department. |

2	**Key Issues**
2.1	**Strategic development** 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.
2.2	**Addressing a need** 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. As noted, committee endorsed the value and benefit of this area of work at their May 2012 meeting.
2.3	**Continuation of service** 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)
3.2	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.

4	**Equality and Good Relations Implications**
4.1	There are no relevant equality and good relations implications

| 5 | **Recommendations** |

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

6	**Decision Tracking**

The CYP manager will implement the agreed actions.   Elaine Black.

7	**Key to Abbreviations**

CYP - Children and Young People

8	**Documents Attached**

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Belfast City Council

Report to:	Development Committee
Subject:	Culture and Arts Flagship Fund
Date:	20 June 2013
Reporting Officer:	John McGrillen, Director of Development, ext 3470
Contact Officer:	Shirley McCay, Head of Economic Initiatives, ext 3459

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 (TCH&A) 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 – 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.

3	Resource Implications
3.1	Financial Funding is included in the TCH&A Unit's budget estimates for 2013/14.
3.2	Human Resources This will be covered within the work programme of the TCH&A Unit with additional administrative supportive from CGU.

3.3	Assets and Other Implications
	None

4	Equality and Good Relations Considerations
4.1	A full equality impact assessment of the Cultural Framework was carried out .

5	Recommendations

5.1	It is recommended that Members note the contents and agree:
	   1. The terms of reference of the Flagship Fund
	   2. To ring fence 3 per cent of the annual budget for administrative costs

6	Decision Tracking
A report will be brought back to Committee in August 2013 to agree the Flagship Fund criteria. Timeframe: August 2013 Reporting Officer: Shirley McCay, ext 3459	

7	Key to Abbreviations
CGU - Central Grants Unit TCA - Tourism, Culture, Heritage and Arts	

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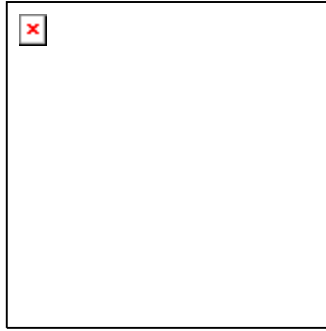
Belfast City Council

Report to:	Development Committee
Subject:	Olympia/Windsor Stadia Development: consideration of options for relocation of community provision
Date:	20 June 2013
Reporting Officer:	John McGrillen, Director of Development, ext 3470
Contact Officer:	Cate Taggart, Community Development Manager, ext 3525

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.
1.2	SP&R agreed: - '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.

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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.
1.6	It is intended to bring a further detailed report to the SP&R Committee on 21 June to seek approval on the investment decision/s required in relation to the development of Phase I, that is, the leisure centre and any enabling works.

2.	**Key Issues**
2.1	In order to progress the community element of the scheme, Development Committee now need to examine the complimentarity 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.

4.	**Equality and Good Relations Considerations**
4.1	No specific equality and good relations considerations at this stage.

5.	**Recommendations**
5.1	Members are asked to consider and provide approval to proceed to the procurement of a qualified consultant to complete an options appraisal.

6.	**Decision Tracking**
A report will be presented for Member consideration in September.	
Timeframe: September 2013 Reporting Officer: Cate Taggart	

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Report to:	Development Committee
Subject:	Consultations NIASP and SBNI
Date:	20 June 2013
Reporting Officer:	John McGrillen, Director of Development, ext 3470
Contact Officer:	Catherine Taggart, Community Development Manager, ext 3525 and Claire Patterson, Business Research and Development Manager, ext 3379

1	**Relevant Background Information**
1.1	The Council has been asked to respond to two consultations: the Northern Ireland Adult Safeguarding Partnership (NIASP) Strategic Plan and the Safeguarding Board for NI's (SBNI) Strategic Plan which covers children and young people.
1.2	The consultations documents were distributed to Officers across Council and responses have been included in the provisional draft response attached as Appendices 2 and 5.
1.3	As there is currently no vulnerable adult unit within the Council, Development (through the Children and Young People unit) coordinated the draft response to this consultation.
1.4	<u>Overview of Adult Safeguarding Partnership Strategic Plan.</u> This strategy sets out how the participating organisations will work together to continually improve services to safeguard adults at risk in Northern Ireland.
1.5	The strategy has 5 main principles and aims to be rights-based; empowering; person-centred; consent-driven; while using a partnership approach.

1.6	The strategy is divided into 7 broad themes:
	    – Leadership and Partnership Working;
	    – Public Awareness and Prevention;
	    – Access to Adult Safeguarding Services;
	    – Effective Interventions;
	    – The User Experience;

	− Training and Practice Developments; and − Governance Audit and Quality Assurance.
1.7	The full strategy includes objectives, indicators and measures for each theme and is attached in Appendix 1.
1.8	We were made aware of the consultation on 29 April 2013 and comments are required to be returned by the 21 June 2013.
1.9	SBNI Strategic Plan The strategic plan covers the period April 2013 to March 2016 and sets out how they will achieve their vision of promoting "the provision of early intervention services which would prevent harm arising to children and young people and ensure that those most at risk are protected from death or repeated harm by having in place an effective protection service which also offers therapeutic intervention."
1.10	The strategy has 5 objectives: − Reducing the prevalence and incidence of child abuse and neglect through preventative approaches; − Reducing the child mortality rate as a consequence of having a system for identifying and protecting children at risk of significant harm; − Preventing children identified as being in need of protection from experiencing repeated harm; − Addressing the effects of the harm experienced by children on their development and promoting their welfare resulting in improved psychological and social functioning and improved educational attainment; − Addressing the needs of other family members so that they are in a better position to provide for the care and future protection of the child.
1.11	The Council has been invited to comment on three areas: − Are [the Council] satisfied with the detail of the content screening exercise and the outcomes? − Are there other equality or human rights issues that we wish to raise in the context of the plan? − Is there any additional quantitative or qualitative information that we wish to share to inform this screening exercise?
1.12	The Strategic Plan and Equality Screening are attached in Appendices 3 and 4.
1.13	The Council was made aware of the consultation on 16 April 2013 and comments are required to be returned by the 19 July 2013.

2	Key Issues
2.1	The main principles; themes and objectives in both strategies are broadly welcomed and are in line with Council's current initiatives in these areas.
2.2	However there are some aspects of the draft proposal that could be improved

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	and are detailed as follows.
2.3	**Adult Safeguarding Partnership Strategic Plan** − Introduction of alerting officers within organisations is supported and encouraged to be extended to non-partner agencies to also adopt.. − Bringing forward the timescale for the introduction of Alerting Officers. − Making use of Council support in the area of: facilitation between groups, linking into similar schemes run by Council, using Community Centres as information outlets or to host programmes and events.
2.4	**SBNI Strategic Plan** Although we have only been asked to comment on the equality screening, Officers have raised issues that relate to the strategic plan itself and its implementation. Primarily there is a need for greater understanding of the Council's responsibilities in terms of response required to fulfil the proposals and how they align to the existing children and young people work streams. The issues have been included in the draft response.
2.5	In terms of the equality screening, the main issues that have been raised are: − The Equality screening seems to be heavily weighted with evidence of child sex exploitation. Why this is the case; relevance of evidence and why similar level of detail is not provided for all priority areas is raised within the response. − There is limited reference to child's health, obesity, a right to play or child development which links to the family. − The impact on children as carers is not considered in the equality screening or strategic plan. −

3	**Resource Implications**
3.1	There are no resource implications attached to this report. There may however be longer term implications if the Council decides to adopt some of the recommendations in the strategies e.g. increased data recording and the introduction of Alerting Officers or is required to comply with Safeguarding of vulnerable adults in general.

4	**Equality and Good Relations Considerations**
4.1	There are no Equality and Good Relations implications attached to this report. However, the strategies should produce a positive impact for disabled adults and children.

5	**Recommendations**
5.1	Members are asked to approve the draft Belfast City Council (BCC) responses to the consultations and raise any additional issues, relating to the consultation document, that they would like to be included.

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6	Decision Tracking

Timeline: 21 June 2013   Reporting Officer: Elaine Black

7	Key to Abbreviations

SBNI - Safeguarding Board for Northern Ireland.

CYP – Children and Young People.

8	Documents Attached

Appendix 1 "Strategic plan 2013 – 2018." Northern Ireland Adult Safeguarding Partnership.
Appendix 2 "Consultation: Draft Response Adult Safeguarding Partnership Strategic Plan."
Appendix 3 "Strategic Plan 2013-16." Safeguarding Board for NI. 2013.
Appendix 4 "Equality and Human Rights Screening Template - Safeguarding Board for Northern Ireland (SBNI) Strategic Plan 2013 – 2016."
Appendix 5 "Consultation: Draft Response SBNI Strategic Plan."

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NORTHERN IRELAND ADULT SAFEGUARDING PARTNERSHIP

NORTHERN IRELAND ADULT SAFEGUARDING PARTNERSHIP

STRATEGIC PLAN

2013 – 2018

Contents:

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1.   Introduction: What is this Strategy about?

This section sets out what we want the adult safeguarding strategy to achieve over the next 5 years. The strategy represents the commitment of all the organisations working with the Northern Ireland Adult Safeguarding Partnership (NIASP) and Local Adult Safeguarding Partnerships (LASPS) to work together to continually improve services to safeguard adults at risk in Northern Ireland.

The strategy

- Sets out a vision of the shape and scope of adult safeguarding services in Northern Ireland over the next 5 years;
- Reflects new policy directions and the development of new working relationships and arrangements;
- Gives direction for future work by NIASP;
- Provides clarity of role, purpose and function, and offers a single coherent message in relation to adult safeguarding across the region;
- Reflects a growing maturity of understanding, research and practice in adult safeguarding; and
- Provides an agreed framework for LASPs, Trusts and other partner organisations to develop their own strategies and work plans.

2.   Policy Context: Why are we doing this?

This part of the strategy describes the background to the changes we want to see happening in adult safeguarding, and lists some of the most important documents that direct our work.

There has been a growing recognition that a wide range of adults, for a variety of reasons, are at risk of harm from abuse, exploitation or neglect.

This has been accompanied by an increasingly sophisticated understanding of the nature and extent of the abuse of adults, which, in turn, has led to improvements in the ways in which individuals and

organisations respond to situations where abuse is alleged or suspected.

This developing recognition has been reflected in the continuing evolution of government thinking and policy in relation to adult safeguarding at national, regional and local levels.

In a Northern Ireland context, there has been a series of documents published in recent years that have had considerable influence in the delivery of safeguarding services. They include:

Safeguarding Vulnerable Adults: Regional Adult Protection Policy and Procedural Guidance (2006) which set agreed minimum requirements for statutory sector organisations undertaking adult safeguarding activities;

The Protocol for the Joint Investigation of Alleged and Suspected Cases of Abuse of Vulnerable Adults (2003 and revised in 2009) and *Achieving Best Evidence in Criminal Proceedings (Northern Ireland)* ((2003), revised in 2010 and again in 2012) which set out in detail how health and social care and criminal justice professionals should work together to more effectively support adult victims of neglect, abuse or exploitation;

Safeguarding Vulnerable Adults: A Shared Responsibility (2010), produced by Volunteer Now, provided invaluable advice to voluntary and community sector organisations on how to recognise and respond to situations of alleged or suspected abuse;

In 2010, the Department of Health Social Services and Public Safety (DHSSPS) and the Northern Ireland Office (now Ministry of Justice) jointly issued *Adult Safeguarding in Northern Ireland: Regional and Local Partnership Arrangements*, which led to the establishment of the Northern Ireland Adult Safeguarding Partnership and the five Local Adult Safeguarding Partnerships.

The inter-departmental policy statement on adult safeguarding is due to be published for consultation in 2013. NIASP has been closely involved in the development of the inter-departmental policy statement and has provided substantive commentary on draft policy statements.

3.   Underpinning Principles: How are we going to do this?

This section of the strategy describes the values and attitudes that will form the basis of all our work in relation to adult safeguarding.

The following principles underpin the development and implementation of this strategy:

Principle 1 - to promote and respect an adult's rights to the protection of the law; to freedom from harm and coercion; to privacy; to confidentiality; to equality of treatment, free from discrimination; and to be safe and secure - **a rights-based approach**.

Principle 2 - to empower adults to keep themselves safe and free from harm in ways that manage exposure to risk and maximise opportunities to participate in wider society - **an empowering approach**.

Principle 3 - to promote and facilitate full participation by the adult in all decisions affecting his or her life and take full cognisance of the views, wishes and feelings of the individual and, where safe and appropriate, the views of others who have an interest in his or her well-being - **a person-centred approach**.

Principle 4 - to make a presumption of the adult's decision-making capacity and ability to make informed choices; to help inform choice through the provision of information, and advocacy where needed, and the identification of options and alternatives; to have particular regard to the needs of individuals who lack the capacity to consent; and intervening in the life of an adult against his or her wishes only in very particular circumstances, for very specific purposes and always in accordance with the law - **a consent-driven approach**.

Principle 5 - to acknowledge that safeguarding will be most effective when it has the full support of the wider public and of safeguarding partners across the statutory, voluntary, community and private sectors working together with and for adults at risk; and is delivered in a way where roles, responsibilities and lines of accountability are clearly defined and understood - **a partnership approach**.

4.   Definitions: Who are we talking about?

It is important that there is an agreed understanding of who we mean when we talk about adult safeguarding. This strategy will use the definitions set out in the draft government policy "Safeguarding Adults at Risk- Prevention and Protection in Partnership".

Given the timeframe of this strategy, it has been agreed with the Department of Health, Social Services and Public Safety that the definitions contained within the draft policy should be used in the adult safeguarding strategic plan. NIASP acknowledges that the definitions may be subject to some change as a result of public consultation on the draft inter-departmental policy statement. While this is likely to require some adjustment to the strategic plan at a later stage (but within the lifetime of the plan), overall, this is unlikely to impact significantly on the strategic direction conveyed in this document.

When we refer to an **adult,** we mean a person who has attained the age of 18.

When we refer to an **adult at risk of harm,** we mean an adult who −

- is an older person; **or** is affected by disability, illness, or physical or mental infirmity; **or** has an impairment of, or disturbance in, the functioning of the mind or brain; *AND*

- as a result may be unable to safeguard their own well-being, property, rights or other interests.

The basis for the definition of 'adult at risk of harm' is the identification of a number of risk of harm factors i.e. a range of characteristics or life circumstances in adulthood, which increase exposure to harm either because an adult may be unable to safeguard him or herself or is 'more' open to exploitation by another or others. This does not mean that every adult who is older, disabled or ill is unable to safeguard him/herself; it simply represents a greater exposure to risk of harm.

When we refer to an **'older person'** we understand that a person is defined as older in different ways for different purposes, for example:

- at the moment, there is no United Nations standard numerical criterion, but the agreed cut-off to refer to the older population is 60+ years;[1]
- in the context of the *Commissioner for Older People Act (Northern Ireland) 2011*[2] 'older person' means a person aged 60 or over. However, if the Commissioner is of the opinion that a matter raises a question of principle affecting persons aged 50 or over, the Commissioner may direct that, for the purposes of this Act, 'older person' means a person aged 50 or over in relation to that matter; and
- in the UK, currently, the State Pension age for men is 65. On 6 April 2010, the State Pension age for women started to increase gradually from 60 to 65. The government has recently announced new proposals to increase the State Pension age. The proposed changes to the timetable are not yet law and still require the approval of Parliament.

We use the term **'disability'** to cover sensory impairment, and/or physical disability.

We use the term **'Illness'** to mean a state of poor health, or a perception by a person that they are not well. It is a subjective sensation and may have a physical or psychological cause.

When we use the term **'physical and mental infirmity'** it is intended to cover deterioration, debility or frailty of mind or body, which are often, although not exclusively, associated with old age.

When we use the term **'an impairment of, or disturbance in, the functioning of the mind or brain'** we mean conditions that will usually affect the way the mind or brain works and can be either temporary or permanent. Examples of an impairment of or disturbance in the functioning of the mind or brain may include, **but are not limited to**:

- mental health needs;
- dementia;
- learning disability;

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[1] World Health Organisation: *Definition of an older or elderly person* can be accessed at: http://www.who.int/healthinfo/survey/ageingdefnolder/en/index.html

[2] See: http://www.legislation.gov.uk/nia/2011/1/section/25/enacted

- the long-term effects of brain damage/injury;
- physical or medical conditions that cause confusion, drowsiness or loss of consciousness;
- delirium;
- concussion following a head injury; and
- symptoms of alcohol or drug use.

The term **'well-being'** means the state of being healthy, happy and prospering. It comprises psychological well-being and social well-being, that is, it incorporates not only how people feel, e.g. the experiences of pleasure, enjoyment, satisfaction, but also how people function, e.g. their sense of autonomy, competence, interest, engagement, social inclusion and meaning or purpose in life. A person's sense of well-being will be determined by the interplay between a range of factors, including their personal characteristics, social interactions and socioeconomic and environmental living conditions.

When we refer to an **adult in need of protection** we mean someone who is –

- an adult at risk of harm ***and*** the conduct of another person **or** the conduct of the person him/herself is such that it is causing (or is likely to cause) him/her to be harmed; ***OR***
- an adult who is the victim of harm as a result of domestic violence or abuse, hate crime or human trafficking.

WHAT DO WE MEAN BY HARM?

By harm we mean all harmful conduct whether by commission or omission, deliberate or as the result of a lack of knowledge or awareness, and, in particular, includes –

(i) Conduct which causes **physical harm**, i.e. physical mistreatment of one person by another which may or may not result in physical injury. This may include, among other things, hitting, slapping, pushing or pulling, kicking, rough handling, shaking, exposure to heat and cold, not giving adequate food or drink, force-feeding, unreasonable confinement (e.g. locked in, tied to a bed or chair), the improper administration of drugs or treatments or the denial of prescribed medication, misuse of medication, misuse or illegal use of restraint, or physical interventions and/or deprivation of liberty, misuse of manual

handling techniques, or inappropriate sanctions (e.g. controlling access to personal resources or withholding basic necessities of life such as food and drink).

(ii) Conduct which causes **sexual harm**, i.e. the involvement of a person in sexual activities or relationships that either he or she does not want and has not consented to or cannot consent to. This may include, among other things, use of offensive, suggestive or sexual language, indecent exposure, inappropriate touching, not allowing expression of sexuality, withholding appropriate educational information, sexual harassment, sexual assault, rape, 'grooming', 'stalking', or human trafficking.

(iii) Conduct which causes **psychological harm**, i.e. behaviour that is psychologically harmful or inflicting mental distress by threat, humiliation or other verbal/non-verbal conduct. This may include, among other things, threats of harm or abandonment, withholding of security, affection, care or support, deprivation of contact, provoking fear of violence, threat of institutional care, humiliation or ridicule, denial of the opportunity for privacy, shouting, yelling and swearing, blaming, controlling, intimidation, coercion, harassment, isolation or withdrawal from services or supportive networks.

(iv) Conduct which causes **financial, property or material harm**, i.e. misappropriation or misuse of money, material goods or other assets, transactions to which the person did not consent to, could not consent to, or which were invalidated by intimidation or deception. This may include, among other things, theft, fraud, exploitation, embezzlement, withholding pension, not spending allowances on the individual, denying the person access to his or her money, misuse of benefits, mismanagement of bank accounts, pressure in connection with wills, property, inheritance or financial transactions, unreasonable restriction of a person's right to control his or her life in financial/material terms.

(v) **Neglect** is the deliberate withholding, or failure through a lack of knowledge or awareness, to provide appropriate and adequate care and support, which is necessary for the adult to carry out daily living activities. It may include, among other things, the physical neglect of someone to such an extent that

health, development and/or well-being is impaired, administering too much or too little medication, failure to provide access to appropriate health, social care or educational services, withholding the provision of the necessities of life such as adequate nutrition, heating or clothing, failure to intervene in situations that are assessed as being dangerous to the person concerned or to others, particularly when the person lacks the capacity to assess risk.

5. Prevalence Information: How many adults are at risk of harm or in need of protection?

This section of the strategy sets out the facts and figures in relation to the number of adults who are likely to have experienced some form of abuse.

Information on the exact number of adult residents in Northern Ireland who have experienced some form of neglect, abuse or exploitation, is not readily available. This continues to be an emerging area of academic interest and studies to date have concentrated either on a particular age range, for example those over 65 years, or on location, for example those who live alone or in institutional care, or on members of a group defined by a medical condition for example people experiencing mental ill health.

Nonetheless, the following available research information does provide sufficient data on which to base strategic and operational decisions.

OLDER PEOPLE

The *UK Study of Abuse and Neglect of Older People Prevalence Survey Report* (June 2007) reported that:

- 4% of people aged 66 and over, living in private households, reported that they had experienced mistreatment involving a family member, close friend, neighbour, acquaintance, or care worker during the past year.
- Overall, 51% of mistreatment in the past year involved a partner/spouse, 49% another family member, 13% a care worker and 5% a close friend. (Respondents could mention more than one person.)

- The one year prevalence estimates for each country were: 2.6% in England, 3.1% in Wales, 3.0% in Scotland and 2.0% in Northern Ireland (the differences between countries were not statistically significant overall). As for the UK as a whole, neglect was the most commonly reported type of mistreatment in each country.

Hidden Voices: Older People's Experience of Abuse (September 2004) reported that:

- The type of abuse most frequently reported to the Action on Elder Abuse (AEA) helpline is psychological (34%), followed by financial abuse (20%) and physical abuse (19%), neglect is reported at 12%, while sexual abuse is identified in 3% of cases. Forty four per cent of callers reported more than one type of abuse occurring simultaneously.

The *Abuse and Neglect of Older People in Ireland Report Summary* (November 2010) reported that:

- The overall prevalence of mistreatment in the previous 12 months was 2.2%. Applying these statistics to the general population of people aged 65 years or older (Central Statistics Office Ireland 2007), the number of older people who have experienced mistreatment is estimated at 10,201.
- Including neighbours and acquaintances as perpetrators in a 12-month definition of elder mistreatment, the prevalence rate increased to 2.9%. The inclusion of strangers increased the mistreatment prevalence rate to 3%.

People who have a Mental Illness:

Another Assault Mind's campaign for equal access to justice for people with mental health problems (2007) reports that:

- Nearly one in five respondents to the survey rarely felt safe in their community, and fewer than half felt safe most or all the time.
- 71% of respondents had been victimised in the community at least once in the past two years and felt this to be related to their mental health history. Nearly 90% living in local authority housing had been victimised.
- 41% of respondents were the victims of on-going bullying.

- 62% had been called names or insulted.
- 34% had been the victim of theft of their money or valuables, from their person or from their bank account.
- 27% had been sexually harassed and 10% had been sexually assaulted.
- 22% cent had been physically assaulted.
- 60 per cent of respondents who did report a crime felt that the appropriate authority did not take the incident seriously.

People with a Learning Disability

A Life Like Any Other? Human Rights of Adults with Learning Disabilities (The Joint Committee on Human Rights, Seventh Report of Session 2007-08 Volume 1) reports, among other things, that:

"The evidence we have received suggests that people with learning disabilities may be vulnerable to a range of ill-treatment, ranging from verbal abuse, through harassment and bullying to neglect, sexual or financial exploitation, to physical assaults. For example:

- we have experienced, seen and heard about lots of bullying happening in the community;
- people with learning disabilities are often scared to go out;
- people said that they were restricted in their ability to go out and enjoy their local community, because of the name-calling and hate crime;
- they also felt that it was important to use the words 'hate crime' rather than bullying, since the latter plays down the importance of what people experience."

6. Strategic Themes: What are we going to do?

Once we understand the policy background for adult safeguarding, agree the principles on which our work will be based, and gain some understanding of the likely numbers of people who have experienced abuse, it is important to set out what we action we are going to take to make real improvements in adult safeguarding over the next 5 years.

This section of the strategy sets out the main tasks NIASP is going to undertake. These strategic developments should be achievable and relevant, and should be focused on the delivery of an effective as well as efficient service to adults at risk and adults in need of protection. Above all, we need to be able to see and understand the difference these activities have made over the lifetime of the strategy.

The strategic developments can be grouped under the following 7 broad themes:

1. Leadership and Partnership Working;
2. Public Awareness and Prevention;
3. Access to Adult Safeguarding Services;
4. Effective Interventions;
5. The User Experience;
6. Training and Practice Developments; and
7. Governance Audit and Quality Assurance.

Each theme is developed more fully and related strategic objectives are identified below.

1. *Leadership and Partnership Working:*
   Adult safeguarding is not a "stand alone" activity; nor is it the sole responsibility of any one sector or organisation. By focusing on both prevention and protection activities, adult safeguarding is placed at the heart of a complex network of strategies and plans designed to minimise risk and keep people safe from harm.

   These, and related activities, are delivered by a range of agencies and organisations, many of which actively demonstrate their commitment to adult safeguarding through membership of the NIASP or one of the LASP.

It is vital that partner organisations provide leadership within their own sector or area of expertise and develop new and successful ways of working together to promote adult safeguarding and more effectively keep people safe from harm.

