

Document Pack

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



13th November, 2013

MEETING OF DEVELOPMENT COMMITTEE

Dear Alderman / Councillor,

The above-named Committee will meet in the Lavery Room (Room G05), City Hall on Tuesday, 19th November, 2013 at 4.30 p.m., for the transaction of the business noted below.

You are requested to attend.

Yours faithfully

PETER McNANEY

Chief Executive

AGENDA:

1. **Routine Matters**
 - (a) Apologies
 - (b) Minutes
 - (c) Declarations of Interest
2. **Deputation from the Olympia Community Centre Support Group**
3. **Belfast's Economy**
 - (a) America Ireland Fund Mission (Pages 3 - 4)
 - (b) New Brunswick Inward Visit (Pages 5 - 6)
 - (c) Funding Request - Queen's Gaelic Games Festival (Pages 7 - 10)
 - (d) Women in Business - International Conference (Pages 11 - 14)
 - (e) External Market Applications (report to follow)

4. **Marketing Belfast**

- (a) Eurocities Culture Forum (Pages 15 - 16)
- (b) Manifesta (Pages 17 - 20)

5. **Neighbourhoods, Communities and People**

- (a) Community Centre Early Years Booking Compliance Review (Pages 21 - 26)
- (b) Super Connected Communities - IT Infrastructure Update (Pages 27 - 30)
- (c) Asset Transfer and Ethical Property Development (Pages 31 - 48)
- (d) Community Centres - Quality and Performance Management (Pages 49 - 60)

6. **Operational Matters**

- (a) Departmental Plan - Six Monthly Update (Pages 61 - 76)
- (b) Quarterly Financial Report (Pages 77 - 88)
- (c) Waterfront and Ulster Halls - Performance Reports (Pages 89 - 94)
- (d) Waterfront Hall Catering Contract (Pages 95 - 98)
- (e) Outstanding Accounts (Pages 99 - 102)



Belfast City Council

Report to:	Development Committee
Subject:	American Ireland Fund Business Mission to Belfast
Date:	19 November 2013
Reporting Officer:	John McGrillen, Director of Development, ext 3470
Contact Officer:	Laura Leonard, EU Manager, ext 3577

1	Relevant Background Information
1.1	As part of the Council's Investment Programme, we are committed to promoting job creation through inward investment and export promotion. To this end, Council has recently approved the Belfast International Relations Framework which commits the city to supporting