For this strategy to be effective, partner organisations should recognise adult safeguarding as part of their core business and have a clear understanding of their role and responsibilities including the development of effective partnership arrangements if we are to deliver on a wider adult safeguarding agenda.

Through the course of this strategy NIASP will:-

- Work with partner organisations to ensure that within each organisation there is an identified Senior Manager designated as the organisation's Alerting Manager for Adult Safeguarding. Working with partner organisations, NIASP will develop a common understanding of the key operational and governance responsibilities of this role, and will develop appropriate training and support mechanisms;
- Continually review NIASP and LASP structures to make effective use of all available resources, identify skills and expertise within all partner organisations and create opportunities for them to provide local and regional leadership in the development of adult safeguarding services; and
- Work with the emerging Police and Community Safety Partnerships to ensure that adult safeguarding issues are given appropriate consideration at a local level.

2. *Public Awareness and Prevention:*

Public awareness of the abuse, exploitation or neglect of adults at risk is gradually increasing and is heightened by particular events or enquiries such as the recent documentary programme exposing abuse of adults with learning disabilities living in Winterbourne View Hospital in England.

It is important to have a single consistent message for the general public that supports a "zero tolerance" attitude to harm to ensure that the signs

and symptoms of harm are widely understood and concerns are passed on as quickly as possible.

LASPs are already developing local community based prevention plans, which should also lead to an increased awareness of adult safeguarding in general. It will be important to build on these plans and to develop more sophisticated prevention activities which will also, for example, target specific "hard to reach" groups such as migrant workers or members of black or minority ethnic groups.

Over the course of this strategy, the NIASP will:

- Develop linkages with other public protection awareness raising campaigns such as Domestic and Sexual Violence, Human Trafficking or Community Safety to ensure that adult safeguarding is an integral part of such programmes;
- Develop and make available information and advice for individuals, families and carers on keeping safe and how to access adult safeguarding services when necessary. This information will be made available using a variety of communication methods such as leaflets and information cards. Consideration will also be given to the potential use of social network media such as Facebook and Twitter to communicate key messages in relation to keeping safe;
- Develop a programme of planned, co-ordinated local awareness raising activities targeted at both staff and service users to be delivered within all partner organisations; and
- Develop a regional programme of awareness raising activities targeting "hard to reach" groups such as migrant or immigrant workers, black or minority ethnic groups etc.

3. *Access to Adult Safeguarding Services:*

As awareness of adult safeguarding grows within the workforce and the general public, it is vital that it is as straightforward as possible to express concerns or make a referral to adult safeguarding services.

A streamlined referral process has a number of benefits, including making it easier for individuals to access specialist advice and support, and reducing the requirements on individuals to repeat their story

unnecessarily. It will also support "whistle blowers" to raise issues or concerns.

All partner organisations should work to ensure that internal lines of reporting concerns are clear and communicated to both staff and service users. The process of referral for further action should also be streamlined where necessary. It is likely that the organisation's Alerting Manager for Safeguarding Adults (see Leadership and Partnership Working) will assume lead responsibility for these tasks.

Organisations receiving referrals should ensure that their processes and systems for responding to concerns are clear, easily accessed and widely publicised. Such systems should also ensure that referrals can be made outside normal office hours.

Throughout the course of this strategy NIASP will:

- Establish an easy-to-use, standardised electronic referral form for use by all partner organisations;
- Ensure that all partner organisations have separate intranet sections on adult safeguarding which will include easy access to core documentation including referral forms;
- Establish a single point of access to specialist adult safeguarding services within each Health and Social Care Trust; and
- Establish a single regional contact to be made available to the general public which will facilitate referrals outside normal working hours, week-ends and public holidays.

4.   Effective Interventions:

People who make use of adult safeguarding services are likely to be among the most vulnerable members of our society. It is vital that any interventions to support them are shown to be effective, of the highest possible quality and secure the best possible outcomes for the individuals concerned.

It is, therefore, important to develop a menu of interventions to guide practitioners from all sectors and organisations as they support adults at risk of harm or in need of protection. Such interventions must be based

on the best available evidence, compliant with human rights principles, and available to users throughout the region.

During the course of this strategy NIASP will:

- Develop a standardised, validated risk assessment tool for use by practitioners across disciplines and organisations;
- Establish partnerships with academic and other organisations such as the Social Care Institute for Excellence to develop and disseminate models of best practice in investigation and protection techniques that are evidence based, robust and effective; and
- Work with groups of service users to "road test" and evaluate new or developing interventions such as the application of Family Group Conferencing or the use of Non-Molestation Orders in adult safeguarding.

5.   The User Experience:

Users' experience of adult safeguarding will vary, depending on the nature and extent of their engagement with the system. For example, an organisation that makes a referral to adult safeguarding will have a different type of user experience from an individual who has themselves experienced abuse, exploitation or neglect. However, whatever the origin of contact with adult safeguarding, the user experience should be as supportive as possible, avoid duplication and result in positive outcomes for all concerned.

Over the course of this strategy NIASP will:

- Develop partnership arrangements with academic institutions and experts in user based research (including peer researchers) such as the Patient and Client Council to identify a range of outcomes for adults at risk and adults in need of protection. These outcomes should originate in the experience of service users, be based on the best available evidence and result in an identified improvement for the service user;
- Develop and implement an audit programme that will include qualitative measures of users' experiences of adult safeguarding; and

- Clarify the interface between adult safeguarding and other public safety strategies such as the Domestic and Sexual Violence Strategies so that the potential for confusion and duplication is minimised.

6. *Training and Practice Development*

Effective adult safeguarding is a complex task, which requires different but complementary knowledge and skills from practitioners and partner organisations. Adult safeguarding services must be delivered by a confident, competent and trained workforce, which includes those working in a voluntary or unpaid capacity, and by organisations committed to learning from experience and to the steady improvement of services.

NIASP will adopt a multi-disciplinary approach to training and practice development, while at the same time working with in-service training providers and academic institutions to ensure that practitioners are provided with appropriate knowledge and skills to deliver adult safeguarding services of the highest quality.

Over the course of this strategy, NIASP will:

- Work with academic and other partners to develop a validated and recognised post-qualifying award in adult safeguarding for practitioners;
- Develop and agree a regional menu of adult safeguarding training opportunities which will specify learning outcomes, core content and target groups to meet a range of identified training needs within partner organisations ; and
- Regularly review specialist training courses to ensure that they continue to meet the needs of practitioners and partner organisations, and to ensure that they are responsive to developing practice and standards.

7. Governance, Audit and Quality Assurance:

The introduction of new structures and the development of policy in relation to adult safeguarding will continue to result in new and increasingly onerous responsibilities for NIASP and the LASPs, such as the commissioning and completion of Serious Case Reviews.

It is important that there is a governance framework in place to sustain these developments which is fit for purpose, promotes adult safeguarding and ensures accountability. The framework will also support a programme of audit and quality assurance and ensure that there is regional consistency in developments within adult safeguarding.

Over the course of this strategy NIASP will:

- Develop and publish a governance scheme which will set out core responsibilities and accountability arrangements in relation to adult safeguarding for NIASP, LASPs and all partner organisations;
- Develop and implement an audit programme that sets out the regional audits that NIASP will undertake over the next 5 years: and
- Develop and publicise a suite of standards for adult safeguarding in Northern Ireland. Performance against these standards will be included in the regional audit programme.

7. Implementation and Review Arrangements: How will we know the Strategy is working?

The next section of the Strategy describes how we will know that the themes we talked about in Section 6 are making a difference for people who use adult safeguarding services. Our Implementation Plan suggests some success indicators and measures for each theme and the related objectives. It also sets out who is responsible for ensuring that the objective is met, and sets a timescale for completion.

The lead responsibility for the implementation of this strategy will rest with NIASP. NIASP will get regular updates on the progress being made to achieve the objectives in the strategy, and will use the themes and objectives to form the basis of its own Workplans every year. The progress report will form a part of its NIASPs Annual Report.

Because this strategy is designed to cover a period of 5 years, many of these measures will change over time. Any changes or amendments will be agreed by NIASP and incorporated into its annual Workplan.

NIASP STRATEGIC PLAN : IMPLEMENTATION

Theme: Leadership & Partnership Working

Objective	Success Indicators	Measures	Lead Responsibility	Timescale
Work with partner organisations to ensure that within each organisation there is an identified Senior Manager designated as the organisation's Alerting Manager for Adult Safeguarding. Working with partner organisations, NIASP will develop a common understanding of the key operational and governance responsibilities of this role, and will develop appropriate training and support mechanisms.	• Alerting Manager role description agreed by NIASP; • Identification of Alerting Manager in each partner organisation; • Alerting Manager training programme developed; • Alerting Manager support mechanism described and implemented	• Alerting Manager role description published by NIASP; • 100% of all NIASP/LASP partner organisations have an identified Alerting Manager for Adult Safeguarding; • Alerting Manager training and support mechanism in place	NIASP and LASP partner organisations	By end Year 2
Continually review NIASP and LASP structures to make effective use of all available resources, identify skills and expertise within all partner organisations and provide opportunities for them organisations to provide local and regional leadership in the development of adult safeguarding services.	• Development of flexible, responsive working arrangements within NIASP and LASP; • NIASP and LASP workstreams led by cross section of partner organisations	• Audit of relevant skills and expertise within partner organisations; • Internal evaluation of NIASP and LASP working practices	Chair of NIASP; Chairs of LASPs	Year 1 and annually thereafter.
Work with the emerging Police and Community Safety Partnerships to ensure that adult safeguarding issues	• Adult safeguarding prevention activities included in local	• Local prevention plans; • Local Police and	Chairs of LASPs	Year 1 and on-going

are given appropriate consideration at a local level.	community safety plans; • Local prevention plans to include developing working relationships with Police and Community Safety Partnerships.	Community Safety Partnership Plans		

Theme: Public Awareness and Prevention

Objective	Success Indicators	Measures	Lead Responsibility	Timescale
Develop linkages with other public protection awareness raising campaigns such as Domestic and Sexual Violence, Human Trafficking and Community Safety to ensure that adult safeguarding is an integral part of such programmes.	Adult Safeguarding seen as an integral part of public protection campaigns and included in the design and planning of awareness-raising campaigns.	• Identification of relevant public awareness raising campaigns; • Preparation of awareness raising material on adult safeguarding; • Inclusion of adult safeguarding in at least 2 campaigns through the life of the strategy	NIASP Workstream	By end of Year 5
Develop and make available information and advice for individuals, families and carers on keeping safe and how to access adult safeguarding services when necessary. This information will be made available using a variety of communication methods such as leaflets and information cards. Consideration will also be given to the potential use of social network media such as Facebook and Twitter to communicate key messages in relation to keeping safe.	Provision of high quality, user-friendly information using a variety of formats that is widely disseminated.	• Presence of adult safeguarding "keeping safe" information on all partner organisation web-sites and other sources of public information; • Costed proposal re the development of an adult safeguarding social network site such as Facebook or Twitter	NIASP workstream; All partner organisations.	Year 2 - 5

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Develop a programme of planned, co-ordinated local awareness raising activities targeted at both staff and service users to be delivered within all partner organisations.	Delivery of a range of local activities which reflect the needs of local communities while conveying a consistent message in relation to adult safeguarding	• Core content of awareness raising activities agreed by NIASP; • Local awareness raising activities developed; • Delivery of at least 1 programme in each LASP area per year	LASP Chairs	Year 2 and on-going
Develop a regional programme of awareness raising activities targeting "hard to reach" groups such as migrant or immigrant workers, black or minority ethnic groups etc.	Development of a co-ordinated approach to reach out to "hard to reach" groups that has a single consistent message; Evidence of joint working with representatives of these groups	• Development of specific activities targeting "hard to reach groups": • Programme delivered at least once in every LASP area	LASP Chairs	Year 5

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Theme: Access to Adult Safeguarding Services

Objective	Success Indicators	Measures	Lead Responsibility	Timescale
Establish an easy-to-use, standardised electronic referral form for use by all partner organisations.	Streamlined referral system that captures all necessary information; Improved response times.	• Content of referral form agreed by NIASP; • Agree introduction of electronic form with IT leads in partner organisations.	NIASP Workstream	Year 2
Ensure that all partner organisations have separate intranet sections on adult safeguarding which will include easy access to core documentation including referral forms.	Standardised information available to staff within partner organisations	• Core information for inclusion agreed by NIASP • Agree content with IT leads in partner organisations; • 100% of partner organisations to have adult safeguarding sections on their intranet.	NIASP Workstream	Year 3
Establish a single point of access to specialist adult safeguarding services within each Health and Social Care Trust.	• Improved access to adult safeguarding advice and expertise for SAMs and members of the public;	All Trusts to have a single point of contact for all external and internal adult safeguarding queries	LASP Chairs	Year 3

	• More efficient response to referrals			
Establish a single regional contact to be made available to the general public which will facilitate referrals outside normal working hours, week-ends and public holidays.	Streamlined process for the general public to access adult safeguarding advice or make a referral	Single point of access for the region in place	NIASP Workstream	Year 5

Theme: Effective Interventions

Objective	Success Indicators	Measures	Lead Responsibility	Timescale
Develop a standardised, validated risk assessment tool for use by practitioners across disciplines and organisations.	Quality assured risk assessment process ensuring key areas for consideration are included, so enhancing decision making and improving protection planning	• Core elements of a safeguarding risk assessment agreed; • Validation of risk assessment tool; • Tool piloted in 5 sites	NAISP Workstream	Year 4
Establish partnerships with academic and other organisations such as the Social Care Institute for Excellence to develop and disseminate models of practice in relation to investigation and protection techniques that are evidence based, robust and effective.	Practice guidance made available to practitioners which highlights evidence-based research in relation to the processes of investigation and protection	• Agreement secured form SCIE/academic partners; • Scope out available evidence of best practice; • Develop practice guidance	NIASP Workstream	Year 5
Work with groups of service users to "road test" and evaluate new or developing interventions such as the application of Family Group Conferencing or the use of Non-Molestation Orders to adult safeguarding.	Practical application of research to real-life situations, leading to better outcomes for service users as well as developing practice options for practitioners.	Adult Safeguarding Forum to review at least one potential practice development per year	NIASP Workstream	Year 3

Theme: The User Experience

Objective	Success Indicators	Measures	Lead Responsibility	Timescale
Develop partnership arrangements with academic institutions and experts in user based research (including peer researchers) such as the Patient and Client Council to identify a range of outcomes for adults at risk and adults in need of protection. These outcomes should originate in the experience of service users, be based on the best available evidence and result in an identified improvement for the service user.	Identification of a range of user-based outcomes which can be used to evaluate local and regional service developments	• Establish partnerships; • Recruit "peer researchers"; • Identify outcomes	NIASP Workstream	Year 4
Develop and implement an audit programme that will include qualitative measures of users' experiences of adult safeguarding;	An audit programme will ensure that there is a systematic approach to ensuring that adult safeguarding services are being provided consistently and at the appropriate standard	• Draw up and agree annual and 5-year audit plan; • Implementation of audit plan; • Regular reporting to NIASP on findings from audit and any necessary follow-up actions	NIASP Workstream	Year 1 and on-going
Clarify the interface between adult safeguarding and other public safety strategies such as the Domestic and Sexual Violence Strategies so that the potential for confusion and duplication	Partner organisations should be clear about their role and contribution to a number of different initiatives and how those	Contribution to other strategies is agreed and clearly set out	NIASP Workstream	Year 2 and on-going

is minimised.	initiatives support adult safeguarding			

Theme: Training and Practice developments

Objective	Success Indicators	Measures	Lead Responsibility	Timescale
Work with academic and other partners to develop a validated and recognised post-qualifying award in adult safeguarding for practitioners	• The level of knowledge and skills required to undertake complex adult safeguarding tasks should be recognised by professional bodies; • Staff should be given the opportunity to develop their knowledge and skills to the appropriate level and recognition in the form of academic achievements be available	• Establish academic partnership; • Secure appropriate accreditation for training	NIASP Workstream	Year 4
Develop and agree a regional menu of adult safeguarding training opportunities which will specify learning outcomes, core content and target groups to meet a range of	Standardised content of training will lead to an increase in the level of skills within all	• Content of core training agreed by NIASP; • Target groups for training identified;	NIASP Workstream	Year 3

identified training needs within partner organisations ;	staff groupings, and ensure a consistency in responding to concerns	• Costed training plan developed and implemented		
Regularly review specialist training courses to ensure that they continue to meet the needs of practitioners and partner organisations, and to ensure that they are responsive to developing practice and standards.	• Specialist training courses should be up-to-date and reflect the most recent policy or procedural developments as well as emerging practice; • Wherever possible, specialist training will be delivered on a multi-agency basis.	• Content of specialist training agreed by NIASP; • Identification of target staff groups; • Costed training plan developed and implemented	NIASP Workstream	Year 1 and on-going

Theme: Governance Audit and Quality Assurance.

Objective	Success Indicators	Measures	Lead Responsibility	Timescale
Develop and publish a governance scheme which will set out core responsibilities and accountability arrangements in relation to adult safeguarding for NIASP, LASPs and all partner organisations.	An agreed governance scheme provides assurance to all partner organisations sponsoring authorities and the public that NIASP is accountable for its work, open to scrutiny and is performing to an acceptable level	• Governance scheme agreed by NIASP; • Implementation of governance scheme	NIASP Workstream	Year 1
Develop and implement an audit programme that sets out the regional audits that NIASP will undertake over the next 5 years.	An agreed audit programme will scrutinise different areas of practice to ensure that procedures and practice in relation to adult safeguarding are delivered at an appropriate standard, both locally and regionally.	Regional audit programme agreed by NIASP; Regular reports to NIASP on findings form audit and any necessary actions	NAISP Workstream	Year 1 and on-going
Develop and publicise a suite of standards for adult safeguarding in Northern Ireland. Performance against these standards will be included in the regional audit programme.	Staff and service users should understand what they can expect from adult safeguarding services at all levels and stages of involvement	Standards developed and agreed by NIASP; Annual Audit of a sample of Standards	NAISP Workstream	Year 3 and on-going

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Appendix 2

Development Department

Your reference: Adult Safeguarding Partnership Strategic Plan

Our reference: #148736   Being dealt with by: David Purchase

Date: 29/5/13   Tel: 02890 320202 ext 3792

Northern Ireland Adult Safeguarding Partnership (NIASP)
Room 117
County Hall
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Co Antrim
BT42 1QB
E-mail: joyce.mckee@hscni.net

Dear Joyce,

RE: Consultation: NI Adult Safeguarding Partnership Strategic Plan

Please find attached our provisional response to this consultation document. Please note that this is still subject to final ratification by full council.

Provisional Response

1.1.   General comments

1.1.1.   Thank you for asking us to comment on the draft plan. We look forward to seeing the final plan in due course. 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?

1.2.1.   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.

6.   Are there any aspects of the Strategic Plan that you consider could be made clearer or easier to understand??

1.2.9.   No.

Thank you for asking us to respond to the proposals.

Yours faithfully

David

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Docs 148736

Strategic Plan

2013 - 2016

Safeguarding Board for Northern Ireland Strategic Plan

Foreword

As the Chair of the Safeguarding Board for Northern Ireland (SBNI) I am pleased to present this, our first Strategic Plan, for consultation.

The SBNI was launched in September 2012, and is composed of organisations and professions, who play a special role in protecting and safeguarding children. This plan has three sections.

Section 1: "An Overview of the SBNI" – describes who we are and what we have been set up to do.

Section 2: describes how we have chosen our priorities, conscious of the fact that we could not do everything we wanted to.

Section 3: is the plan itself, on which we are seeking your views.

There are approximately 430,000 children and young people in Northern Ireland, each one of whom has a unique range of talents and needs. We want all of our children and young people to be able to develop to their full potential. For this to happen, they need to grow up in a safe and caring environment and be protected from abuse or harm, from whatever source this might come. The responsibility to create this environment rests with each and every one of us but in particular with all of those organisations and professionals who work with or provide services to children and families.

The strategic objectives, we are proposing are challenging. They provide the foundation for our work over the next three years. They will only be achieved by the hard work, focus and energy of literally hundreds of people, who work for the member agencies and our other partners. Working together, each one of those people will play their part in keeping our children safer.

The first value which we as a Board adopted was that "children and young people's wishes, feelings and experiences should be at the centre of what we do". The challenge for the Board is not only to demonstrate to the adult world that we have made a difference in the lives of children, but to have this endorsed by the views of children themselves.

I would like to commend this report to you. The Board is keen to hear your views on this plan. I hope you will take the time to consider this and share your views with us.

Regards,

Hugh Connor

Chair

SECTION 1

SAFEGUARDING BOARD FOR NORTHERN IRELAND - OVERVIEW

1.   **Introduction**

The Safeguarding Board for Northern Ireland (SBNI) was established in September 2012 under the Safeguarding Board (Northern Ireland) Act 2011 (the Act). The duties placed on the SBNI are stipulated in the Act. Further prescription of the membership, functions and procedures are provided for in the Safeguarding Board for Northern Ireland (Membership, Procedure, Functions and Committee) Regulations (Northern Ireland) 2012 (the SBNI Regulations).

This Strategic Plan has been prepared to cover the period April 2013 to March 2016. Its aim is to fulfil the responsibility of the SBNI to coordinate and ensure the effectiveness of what is done by each person or body represented on the Board for the purposes of safeguarding and promoting the welfare of children and young people.

The creation of the Board is a tangible demonstration of society's commitment, to protecting the rights and wellbeing of children and young people. The concentration will be upon looking at, how those agencies which make up the SBNI, can individually, and collectively, improve, their services and governance arrangements for families and children at risk or in considerable need. The Board will seek to coordinate the efforts of all its member agencies, to tackle issues in a coordinated and holistic fashion.

The term safeguarding is intended to be used in its widest sense, that is, to encompass both prevention and protection activity. Morrison highlighted that the safeguarding needs and risks to children who do not reach the threshold for statutory child welfare responses can be as severe as the risks to children who are within the formal multi-agency Child Care system (Morrison 2006). These have tended to be families characterised by emotional abuse or neglect which

appear on the surface to cope, but where children are very vulnerable to longer term effects, or which may be prone to sudden deterioration. Such cases rarely receive intensive or co-ordinated interventions.

Safeguarding children is the process of preventing impairment of children's health and development, and of ensuring they are growing up safely and securely and provided with effective care, all of which collectively enables them to attain greater success in adulthood. Safeguarding also extends to protecting children from abuse or neglect, when it occurs, including the promotion and protection of children's rights.

The annual business plan will provide a process by which the strategic plan can be delivered over three years. The objectives set within the business plan will therefore reflect the Board's strategy.

Section 7 of the Act states that SBNI shall establish the following:

- A prescribed number of committees to be called 'Safeguarding Panels';
- A committee to be called 'the Child Death Overview Panel'; and
- A committee to be called 'the Case Management Reiew Panel'.

In addition, the SBNI has the statutory power to establish other committees in order to facilitate its work. These are:

- Policy and Procedures;
- Communication and Engagement
- Education and Training
- Effectiveness and Governance

The Board must deliver its functions as set out in legislation and will therefore rely heavily upon its various committees to deliver on its annual business plan.

The SBNI Committees will act as 'programme boards' to drive the work forward. For each sub-objective allocated to them, they will develop detailed plans which

will identify specific project tasks. Each Committee will monitor progress on a regular basis, and the Board will receive a composite update of progress.

2.   <u>Strategic Context</u>

The SBNI had been established because of the Northern Ireland Executive commitment to safeguard children. This is in keeping with the Executive's 10 year strategy for Children and Young People, '*Our Children and Young People – Our Pledge'* which seeks to achieve the following outcomes for all children and young people:

- Being healthy;
- Enjoying, learning and achieving;
- Living in safety and stability;
- Experience economic and environmental well-being;
- Contributing positively to community and society; and
- Living in a society which respects their rights.

The SBNI is bound by obligations to protect children in existing international and domestic law including the United Nations Convention on the Rights of the Child (UNCRC).

The UNCRC is an international agreement on the rights of children. It sets out the basic rights to which all children are entitled, in all areas of their lives. In 1991 the UK Government ratified the Convention, thereby committing itself to promotion of children's rights, through the provision of services as well as other means.

There are four guiding principles of the UNCRC:

- Non-discrimination, (Article 2)
- The best interests of the child (Article 3)

- Respect for the child's view and the right to participate and for their view to be given due weight (Article 12)

- The child's right to life, survival and development (Article 6).

Taken together, these principles form the corner-stones of the Convention, which provides a set of minimum standards for children's civil, political, economic and cultural rights. The SBNI will therefore ensure that these rights are central to its work.

Section 10 of the Act sets out the duty on the Board, its Committees and its member agencies to cooperate with each with each other in the exercise of the SBNI's functions. The SBNI has the power (Section 11) to request information from member agencies. This power will be exercised judiciously and only when it is necessary and proportionate to the purpose for which it is being sought. The SBNI will develop Information Sharing Guidance in conjunction with member agencies, to assist in the sharing of information within agencies, with the SBNI, and each other.

The Act stipulates each member agency must make arrangements for ensuring that their functions are exercised having due regard to the need to safeguard and promote the welfare of children and young people. The SBNI will seek assurance from each agency at an organisational and/or strategic level that the following is in place:

- Senior Management commitment to the importance of safeguarding and promotion children's welfare;

- A clear statement of the agency's responsibilities towards children which is available to staff;

- A clear line of accountability within the organisation for work on safeguarding and promoting the welfare of children;

- Service development in respect of the need to safeguard and promote children's welfare is informed, where appropriate, by the views of children and families;

- Staff training on safeguarding and promoting the welfare of children for all staff working with or, depending on the agency's primary functions, in contact with children and families;

- Safer recruitment policies are in place;

- Effective inter-agency working to safeguard and promote the welfare of children; and

- Effective information sharing arrangements.

The SBNI will establish arrangements for auditing, including self-audit, on how agencies are meeting their duty to safeguard and promote the welfare of children. The SBNI will use a range of measures including a peer review process based on self-evaluation, performance indicators and joint audit. Its aim is to promote high standards of safeguarding work and to foster a culture of continuous improvement. It will also identify and act on identified weaknesses in services and report on these in the SBNI's annual report.

3. **SBNI Function**

As stipulated by Regulation 16 the SBNI must ensure that it exercises its functions in a manner that:

- Takes into account the views of children and young person's on the effectiveness of the arrangements to safeguard and promote the welfare of children;

- Takes into account the importance of parents and other carers in safeguarding and promoting the welfare of children; and

- Is transparent, proportionate and consistent.

The key functions of the SBNI are:

- To co-ordinate and ensure the effectiveness of what is done by each person or body represented on the Board for the purpose of safeguarding and promoting the welfare of children;

- To develop policies and procedures for safeguarding and promoting the welfare of children;

- Promote an awareness of the need to safeguard and promote the welfare of children;

- Keep under review the effectiveness of what is done by each person or body represented on the Board to safeguard and promote the welfare of children;

- To undertake Case Management Reviews, in order to learn lessons in cases where children have died or have been significantly harmed;

- To review information in relation to the sudden and unexpected deaths of children;[1]

- To promote communication between the SBNI and children and young people;

- Advise the Regional Health and Social Care Board and local commissioning groups in relation to safeguarding and promoting the welfare of children.

4. **SBNI Purpose**

To co-ordinate and ensure the effectiveness of what is done by each person or body represented on the Board for the purpose of safeguarding and promoting the welfare of children and young people.

5. **SBNI Vision**

"To promote the provision of early intervention services which would prevent harm arising to children and young people and ensure that those most at risk

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[1] It is planned that this function will become operational in 2013.

are protected from death or repeated harm by having in place an effective protection service which also offers therapeutic intervention".

6. SBNI Values

- Children and young people's wishes, feelings and experiences placed at the centre;
- A relentless focus on the timeliness, quality and effectiveness of help given to children, young people and their families;
- The availability of a range of help and services to match the variety of needs of children, young people and their families;
- Recognising that risk and uncertainty are features of the system where risk can never be eliminated but it can be managed smarter;
- Trusting professionals and giving them the scope to exercise their professional judgment in deciding how to help children, young people and their families;
- The development of professional expertise to work effectively with children, young people and their families;
- Continuous learning and improvement, by reflecting critically on practice to identify problems and opportunities for a more effective system

7. SBNI Objectives

The child protection system is centred on five interlocking objectives:
- Reducing the prevalence and incidence of child abuse and neglect through preventative approaches;
- Reducing the child mortality rate as a consequence of having a system for identifying and protecting children at risk of significant harm;
- Preventing children identified as being in need of protection from experiencing repeated harm;

- Addressing the effects of the harm experienced by children on their development and promoting their welfare resulting in improved psychological and social functioning and improved educational attainment;

- Addressing the needs of other family members so that they are in a better position to provide for the care and future protection of the child.

8. SBNI Strategic Priorities 2013 – 2016

- driving improvements in the current child protection system;

- providing leadership and setting direction;

- work in partnership to ensure children and young people are living in safety and with stability;

- protect and safeguard children by responding to new and emerging concerns.

9. The Children and Young People's Partnership

The purpose of the Partnership is to put in place integrated planning and commissioning across agencies and sectors in relation to the OFMDFM, 6 outcomes for children and young people. This is recorded through the Children and Young People's Plan, which is aimed at improving wellbeing and realising the rights of children in Northern Ireland. The SBNI will agree arrangements with the CYPSP to ensure that safeguarding issues can be raised and properly addressed within the planning and commissioning mechanisms. These arrangements will take into account each other's objectives and functions to ensure that duplication of work is avoided.

The partner agencies on the CYPSP relate to a range of strategies and policies in relation to requirements in terms of children and young people. Some key strategies are also being revised at present, so agencies need to review their own strategies and action plans in the light of changing expectations from Government.

The SBNI will also need to take into account the work and action plans from OFMDFM Strategic Drivers including:

- Child Poverty Strategy – Improving Life Chances
- Delivering Social Change Framework
- Child Care Strategy
- Lifetime Opportunities: Anti- poverty and Inclusion Strategy for NI

Other strategies that the SBNI need to take cognisance off include:

- Families Matter, the Department of Health, Social Services and Public Safety strategy for family support and parenting.
- Families' and Children's Services Guide – 'Think Child, Think Parent, Think Family - a guide to parental mental health and child welfare'
- DHSSPS Regional Strategy for tackling Domestic Violence
- DHSSPS Hidden Harm Action Plan
- DOJ Community Safety Strategy 2011-2017
- DOJ Strategic Framework for Reducing Offending 2012
- DHSSPS – Service Framework for Mental Health and Well- being
- New Urban Regeneration and Community Development Framework
- New Strategic Direction on Alcohol and Drugs 2011 – 2016
- DHSSPS Protect Life Strategy
- DHSSPS Sexual Health Promotion Strategy 2008-2013

SECTION 2

SAFEGUARDING BOARD FOR NORTHERN IRELAND – CHOOSING OUR PRIORITIES

1. **SBNI Membership**

   The membership of the SBNI is made up of representatives from the Health and Social Care Trusts, Health and Social Care Board, the Public Health Agency, Probation Board, the Police, Education and Library Boards, District Councils, Youth Justice Agency, the Prison Service, lay members and independent, voluntary representation from the NSPCC, Barnardo's, Action for Children, Include Youth, The Children's Law Centre and Children in Northern Ireland.

   Member Agencies where cited in the Safeguarding Board Act (NI) 2011, because of their duty and capacity to safeguard and promote children's welfare in the context of the services which they currently provide. The SBNI has developed strong working relationships with its Member Agencies and with wider strategic partnerships within Northern Ireland; however the SBNI exercises a unique statutory role in being independent of all of these bodies. This means that the SBNI must be able to form a view of local activity, to challenge organisations as necessary and speak with an independent voice. The Member Agencies of the SBNI recognise that the SBNI role is that of oversight and scrutiny rather than operational delivery. It is through the work of the Member Agencies that the strategic priorities identified by the SBNI will be driven forward.

   The Board meets six times a year in relation to SBNI business, (two of which are for training and development purposes). The Board has established a number of committees (some of which are identified in Statute) who are each responsible for delivering on specific key functions of the SBNI as identified in Section 1. The Committees include:

   • Five safeguarding panels

- Case Management Review Panel (CRMP) - A key objective for the SBNI is to undertake Case Management Reviews (CMRs) in order to learn lessons in cases where children have died or have been seriously injured.

- Child Death Overview Panel (CDOP) - Under Section 7 of the Safeguarding Board Act (NI) 2011, the SBNI is required to establish a Child Death Overview Panel (CDOP), which must review such information as may be prescribed in relation to deaths of children in NI. The purpose of CDOP is to collect, analyse and review information about child deaths in Northern Ireland with the purpose of identifying common, preventable factors and to work with the Public Health Approach in relation to learning and prevention.

- Policy and Procedures

- Communication and Awareness Raising

- Education and Training

- Effective and Governance

See organisation chart below.

SBNI
Safeguarding Board
for Northern Ireland

Chair

Director of Operations
- Office Manager
- 2 Administrative Officers
- Professional Officer

3 Lay Members

2 Safeguarding Panel Chairs

GP (Member of BMA)
Designated Nurse
Designated Doctor /Paediatrician

Children in Northern Ireland
Include Youth
Barnardo's

Children's Law Centre
Action for Children

5 Health & Social Care Trusts
Public Health Agency
Regional Health & Social Care Board

Youth Justice Agency
Probation Board Northern Ireland
Police Service Northern Ireland

District Councils
Northern Ireland Prison Service
Education and Library Board's

CDOP
CMR
Policy & Procedure
5 Safeguarding Panels
Education & Training
Engagement & Communication
Effectiveness & Governance

2. **Identifying Strategic Priorities**

SBNI's strategic priorities have been identified and developed through working with the Member Agencies and other partners all of whom have contributed to this discussion. Each year the SBNI will produce its business plan and work programmes and these will be regularly reviewed to make sure we are doing what we said we would do. Sometimes other priorities may emerge as a result of government policies or from Case Management Reviews. If this happens we will revisit our plans and may decide to include some areas of work which weren't there at the beginning of the year.

As highlighted in Section 1 the SBNI has identified 4 strategic priorities for the period 2013 – 2016. Each priority will feature in the SBNI annual business plan which will detail the specific objectives to be delivered, and how these will lead to improved outcomes for children and young people. Each objective will be assigned to a specific committee, task group or individual who will be responsible for its delivery.

The key priorities contained in this document set out the strategic direction for the SBNI over the next 3 years. They are closely aligned with the core functions of the SBNI, as defined in legislation. The strategy takes account of the continuum of service provision in respect of safeguarding and includes prevention, early intervention and formal child protection procedures.

The SBNI recognises that it cannot target all the issues affecting the safety and wellbeing of children. Indeed it is not the organisation's strategic responsibility to do so. The Board accepts that other safeguarding child protection priorities could have been included in this plan. Many of these other issues are also of considerable importance in relation to the safeguarding and protection of children. The Board recognises that choices have to be made.

These choices have been made on the basis of the following feedback from:
- Voluntary & Statutory Organisations in relation to safeguarding priorities identified by children & young people;
- Practitioners;

- Member Agencies;

- SBNI's strategic responsibilities;

- Lessons from research;

- Lessons from Case Management Reviews; and

- The Board's determination to avoid duplication by not taking on tasks on which others are leading.

In an attempt to avoid the latter, the SBNI undertook a joint exercise with the Children and Young People's Partnership (CYPSP) to consider the current thematic priorities for the CYPSP and SBNI. Both groups considered their unique input using the following classifications:

- the groups of children the SBNI has to 'protect', as part of its core functions, irrespective of resource limitations and organisational changes *and* require on-going or new work;

- the groups of children that the CYPSP or SBNI should give high priority to *and* require on-going or new work;

- the groups of children that the CYPSP or SBNI are unable to undertake active work with but either/both should continue to monitor need and service provision in some way;

- the groups of children that other partnerships are or can work with and can be held to account by the SBNI and/or CYPSP for this work.

Using this exercise as a filter was the first step in the process to identify our priorities.

Given the Board's core objectives of "ensuring and coordinating the effectiveness of what is done by Member Agencies to safeguard and promote the wellbeing of children in NI", the SBNI can play a number of roles including monitoring, evaluating, challenging, driving change, and leading in relation to its core functions. This means that even if some themes are not issues that the Board will seek to directly tackle, it can still take steps to ensure, through the work of others, that progress is being made in protecting children. Examples of this are:

- Children who are living in circumstances where there is:
  - o Domestic Violence
  - o Parental mental health problems
  - o Parental alcohol and drugs problems
- Children who are disabled.

Significant service developments in these areas are currently being taken forward by the Public Health Agency (PHA), Children and Young Person's strategic Partnership (CYPSP) and Health and Social Care Board (HSCB) in its commissioning role.

3. **SBNI Priorities**

In taking forward its priorities, the Board has sought to better understand the environment within which our children and young people live. In Northern Ireland the population of under 18 year olds is: 430,763, which represents 24% of the total population in Northern Ireland (Census data 2011). At 31 March 2012, there were 2,127 children on the Child Protection Register in Northern Ireland. The largest proportion of children were on the Register due to physical abuse. Before 2010, the largest category of abuse had been neglect which is the case in the rest of the United Kingdom.   Our current classification allows neglect to be combined with a range of other factors such as physical abuse, sexual abuse, emotional abuse and if the Register is viewed in this way, neglect would remain the most frequent factor.

It is recognised that not all children who are subject to abuse will have been referred to Child Protection Services and it is generally accepted that figures on child protection registers will be an underestimation of the extent of abuse.

As stated above, although some children are on the child protection register due to a specific category of abuse, many children will have experienced multiple problems. Multiple adversities in childhood have been shown to have profound effects upon individuals in different ways not just in childhood but across the whole course of their life. The tendency for Professionals to

sometimes focus on singular events such as child abuse can obscure or hide the longer term damage of cumulative adversity.

Well recognised risk factors for children include poverty, parental mental health problems, domestic violence and parental alcohol and drug problems. The cumulative and interactive impact of these risks on an individual's social, emotional and psychological health cannot be underestimated.

As a consequence, the SBNI will seek to ensure that Member Agencies take more account of children's experiences of multiple adversities; a lesson highlighted in several Case Management Reviews. The needs of children who experience neglect and multiple adversities will be a priority for SBNI.

The Board will also develop a collaborative and analytical process to review such cases in order to enhance learning and quality assure practice.

In terms of vulnerability to abuse, research would suggest that disabled children are more likely to be abused than non-disabled children. However, on our current Child Protection Register, disabled children are under-represented. The Board will want to examine the current level of collaboration between Professionals with safeguarding expertise and those Professionals who are expert in disability, in order to consider whether the current arrangements are working to best effect across the province. The SBNI will seek assurance through its partnership arrangements that effective safeguarding arrangements are in place.

One of the most vulnerable and disadvantaged groups in our society are Looked After Children, DHSSPS (Care Matters, March 2007). In comparison to non-Looked After Children their outcomes are poorer, including lower educational attainment and much higher rates of unemployment. At 31 March 2012, there were 2,644 LAC in Northern Ireland. Of these 74% of these were in Foster Care, 11.2% were placed with family and 8.7% were in Residential Care.

The numbers of Looked After Children who go missing from home are disproportionately high. PSNI statistics highlighted that 56% of children who go

missing are between the ages of 15 and 17 years. 33% of these young people are Looked After and are living in children's homes. These children are particularly vulnerable to sexual exploitation, which is defined as "a form of sexual abuse where children or young people are exploited, coerced and /or manipulated into engaging in some form of sexual activity in return for something they need or desire and/or for the gain of a third person".

There are no definitive figures regarding the prevalence of Child Sexual Exploitation (CSE) in Northern Ireland, however research into CSE completed over a 2 year period by Barnardo's NI "Not a World Apart "(Nov 2011) found that, of 1102 young people in the sample known to Social Services, Sexual Exploitation was identified as an issue of concern for almost one in seven, with almost one in five being assessed as at significant risk of sexual exploitation.

Recently, there have been several extensively reported cases in other parts of the UK, of children being exposed to severe sexual exploitation and degradation. While it is usual for there to be special attention on Looked After Children, the Board recognises that it must not view this problem in such a narrow way. Therefore, it will seek to develop a coordinated and consistent multi-agency approach to the identification of all children who are at such risk. Given that no other body is taking a strategic lead on this issue, the Board has decided to make this one of its key emerging priorities.

A further emerging issue is the risks which digital technology can pose to some young people. As the use of communication technology has grown, it is no longer enough to consider child safety in a purely 'real world' focus. To safeguard our children and young people, we must recognise that a greater percentage of children's time is spent connected to the online world and that this world poses risks as well as benefits.

The SBNI believes it is imperative that we educate our young people, their parents and professional carers, to ensure that all develop a safe and informed approach to the use of technology.

Therefore, it was agreed that the Board would work to develop a coordinated strategy and working model to help children at risk of:

- Becoming criminalised through on-line activity;

- Bullying through cyber activity;

- Sexual abuse (through 'sexting' and on-line exploitation).

4. **Review and Monitoring**

The Board will receive regular reports on progress on its strategic plan and annual business plan, through an agreed reporting structure from its committees. At the end of each year the business plan will be reviewed and a new one agreed for the following year.

As part of this process, the Board will carry out a "Section 12 Audit" to review with Member Agencies how well they are safeguarding and protecting children in Northern Ireland. This duty which was set out in legislation requires Member Agencies to review their performance against a number of policy issues and to identify any areas of concern or underperformance. The Board will also use Case Management Reviews, the work of the 5 Safeguarding Panels and its consultations with children, families and front-line staff to produce a more rounded picture of how children are being safeguarded.

Each year the Board will lay before the Assembly, a report on its work which will include a report by the various committees.

SECTION 3

SBNI PRIORITIES 2013 – 2016

Strategic Priority 1	Driving improvements in the current child protection system
1.1	Develop, pilot and implement a child protection governance model to improve the capacity of member agencies individually and collectively to better protect children. This would involve: • The use of the section 12 legal duty to understand the current child protection / safeguarding governance arrangements each organisation has in place; • The review of governance models which are informed by the views of children and young people, families, frontline staff and reports of inspectorial/regulatory bodies. • The development of an effective multi-agency governance model that can challenge and review these arrangements; (Section 12 SBNI Act 2011; Section 2.2.2 SBNI Guidance)
1.2	Influence practice positively and enhance the learning from Case Management Reviews, by improving the CMR process. (Section 3 (4) SBNI Act; Regulation 17 (2) & (3), and Regulation 38, Annex B SBNI Guidance)
1.3	Initiate a child death overview panel in order to understand trends in child deaths and where possible take preventative action to reduce occurrences in the future. (Section 3 (5) SBNI Act 2011)
1.4	Develop and implement within each Independent Safeguarding Panel a collaborative and analytical process to review cases in order to enhance learning and quality assure current practice. Themes to be based on key lessons identified from CMRs including: • Long standing children in need / protection cases where neglect and multiple advertises have been a causal factor. (Section 12 SBNI Act 2011; Section 2.2.3 SBNI Guidance)
1.5	Work to keep children safer by improving our understanding of the information currently held by member agencies in each Independent Safeguarding Panel and across the region as a whole by: • Identifying the information organisations currently hold; • Evaluating the strengths, weaknesses and gaps; • Identifying data sets which would improve information sharing either at an individual case level or across the system as a whole. (Section 3(9) (a) SBNI Act 2011; Section 2.3.9 SBNI Guidance)
1.6	Develop a Committee to review the effectiveness of the Board in terms of meeting its core functions. Functions include: • Ensure the operation of sound governance arrangements; • Creation of standards and performance indicators against which the Board can be measured; • Judgement of how safely and effectively the child protection system is operating across the region; • Improve the safety and wellbeing of children by disseminating

	and ensuring the implementation of recommendations of Case Management Reviews. (Section 3 (3) SBNI Act 2011; Section 2.3.3 SBNI Guidance; (Section 3 (9) (a) SBNI Act 2011; Section 2.3.9 SBNI Guidance))
1.7	Encourage and promote effective information sharing on a multi-agency level between professionals / agencies by: • The development of an Information Sharing Agreement Protocol; • Evaluating alternative models of sharing information to better protect children. (Section 3 (1) SBNI Act; Regulation 18; 2.3.1 SBNI Guidance)

Strategic Priority 2	Providing leadership and setting direction
2.1	Seek to develop consistent practice across the region by reviewing the existing multi-agency policies and procedures to protect and safeguard children to ensure greater consistency and standardisation of practice. (Section 3 (1) SBNI Act; Regulation 18; Section 2.3.1 SBNI Guidance)
2.2	Achieve greater regional / multi-agency consistency in terms of thresholds for referral across the five independent panel safeguarding areas. (Section 3 (1) SBNI Act 2011; Regulation 18; Section 2.3.1 SBNI Guidance)
2.3	Improve multi-agency working by developing a multi-agency education and training strategy to ensure that child protection training is delivered effectively and consistently to member agencies taking account of new and emerging trends or issues. Section 3 (1) SBNI Act; Regulation 18; Section 2.3.1 SBNI Guidance)
2.4	Raise awareness of child protection issues by developing an engagement and communication strategy to ensure that children, young people, families and communities are more aware of child safeguarding issues and how to get help if concerned. (Section 3 (2) & (7) SBNI Act; Regulation 16 (a) & 19; Section 2.3.2 & 2.3.7 SBNI Guidance)
2.5	Develop a process within each Independent Safeguarding Panel to engage with frontline practitioners to hear their views on the current strengths and weaknesses of the child protection / safeguarding system in order to improve practice. (Section 3 (2) & (7) SBNI Act; Regulation 16 (a) & 19; Section 2.3.2 & 2.3.7 SBNI Guidance)

Strategic Priority 3	Working in Partnership to ensure children and young people are living in safety and with stability
3.1	Work in partnership with the Children and Young People's Strategic Partnership (CYPSP) to ensure effective safeguarding arrangements are in place for children and young people who are living in circumstances where there is: • Domestic Violence • Parental mental health problems • Parental alcohol and drugs problems The voice of children will form part of the evaluation of effectiveness. (Section 3 (9) (10) SBNI Act 2011; 2.3.9 SBNI Guidance)
3.2	Work with the Health and Social Care Board (HSCB) to seek assurance through its partnership arrangements that effective safeguarding arrangements are in place for children and young people with a disability The voice of children will form part of the evaluation of effectiveness. (Section 3 (9) (10) SBNI Act 2011; 2.3.9 SBNI Guidance)

Strategic Priority 4	Protect and safeguard children by responding to new and emerging concerns
4.1	Work with member agencies to develop a coordinated strategy and working model to protect and safeguard children who go missing from home or care and are at risk of sexual exploitation. (Section 3 (9) (10) SBNI Act 2011; 2.3.9 SBNI Guidance)
4.2	Work with member agencies to develop a coordinated strategy and working model to help children at risk of: • Becoming criminalised through on-line activity; • Bullying through cyber activity; • Sexual abuse (through 'sexting' and on-line exploitation). (Section 3 (9) (10) SBNI Act 2011; 2.3.9 SBNI Guidance)

Equality and Human Rights Screening Template

The Safeguarding Board for Northern Ireland (SBNI) is required to address the 4 questions below in relation to all its policies. This template sets out a proforma to document consideration of each question.

What is the likely impact on equality of opportunity for those affected by this policy, for each of the Section 75 equality categories? (minor/major/none)

Are there opportunities to better promote equality of opportunity for people within the Section 75 equality categories?

To what extent is the policy likely to impact on good relations between people of a different religious belief, political opinion or racial group? (minor/major/none)

Are there opportunities to better promote good relations between people of a different religious belief, political opinion or racial group?

For advice & support on screening contact:

Anne Basten
Equality Unit
Business Services Organisation
2 Franklin Street
Belfast BT2 8DQ
028 90535564
email: Anne.Basten@hscni.net

SCREENING TEMPLATE

See Guidance Notes for further information on the 'why' 'what' 'when', and 'who' in relation to screening, for background information on the relevant legislation and for help in answering the questions on this template .

(1)   INFORMATION ABOUT THE POLICY OR DECISION

1.1   Title of policy or decision
Safeguarding Board for Northern Ireland (SBNI) Strategic Plan 2013 - 2016

1.2   Description of policy or decision
what is it trying to achieve? (aims and objectives)   **how will this be achieved? (key elements)**   **what are the key constraints? (for example financial, legislative or other)**   The Strategic Plan sets out the functions, purpose, vision, values, objectives and priorities of the SBNI for the next three years, taking into account the duties placed on the SBNI as stipulated in the Safeguarding Board (Northern Ireland) Act 2011 (the Act). Further prescription of the membership, functions and procedures are provided for in the Safeguarding Board for Northern Ireland (Membership, Procedure, Functions and Committee) Regulations (Northern Ireland) 2012 (the SBNI Regulations) and the SBNI Guidance (December 2012).   This Strategic Plan has been prepared to cover the period April 2013 to March 2016. Its aim is to fulfil the responsibility of the SBNI to coordinate and ensure the effectiveness of what is done by each person or body represented on the Board for the purposes of safeguarding and promoting the welfare of children and young people.   The annual business plan will provide a process by which the strategic plan can be delivered over three years. The objectives set within the business plan will therefore reflect the Board's strategy.   As stipulated by Regulation 16 the SBNI must ensure that it exercises its functions in a manner that: • Takes into account the views of children and young persons on the effectiveness of the arrangements to safeguard and promote the welfare of children;

- Takes into account the importance of parents and other carers in safeguarding and promoting the welfare of children; and

- Is transparent, proportionate and consistent.

The SBNI Strategic Plan for the years 2013 - 2016 defines four corporate objectives.

1. Driving improvements in the current child protection system;

2. Providing leadership and setting direction;

3. Working in partnership to ensure children and young people are living in safety and with stability;

4. Protect and safeguard children by responding to new and emerging concerns.

The Safeguarding Board for Northern Ireland Strategy 2013 – 2016 covers a number of key safeguarding and child protection objectives which supports the tangible demonstration of society's commitment, to protecting the rights and wellbeing of children and young people. The Strategic Plan's concentration will be upon looking at, how those agencies which make up the SBNI, can individually, and collectively, improve, their services and governance arrangements for families and children at risk or in considerable need. The Board will seek to coordinate the efforts of all its member agencies, to tackle issues in a coordinated and holistic fashion. The focus will be totally on those children and young people (and their families) whose are either at risk or in need of safeguarding. This focus on children and young people is in line with the SBNI's statutory responsibilities.

The term safeguarding is intended to be used in its widest sense, that is, to encompass both prevention and protection activity. Morrison highlighted that the safeguarding needs and risks to children who do not reach the threshold for statutory child welfare responses can be as severe as the risks to children who are within the formal multi-agency Child Care system (Morrison 2006). These have tended to be families characterised by emotional abuse or neglect which appear on the surface to cope, but where children are very vulnerable to longer term effects, or which may be prone to sudden deterioration. Such cases rarely receive intensive or co-ordinated interventions.

Safeguarding children is the process of preventing impairment of children's health and development, and of ensuring they are growing up safely and securely and provided with effective care, all of which collectively enables them to attain greater success in adulthood. Safeguarding also extends to protecting

children from abuse or neglect, when it occurs, including the promotion and protection of children's rights.

With regards to equality, the SBNI recognise that there is a focus on children given the roles and responsibilities outlined in the SBNI (Northern Ireland) Act 2011and given this attention there is automatically an identified impact on the basis of age. SBNI recognise that they cannot target all the issues affecting children in relation to both child protection and safeguarding and indeed it is not the organisation's strategic responsibility. The SBNI has a role to co-ordinate and ensure the effectiveness of its member agencies in terms of safeguarding and protecting children and young people. SBNI recognise that the needs, experiences and priorities of groups within each Section 75 category may vary substantially.

The key priorities that are contained in the strategy set out the direction for SBNI over the next 3 years. These are closely aligned with the core functions of the SBNI, as defined by legislation. The different needs, experiences and priorities of the Section 75 groups will continue to be considered as individual policies and strategies are screened as they are taken forward. Within each of these screening exercises, the specific needs and experiences of groups within each of the Section 75 categories will be assessed. This will be of particular relevance to Strategic Priority 2 (providing leadership and setting direction) and Strategic Priority 4 (protect and safeguard children by responding to new and emerging concerns), as policies and procedures will be developed aimed at specific groups of children who will be adversely affected dependent on their Section 75 category.

The SBNI also recognise that other safeguarding child protection priorities could have been identified for the purposes of the Strategic Plan. Many of these other issues are of considerable importance in relation to the safeguarding and protection of children. It is recognised that the SBNI cannot deliver on all of these objectives and therefore, choices had to be made. These choices were made on the basis of feedback from Voluntary & Statutory Organisations in relation to safeguarding priorities identified by children & young people, views of practitioners, member agencies, the SBNI's strategic responsibilities and taking account of what others are doing in this area and strive to avoid duplication or overlap. The SBNI will be keen to ensure that other bodies working on safeguarding and child protection issues take into account the specific needs and experiences of children within each of the Section 75 categories.

In a mechanism to avoid duplication, the SBNI undertook a joint exercise with the Children and Young People's Partnership (CYPSP) to consider the current thematic priorities for the CYPSP and SBNI taking into account: limited

resources, changes to agencies and uncertainty. Listed below are the various groups of children that could potentially be considered 'vulnerable' and 'disadvantaged'. The groups considered the following:

- the groups of children the SBNI has to 'protect' as part of the core business irrespective of resource limitations and organisational changes _and_ require on-going or new work;
- the groups of children that the CYPSP or SBNI should give high priority to _and_ require on-going or new work;
- the groups of children that the CYPSP or SBNI are unable to undertake active work with but either/both should continue to monitor need and service provision in some way;
- the groups of children that other partnerships are or can work with and can be held to account by the SBNI and/or CYPSP for this work.

From this exercise, information from research, lessons from Case Management Reviews, input from Practitioners, Member Agencies and feedback from Voluntary & Statutory Organisations in relation to safeguarding priorities identified by children & young people, the following groups of children are deemed the priority for SBNI over the next three years.

- Children and Young People who go missing from home or care and are at risk of sexual exploitation;
- Children and young people who are at risk of becoming criminalised through on-line activity, bullying through cyber activity and sexual abuse through 'sexting' and on-line exploitation.
- Long standing children in need / protection cases where neglect and multiple advertises have been a causal factor.

Under the SBNI's objectives of ensuring and coordinating, the SBNI can play a number of roles from monitoring, evaluating, challenging, driving change, and leading in relation to its core functions. The following groups of children that other partnerships are working with and deemed vulnerable, disadvantaged and in need of protection include:
- Children who are living in circumstances where there is:
    - o Domestic Violence
    - o Parental mental health problems
    - o Parental alcohol and drugs problems
- Children who are disabled.

SBNI will seek to influence the Lead Partners working with these children to ensure the existence of effective safeguarding outcomes.

The financial climate for the future has never been so uncertain in terms of the environment in which Health and Social Care Organisations will have to deliver their services.

1.3　Main stakeholders affected (internal and external)

For example staff, actual or potential service users, other public sector organisations, voluntary and community groups, trade unions or professional organisations or private sector organisations or others

Internal: SBNI Officers
External: Members of the Public, Children, Young People and their families, DHSSPS, Health and Social Care Board (HSCB), Public Health Agency (PHA), Patient and Client Council, Business Services Organisation, Health and Social Care Trusts, Voluntary and Community Sector, NSPCC, Professional Organisations, Other Statutory Organisations who form part of the SBNI including, Education, Police, Local Councils, Youth Justice, Probation, Prison Service, NICCY, Ombudsman,

1.4　Other policies or decisions with a bearing on this policy or decision

- **what are they?**
- **who owns them?**

- Health and Social Care Board (HSCB) Directorate of Social Care and Children Delegated Statutory Functions Statistical Report, March 2012.
- HSSPS Children's Social Care Statistics for Northern Ireland, 2011/2012.
- "I thought I was the only one. The only one in the world". The Office of the Children's Commissioner's Inquiry into Child Sexual Exploitation In Gangs and Groups Interim report, November 2012
- 'Not a world away', the sexual exploitation of children and young people in Northern Ireland, Barnardo's 2011
- A qualitative study of children, young people and 'sexting' - A report prepared for the NSPCC 2012
- http://www.nspcc.org.uk/Inform/resourcesforprofessionals/sexualabuse/sexting-research-report_wdf89269.pdf
- http://www.iwf.org.uk/resources/trends#1

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- Public Health Agency Health Intelligence Briefing – Deaths in Under eighteen year old in Northern Ireland January 2013
- An investigation into the application of child protection and related procedures with children and young people who display sexually harmful behaviours. Yiasouma, Gossrau & Leonard 2006
- The needs and effective treatment of young people who sexually abuse: current evidence - **Joint** Department of Health and National Institute for Mental Health in England (NIMHE) Research.

Moreover, we drew on the following key legislation and strategies:
- The Safeguarding Board (Northern Ireland) Act 2011 (the Act);
- The Safeguarding Board for Northern Ireland (Membership, Procedure, Functions and Committee) Regulations (Northern Ireland) 2012 (the SBNI Regulations);
- SBNI Guidance as issued by the Department of Health, Social Services and Public Safety (the Department) under section 5 of the Act;
- The United Nations Convention on the Rights of the Child (UNCRC). In accordance with UNCRC, the SBNI must act at all times in the best interests of the child (Article 3), in a manner which is non-discriminatory (Article 2), in a way which respects the views of the child (Article 12), and for the purpose of protecting the child's inherent right to life, survival and development to the maximum extent possible (Article 6).
- Other Articles of the UNCRC of particular relevance to the work of the SBNI are Articles 19, 34, 36, 37 and 39;
- The Hague Children's Conventions;
- The Human Rights Act (1998);
- The European Convention on Human Rights (ECHR);
- The Children (Northern Ireland) Order 1995 ;
- Co-operating to Safeguarding, DPSSPS;
- Executive's 10 year strategy for Children and Young People, '*Our Children and Young People – Our Pledge';*
- Children and Young People Strategic Partnership, Outcomes and Commissioning Plans;
- Translating Learning into Action: An overview arising from Case Management Reviews (CMR) in Northern Ireland 03 – 08 Devaney et al;

Other strategies that the SBNI took cognisance off included:
- Families Matter, the Department of Health, Social Services and Public Safety strategy for family support and parenting;
- Families' and Children's Services Guide – 'Think Child, Think Parent, Think Family - a guide to parental mental health and child welfare';
- DHSSPS Regional Strategy for tackling Domestic Violence;

- DHSSPS Hidden Harm Action Plan;
- DOJ Community Safety Strategy 2011-2017;
- DOJ Strategic Framework for Reducing Offending 2012;
- DHSSPS – Service Framework for Mental Health and Well- being;
- New Urban Regeneration and Community Development Framework;
- New Strategic Direction on Alcohol and Drugs 2011 – 2016;
- DHSSPS Protect Life Strategy.

(2) CONSIDERATION OF EQUALITY AND GOOD RELATIONS ISSUES AND EVIDENCE USED

Further important sources of information we drew on were:
- Meetings with Children and Young People's Strategic Partnership (CYPSP);
- Joint workshop with CYPSP to establish which groups of children and young people in Northern Ireland have specific safeguarding needs and to share information about priorities with regard to planning and commissioning services for these groups of children and young people;
  - SBNI Member Agencies Strategic, Business and Commissioning Plans;
  - UK Safeguarding Board's Strategic & Business Plans;
  - Northern Ireland Statistics and Research Agency – Census Data 2011;
  - Audit with Practitioners to identify key safeguarding and child protection priorities.
  - Review of information held by voluntary and statutory organisations in relation to key safeguarding priorities as identified by children and young people.
  - SBNI workshop designed to help members understand what it is they are being asked to do as a Safeguarding Board and to start the process of thinking through how the Board will operate in pursuit of its goal to improve the safeguarding of vulnerable children in N Ireland;
  - SBNI workshop - perspective of a young person in relation to their involvement with statutory and voluntary agencies in respect of child protection;

2.1 Data gathering

What information did you use to inform this equality screening? For example previous consultations, statistics, research, Equality Impact Assessments (EQIAs), complaints. Provide details of how you involved stakeholders, views of colleagues, service users, staff side or other stakeholders.

2.2 Quantitative Data

Who is affected by the policy or decision? Please provide a statistical profile. Note if policy affects both staff and service users, please provide profile for both.

Category	What is the makeup of the affected group? (%) Are there any issues or problems? For example, a lower uptake that needs to be addressed or greater involvement of a particular group?
Gender	**General Population Data** NI Population Statistics (2011 Census Data) Population of Northern Ireland in 2011 was 1,810,863 Male = 49% Female = 51% Children (Aged 0-17) : 430,763 (24%) Adults (Aged 18-64) : 1,116,380 (62%) Older People: (Aged 65+): 263,720 (14%) **SBNI Staff** Male = 50% Female = 50% **Child Deaths** Northern Ireland has a higher level of deaths of children than other regions in the United Kingdom particularly in the perinatal period. In children under one year the cause of death if dominated by perinatal conditions (627 deaths) or congenital abnormalities (385) with 'undefined causes' as the third most common code used. Over the last decade some two hundred children under eighteen died each year in Northern Ireland. In every age group male deaths outnumbered females with the highest imbalance in the 15-17 years age group. 2011 Figures highlight the number of deaths in males under were 1,220 and females 852. **Children In Need (HSSPS figures October 12)** During 2011/12, there were 35,516 referrals to children's social services, relating to 28,496 children of which 28,095 had been assessed by 31 March 2012. Of those assessed 14,552 were boys and 13,543 were girls. **Child Protection (HSCB Statistics)** As at 31 March 2012, there were 2,127 children on the Child Protection Register. This represented a decrease of 11% (274)

from 2011 (2,401) but an increase of18% (322) since 2007. Of these numbers 50% were boys and 50% were girls.

Looked After Children (HSCB Statistics)
As at 31 March 2012, there were 2,644 children in care. 74% of these were in Foster Care, 11.2% were placed with family and 8.7% were in Residential Care. In Northern Ireland as a whole there were more males Looked After than Females, this disparity was most pronounced in the Belfast Trust were 56% of the Looked After Children's population were male and 44% female. The Western Trust was the only Trust area with a higher proportion of females in care than males.

More males than females were in care for less than three months at 31 March 2012. This was also the case when looking at Children Looked After for five years or longer.

A larger proportion of females than males had been Looked After for between three months and five years at 31 March 2012.

SBNI Priorities
Child Sexual Exploitation (CSE)

Office of the Children's Commissioner
The Office of the Children's Commissioner in England interim report on CSE in gangs and groups Nov 2012 highlighted the following:

Based on evidence submitted to the CSEGG Inquiry, at least 16,500 children were identified as being at risk of child sexual exploitation during one year and 2,409 children were confirmed as victims of sexual exploitation in gangs and groups during the 14-month period from August 2010 to October 2011. 16,500 children from across England were identified as being at high risk of child sexual exploitation during the period April 2010-March 2011. This figure is based on children who displayed three or more signs of behaviour indicating they were at risk. Of the 2,409 victims the vast majority were girls. There is no doubt that girls and young women are at much greater risk than boys and young men and are targeted due to the way some men and boys perceive women and girls. Serious questions must be asked about prevailing attitudes towards women and girls in some parts of society.

In relation to the perpetrators the number of perpetrators identified in the call for evidence, 72% were male, 10% were female and in 18% of cases the gender was undisclosed. Only 0.01% of the perpetrators disclosed in the site visits were female and the rest were male. Gender is the single most significant identifying feature of perpetrators. The vast majority of groups and gangs involved male-only perpetrators and, where women or girls are involved, they are a small minority. In only one case was a female-only group of perpetrators reported to the research team, this involved girls under the age of 18.

Child Exploitation Online Protection Research Centre
(CEOP)Thematic Review (2011) highlighted that of an analysis of 1,217 possible offenders in relation to street grooming and CSE the results show that the vast majority are men, with 87% males, 4% females, and 9% unknown.

2,083 victims of CSE were reported to CEOP. The vast majority of victims in the dataset were female, although, in 31% of cases, the gender of the victim was unknown. Although the majority of victims in the dataset are female, difficulties in recognising sexual exploitation among boys and young men are likely to have led to an underrepresentation of male victims.

Child Sexual Exploitation (CSE) – Northern Ireland

In November 2011 Barnardo's NI published 'Not a world away', a two year piece of research into Child Sexual Exploitation in Northern Ireland. The research found that out of the 1102 young people in the sample CSE was identified as an issue of concern for almost two thirds of young females in residential care.

In the vast majority (94.7%) of cases where the gender was known, the abuser was male. In a further 1.5% of cases, both male and female abusers were identified. In the remaining 3.8%, the abuser was female; in each of these cases the young person being exploited was male. Male abusers were reported to be exploiting both male and female young people.

The majority of the Internet Watch Foundation's work concerns the assessment and removal of child sexual abuse images and videos. In 2011:

- 65% of the victims were girls.

	26% were boys. 8% contain both genders. A small number of the victims were unidentifiable as male or female.
Age	**General Population Data** NI Population Statistics Children Less than 1 = 25,250 (6%) 1 - 4 = 99,132 (23%) 5 - 11 = 156,740 (36%) 12 – 15 = 98,201 (23%) 16-17 = 51,440 (12.%) Total children (0 – 17) = 430,763 (24% of the population) **Child Deaths** Over the last decade some two hundred children under eighteen died each year in Northern Ireland. In every age group male deaths outnumbered females with the highest imbalance in the 15-17 years age group. In 2011 the breakdown by age was as follows: Age 0 = 1,230 deaths (684 Male, 546 Female) Age 1 – 4 = 210 deaths(130 Male, 80 Female) Age 5 – 9 = 141 deaths (81 Male, 60 Female) Age 10 – 14 = 177 deaths (109 Male, 68 Female) Age 15 – 17 = 314 deaths (216 Male, 98 Female) **Children in Need (HSSPS figures October 12)** At 31 March 2012, 28,095 children had been referred to Social Services. The largest proportion of children referred were aged 5 – 11 years old, while the smallest proportion was aged 16 and over. 0-4 age group - 8,586 (31%), Males (4,315), Females (4,271) 5 – 11 age group 9,611 (34%), Males (5,111), Females (4,500) 12 – 15 age group 6,697 (24%), Males (3,409), Females (3,288) 16+ age group 3,201 (11%), Males (1,717), Females (1,484) Between 2007 and 2012 the largest category of children referred

has been aged 5 – 11 years old. The proportion of children referred in this age group has remained relatively constant accounting for just over a third of all children referred.

Child Protection
Of the 2,127 children on the Child Protection Register 36% (758) were aged 5 – 11 year, 29% (618) were aged 1 – 4 years, 20% (433) were aged 12 – 15 years, 10% (208) were aged under 1 and 5% (110) were aged 16 or over.

Just under half (46%) of all children on the Child Protection Register in the Belfast Trust at 31 March 2012 were aged 0 - 4 years, while a third (33%) of children on the Register in the Southern Trust were in the same age group. The Belfast Trust had the lowest proportion of children on the Register aged 12 and over (20%), while the Southern and South Eastern HSC Trusts had over a quarter (28%) of children on the Register in the same period.

103 children who had been on the Child Protection Register for three years or longer. Of these 39% (40) were aged 12 – 15, 37% (38) were aged 5 – 11,18% (19) were aged 1 – 4 and 6% (6) were aged 16 or over.

Over two fifths (46% - 51) of children aged 16 and Over had been on the Child Protection Register for one year or longer, compared to 35% (268) children aged 5 -11.

Looked After Children
The largest proportion of Looked After Children were aged 5 – 11 years at 31%, 28% were aged 12 – 15, 19% 1 – 4 years, 18% were aged 16 and over and 3% were under 1 year old.

One quarter of all children had been in care for less than one year, with 30% of them aged 5 – 11 years at 31 March 2012. 53% (259) of children aged 1 – 4 years had been in care for between one and three years at 31 March 2012, compared to 22% (106) of Looked After Children aged 16 and Over. 10% of Looked After Children had been in care for ten years or longer at 31 March 2012, this figure rises to 26% when only looking at those Looked After Children aged 16 and Over.

CSE

Office of the Children's Commissioner
The Office of the Children's Commissioner in England interim report on CSE in gangs and groups Nov 2012 identified sexually-exploited children and young people ranging in age from 4 to 19 with a peak age of 15.

The evidence submitted identified perpetrators who ranged in age from 12 to 75. Children and young people who were interviewed identified perpetrators aged between 15 and over 70.

Child Exploitation Online Protection Centre (CEOP) Research Thematic Review (2011) highlighted that of an analysis of 1,217 possible offenders in relation to street grooming and CSE are disproportionately skewed towards young adults within the 18-24 age range, with almost half of the offenders being under 25 where their age is known.

CSE – Northern Ireland

In November 2011 Barnardo's NI published 'Not a world away', a two year piece of research into Child Sexual Exploitation in Northern Ireland. The research found that out of the 1102 young people in the sample CSE was identified as an issue of concern for 19.7% of 16-17 year olds, 14.6% of 14-15 year olds and 3.2 % of 12-13 year olds. While at first glance, it may appear that sexual exploitation is only an issue of concern for the older age groups, it should be noted that these figures include both past and present cases. Over one-fifth of the 14-15 and 16-17 year old cases related to past concerns, which obviously occurred at a younger age.

Age at first concern is therefore a measure of interest. The vast majority (88%) of young people for whom such information was available were under the legal age of consent when concerns about sexual exploitation were first identified. Most of them were between 12 and 15 years, with 14 being the most common age at which concerns were first identified.

The vast majority of identified abusers were 18 or older. In 76.3% of cases, all known abusers were adults. In a further 14.9% of cases, social workers reported both adults and other young people to be exploiting the victim. Concerns in the remaining 8.8% of cases related solely to peer exploitation.

Internet Safety

41% of 12-15 year olds have a smart phone

91% 5-15 year olds in the UK live in household with internet access

3% of 5-7s, 28%of 8-11s and 75% of 12-15s have a social network profile

29% of UK children have had online contact with someone they had not met before

11% of UK children have viewed on line sexual images and 12% have received them

8% of UK children have been bullied on line

19% of UK 11-16 year olds internet users have seen one or more type of potentially harmful under generated content rising to 32%of 14-16 year old girls

Almost half of 9-13 year olds have a Face book account

During 2011 the Internet Watch Foundation Hotline processed a total of 41,877 reports and 13,164 (31%) of these were assessed as containing criminal content.

Of all reports, 40,949 concerned content on webpages, 835 concerned newsgroups and 93 concerned reports of other types of off remit content.

90% of all reports made to the Hotline were believed to contain child sexual abuse material and 35% were confirmed as such by the Internet Watch Foundation analysts - slightly up on 2010 at 89% and 34% respectively.

The majority of the Internet Watch Foundation's work concerns the assessment and removal of child sexual abuse images and videos. In 2011:

- 74% of the child victims appeared to be 10 years old and under.
- 64% of all the child sexual abuse URLs depicted sexual activity between adults and children including the rape and

	sexual torture of the children. A total of 12,966 URLs contained child sexual abuse hosted on 1,595 domains worldwide. This figure does not include newsgroup content.
Religion	**NI Population Statistics** Bringing together the information on Religion and Religion Brought up in, 45% of the population were either Catholic or brought up as Catholic, while 48% belonged to or were brought up in Protestant, Other Christian or Christian-related denominations. A further 0.9% belonged to or had been brought up in Other Religions and Philosophies, while 5.6% neither belonged to, nor had been brought up in, a religion. **SBNI Staff** Given there are only 6 members of staff, we cannot outline the age break-down for the purposes of data protection. **Children In Need (HSSPS figures October 12)** Almost two thirds (64%) of Episodes refused to declare their religious affiliation. Of those that did reveal their religion almost one fifth (19%) were Roman Catholic, 15% were other Christian and non – Christian denominations and faiths and 3% had no religious beliefs. The largest proportion of Episodes that Refused to state their religious affiliation were located in the Belfast Trust (27%), with the Western Trust accounting for only 8% of Episodes in this category. **Child Protection** 39.7% of children on the child protection register were from a Catholic background. 22.6% of children on the child protection register were from a Protestant background. 13.7% were from another denomination, whilst 23.9% the religious denomination was unknown or none was given. **Looked After Children** 48% of children who were looked after were Catholic. This was followed by looked after children who were Protestant. The religion of 3% of the children was unknown. The Northern Trust had the highest proportion of children who were Protestant; whilst the Western Trust had the highest proportion of Looked After Children

	who were Catholic. **CSE** We were unable to obtain any figures in relation to religious breakdown
Political Opinion	**Electoral Office Northern Ireland** There are 1,210,009 people in NI registered to vote on the electoral register. 55.71% of those eligible to vote did so in the NI Assembly election in 2011. Of these 43.21% voted Unionist as their first preference vote, 41.18% voted Nationalist / Republican as first preference and approx. 15% Other.
Marital Status	**NI Population Statistics** Almost half (48%) of people aged 16 years and over on Census Day 2011 were married, and over a third (38%) were single. Just over 1,200 people (0.1%) were in registered same-sex civil partnerships in March 2011. A further 9.4% of usual residents were either separated, divorced or formerly in a same-sex civil partnership, while the remaining 6.8% were either widowed or a surviving partner.
Dependent Status	**NI Population Statistics** Out of a total of 703,275 households the following break-down was found on Census Day 2011: Married or in a registered same-sex civil partnership: With no children = 10.28% With dependent children = 19.72% Children non-dependent = 8.31% Co-habiting couple: With no children = 2.92% With dependent children = 2.3% All children non-dependent = 0.26% Lone Parent: With dependent children = 9.13% All children non-dependent = 5.12% Other household types: With dependent children = 2.7%

In summary, in 2011, one-third (34%) of households contained dependent children, down from 36% in 2001.

A dependent child is a person in a household aged 0-15 (whether or not in a family) or a person aged 16-18 who is a full-time student and in a family with parent(s).

Children in Need (HSSPS figures October 12)
During year ending 31 March 2012 the vast majority of Episodes (Category of Need) After Initial Assessment to Social Services was for a 'Child whose carers require support and assistance to provide a reasonable standard of care. The Belfast Trust contained the largest proportion of Episodes categorised as 'A Child whose carers require support and assistance in order that they might provide a reasonable standard of care.'

Looked After Children
At September 2012 there were 2717 children 'Looked After' (under 18) which is an increase from 2628 at June 2012 (Child Protection Quarterly Statistical Report Sept 12, Health and Social Care Board). Most looked after children (74%) were placed with foster carers. This was followed by those placed at home with parents (11.2%) and those children placed in residential care (8.7%). SEHSCT had the lowest percentage in Fostering while SHSCT had the highest.

CSE
Office of the Children's Commissioner
The Office of the Children's Commissioner in England interim report on CSE in gangs and groups Nov 2012 identified the following:

58% of call for evidence submissions stated that children had gone missing from home or from care as a result of child sexual exploitation. During all 14 site visits children who were being sexually exploited were also repeatedly going missing, in some cases three or more times within a two-week period. Professionals interviewed during site visits and evidence hearings repeatedly raised concerns about children who were not being reported missing from home. Of the sexually exploited children who were interviewed, 70% had gone missing from home.

	CSE – Northern Ireland In November 2011 Barnardo's NI published 'Not a world away', a two year piece of research into Child Sexual Exploitation in Northern Ireland. The research found that out of the 1102 young people in the sample, slightly higher rates of concern were reported among looked-after young people (13.7%) than their non-LAC peers (11.2%), the difference was not statistically significant. This is probably due in part to the composition of the sample, which included a very high proportion of looked-after children. It is also probably due in part to the recognised high-risk nature of the children included in the non-LAC sample (placed on the child protection register within the last year and/or in receipt of services from an intensive support team). Statistically significant differences were however observable between looked-after children in different placement types. Over half (56.1%) of all the LAC cases for whom sexual exploitation was identified as an issue of concern came from residential care. This equates to a rate of 40.5% within the residential cohort, compared to 10.7% in at-home placements and less than 5% for non-familial or kinship foster care.
Disability	**NI Population Statistics** Just over one in five of the usually resident population (21%) had a long-term health problem or disability which limited their day-to-day activities. In response to a similar question in 2001, 20% had a long term illness, health problem or disability which limited their daily activities or the work they can do. **Children In Need (HSSPS figures October 12)** Of the 28,095 children referred to Social Services, 862 had a disability. Almost two thirds were male (556) compared to 306 females. The largest proportions of children referred with a disability were learning disabled across all the Trusts. The Belfast Trust had a significant proportion of children with a physical disability, while a quarter of children in the Southern Trust were referred with a hearing disability. **Child Protection** 1.47% (30) of children on the Child Protection Register had a disability. Of these 70% had a learning disability.

	Looked After Children 157 Looked After Children had a disability at 31st March 2012. This represents 5.9% of all Looked After Children. The majority of those children who were disabled had a Learning Disability (82%). A total of 932 disabled children were provided with 8049 overnight stays for respite purposes. As at 31 March 2012, 36 young people waiting for assessment or treatment with Child and Adolescent Mental Health Services. 293 Looked After children had a Statement of Special Educational Need at 31st March 2012. Most children (59%) were in secondary school. Belfast Trust had the highest number of children with a Statement
Ethnicity	**NI Population Statistics** On Census Day 2011, 1.8% (34,000) of the usually resident population of NI belonged to minority ethnic groups, more than double the proportion in 2001 (0.8%). The main minority ethnic groups were the Chinese (6,300 people), Indian (6,200), Mixed (6,000) and Other Asian (5,000), each accounting for around 0.3% of the usually resident population. A further 0.1% (1,300) of people were Irish Travellers. Belfast (3.6%), Castlereagh (2.9%) has the highest proportions of residents from minority ethnic groups. In 2011, two-fifths (40%) of people had a British Only national identity, a quarter (25%) had Irish Only and just over a fifth (21%) had Northern Irish Only. Of the various combined nationalities, British and Northern Irish Only was the most prevalent (6.2%), while 5% of respondents included national identities other than British, Irish or Northern Irish. The proportion of the usual resident population born outside Northern Ireland rose from 9% (151,000) in April 2001 to 11% (202,000) in March 2011. This change was largely as a result of inward migration by people born in the 12 countries who have joined the EU since 2004. These EU accession countries accounted for 2% (35,700) of people usually resident in Northern Ireland on Census Day 2011, while their share of the 2001 Census population was 0.1%. The remainder of the population born outside Northern Ireland consisted of 4.6% in GB, 2.1% in the Republic of Ireland, 0.5% born in countries which were EU

members before 2004 and 2% born elsewhere.

In 2011, the local government district with the highest proportions of people born in EU accession countries were Dungannon (6.8%), Craigavon (4.2%), Newry & Mourne (3.5%), Armagh (3.2%) and Ballymena (3.1%). At 2.6%, Dungannon also had one of the highest prevalence rates for people born outside the EU, along with Belfast (3.7%), Castlereagh (2.8%) and North Down (2.6%). North Down has the highest rate of people born elsewhere in the UK (8.5%), while Fermanagh had the highest rate for those born in the Republic of Ireland (6.7%)

On Census Day 2011, almost 59% of people usually resident in Northern Ireland held a UK passport, just over 21% held an Irish passport, while 19% held no passport. Amongst the prevalence rates for passports held of countries in other regions were: Other EU countries (2.2%), Middle East and Asia (0.5%) and North America and the Caribbean (0.3%). Taking into consideration combined responses, 1.7% of people held both UK and Irish passports but no other passports.

English was not the main language for 3.1% of NI residents aged 3 years and over. The most prevalent main language other than English was Polish (17,700; 1%). The rates for other languages included, Lithuanian (6,300; 0.4%), Irish (4,200; 0.2%) and Portuguese (2,300), Slovak (2,300), Chinese (2,200), Tagalog / Filipino (1,900), Latvian (1,300), Russian (1,200), Malayalam (1,200) or Hungarian (1,000) – all 0.1%

On Census Day 2011, almost a quarter (24%) of NI residents aged 3 years and over whose main language was not English lived in Belfast LGD. Relative to its population Dungannon (9.3%) had the highest prevalence of main languages other than English, followed by Craigavon (6.1%) and Belfast (4.8%).

In 2011, one in fifty households (2.1%) in NI contained no people whose main language was English, with Dungannon LGD having the highest rate (7.1%), followed by Craigavon (4.5%), Belfast (3%) and Newry & Mourne (3%)

Children In Need (HSSPS figures October 12)
48% of Episodes (Presenting Category) by Ethnic Group were

	White, with a further 49% refusing to confirm their Ethnic origin. 3% of Episodes were from ethnic minorities.
	Of the 14,209 Episodes that were white 29% were in the Northern Trust, 23% were in the Southern Trust, 22% in the Western Trust, 15% in the South Eastern Trust and 12% in the Belfast Trust.
	859 Episodes were Ethnic Minorities almost half (47%) of these were in the Southern Trust, the Belfast and Northern Trusts accounted for 17% each and the South Eastern and Western Trusts each had 10%.
	Almost a third of Episodes that refused to state their ethnicity were located in the Belfast Trust compared to just 9% in the Western Trust.
	Child Protection 84.5% of children on the Child Protection Register were white. 14.8% of children on the Child Protection Register were either from another ethnic background or it was unknown. 0.6% of children on the Child Protection Register were Irish Travellers.
	Looked After Children Almost 95% of the Looked After population were white. Less than 1% of the Looked after population were from a 'black' ethnic background.
Sexual Orientation	It is estimated that one in ten people in NI are from Lesbian Gay Bisexual Transgender groups.

2.3   Qualitative Data

What are the different needs, experiences and priorities of each of the categories in relation to this policy or decision and what equality issues emerge from this? Note if policy affects both staff and service users, please discuss issues for both.

See below

Category	Needs and Experiences
Gender	Evidence from Case Management Reviews (Translating Learning into Action: An overview arising from CMRs in Northern Ireland 03 – 08 Devaney et al) would demonstrate that the majority of reports related to girls as the index child (n=13; 54%), compared to boys (n=11; 46%). This is in contrast to England where boys (56%) have been the subject of more reviews than girls (44%) consistently since 2003 (Brandon *et al*., 2012). It may be that the small numbers of CMRs may be a reason for this anomaly and the SBNI will continue to monitor this. In November 2011 Barnardo's NI published 'Not a world away', a two year piece of research into Child Sexual Exploitation in Northern Ireland. The research found that: • Out of the 1102 young people in the sample Sexual Exploitation was identified as an issue of concern for almost two thirds of young females in residential care. The Young Life and Times Survey 2010 distributed a series of questions to all young people in Northern Ireland who turned 16 in February or March 2010. Out of the 21% of young people who responded: • 1 in 15 young people had been given drugs / alcohol and had been taken advantage of sexually while under the influence; with almost twice as many females as males reporting experience of this. CSE had a particular effect on girls (Office of the Children's Commissioner). Children and young people who were being sexually exploited were frequently described by professionals in many localities as being "promiscuous", "liking the glamour", engaging in "risky behaviour" and being generally badly behaved. Some of the most common phrases used to describe the young person's behaviour were: "prostituting herself", "sexually available" and "asking for it". The Inquiry panel believes this labelling reflects a worrying perspective held by some professionals, namely that children are complicit in, and responsible for, their own abuse.

	Given the violent and traumatic nature of CSE in gangs and groups it is not surprising that the Inquiry was provided with substantial evidence of its devastating impact. Areas of particular concern included: children going missing as a result of sexual exploitation; the health of victims (particularly drug and alcohol problems, self-harming and mental health; children and young people offending either as part of the process of being exploited or as a consequence of it. Statistics would demonstrate that year on year consistently suicide is more common among young males than females. Risk factors include depression, alcohol and drug misuse, personality disorder, hopelessness, low self-esteem, bereavement, break-up of a relationship and social isolation. Evidence from Case Management Reviews (Translating Learning into Action: An overview arising from CMRs in Northern Ireland 03 – 08 Devaney et al) that in 33% of cases in Northern Ireland a CMR was convened due to the death of a child through suicide. Of these 4 were male and 3 were female. In 2012 NSPCC qualitative research into 'Sexting' girls were most adversely affected. Sexting is not a gender-neutral practice; it is shaped by the gender dynamics of the peer group in which, primarily, boys harass girls, and it is exacerbated by the gendered norms of popular culture, family and school that fail to recognise the problem or to support girls. The research found considerable evidence of an age-old double standard, by which sexually active boys are to be admired and 'rated', while sexually active girls are denigrated and despised as 'sluts'. This creates gender specific risks where girls are unable to openly speak about sexual activities and practices, while boys are at risk of peer exclusion if they do not brag about sexual experiences. It is important that safety initiatives provide gender sensitive support for girls without treating sexting as a girl-only or girl-initiated problem; the role, responsibility and experiences of boys in relation to sexting also deserve more research and practical attention.
Age	Evidence from Case Management Reviews would demonstrate that those very young children and teenagers would be the most vulnerable in terms of age range. The overview presents data on twenty four CMRs, detailing the grounds for undertaking each review. Results demonstrate that children under 1yr were most likely to be reviewed due to their death than at any other age,

whereas young people aged 11yrs and over were more likely to have a review undertaken due to their death by suicide/self-harm. This is consistent with evidence within the UK.

The cases resulting in a case management review in Northern Ireland generally involved large families (defined as three children or more). In making the comparison with England it should be noted that in Northern Ireland 21 per cent of families with dependent children had three or more children, compared with 16 per cent for the UK as a whole (National Statistics, 2007). The average number of dependent children in families in the UK is 1.8, whereas in Northern Ireland the figure is 2.2 (NISRA, 2011). Alongside the number of children in the family, the ordinal position of the index child was examined. Where the birth order was discernible, in 63 per cent of cases the index child was either the only child, or youngest (including the one instance of a multiple birth). Taken with the age profile of the children at the index event, this reinforces the key message that age is a significant vulnerability factor.

In relation to age of parents, there is a widely held view that children born to teenage and young parents are more likely to have a range of poorer outcomes when compared to children of older mothers (Bunting and McAuley, 2004). The reasons, it is argued, are two-fold. Firstly, women who give birth whilst young are more likely to have pre-existing problems that both hinder their ability to parent as well as impacting directly on the children. For example, there are a higher proportion of young mothers from socially deprived and lone parent households (Lopez Turley, 2003). Secondly, as a result of giving birth at a young age, these mothers are less likely to have completed their education, to have married or to have secured a well-paid job, these factors in turn increasing the overall number of children she is likely to have.

There is some evidence that teenage parents are more likely to become involved with the child welfare system in a delayed fashion, usually several years, children and occasionally partners after their teenage years finish. In the sample of CMRs the mean age of mothers was 33yrs (n=17; range 16yrs – 60yrs), 34yrs for fathers (n=9; range 16yrs – 60yrs) and 36yrs for step fathers/mother's co-habitee (n=4; range 23yrs- 44yrs).

This is a similar pattern to the recent audit of significant case reviews in Scotland, whereby the majority of parents for whom an age was recorded were aged over 30yrs (Vincent and Petch, 2012). However, in the Northern Ireland cases eight of the mothers and seven of the fathers had been parents in adolescence of either the index or another child, and this issue warrants further investigation.

The Young Life and Times Survey 2010 distributed a series of questions to all young people in Northern Ireland who turned 16 in February or March 2010. Out of the 21% of young people who responded:

- 1 in 9 had experienced grooming by an adult;

Alcohol consumption during any stage of childhood can have a harmful effect on a child's development. Alcohol use during the teenage years is related to a wide range of health and social problems, and young people who begin drinking before the age of 15 are more likely to experience problems related to their alcohol use, including alcohol-related injuries, involvement in violence, suicidal thoughts and attempts, having more sexual partners, pregnancy, using drugs, employment problems, adverse effects on brain function, on liver, bone, growth and endocrine development. "Guidance on consumption of alcohol by children & young people. (Department of Health, UK).

In 2011 there was a total of 325 children and young people from Northern Ireland admitted to hospital with an alcohol related diagnoses. All areas have seen a drop at 2011 with Belfast continuing to be higher than the NI average.

There are strong connections between high risk drinking and unsafe sexual behaviour, traffic and other accidents, unintended pregnancy, failure at school and mental health problems (Health Promotion Agency, 2004). The World Health Organisation also highlighted that many young people today have greater opportunities and more disposable income than in the past, and are more vulnerable to increasingly aggressive sales and marketing techniques.

There was a high proportion of children who are In Need, on the Child Protection Register or Looked After who have been victims of Domestic Violence (DV). DV affects people of every class,

age, race, disability and sexuality (NSPCC, 2009). Domestic violence is not restricted to physical violence but sometimes it is more subtle and also involves psychological, verbal, sexual, financial and emotional abuse. Children are very much the silent victims of domestic violence. They may witness it or be subject to it but often their voices are not heard

Although most incidents of DV are reported by an adult, it is important to note that violence in the family cannot be kept hidden from the children. Children will often witness the violence, be aware of the tense atmosphere, suffer as a victim themselves or suffer in the aftermath of the violence (Women's Aid, 2009).

Exposure to DV can have very damaging long-term effects on a child's mental health, sense of identity and ability to form relationships. Research highlights that the effects of DV are amplified for pre-schoolers, who are completely dependent on parents for all aspects of their care and may therefore witness greater amounts of violence than older children.

In all developed countries (except the USA), suicide is the second highest leading cause of death among young people (Maughan, B et al, 2004) .There is little evidence as to why people take their own lives. Risk factors for suicide include depression, personality disorder, hopelessness, low self-esteem, bereavement, break-up of a relationship, social isolation, alcohol and drug misuse (DHSSPS, 2006). Due to concerns about the increase in the number of suicides, among young people, this was included in the DHSSPS Priorities for Action, that by March 2011 there should be a reduction by 15% in the number of suicides in NI (DHSSPS, 2008).

There were a total of 19 registered deaths by suicide for young people across Northern Ireland in 2011 with Belfast seeing the highest number 10. It is important to note that the coroner's office indicates that the number of suicides recorded is likely to be inaccurate, as in some cases coroners are unwilling to register "death by suicide," primarily due to respect for the wishes of the family. The graph shows that over the last 6 years the highest number of suicides in the under 18 year old age group were registered in 2008.

Evidence from Case Management Reviews (Translating Learning

	into Action: An overview arising from CMRs in Northern Ireland 03 – 08 Devaney et al) that in 33% of cases in Northern Ireland a CMR was convened due to the death of a child through suicide. In relation to children who had died and a CMR was undertaken children under 1yr were most likely to be reviewed due to their death than at any other age, whereas young people aged 11yrs and over were more likely to have a review undertaken due to their death by suicide/self-harm.

Research published by NSPCC 2011 which explored what children were being taught in primary school about keeping safe found that the percentage of schools teaching children how to keep safe on the internet varied across the key stages; at foundation stage 34%, Key Stage 1 69% and Key Stage 2, 97% of schools. There were differences in practice across the five ELB areas in relation to teaching children how to keep safe on the internet: for example, this was taught in over 80 per cent of schools in the BELB area compared with fewer than 60 per cent of schools in the Western Education and Library Board (WELB) area. However, almost all schools in the WELB area reported teaching messages about internet safety at Key Stage 2.

In 2012 NSPCC qualitative research into 'Sexting' found that ever younger children affected. It is striking that although the year 10 teenagers interviewed were more sexually aware and experienced, with many stories to tell regarding their own/their peers' sexual and sexting activities, they also appeared more mature in their resilience and ability to cope. The year 8 children were more worried, confused and, in some cases, upset by the sexual and sexting pressures they face, and their very youth meant that parents, teachers and others did not support them sufficiently. It is unknown whether sexting affects still younger children but the authors recommend that research and policy initiatives are developed to look at primary children and transitions into secondary school. |
| Religion | The Child Protection Figures highlight that more children from a Catholic background were on the Child Protection Register compared to children from a Protestant background. SBNI could find no explanation for this and it would be worth exploring further. |
| Political Opinion | Given the evidence of CSE linked to gangs and groups within England (The Office of the Children's Commissioner in England interim report on CSE in gangs and groups Nov 2012) it would be |

	of interest to research the potential link of CSE to paramilitary gangs in Northern Ireland.
Marital Status	The Office of the Children's Commissioner in England interim report on CSE in gangs and groups Nov 2012 highlighted the following risk factors of CSE: • Living in a chaotic or dysfunctional household (including parental substance use, domestic violence, parental mental health issues, parental criminality). • History of abuse (including familial child sexual abuse, risk of forced marriage, risk of honour based violence, physical and emotional abuse and neglect). Evidence from Case Management Reviews (Translating Learning into Action: An overview arising from CMRs in Northern Ireland 03 – 08 Devaney et al) highlighted that 22 out of the 24 cases the children were living with or had substantive contact with their mother at the time of the event leading to the CMR. Details on fathers and father figures were poor in a number of reports, even allowing for the fact that some reports highlighted the lack of information on fathers and father figures in agency records. In some cases where birth parents had separated there was sometimes a high level of acrimony between parents about finances, child care arrangements such as contact and other matters, which complicated parent's abilities to retain a focus on their child's needs.
Dependent Status	In November 2011 Barnardo's NI published 'Not a world away', a two year piece of research into Child Sexual Exploitation in Northern Ireland. The research found that: • Out of the 1102 young people in the sample Sexual Exploitation was identified as an issue of concern for almost two thirds of young females in residential care. The Office of the Children's Commissioner in England interim report on CSE in gangs and groups Nov 2012 highlighted the following risk factors of CSE: • Recent bereavement or loss. • Young Carers • Homelessness. • Living in residential care. • Living in hostel, bed and breakfast accommodation or a

foyer

Looked After Children (LAC) are one of the most vulnerable and disadvantaged groups in society. In comparison to non Looked After Children their outcomes are poorer, including poorer educational attainment and much higher rates of unemployment. LAC are also more likely to have a statement of Special Education Needs and to experience school suspensions and/or expulsions. Girls are more likely than their peers to have a teenage pregnancy; boys are more likely to receive a caution or a conviction than their peers.

Physical health- young carers accessing universal services such as dental care and nutritious meals. Young carers report concerns about often being responsible for preparing meals

Many young carers report that their caring role can adversely affect their emotional wellbeing as they are constrained from leading a 'normal' lifestyle (Becker and Becker 2008). This leads to stress, isolation, bullying, 'no-one to talk to' which are key concerns.

When trying to access CAMHS services, some young carers can be referred directly; however, others have to be referred through a GP. Often there is no one to take them to a GP except a young carer worker. Access to CAMHS is beneficial not only for the mental health and emotional wellbeing of the young carer but also in understanding the mental health of their parents, which would be better explained by CAMHS.

Young carers often experience barriers to learning. The impact of these barriers includes low attainment, social isolation, school absence and behavioural issues. This can consequently affect future wellbeing, life chances and fulfilling potential (The Princess Royal Trust for Carers 2011)

There is no consistent carer if a parent is hospitalised and young carers may have to go into care

There is a need to provide support for young carers where there is a child with behavioural difficulties in the family. Young carers report being physically assaulted by them.

	Absence of services for parents of children with social and emotional behavioural difficulties Child protection plan/case plans/ advice to gateway/ Family Intervention Services (FIS) Voices of children/young people affected by substance misusing parents/carers gathered from Young Carers Evidence from Case Management Reviews (Translating Learning into Action: An overview arising from CMRs in Northern Ireland 03 – 08 Devaney et al) demonstrated that the majority of the children in the reviews lived with their immediate birth family (75%) with mothers typically caring for 71% of the children.
Disability	Disabled children are particularly vulnerable to all forms of abuse. Contributory factors include physical vulnerability, communication difficulties, denial and lack of respect for their human rights. Research would suggest that disabled children are more likely to be abused than non-disabled children and are three times more vulnerable to sexual abuse (Children with Disabilities Strategic Alliance 2012). The presence of multiple disabilities appears to increase the risk of both abuse and neglect due to: • Intimate care being provided by a number of different people; • An increased reliance on residential settings for respite and difficulties in disclosing abuse when it's occurring. During 2010/11 there were 34,447 referrals to children's social services, relating to 26,725 children. There were 801 children referred with a disability. Given that disability is a key priority for the Health and Social Care Board, SBNI will seek to influence the existence of effective safeguarding outcomes for those children with a disability Evidence from Case Management Reviews (Translating Learning into Action: An overview arising from CMRs in Northern Ireland 03 – 08 Devaney et al) demonstrated that out of the 24 reviews the most common disabilities were poor mental health and cognitive disabilities. In addition alcohol, solvent and drug misuse by the child were concerns in eleven of the reviews. As a

	consequence many of the children were in receipt of services before the incident leading to the CMR. In Northern Ireland approximately 20% of the adult population have a disability. It is recognised that most parents with disabilities do not present a risk to their children, and provide their children with a loving and secure childhood. However, having a disability can in some instances have implications for parenting capacity in three distinct ways: • parental illness can adversely affect the development and in some cases the safety of children; • growing up with a parent suffering from a serious illness or disability can have a negative influence on the quality of that person's adjustment in adulthood, including their own transition to parenthood; and • Children, particularly those with emotional, behavioural or chronic physical difficulties, can precipitate or exacerbate the illness or effects of the disability of their parents. This is particularly so when parents are dealing with a number of adversities of their own. A high proportion of the adults with caring responsibilities towards children had issues relating to alcohol and drug misuse (a finding also in Scotland and England), whilst a small but significant number had criminal convictions for offences ranging from unpaid bills to serious sexual assaults on children. However, most of the case management reports provided very little background information on parents own childhoods, such as whether they had been known to child welfare services or been looked after in public care as children. This has been found to be a common weakness of review processes in both Scotland and England. The Office of the Children's Commissioner in England interim report on CSE in gangs and groups Nov 2012 highlighted that learning disability was a risk factor for CSE.
Ethnicity	Evidence from Case Management Reviews (Translating Learning into Action: An overview arising from CMRs in Northern Ireland 03 – 08 Devaney et al) would demonstrate that in this group of all of the children were white, and had been born in Northern Ireland Traveller support workers have identified gaps in relation to children aged 2 to 4 in respect of identifying particular needs,

such as speech and language, behavioural disorders, immunisation uptake and developmental delay. This impacts in relation to support for children being ready for school (Southern Area Outcome Monitoring Report 10/11)

Domestic Violence happens in all societies however, it would appear that it is more acceptable and prevalent within the Traveller community. Traveller Support Workers in the Southern Trust are aware of incidents of domestic violence not only through the victims of the abuse but also from other health agencies –including staff at A&E who follow up on some incidents. Domestic violence is linked to Drug and Alcohol abuse and impacts on Mental Health (Southern Area Outcome Monitoring Report 10/11)

BME children, young people and parents have identified mental health as a significant problem. This is associated with social isolation, language and culture as a barrier, and the difficulty in accessing appropriate services, all of which impacts on self-esteem. Conversely children and young people have identified that participation in social activities makes them feel good. BME families often experience difficulty accessing interpreting and advocacy services and sometimes rely on the children and young people to interpret.

Further, BME communities experience high suicide levels, particularly in Polish, Lithuanian, Portuguese and Traveller communities. Adult male suicides in Traveller communities are reported to be six times higher than the general population and this has an adverse effect on children and young people.

Children and young people also identified lack of exercise, healthy eating and drugs and alcohol as issues for them. Ad hoc evidence from the community suggests that still births among BME families is an issue with initial figures suggesting that rates of still birth are double that of the indigenous population

BME parents have outlined the difficulties they have faced in accessing GP's and dentists due to delays in interpreting services, long waiting times and expenses associated with dentist appointments in particular. They also felt that services could be more culturally aware, understanding the impact of the

language barrier, for example.

Children and young people from BME communities have reported a range of incidents that threatened their safety, including racism. Children and young people need to feel safe and secure. This means living free from fear of prejudice, racial bullying and harassment. Furthermore, the extent of racial harassment varies depending on where the child or young person lives. The issue is exacerbated by underreporting by children and young people who perceive it as normal, are unsure how to report it, or feel that reporting it would increase their vulnerability. BME parents report that this issue is particularly pertinent in schools; however BME children and young people also face intimidation outside of school.

Children and young people should feel safe and be free from the negative impact of domestic violence and hidden harm. This is particularly an issue for the Traveller community. Those families with no access to public funds have no access to refuges/hostels which leaves the victim of domestic violence and their children vulnerable.

The United Nations Convention on the Rights of the Child has identified BME and Looked After Children as being particularly vulnerable. Children and young people need to feel secure in an environment that is culturally familiar to them. Article 30 of the UNCRC states: "*In those states in which ethnic, religious or linguistic minorities or persons of indigenous origin exist, a child belonging to such a minority or who is indigenous shall not be denied the right, in community with other members of his or her group, to enjoy his or her own culture, to profess and practice his or her own religion, or to use his or her own language*". When considering foster care placements, there should be more consideration given to BME children and young people being placed with families that are familiar to them, if they are placed at all.

Parents raised the issue of housing for some BME children and young people including cramped, poor conditions, sometimes in unsafe areas. It has been reported that some BME families are indirectly limited in their choice of housing, often allocated housing in certain areas or excluded from others based on existing populations in that area.

Some BME children and young people experience differential treatment in accessing employment. This is particularly true given high levels of youth unemployment.

BME parents have reported the barriers they experience in accessing employment, particularly because of language. BME families are more likely to be affected by poverty which in turn impacts on children and young people.

In 2012 NSPCC qualitative research into 'Sexting' found sexting practices are culturally specific. New technologies enable public displays of identity, which bring with them pleasures but also pressures to perform particular idealised forms of femininities and masculinities which are culturally, class and 'race' specific. Young people are also, however, managing globalised consumer oriented cultures of consumption, which present challenges and pressures to have the 'right' types of embodiment, commodities, and status symbols. Sexting for girls can involve being subject to oppressive, racialised beauty norms and hierarchies around feminine appearance and body ideals. Boys must negotiate competitive masculinity, where status can be generated in new ways via technology (such as soliciting, collecting and distributing peer-produced sexualised images of girls' bodies, which operate as a form of commodity or currency). It follows resources need to link sexting practices to an analysis of wider sexist gender relations and commercial culture, but also address the locally specific peer based forms that sexting takes.

CSE

Office of the Children's Commissioner
The Office of the Children's Commissioner in England interim report on CSE in gangs and groups Nov 2012 identified victims as coming from a range of ethnic backgrounds. There was a higher rate of victimisation amongst black and minority ethnic (BME) children and young people than has been previously identified. The figures showed that 28% of victims reported to the Inquiry were from black and ethnic minority backgrounds. This information is significant, given that the general perception appears to be that sexual exploitation by groups, in particular, is primarily a crime against white children.

	As with the victim data, individuals classified as `White' form the largest group of perpetrators in both gangs and groups. BME individuals, particularly those loosely recorded or reported as `Asian', are the second largest category of perpetrators reported via the call for evidence. However, White British males were the only perpetrators identified in all site visits, and perpetrators from various ethnic groups in addition to White British and Asian were found in both the site visits and call for evidence. Evidence gathered from victims also covered a much broader range of perpetrators of CSE in both gangs and groups, although in many cases far less reliable data could be produced on individual perpetrators. **Child Exploitation Online Protection Research Thematic Review** (2011) highlighted that of an analysis of 1,217 possible offenders in relation to street grooming and CSE the ethnicity of 38% of the offenders was unknown, 30% were white, 28% Asian, 3% Black and 0.16% Chinese.
Sexual Orientation	The Office of the Children's Commissioner in England interim report on CSE in gangs and groups Nov 2012 highlighted that children and young people were unsure about their sexual orientation or unable to disclose sexual orientation to their families were was a risk factor for CSE.

2.4   Multiple Identities

Are there any potential impacts of the policy or decision on people with multiple identities? For example; disabled minority ethnic people; disabled women; young Protestant men; and young lesbians, gay and bisexual people.

It is recognised that people are complex and the ways in which we define ourselves are complex. Our physical characteristics, histories, influences, behaviours, cultures and subcultures are all exceptionally intricate narratives that we use to identify ourselves .We are all constantly defining and redefining different aspects of ourselves.

The SBNI Strategic Plan acknowledges the cross cutting needs of the equality groupings. It recognises the need to take into account geographical differences and issues facing people who live in areas of high deprivations. This is important because, for example, children who are In Need, on the Child Protection Register and Looked After Children and their parents are over represented in the

areas of greatest deprivation.

The 20% of most deprived areas in Northern Ireland represent nearly 340,000 people. The Western area has seen a significant rise in children living in relative low income poverty in 2007/10 and is now above the Northern Ireland average. Belfast and the Northern area has seen a slight rise in 2007/10, with the South Eastern area staying static and the Southern area with a slight drop. The groups with the highest poverty risk are: Ethnic minorities and migrant workers; Travellers; young people, especially aged 16-18, lone parent families; families of ex-prisoners; people with low or no educational qualifications; long term unemployed; people living in disadvantaged communities; people living in border areas. (Northern Ireland Anti-Poverty Network). Many of these groups themselves and / or their children who experience poverty, especially persistently, are at higher risk of encountering difficulties for example, health problems, developmental delays and behaviour disorders and they are also more likely to fall into low income themselves in adulthood (Kornberger et al. 2001, Finnie and Bernard 2004)

The SBNI recognise that the earlier agencies intervene the better the outcomes for children. Child protection and safeguarding is no exception to this.

The Munro Report on Safeguarding and Child Protection in the UK (2011) contends that the arguments for Early Intervention are threefold;
- there is a 'moral' argument for minimizing adverse experiences for children and young people. Evidence demonstrates how deficiencies in early years' experience can have a significant impact on development in later life, and that we have more ability to prevent or resolve maltreatment at an early stage, than when serious abuse or neglect has occurred (MacMillan et al 2009). The State has duties under Article 19 of the UNCRC to prevent the abuse or neglect of children and young people, as well as to deal with its incidence. Responsibility for the primary prevention of violence (i.e. all forms of harm) against children and young people lies with Health, Education, Social Work, Police and other services

- there is a 'now or never' argument, based on the evidence of the enduring damage done to babies by unresponsive and neglectful adults. This draws on evidence of the importance of secure attachment, and on lessons from neuroscience (The Royal Society 2011)

The OFMDFM Strategy for Children and Young People in Northern Ireland (2006-2016) is also underpinned by a commitment to prevention and early intervention. The strategy states that this should not be construed solely as the need for intervention at a point which prevents a problem worsening or a situation developing further. The aim 'is to improve the quality of life, life chances

and living for all our children and young people, and reduce the likelihood of more serious problems developing in the future'. In effecting a shift to preventative or early intervention practice, it is important that we do not lose sight of, or take attention away from, those children and young people who are most in need….. we must ensure that universal and preventative approaches are supported by targeted and proportionate responses for children who need them most" . The OFMDFM pledge in relation to early intervention is to 'promote a move to prevention and early intervention practice without taking attention away from our children and young people currently most in need of more targeted services'

2.5 Making Changes

Based on the equality issues you identified in 2.2 and 2.3, what changes did you make or do you intend to make in relation to the policy or decision in order to promote equality of opportunity?

In developing the policy or decision what did you do or change to address the equality issues you identified?	*What do you intend to do in future to address the equality issues you identified?*
The Strategic Plan development included ensuring that if fully reflected the SBNI role to co-ordinate and ensure the effectiveness of what is done by each person or body represented on the Board for the purpose of safeguarding and promoting the welfare of children and young people. This work will specifically address equality issues, where children and young people may be adversely affected. These are set out in the purpose, vision and values of the SBNI: **Key Purpose** – As outlined above. To co-ordinate and ensure the effectiveness of what is done by each person or body represented on the Board for the purpose of safeguarding and promoting the welfare of children	As part of SBNI's Section 75 of the Northern Ireland Act 1998 equality duties, we are required to submit an equality scheme to the Equality Commission by 1st August 2013. As a result SBNI have engaged in a period of consultation in relation to the scheme, audit of inequalities, equality action plan and action plan in relation to disability. Feedback from Voluntary & Statutory Organisations in relation to safeguarding priorities identified by children & young people was at the core of the process that helped us set our corporate objectives and define specific groups of children who will be the priority for the SBNI over the next three years.

and young people.

Our Vision - To promote the provision of early intervention services which would prevent harm arising to children and young people and ensure that those most at risk are protected from death or repeated harm by having in place an effective protection service which also offers therapeutic intervention.

Our Values - **SBNI Values**
- Children and young people's wishes, feelings and experiences placed at the centre;
- A relentless focus on the timeliness, quality and effectiveness of help given to children, young people and their families;
- The availability of a range of help and services to match the variety of needs of children, young people and their families;
- Recognising that risk and uncertainty are features of the system where risk can never be eliminated but it can be managed smarter;
- Trusting professionals and giving them the scope to exercise their professional judgment in deciding how to help children, young people and their families;
- The development of professional expertise to work effectively with children, young people and their families;
- Continuous learning and improvement, by reflecting critically on practice to identify

The primary vehicle to ensure that the issues of the various Section 75 groupings amongst these are addressed will be the equality screening, and if necessary, equality impact assessment process for individual pieces of work flowing from our corporate objectives. The audit of inequalities has identified key equality issues to be taken into account by the board and committees in their work.

Our second key vehicle for addressing some of the needs identified in the audit will be through using our influence with other key agencies. This relates to addressing particular safeguarding issues for children and young people with a disability, those from black and minority ethnic backgrounds, and those at risk of hidden harm (from domestic violence, parental mental health problems, parental alcohol and drugs problems).

For the purpose of the Equality Action Plan, the SBNI thus proposes to focus on specific practical actions relating to the particular needs of Section 75 groupings in relation to communication and engagement.

Over the next 5 years SBNI propose to carry out the following:
Implement accessible information for all policies and procedures geared at safeguarding and protecting children and young people. To include:
- Timely accurate and child friendly information (which is accessible to all children including those with sensory and learning disabilities), should be provided before, during and after all occasions to promote

problems and opportunities for a more effective system

With regards to equality, the SBNI recognise that there is a focus on children given the roles and responsibilities outlined in the SBNI (Northern Ireland) Act 2011. SBNI recognise that they cannot target all the issues affecting children in relation to both child protection and safeguarding and indeed it is not the organisation's strategic responsibility. The SBNI has a role to co-ordinate and ensure the effectiveness of its member agencies in terms of safeguarding and protecting children and young people. SBNI recognise that the needs, experiences and priorities of groups within each Section 75 category may vary substantially.

The key priorities that are contained in the strategy set out the direction for SBNI over the next 3 years. These are closely aligned with the core functions of the SBNI, as defined by legislation. The different needs, experiences and priorities of the S 75 groups will be considered as individual policies and strategies are screened as they are taken forward. Within each of these screening exercises, the specific needs and experiences of groups within each of the Section 75 categories will be assessed as policies and procedures will be developed aimed at specific groups of children who will be adversely affected dependend on their Section 75 category.

communication between children and young persons and SBNI. This should include information about what is being asked of them, who is involved in the process and how decisions should be made, including feedback of their involvement on SBNI decisions.

- Alternative formats as required, for example, Key publications are translated into languages, the use of Plain English, Easy Read and pictures and diagrams where possible.
- Standard font Arial, size 14 is used in publications where possible
- Complete equality impact screening on all policies and procedures linked to the Strategic Plan
- Review SBNI engagement with children and young people to date to identify whose voices are less likely to have been heard (including very young children, those with sensory and learning disabilities, those from black and minority ethnic backgrounds and young people who are lesbian, gay, bisexual or transgender).
- Arrange face to face discussions with Section 75 groups of children and young people on child protection and safeguarding issues as identified within the SBNI Strategic Plan – particular focusing on those children adversely affected.
- Target groups of children whose voices are easily ignored

As already stated the SBNI also recognise that other safeguarding child protection priorities could have been identified for the purposes of the Strategic Plan. Many of these other issues are of considerable importance in relation to the safeguarding and protection of children. It is recognised that the SBNI cannot deliver on all of these objectives and therefore, choices had to be made. These choices were made on the basis of feedback from Voluntary Organisations on the views of children and young people, practitioners, member agencies, the SBNI's strategic responsibilities and taking account of what others are doing in this area and strive to avoid duplication or overlap. The SBNI will be keen to ensure that other bodies working on safeguarding and child protection issues take into account the specific needs and experiences of children within each of the Section 75 categories	(including very young children, those with sensory and learning disabilities, those from black and minority ethnic backgrounds and young people who are lesbian, gay, bisexual or transgender) to explore their views. • Use statistical data provided by HSCB to inform SBNI of those groups who are adversely affected in relation to safeguarding and child protection • Put in place a mechanism to ensure that the child's journey is at the heart of Case Management Reviews (including very young children, those with sensory and learning disabilities, those from black and minority ethnic backgrounds and young people who are lesbian, gay, bisexual or transgender). • SBNI will seek assurance from member agencies on how the objective of promoting communication with children and young people' has been met with particular reference to Section 75 groups of children and young people whose voices are easily ignored (including very young children, those with sensory and learning disabilities, those from black and minority ethnic backgrounds and young people who are lesbian, gay, bisexual or transgender). • Ensure that feedback is provided to children and young persons with who the SBNI has engaged, telling them the outcome of their involvement and the extent to which their views, ideas and

| | experience were or were not taken on board and why. |
| | • Identify new methods of communication strategies aimed particularly at groups whose voices are easily ignored (including children – in particular those with sensory and learning disabilities, those from black and minority ethnic backgrounds and young people who are lesbian, gay, bisexual or transgender-, parents and carers). |

2.6   Good Relations

What changes to the policy or decision – if any – or what additional measures would you suggest to ensure that it promotes good relations? (refer to guidance notes for guidance on impact)

Group	*Impact*	*Suggestions*
Religion		Focus on partnership working particularly with the Children and Young People's Partnership and public participation
Political Opinion		Focus on partnership working particularly with the Children and Young People's Partnership and public participation
Ethnicity		Focus on partnership working particularly with the Children and Young People's Partnership and public participation

(3)   SHOULD THE POLICY OR DECISION BE SUBJECT TO A FULL EQUALITY IMPACT ASSESSMENT?

A full equality impact assessment (EQIA) is usually confined to those policies or decisions considered to have major implications for equality of opportunity.

How would you categorise the impacts of this decision or policy? (refer to guidance notes for guidance on impact)

Please tick:

Major impact	
Minor impact	✓
No further impact	

Do you consider that this policy or decision needs to be subjected to a full equality impact assessment? Please tick:

Yes	
No	✓

Please give reasons for your decisions.

The SBNI Strategic Plan sets out the role, direction and priorities for the next three years. The SBNI role is to co-ordinate and ensure the effectiveness of what is done by each person or body represented on the SBNI for the purpose of safeguarding and promoting the welfare of children and young people is the primary aim of the organisation and complements the Section 75 Agenda and will identify through the course of its work, those children and young people who are adversely as of their Section 75 categories.

The SBNI recognise that the needs, experiences and priorities of groups within each Section 75 category may vary substantially and will be identified through the detailed course of our work. SBNI also recognise that should the experiences and priorities of other groups of children that are not included in the strategic plan, cause rise for the SBNI to change its focus, then the Strategic Plan will be amended accordingly.

As each of the priorities are taken forward equality issues will be reviewed and addressed as appropriate. We recognise that many of the priority areas will impact on groups within each Section 75 category more than others and SBNI will carefully monitor this and recommend action by the member agencies.

To ensure this happens we will:

- Identify the need for screening committee strategic plans
- Identify the need for screening SBNI policies and procedures
- Include the need for screening in business planning processes, both at Strategic and Committee level
- Use this information, to inform an equality screening programme for the year.

SBNI have identified a number of impacts in relation to the priorities that it will focus on over the next three years. The organisation has gone through a thorough process to identify the areas which it will focus on. We recognise that there is more the SBNI can do over the next three years and this will form part of the Equality Audit and plan.

(4)   CONSIDERATION OF DISABILITY DUTIES

4.1   In what ways does the policy or decision encourage disabled people to participate in public life and what else could you do to do so?

How does the policy or decision currently encourage disabled people to participate in public life?	*What else could you do to encourage disabled people to participate in public life?*
Not specifically. The Strategic Plan and this EQIA recognise that children with disabilities have particular needs and may be more vulnerable in relation to abuse than other groups. The SBNI promotes the principle of increased independence, safeguarding and protecting of those with disabilities.	The SBNI is committed to engaging with all its stakeholders in the delivery of its statutory functions. The relevant Committees will actively, and on an on-going basis, seek to identify opportunities to engage with disabled children and their families / carers in the development and implementation of the strategic plan.

4.2 In what ways does the policy or decision promote positive attitudes towards disabled people and what else could you do to do so?

How does the policy or decision currently promote positive attitudes towards disabled people?	*What else could you do to promote positive attitudes towards disabled people?*
Not applicable	Not applicable

(5) CONSIDERATION OF HUMAN RIGHTS

5.1 Does the policy or decision affect anyone's Human Rights? Complete for each of the articles

The SBNI is bound by obligations to protect children in existing international and domestic law including the United Nations Convention on the Rights of the Child (UNCRC).

The UNCRC is an international agreement on the rights of children. It sets out the basic rights to which children are entitled, in all areas of their lives. In 1991 the UK Government ratified the Convention, thereby committing itself to promotion of children's rights, through the provision of services as well as other means.

There are four guiding principles of the UNCRC.

- Non-discrimination (article 2)
- The best interests of the child (article 3)
- Respect for the child's view and the right to participate and for their view to be given due weight (article 12)
- The child's right to life, survival and development (article 6)

Taken together these principles from the corner-stones of the Convention, which provides a set of minimum standards for children's civil, political, economic and cultural rights. The SBNI will therefore ensure that these rights are central to its work.

ARTICLE	Yes/No
Article 2 – Right to life	No
Article 3 – Right to freedom from torture, inhuman or degrading treatment or punishment	No
Article 4 – Right to freedom from slavery, servitude & forced or compulsory labour	No
Article 5 – Right to liberty & security of person	No
Article 6 – Right to a fair & public trial within a reasonable time	No
Article 7 – Right to freedom from retrospective criminal law & no punishment without law	No
Article 8 – Right to respect for private & family life, home and correspondence.	No
Article 9 – Right to freedom of thought, conscience & religion	No
Article 10 – Right to freedom of expression	No
Article 11 – Right to freedom of assembly & association	No
Article 12 – Right to marry & found a family	No
Article 14 – Prohibition of discrimination in the enjoyment of the convention rights	No
1st protocol Article 1 – Right to a peaceful enjoyment of possessions & protection of property	No
1st protocol Article 2 – Right of access to education	No

*If you have answered no to all of the above please move on to **Question 6** on monitoring*

5.2 If you have answered yes to any of the Articles in 5.1, does the policy or decision interfere with any of these rights? If so, what is the interference and who does it impact upon?

List the Article Number	Interfered with? Yes/No	What is the interference and who does it impact upon?	Does this raise legal issues?* Yes/No

It is important to speak to your line manager on this and if necessary seek legal opinion to clarify this

5.3   Outline any actions which could be taken to promote or raise awareness of human rights or to ensure compliance with the legislation in relation to the policy or decision.

Given SBNI's statutory duties will mean in practice that the need to share information to keep a child safe from harm takes precedence over the need to maintain confidentiality. It also alerts practitioners to the need to place children at the centre of their decision-making.

Sharing of information will be based on the following principles:

- have lawful authority;
- the request for information must satisfy the first <u>and</u> second condition set out in section 11(2) and (3) of the Act and either the third <u>or</u> the fourth condition set out in section 11(4) and (5) of the Act, as set out above;
- be proportionate and shared in ways that ensure the safety and security of the information shared; and
- be accountable.

The SBNI's power to request information does not supersede the Data Protection Act 1998 (DPA). Care, therefore, will be taken to ensure that the DPA is not breached and, where appropriate, that information is shared with regard to the ECHR rights of individuals.

While this provision in the legislation provides the SBNI with a power to obtain necessary information relevant to its functions, it will provide practitioners with assurance that they can share certain sensitive

information with the SBNI, when the statutory criteria are met.

SBNI's power to request information will be exercised judiciously and only when it is necessary and proportionate to the purpose for which it is being sought. Where necessary, the SBNI Chair will seek legal advice in advance of exercising the power to request information under section 11 of the Act.

The SBNI will routinely handle sensitive personal information and there will be safeguards in place within the SBNI to ensure that such information is held securely, handled appropriately and explanation and assurances are provided to the person/body from whom information is being sought.

The SBNI will develop Information Sharing Guidance in conjunction with represented bodies, to assist in the sharing of information between those bodies, with the SBNI and its committees and sub-committees. In doing so, the SBNI will take into account the Information Commissioner's Data Sharing Code of Practice (the Code). Adopting the good practice recommendations of the Code will help to ensure that any sharing of personal information is undertaken in a manner that is fair, transparent and in line with the rights and expectations of the people whose information is being shared including rights to protection of privacy.

In exercising its functions, the SBNI will take into account the views of children and young people in Northern Ireland and the important role played by parents/carers in safeguarding children and promoting their welfare. Engagement will be open and transparent, proportionate and consistent. In discharging its statutory functions, the SBNI will treat all children equally, taking account of the particular vulnerabilities of some groups of children to abuse and neglect, such as those with disabilities, separated children, and care-experienced young people.

Account will also be taken of the communities in which children live and religious, cultural and ethnicity factors, all of which can impact on children's safeguarding and welfare needs.

In promoting communication with children SBNI will following the guidance outlined in **'Ask First - Northern Ireland Standards for Children and Young Person's Participation in Public Decision Making'** which is underpinned and informed by the United Nations Convention on the Rights of the Child, section 75 of the Northern Ireland Act (1998) and 'Our Children and Young Persons – Our Pledge', the Government's 10 year strategy for Children and Young People in

Northern Ireland.

The SBNI will ensure that it embeds the promotion of communication between the Board and children and young people, who may be affected by the work of the SBNI. This is reflected in the 3 Strategic Plan.

In addition, the SBNI has established the Engagement & Communication Committee, to assist in the delivery of this function.

The SBNI will also take cognisance of the Convention on the Rights of Persons with Disabilities. Of particular relevance for the SBNI is Article - Children with disabilities. The basis of this Article is that Governments agree to take every possible action so that children with disabilities can enjoy all human rights and freedoms equally with other children. They also agree to make sure that children with disabilities can express their views freely on all things that affect them. What is best for each child should always be considered first. When communicating with children, the SBNI will ensure that children with disabilities are involved in decision making. Article 16: Freedom from violence and abuse is also important. Children with disabilities should be protected from violence and abuse. They should not be mistreated or harmed in their home or outside. If they have faced violence or maltreatment, they have the right to get help to stop the abuse and recover

(6) MONITORING

6.1 What data will you collect in the future in order to monitor the effect of the policy or decision on any of the categories (for equality of opportunity and good relations, disability duties and human rights)?

Equality & Good Relations	Disability Duties	Human Rights
On-going monitoring and screening of SBNI policies and business plans in accordance with Section 75	On-going monitoring of Children and their families / carers involvement in the SBNI consultation process related to safeguarding with an emphasis on disability groups. Statistics collected by HSCB and	On-going link to OFMDFM in the development of a rights based monitoring process for children and young people. Advice and guidance on an on-going basis from the Voluntary Members on

	the DHSSPS in relation to children.	the SBNI who operate from a rights based perspective including the Children's Law Centre, Children in Northern Ireland, Barnardo's, Include Youth, NSPCC and Action for Children.

Approved Lead Officer: _____

Position: _____

Date: _____

Policy/Decision Screened by: _____

Please note that having completed the screening you are required by statute to publish the completed screening template, as per your organisation's equality scheme. If a consultee, including the Equality Commission, raises a concern about a screening decision based on supporting evidence, you will need to review the screening decision.

Please forward completed template to:
Equality.Unit@hscni.net

Template produced June 2011
If you require this document in an alternative format (such as large print, Braille, disk, audio file, audio cassette, Easy Read or in minority languages to meet the needs of those not fluent in English) please contact the Business Services Organisation's Equality Unit:

2 Franklin Street; Belfast; BT2 8DQ; email: Equality.Unit@hscni.net; phone: 028 90535531 (for Text Relay prefix with 18001); fax: 028 9023 2304

Appendix 3

Development Department

Your reference: Consultation on SBNI Strategic Plan

Our reference: #148780   Being dealt with by: David Purchase

Date: 30/5/13   Tel: 02890 320202 ext 3792

Sharon Beattie
Safeguarding Board for NI
18 Ormeau Avenue
Belfast
BT2 8HS
E-mail: sbnisupport@hscni.net

Dear Sharon,

RE: Consultation: SBNI Strategic Plan

Thank you for asking us to comment on the strategic plan and its equality impact assessment. Please find attached our provisional response to this consultation document. Please note that this is still subject to final ratification by full council.

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.

Thank you for asking us to respond to the proposals.

Yours faithfully

David

Dr David Purchase
Development Dept.
Belfast City Council
The Cecil Ward Building
4-10 Linenhall Street
Belfast. BT2 8BP

Docs 148780

I am responding: as an individual

on behalf of an organisation | X |

Name: David Purchase

Job Title:	Business Research and Development Officer
Organisation:	Belfast City Council
Address:	The Cecil Ward Building
	4-10 Linenhall Street. Belfast. BT2 8BP
Tel:	
Email:	purchased@belfastcity.gov.uk

HUMAN RIGHTS AND EQUALITY IMPLICATIONS

The Safeguarding Board for NI (SBNI) has considered the equality and human rights issues associated with the Strategic Plan. The screening documentation is also included as part of this consultation.

1. **Please let us know if you are satisfied with the detail of the content screening exercise and the outcomes:**

Yes: | | **No:** | X |

Comments:

The Equality screening seems to be heavily weighted with evidence of child sex exploitation. It is unclear why this is the case unless it is to be able to prioritise it as an action area. If so, we would expect a similar level of detail on all priority actions. For example, suicide is mentioned but very little evidence is provided.

The relevance of some of the evidence is questionable. For example, sources from England are used yet NI does not always have the same pattern of behaviour or offences.

There is limited reference to child's health and issues like obesity, a right

to play or child development which links to the family.

2. **If there are other equality or human rights issues that you wish to raise with us in the context of the plan, please do so:**

Comments:

There is some information on p32 relating to the impact of family life where the adult has a disability. However, there is no mention of the impact on children as carers. We assume this has an impact on their rights and suspect there will be an increasing number of cases linked to care in the community.

3. **If you have any additional quantitative or qualitative information that you wish to share with us to inform this screening exercise, please do so below:**

Comments:

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Report to:	Development Committee
Subject:	Consultation: DSD design Guide for Travellers' Sites
Date:	20 June 2013
Reporting Officer:	John McGrillen, Director of Development, ext 3470
Contact Officer:	Cate Taggart, Community Development Manager, ext 3525

1	**Relevant Background Information**
1.1	The Council has been asked to respond to DSD's Design Guide for Travellers' Sites. This guide covers Serviced Sites, Transit Sites and Emergency Halting Sites.
1.2	The guide provides advice on the following issues: − Site Location / Selection − Relationship to Surrounding Land Use − Health and Safety Considerations − Size and layout of the Site − Site Boundaries − Size of Pitch − Layout of Pitches − Orientation of Pitches − Access for Emergency Vehicles − Children's Play Area − Car parking − Site Security − Landscaping − Hard Standing − Amenity Building − Communal Facilities (where provided) − Lighting − Postal Arrangements − There are no specific questions for the consultation. − Waste Disposal, Scrap and Storage − Space for Work and Animals − Scope to Provide Essential Services − Water supply − Electricity supply − Connection points − Gas supply

Document Number:

	− Oil fired central heating − Drainage − Sewerage − There is specific guidance on consultation about sites.
1.5	There are no specific questions for this consultation, we have just been asked to comment on the document.
1.6	The Full proposal is attached in Appendix 1 and available online: http://www.dsdni.gov.uk/index/consultations/design-guide-for-travellers-consultation.htm
1.7	We were made aware of the consultation on 4 May 2013 and comments are required to be returned by the 19 July 2013.
1.8	The consultations document was distributed to Officers across Council and their responses have been included in the provisional draft response attached as Appendix 2.

2	Key Issues
2.1	Most of the proposals seem sensible and in line with Council's current approach.
2.2	However there are some aspects of the draft proposal that could be improved. − The guidance lacks detail compared to the DOE original guidance. − The document contains some factual errors relating to Council's statutory duties in previous years. − Some guidance is overly prescriptive and does not allow sufficient flexibility, which make suitable locations unworkable. − Some references to the role of Council are not made clear. In some cases there is an implication of statutory responsibility for Councils where none actually exists. − Some of the health and safety guidance seems unnecessary onerous. − Some of the definitions could be improved.

3	Resource Implications
3.1	There are no resource implications attached to this report. There may be longer term implications if the Council decides to adopt some of the recommendations.

4	Equality and Good Relations Considerations
4.1	There are no Equality and Good Relations implications attached to this report. However, the guidance should produce a positive impact for Travellers.

5	Recommendations
5.1	Members are asked to approve the draft Belfast City Council (BCC) response to the consultation and raise any additional issues, relating to the consultation document, that they would like to be included.

7	Documents Attached
Appendix 1 "DSD design Guide for Travellers' Sites."	
Appendix 2 "Consultation: Draft Response DSD design Guide for Travellers' Sites."	

Document Number:
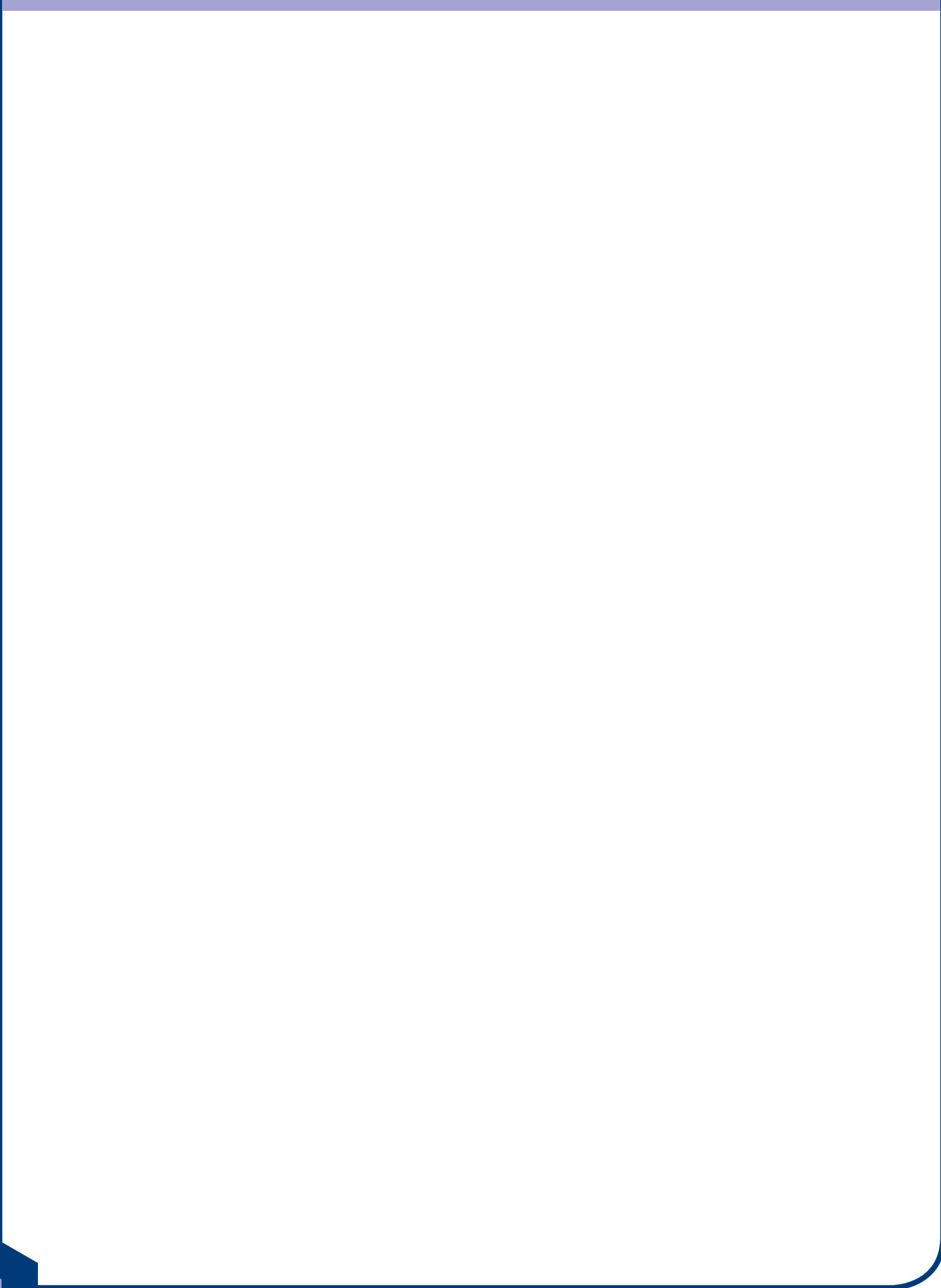
Design Guide

for Travellers' Sites in Northern Ireland

January 2013

Department for
Social
Development
www.dsdni.gov.uk

Contents

4

Introduction

The current Design Guide for Travellers' Sites in Northern Ireland was published by the Department of the Environment for Northern Ireland (DOE (NI)) in 1997, since then there have been a number of development and policy changes in how accommodation for Travellers is provided. This new version of the guide has been produced to reflect these changes.

In 1999 the DOE New Policy on Accommodation for Travellers recommended that the Northern Ireland Housing Executive be given the strategic role and responsibility for the provision of accommodation for Travellers. This included the transfer of all existing Council owned serviced sites to the Housing Executive.

The Housing Order (NI) 2003 provided the legislative framework to allow for the transfer of all sites/land which received funding in the form of a Government grant either for the acquisition or development of land for Traveller accommodation. On 1st December 2003 sites/lands were transferred under the Order from the following District Councils Strabane, Belfast, Derry, Omagh and Dungannon.

Since then, the Housing Executive has worked to improve the range of accommodation options available in delivering the Traveller Accommodation Programme and continues to work with partner agencies nationally, regionally and locally to reduce the inequalities experienced by Travellers.

In 2002 the Housing Executive completed a comprehensive assessment of the accommodation needs of all Traveller households in Northern Ireland. The impetus for this first needs assessment arose from recommendations made in the final report of the Promoting Social Inclusion Working Group on Travellers in December 2000. This needs assessment was updated by a second comprehensive Travellers' Accommodation Needs Assessment that was published in November 2008. A new assessment is due to be carried out in 2013.

Travellers have distinctive needs which will be assessed as part of the local housing needs assessment undertaken by the Northern Ireland Housing Executive. Where a need is identified and a development plan is under preparation, the plan should identify a suitable site(s). However, where such sites are not identified in development plans, proposals will be assessed under the provisions of development management Policy HS 3 'Travellers Accommodation' contained within Policy Planning Statement 12 and Policy CTY 1 in Policy Planning Statement 21.

Scope

This guidance is primarily intended to cover social site provision for Irish Travellers and covers a range of sites including:

- **Serviced Site**

  This is a range of managed accommodation where Irish Traveller families have a permanent base to park their caravan or erect timber framed sectional buildings; where electricity, water and sewerage are provided and where other facilities such as communal or individual amenity units may be provided.

- **Transit Site**

  This is a basic facility where Irish Travellers may park their caravans on a temporary basis and where electricity, water and sewerage services are provided.

- **Emergency Halting Site**

  This is a temporary place to park with basic facilities managed under Co-operation Policy principles

Serviced Sites

A range of managed accommodation where Irish Traveller families have a permanent base to park their caravan or erect timber framed sectional buildings; where electricity, water and sewerage are provided and where other facilities such as communal or individual amenity units may be provided

Section 1 – The Site

1.1 Site Location / Selection

Selecting the right location for a site is a key element in supporting good community relations and maximising its success. As with any other form of housing, poorly located sites with no easy access to major roads or public transport services will have a detrimental effect on the ability of residents to:

- Seek or retain employment

- Attend school, further education or training

- Obtain access to health services and shopping facilities

Easy access to local services and to social contact with other residents in the community should help deal with the myths and stereotypes which can cause community tension and instead encourage a greater sense of community with shared interests.

It is essential to ensure that the location of a site will provide a safe environment for the residents. Sites should not be situated near refuse sites, industrial processes or other hazardous places as this will obviously have a detrimental effect on the general health and well-being of the residents and pose particular safety risks for young children. All prospective site locations should be considered carefully before any decision is taken to proceed to ensure that the health and safety of prospective residents are not at risk. It should also provide visual and acoustic privacy and have characteristics which are sympathetic to the local environment. When selecting locations for permanent sites consideration needs to be given to the relatively high number of children likely to be on the site.

Sites should not be identified for Traveller use in locations that are inappropriate for ordinary residential dwellings unless exceptional circumstances apply. Such circumstances would be where the location is unsuitable for housing for practical or technical reasons but would not adversely affect the health and safety of the Traveller residents or the sustainability of the site and where the location has prospective residents' support. This could relate for example to a situation where:

- Prospective residents are happy to live in a location which is not attractive to housing developers

- Existing land is available to meet immediate need on a short term interim basis, pending a longer term solution, but not be available for a long enough period to justify housing development

- Land is suitable for low level single storey development but not for multi storey construction requiring deeper foundations

In such rare cases prospective residents should be made aware of these exceptional circumstances at the outset.

Where possible, sites should be close to local services and there should be a managed coexistence with the local community. As one way of helping to address shortages of site provision local councils and Housing Associations can consider the feasibility and scope for providing a site for Travellers within their negotiations to provide affordable housing as part of significant new build developments. Even where smaller scale developments are planned they could consider including a small scale site of three to four pitches which are known to work well for single extended families.

1.2 Relationship to Surrounding Land Use

Consideration must be given to the relationship of sites with the surrounding community. For this purpose it is important to ensure that proposals to develop a site link in with other broader strategies in place for improving community cohesion and be regarded as a key issue within them.

The site must be sustainable, offering scope to manage an integrated coexistence with the local community. This will include consideration of noise and possible disturbance to Travellers living on the site and possible noise and disturbance to the wider community in particular from movement of Traveller vehicles.

Many Travellers express a preference for a rural location which is on the edge of or closely located to a large town or city consistent with traditional lifestyles and means of employment. However, characteristics that make a location unpopular for the

settled community are likely to hold similar fears for Travellers. Sites adjacent to light industrial areas therefore tend not to be popular because of their isolation, distance from local facilities and because of safety fears (when walking home at night for instance).

1.3 Health and Safety Considerations

Sites must not be located on contaminated land. Only where land has been properly decontaminated should development be considered on that land. Remedial work should only be undertaken by approved contractors in accordance with relevant standards to ensure the contamination has been remedied to the standard on which housing development would take place. These processes can be prohibitively expensive and should be considered only where it is financially viable from the outset.

Brownfield sites may be suitable however the same considerations should apply when appraising such sites as for conventional residential housing. For instance, sites adjacent to a rubbish tip, on landfill sites, close to electricity pylons or any heavy industry are unlikely to be suitable.

When considering sites adjacent to main roads, flyovers and railway lines careful regard must be given to:

• The health and safety of children and others who will live on the site; and

• The greater noise transference through the walls of caravans than through the walls of conventional housing and the need for design measures (for instance noise barriers) to abate the impact on quality of life and health.

The proposed site must be relatively flat and suitable for purpose. Sites should not be developed on exposed sloping sites where there is risk of caravans being overturned or where there is a high probability of flooding risk.

Section 2 – Site Design

2. 1 Size and layout of the Site

When designing the layout of a site careful consideration must be given to the health and safety of residents and in particular children, given the likelihood of a high number of children and relatively high levels of vehicle ownership amongst some Travellers for towing caravans and employment purposes. The need for separate vehicular/pedestrian access should also be considered.

It is important to ensure that traffic calming measures are considered for all sites. Care should be taken when introducing speed humps and other measures to ensure that appropriate drainage is accommodated within the scheme to allow for the effective passage of surplus water.

Clear and effective signage should be introduced where a speed restriction or other traffic calming measure is to apply. Similarly, clear directions should be in place to indicate the location of hydrants and other access points for the fire service when attending an emergency on site.

For practical reasons, caravan sites require a greater degree of land usage per household than for smaller houses and Traveller sites are no exception. In making comparisons it needs to be recognised that there is for example no equivalent on a site to two or more storey accommodation in housing.

Traveller sites are designed to provide land per household which is suitable for a mobile home, touring caravan and a utility building together with space for parking. Sites of various sizes, layouts and pitch numbers operate successfully and work best when they take account of the size of the site and the needs and demographics of the families that resident on them. Many Travellers prefer a circular or horseshoe design rather than the traditional linear layout of pitches.

Consultation with the Traveller community is crucial in deciding how best to proceed with the overall layout of the site and how to get full value from the investment in it. It is a key element in obtaining the trust and full support of the prospective residents at the outset of the project and can help deal swiftly with subsequent consultation on individual aspects of the design as they arise.

There is no one ideal size of site or number of pitches. The size will depend on the individual scheme which will take into consideration the experience of the tenants, compatibility issues and guidance provided by the Housing Executive.

Where conditions permit sites should ideally consist of up to 15 pitches in capacity unless there is clear evidence to suggest that a different size site is preferred by the local Traveller community. Nevertheless, where a larger site is unavoidable, or where one exists already, in a few cases smaller 'closes' have been created within the site for extended families thereby retaining the sense of community and creating defensible space.

This arrangement could also open up possibilities for facilitating inter site transfers where for example families may be offered the opportunity to move closer to other family members or elderly and dependant relatives where a pitch in a certain close may become available.

2.2 Site Boundaries

The site boundary must provide clear demarcation of the perimeter of the site so as to prevent nuisance for existing residents created by others seeking to move on to the site without permission. Boundaries should take into account adjoining land uses and be designed for the safety and protection of children.

Where an existing site may be located near an industrial area or process or a main road, fencing and planting may be used to screen out unpleasant characteristics. A range of different boundaries may be used including fences, low walls, hedges and natural features. The aim should be to achieve a boundary that is sympathetic to and in keeping with the surrounding area. Boundaries can also be used to provide shelter for more exposed sites.

More open boundaries may be used in residential areas so as to promote integration and inclusion with the surrounding community although the degree of integration which can be achieved will be in part governed by the degree of community cohesion already experienced in that location. A balance needs to be struck between providing privacy and security for the site residents and avoiding a sense of enclosure through for example the use of high railings.

Measures to protect the safety of site residents from fire are of paramount importance and it is essential that a clear gap of 3 metres is provided within the inside of all site perimeter boundaries as a fire prevention measure.

2.3 Size of Pitch

In common with some other ethnic minority communities some Travellers often have larger than average families, for instance where members of an extended family live together. For this reason there is likely to be much greater demand amongst these communities for large family units, and small pitches may become quickly overcrowded. Larger than average family sizes, alongside the need for vehicles for towing caravans and for employment also creates particular requirements for parking.

There is no one-size-fits-all measurement of a pitch as, in the case of the settled community, this depends on the size of individual families and their particular needs. In designing a site, account should be taken of the likely characteristics of families on the waiting list as identified in the Travellers Accommodation Needs Assessment in Northern Ireland. There may be a larger element of families with children approaching teenage years who are likely to need to one or two additional small touring caravans on the pitch as separate sleeping accommodation, until their children are old enough to move on to a separate pitch.

Some families may also be in possession of larger mobile homes and one or two pitches should be designed where possible to cater for that possibility.

Alternatively, potential residents may be single or elderly members of the community, who would not need a pitch of the same size.

As a general guide, it is possible to specify that an average family pitch must be capable of accommodating an amenity building, a large trailer and touring caravan, drying space for clothes, a lockable shed (for bicycles, wheelchair storage etc), parking space for two vehicles and a small garden area.

Smaller pitches must be able to accommodate at least an amenity building, a large caravan, drying space for clothes and parking for at least one vehicle.

Individual parking spaces should be a minimum of 2.4 × 4.8 metres.

Where space permits the inclusion of a garden or play space on each pitch is recommended.

Drainage falls must comply with Part N of the Building Regulations 1990. Ideally the pitch should be level apart from drainage falls.

2.4 Layout of Pitches

The layout of pitches will depend on the layout of the overall site. There will be different views about whether to have grassed areas and amenities at the front, back or side of the pitch. Discussion with the Traveller community will be useful however developers also need to consider prospective residents.

Each pitch should be clearly demarcated to make it clear what each individual household may occupy in return for the fee paid and their responsibilities for the pitch they occupy.

A range of different boundaries may be used including fences, low walls, hedges and natural features. The aim should be to achieve a boundary that is clear, sympathetic to and in keeping with surrounding areas.

Pitch boundary fences should provide a balance between good neighbourliness and privacy. For example fencing between pitches could be up to 1.8 metres in height, particularly where amenity buildings would otherwise be overlooked, whereas 1.2 metre high fencing around the front of the pitch will offer good surveillance of the road and the site in general.

2.5 Orientation of Pitches

As with the settled community, site layout and design should ensure a degree of privacy for each household without inhibiting the sense of community.

Where residents are members of an extended family, there may be a preference for individual households to have a reasonable vision of the site in general to help improve security. On larger sites, or those with a broader spectrum of residents, more seclusion and privacy may be preferred. In these cases, preferences over the degree or privacy required can be addressed in part by the height of fencing between individual pitches, particularly to shield the amenity building and by use of other soft landscaping approaches.

In designing the layout of a site enough space must be provided to permit the easy manoeuvrability of the residents own living accommodation both to the site and subsequently on to a pitch. Account needs to be taken of a tendency for some Travellers to use a mobile home in place of the traditional caravan.

Some mobile homes could be up to around 25 metres in length. In order to overcome this, the site design should strike a balance between enabling a variety of accommodation to be catered for and making best use of available space. Access roads and the site design should provide sufficient space for the manoeuvrability of average size caravans of up to 15 metres in length with capacity for larger mobile homes on a limited number of pitches where accessibility can be properly addressed in the light of the land available.

In addition to the movement of families on and off the site, site residents will sometimes wish to change the caravan accommodation they own and this movement can sometimes cause problems when boundary fences or gates do not allow for this. This could be overcome by the use of movable fencing and gates adjacent to the roadside which are capable of short term removal.

2.6 Access for Emergency Vehicles

It is essential consultation with local fire and rescue service officers take place at a very early stage of designing a site. Some authorities are reported to differ in advice as to a minimum turning and reversing requirements of emergency vehicles which may impact on the number of pitches permitted. Good practice from recognised sources is outlined in the paragraphs below which can be used as a starting point prior to discussions with local emergency services.

In designing a site, all routes for vehicles on the site, and for access to the site, must allow easy access for emergency vehicles and safe places for turning. To enable this roads must be provided with no caravan more than 50 metres from a road. Roads must have no overhead cable less than 4.5 metres above ground. Vehicular access and gateways must be at least 3.1 metres wide and have a minimum clearance of 3.7 metres.

Roads must not be less than 3.7 metres wide or if they form part of a one way traffic system, 3 metres wide. One way systems should be clearly sign posted.

To increase potential access points for emergency vehicles more than one access route into the site is recommended. Where possible, site roads should be designed to allow two vehicles to pass each other (minimum 5.5m). Specific guidance should be sought from the local fire authority for each site.

Although roads on sites do not require adoption it is recommended all roads are constructed to adoptable standards to avoid future maintenance costs from increased wear and tear due to frequent movement of heavy vehicles.

2.7 Children's Play Area

A communal recreation / play area for children of all ages should be considered where suitable provision is not available within walking distance on a safe route or using easily accessible public transport. For larger sites specially designated play areas should be designed where possible in consultation with children and parents, to ensure they provide the equipment that will be most used. The Housing Executive should also be consulted in view of the ongoing maintenance issues.

Where recreation areas are provided it is important to ensure they are designed and located with the safety of children in mind (taking into account the proximity of busy roads) and allowing for natural supervision. Play areas should meet normal local authority standards.

Locating play areas in secluded areas of the site and near boundary perimeters is not favoured as children could be subject to outside harassment and the play area and equipment open to vandalism. Perimeter fencing should be included to ensure children are safe from site traffic.

2.8 Car parking

A key element for the site is the provision of adequate parking space for resident's use. Parking spaces must be a minimum of 2.4 x 4.8 metres.   Resident parking should be provided for on individual pitches but a site should also contain additional parking facilities for visitors as parking on the roadside could otherwise impede access of fire and other emergency services. Separate parking areas may present security considerations for residents and should therefore be situated in sight of residents generally.

2.9 Site Security

Site layout can play an important role in avoiding a sense of enclosure and isolation amongst Travellers. The aim should be to 'design out' crime and social exclusion and 'design in' community safety and social inclusion through openness of design, allowing ease in passing through whether walking or driving. Care also needs to be taken to ensure the safety of residents and children where car traffic passes through.

Before pursuing this approach however prospective residents should be consulted at the outset to ascertain the level of community cohesion already prevalent in the area and to establish the degree to which those who are to live on the site are comfortable with this approach and if it meets the degree of privacy and security that is acceptable.

Site layout should maximise natural surveillance enabling residents to easily oversee all areas of the site. Scheme specific advice on security provision for the site should be obtained from the Police Architectural Liaison Officer for the area and reference should be made to 'Secure by Design' standards to inform detailed planning of the site.

To avoid disputes and provide defensible space it is important to provide clear delineation of public communal areas such as play areas and private space with boundaries that indicate clearly where individual pitches begin and end. It is recommended that communal areas without a clear usage are avoided in the design as they may attract vandalism, fly tipping or unauthorised caravans.

It is recommended that local needs and preferences are taken into account as well as the requirements of the local roads authority and fire and rescue services when designing the entrance to the site. Many Travellers are in favour of controlled access to sites, for example using a lockable gate. Such controls can prevent unauthorised parking and caravans on site; however such gates can sometimes act as a psychological barrier to effective social inclusion. Gates also can hinder access for emergency services, postal deliveries and refuse collection and they may also hinder access for emergency services, postal deliveries and refuse collection.

2.10 Landscaping

Some Travellers may express a preference for soft landscaping (grassed areas, shrubs and trees) as opposed to hard landscaping (paved or concrete areas) although this can have an impact on the maintenance budget. Attractive landscaping can enhance resident satisfaction and pride with the site, encouraging participation with management to maintain their surroundings.

Soft landscaping can be used to ensure spatial separation which prevents the movement of caravans to positions which would breach fire safety distances from the adjoining pitch. When designing a site to include soft landscaping thought needs to be given to preventing it from being used for unauthorised parking or unauthorised pitching of caravans.

2.11 Hard Standing

Each pitch must include a hard standing area constructed of concrete or a similar suitable hard wearing material which extends over the whole area to be occupied by a touring caravan or other vehicle. These standings must be constructed in accordance with the industry code of practice and project a sufficient distance outwards to enable occupants to enter and leave safely. The base must be sufficient to bear the load placed on it by the home or vehicle and its contents, and the anticipated level of vehicle movement.

Hard-standing should be part of the landscape design. The pitch width need not be entirely paved but could be designed to break monotonous design with soft landscape. Where soft landscaping is adopted in the design consideration should be given to the inclusion of a storage facility on each pitch for residents to keep equipment to maintain it.

Local councils and the Housing Executive should consider the environmental impact of the site and measures that might be taken to improve sustainability. For example, the inclusion of separate identifiable containers for the collection of recyclable waste and provision of water butts is recommended.

Section 3 – Site Facilities

3.1 Amenity Building

It is essential for an amenity building to be provided on each pitch, although this can be provided across two pitches as two separate and entirely self contained semi-detached units. The amenity building must include as a minimum hot and cold water supply, electricity supply, a separate toilet and hand wash basin, a bath/shower room and a kitchen and dining area. The access to the toilet should be through a lobbied area or by separate access direct from the pitch.

The amenity building must include, secure storage space for harmful substances/medicines, enclosed storage for food, brooms, washing, cleaning items and space for connection of a cooker, fridge/freezer and washing machine. The provision of a gas hob could be considered.

The inclusion of a day/living room in the amenity building for family meals is recommended. The day/living room could be combined with the kitchen area to provide a kitchen/dining/lounge area. It is desirable that the day/living room should not be part of essential circulation space, nor contain essential storage.

The design and construction of amenity buildings must meet the requirements of the current Building Regulations, the Institution of Electrical Engineers regulations, the Local Water Authority and Local Housing Authority Design and Quality Standards. Materials used must comply with the relevant British Standards and Codes of Practice and provide for durable and low maintenance buildings. Its construction should be, sympathetic to local architecture, be attractive and of a domestic nature to meet the requirements of PPS12.

It is recommended that amenity buildings incorporate cost effective energy efficiency measures. Layout and construction should be designed to maximise energy conservation and the use of passive solar gain. All mechanical and electrical systems should be as energy efficient as possible.

Consideration should be given to the insulation of plumbing systems, the use of low energy light fittings and appropriate heating and ventilation systems. Any opportunity for using energy from renewable sources should be considered.

Adequate and sensibly situated electrical outlets, switching and controls should be installed throughout the amenity building.

Means of heating should be installed throughout the amenity building which provides temperatures suitable for room use, which is economical and capable of individual control for each room.

The width of main entrances, doorways and passageways must comply with building regulations to ensure mobility standards. Fixtures and fittings in the amenity building should be domestic but robust.

In line for standards for social housing other recommended features include:

- Glazing lines in living/dining area no higher than 810mm above floor level

- Hot water taps to baths/showers with a thermostatically controlled supply

- Adequate screening and wall tiling where showers are provided over baths

- A worktop-cooker-sink-worktop sequence that is not broken by doors, passageways or tall units

- A 1.2 metre run of worktop between the cooker and the sink

- A 500 mm minimum worktop each side of the cooker and wall units set back minimum 100 mm

- A space for additional equipment such as a microwave

- Walls in bathrooms and WCs must be designed to take support aids

- Smoke/fire and heat detectors.

3.2 Communal Facilities (where provided)

Where a site is isolated from local facilities either by distance or a lack of public transport facilities and/or is large enough for a diverse community of residents rather than one extended family, provision of a communal building is recommended. This facility can be an important resource in sustaining a more remote site offering an opportunity for visits by health visitors, youth workers and education services as well as use by site management and residents alike.

Any such building should include:

- A community room

- Toilets (male and female)

- A kitchenette.

Ideally it should be situated towards the front of the site, accessible to all the community not just site residents and if promoted and managed well can help encourage good relations between Traveller and neighbouring communities.

3.3 Lighting

Sufficient lighting must be provided on the site to enable safe access and movement through the site at night for both pedestrians and vehicles. External lighting should also be provided on amenity buildings to ensure safe access.

Street lighting arrangements should be planned to minimise the risk of damage through vandalism and avoid problems of light pollution to homes on the site through light shining directly into caravans or amenity buildings. It should be planned to properly illuminate access roads and access to residential pitches.

Consideration could be given to using three quarter length light pillars where there is a prospect the site may create light pollution for neighbouring sites.

3.4 Postal Arrangements

The site should be designed so that post can be delivered separately for each pitch. Experience has shown that postal deliveries to pitches can be disrupted by complaints about harassment by dangerous dogs so the provision of an individual box at the entry to a pitch would be advisable.

Consultation has shown that a simple but key element in helping to avoid discrimination against the residents of a Traveller site is to allocate site and pitch addresses which are of a similar nature to those for the settled community and which do not highlight that the accommodation is site based.

3.5 Waste Disposal, Scrap and Storage

Travellers should receive the same waste disposal arrangements as any other member of the community. Domestic waste disposal must be provided for each pitch in accordance with the local authority requirements. A key element in designing the layout of the site is to ensure sufficient space exists for refuse collection vehicles to reach an appropriate point from which waste can be collected from individual pitches, as well as any communal refuse areas.

Consideration should be given to including a recycling collection point on the site where it is not in close proximity to one in the neighbouring vicinity.

Communal refuse areas can encourage fly-tipping and the accumulation of non-domestic waste. If a communal refuse area is necessary (in addition to refuse collection for each pitch), this should be designed and located to be convenient, accessible, robust and inconspicuous. It should be located away from individual pitches and from access points to the site to ensure that fire service vehicles can enter the site and deal with any fire that might break out.

3.6 Space for Work and Animals

Traveller sites are essentially residential and those living there are entitled to a peaceful and enjoyable environment. Guidance on site management would therefore propose that working from residential pitches should be discouraged and residents should not normally be allowed to work elsewhere on site.

Where significant commercial or other work activity is envisaged it is very important to ensure the site is delineated so that residential areas are separated from commercial or work areas. The provision of facilities for some level of activity may therefore be considered where it is accepted that it is appropriate having regard to planning, environmental and health and safety considerations.

This also applies to the inclusion of space for keeping animals. Where there is demand for space for animals and where the site provider is satisfied that it may be reasonable and practicable to include this.Local councils do lease land for grazing and Travellers should be encouraged to apply for the use of such facilities.

Section 4 – Site Services

4.1 Scope to Provide Essential Services

All sites must be provided with access to mains water, electricity supply, drainage and sanitation. Sewerage for permanent sites should normally be through mains systems. In some locations this may not be possible and in that case alternative arrangements can be made, such as a sealed septic tank sewage system.

All sanitation must accord with current legislation, Building Regulations and British Standards.

4.2 Water supply

A mains water supply suitable for drinking must be provided for each pitch, sufficient to meet the reasonable demands of residents. Water supplies must comply with current legislation, Building Regulations and British Standards. Ideally water meters will be provided in amenity buildings by Northern Ireland Water and must be for domestic usage.

Water pressure must be sufficient to enable the use of fire hydrants by the emergency services which should be located near the front of the site.

Provision of an outside tap on each pitch is strongly recommended.

4.3 Electricity supply

Mains electricity to each pitch is essential, sufficient to meet the reasonable requirements of the residents, and with separate meters for each pitch. Ideally electricity meters will be provided in amenity buildings for each pitch by the relevant supplier and must be for domestic usage. Each Traveller household is responsible for their own electricity account.

Underground cabling must be adequately earthed and comply with current electrical installation regulations. Installations must be inspected annually and all electrical work carried out by competent / appropriately qualified personnel.

4.4 Connection points

Consideration may be given to providing more than one electricity and water access point on each pitch to allow for trailers to be realigned either through resident's choice, family expansion or to cater for visitors.

4.5 Gas supply

It is essential that gas installations, supplies and storage meet all statutory requirements, relevant standards and codes of practice. Storage facilities that comply with health and safety regulations for Liquid Propane Gas cylinders must be provided. As the guidance on storage is complex, the Housing Executive should seek advice from local environmental health services. It is essential any mains gas installation is inspected annually and certified as safe.

Provision of a mains gas supply is recommended for amenity buildings on pitches and, if supplied, must comply with current gas installation regulations.

4.6 Oil fired central heating

Installations for oil fired central heating should meet Part L of the Building Regulations 2006 together with appropriate storage and safety arrangements in case of oil leaks.

4.7 Drainage

Surface water and storm water drainage must be installed. All drainage must accord with current legislation, Building Regulations and British Standards. This should be given early consideration in both site selection and scheme design.

Smaller drain covers could be considered as these can assist in preventing foreign objects becoming accidentally lodged in soakaways and gulleys.

Traveller sites may offer opportunities for implementing a Sustainable Drainage Systems approach for dealing with surface water management where surface water runs off to either natural water courses or municipal systems.

Consideration should be given to the inclusion of interceptors within the drainage system to ensure protection against petrol, oil and other absences within the surface of the water case system.

4.8 Sewerage

Each pitch should be connected to a public sewer when it is economic to do so. Where this is not possible provision must be made for discharge to a properly constructed sealed septic tank. Sanitation provision must accord with current legislation, Building Regulations and British Standards.

Consideration should also be given to additional waste disposal connections from resident caravans to avoid problems over unauthorised connections.

Section 5 - Health, Safety and Accessibility

5.1. Risk assessment

It is essential that site owners undertake a risk assessment of the site during the initial stage, including the homes on the site.

5.2 Fire Safety

To ensure fire safety it is essential that every caravan must be not less than 6 metres from any other caravan that is occupied separately.

Other structures are allowed in the separation zone if they are made of non-combustible materials (such as a brick built amenity building), as long as they do not impede means of escape.

It is essential that site owners undertake a risk assessment of the site during the initial design stage, including the homes on the site.

It should pay particular attention to those at special risk, such as children, and must include consideration of any dangerous substance liable to be on the site. A fire risk assessment will help identify the risks that can be removed or be reduced and to decide the nature and extent of the general fire precautions.

The significant findings of such an assessment should always be recorded.

General fire precautions include measures to reduce the risk of fire on the site and the risk of the spread of fire on the site.

(a) Pitches should be no more than 30 metres from a fire point. Fire points must be housed in a weatherproof structure, easily accessible and clearly and conspicuously marked 'Fire Point'. A clearly written and conspicuous notice should be provided and maintained at each 'Fire Point' to indicate the action to be taken in the case of fire including details of a muster point.

(b) Water standpipes, hydrants or fire extinguishers should be provided on each site as determined by the risk assessment and as informed by consultation with the local fire officer. All equipment should conform to relevant British/European standards.

(c) A means of raising the alarm in the case of fire should be provided at each fire point. This must be appropriate to the size and layout of the site and informed by consultation with the local fire officer.

(d) All alarm and fire fighting equipment should be installed, tested and maintained in working order by a competent person. All equipment susceptible to frost should be suitably protected.

The level of necessary safety (or service) must be dictated by the findings of the risk assessment.

5.3 Accessibility

All private or communal buildings on the site must be provided to mobility standards as specified within Part R of the Building Regulations 2006. Developers must also have regard to the Disability Discrimination Act 2005 both when designing the site and during refurbishment planning.

When considering the extent to which pitches, parking spaces and amenity buildings should be suitable for wheelchair users, reference should be made to local Traveller Accommodation Needs Assessments. Where no need has been identified it is recommended that at least one pitch in 20 on a site of such size, or one pitch per site where smaller, be constructed to meet the needs of a disabled resident as a contingency for future demand. Where provided, these should be consistent with the standards for housing for wheelchair users as set out in the Department for Social Development's Design Standards as detailed in the Housing Association Development Guide.

Transit Sites

A basic facility where Irish Travellers may park their caravans on a temporary basis and where electricity, water and sewerage are provided

Section 6 - The Site

6.1 Site Location / Selection - The guidance for permanent sites largely also applies except that the proximity to community facilities is primarily in respect of the need for access to schools. The presence of children on the site, and potential health and safety risks for them and other residents should receive equal consideration

6.2 Relationship to Surrounding Land Use – The guidance for serviced sites applies.

6.3 Health and Safety Considerations – The guidance for serviced sites applies.

Section 7 - Site Design

7.1 Number of pitches – The number of pitches should not normally exceed 15.

7.2 Site boundaries – The guidance for serviced sites applies

7.3 Size of pitch - Wherever possible each pitch should be of a size sufficient to accommodate two touring caravans, two parking spaces and private amenities.

7.4 Orientation of pitches – The guidance for serviced sites applies.

7.5 Access for emergency vehicles – The guidance for serviced sites applies.

7.6 Car Parking - It is recommended that parking space for at least two vehicles is provided on each individual pitch at a minimum size of 2.4m x 4.8m each.

7.7 Site Security – The guidance for serviced sites applies.

7.8 Landscaping - The guidance for serviced sites applies although soft landscaping on transit sites can be more difficult to maintain. As these sites are only intended for short stays there is less need for soft landscaping but the general ambience of the site should be maintained to a limited and cost effective degree.

7.9 Hard Standing – The guidance for serviced sites applies.

Section 8 - Site Facilities

8.1 Private amenities - Travellers prefer private amenities on each pitch including a toilet, wash basin and shower with hot and cold water supply.

Depending on the degree of usage, portable facilities may be provided to meet these needs. Where sites are empty for lengthy periods and to avoid vandalism to facilities these should be removed until the site is reoccupied.

8.2 Lighting – The guidance for serviced sites applies.

8.3 Waste disposal - Waste disposal for individual pitches is recommended. Communal refuse disposal should be provided which is convenient (but away from pitches and associated dwellings), fenced off, robust and inconspicuous.

8.4 Sluice – Provision of a sluice should be considered on each site.

8.5 Space for Work and Animals – The guidance for serviced sites applies.

Section 9 - Site Services

9.1 Water supply – The guidance for serviced sites applies

9.2 Electricity supply - The guidance for serviced sites applies although in practice a central electricity supply administered by the site management may be provided which would entail residents paying by meter.

9.3 Gas supply – Mains gas supplies are not applicable to transit sites.

9.4 Drainage – The guidance for serviced sites applies

9.5 Sewerage – The guidance for serviced sites applies. The guidance for serviced sites applies.

Section 10 - Health and Safety Considerations

10.1 Risk Assessment – The guidance for serviced sites applies.

10 2 Fire Safety - The guidance for serviced sites applies except where the local Fire Officer agrees alternative arrangements.

10.3 Accessibility – The guidance for serviced sites is optional.

Emergency Halting Site

A temporary place to park with basic facilities managed under Co-operation Policy principles

Section 11 – The Site

11.1 Site Location / Selection

Emergency halting sites should provide safe and convenient access to road networks and cause minimum disruption to surrounding communities.

When considering the suitability of different sites, the potential presence of young children and any risks from adjoining land uses must be considered.

11.2 Site Layout, Access and Orientation

It is important to provide markings or barriers to encourage residents to park safely, allow access for emergency vehicles and enable maximum use of the site in accordance with its intended capacity and fire safety standards. Particular regard must be given to the need to ensure a safe distance between trailers/caravans and other structures made of combustible materials. Advice from the Local Fire Officer must be sought during the planning of temporary stopping places.

The road to and from the site must be of sufficient quality and size to enable access onto and off the site by heavy vehicles such as trailers.

There must be a clear barrier around the emergency stopping place to discourage unauthorised expansion of the site.

11.3 Site Facilities and Services

It is essential for a cold water supply to be provided for the use of site residents which may be by use of water standpipe or water bowser. Portaloos must be provided for the use of residents and there must be at least one portaloo for every household on the site. However Council licences may require higher standards of service provision in certain circumstances.

It is essential for a sewerage disposal point to be provided.

Refuse disposal facilities should be provided.

11.4 Health and Safety Considerations

The guidance for serviced sites applies.

Consultation

Introduction

12.1   This guidance is not intended to replace local consultation with Travellers and other key agencies. Local consultation should include:

- Travellers from the communities whose needs will be met on the site, including if possible, the families who will move onto the site at first let

- Planners – from the very first stages of site identification

- The Fire Officer

- The Police, for advice on site security

- The Local Roads Service section

12.2   The same principles apply to consultation on Traveller sites as with other refurbishment projects and new developments. Very few architects and developers will have firsthand experience of living on a site as part of a Traveller community, and consultation with Travellers will be crucial to ensuring the site works successfully.

12.3   The needs and preferences of those who will live on the site should be given full consideration and should be met as far as is possible within available resources. People who have lived on sites for most or all of their lives are in the best position to advise on what works well and what doesn't for a particular community. However, the needs of those people who will move onto the site at first let.

When to consult?

12.4   Travellers and/or their relevant representative bodies should be consulted throughout all stages of the design process, including site identification through the local council. Local communities can be aware of factors which, despite site shortages, could prevent take up of site places in particular areas.

Methods of consultation

12.5   The Northern Ireland Housing Executive has an established record of joint working with the Traveller community following the development and publication of the Travellers' Accommodation Needs Assessment in Northern Ireland 2008. It is recommended that Housing Associations wishing to work with Travellers for the first time, consult with the Housing Executive at the outset to secure its own introductions.

12.6 Where difficulties remain introductions can usually be secured through other organisations which already have a good working relationship with members of the Travellers community and their representative organisations. The Housing Executive is already involved in a wide range of Partnerships such as with Southern Area Action with Travellers (SAAT) and the National Traveller Accommodation Consultative Committee.

12.7 Participation will be greatly improved by holding the consultation in familiar and informal surroundings that are easy to get to, comfortable and warm. The office of a local organisation working with Travellers, or a local community building might be appropriate for instance.

12.8 There are low levels of literacy in some sections of the community. It is important therefore that consultation does not rely on written methods such as leaflets, surveys or feedback forms. Face to face consultation which enables Travellers to influence rather than just respond to the consultation agenda is important. Provision of models and computer generated images of proposed site development will also help prospective residents visualise the outcome and help identify useful refinements which may not otherwise be immediately apparent.

12.9 In some cases it may be appropriate to use a small number of people from the communities to represent their interests, however there is a danger with this type of approach that the perspective of some parts of the community will be missed – for instance children, women or men, or older people.

12.10 It would be beneficial to ensure as far as possible that sympathetic and knowledgeable architects and contractors are employed in the site design process. The Housing Executive could offer an "awareness raising" session on Traveller culture at an early stage with representatives of the local Traveller community, as a means of opening the dialogue and ongoing consultation needed with prospective residents to best ensure the successful design and construction of the site and best value for the money invested in it.

12.11 The timing of the consultation will be important. For instance women are more likely to be able to take part in consultation that takes place on sites during the day (and outside school pick up hours) whereas men may be more likely to be able to make evening meetings.

12.12 One to one interviews are one method of consulting, but they can be time-consuming and do not provide an opportunity to attempt to resolve differing opinions. Focus groups can be a good way to encourage discussions around matters where there are differing perspectives and where there is a need to achieve a consensus position. If some tensions between different members of the community are anticipated then small meetings or group discussions will work better than large meetings.

12.13 Where prospective site residents or those already living on a site which is to be refurbished have appropriate skills, consideration could be given to proposing their involvement in the work required, provided they are included on the appropriate register of preferred contractors.

12.14 Travellers' Accommodation Needs Assessment in Northern Ireland report 2008 gathered views on site design and asked about satisfaction with existing sites. This information should be drawn upon and the imminent 2013 report should add to the knowledge base.

Feeding back on the results of consultation

12.15 It will not always be possible to meet the needs and preferences of everyone and, if the reasons for this are explained clearly, this will normally be understood by participants. As a common courtesy the results of any consultation should always be fed back to the individuals and/or communities concerned. Where it has not been possible to meet the expressed preferences of the community the reasons for this should be clearly explained.

12.16 Once the site has been developed, this consultation process offers the basis of a permanent resident's forum, which can help sustain a good co-operative spirit of consultation between the Housing Executive and residents which is a key element in managing a site successfully.

Consulting with the settled community

12.17 As for other kinds of development, it is important that members of the local community, whether Travellers or settled residents, are able to feed in views on plans for new sites.

12.18 Misinformation and limited contact between Travellers and the settled community can feed distrust and misconceptions, and these must be challenged and addressed proactively. Opposition from the settled community can delay, and in some cases prevent, the issue of planning permission for new sites. The Housing Executive needs to plan for the possibility of such opposition at an early stage in the development and provide accurate information to help overturn negative stereotypes and allay concerns.

12.19 It will be important to demonstrate the need for new site provision in any consultation with the settled community, and the steps that the Housing Executive will take to address concerns and deal with problems should they arise.

Annex A

LEGISLATIVE CONTEXT

- Caravans Act (Northern Ireland) 1963

- Race Relations Order (Northern Ireland) 1997- Where Irish Travellers were specifically identified as a racial group protected against unlawful discrimination.

- Northern Ireland Act 1998- Specifically section 75 which requires Public Authorities to promote equality of opportunity between persons of different racial groups.

- DOE New Policy on Accommodation for Travellers1999- Although the responsibility for Traveller accommodation remained within the remit of local Councils this policy gave the NIHE a more strategic role.

- Promoting Social Inclusion Report 2002- Highlighted the various needs of the Traveller community and helped push their issues higher up the Governments agenda.

- Housing Order (Northern Ireland) 2003 - Led to the transfer of 6 sites from local Councils and gave NIHE responsibility to both manage and provide suitable accommodation, including transit sites.

- Unauthorised Encampments (Northern Ireland) Order 2005 - NIHE now deal with all reported Unauthorised Encampments in conjunction with PSNI under a joint protocol.

- Caravans Act (Northern Ireland) 2011 - An Act to amend the law relating to caravans and caravan sites.

Additional Copies

Additional copies of this document can be obtained from:

Social Inclusion and Support for People Branch
Housing Division
Level 2, Lighthouse Building
1 Cromac Place
Gasworks Business Park
Ormeau Road
Belfast
BT7 2JB

Tel: 028 90829282

Email: claire.merron@dsdni.gov.uk

Alternatively the document is also available at:

www.dsdni.gov.uk

Document design by DSD Marketing & Events Team (2013)

Appendix 2

Development Department

Your reference: Design Guide for Travellers' Sites in Northern Ireland

Our reference: Being dealt with by: David Purchase

Date: 14/6/13   Tel: 02890 320202 ext 3792

Design Guide for Travellers' Sites in Northern Ireland
Housing Division
Department for Social development
2nd Floor, Lighthouse Building
1 Cromac Place
Gasworks Business Park
Ormeau Road
Belfast
BT7 2JB
E-mail: Claire Merron@dsdni.gov.uk

Dear Claire,

RE: Consultation: Design Guide for Travellers' Sites in Northern Ireland

Please find attached our provisional response to this consultation document. Please note that this is still subject to final ratification by full council.

Provisional Response
General comments

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 is 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 (Page 9). 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 (Page 16) to "local councils" responsibilities for environmental measures that should be considered .The Waste Management sections of local Council's 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 (Page 6) 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.

Thank you for asking us to respond to the proposal.

Yours faithfully

Dr David Purchase
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Belfast City Council
The Cecil Ward Building
4-10 Linenhall Street
Belfast. BT2 8BP

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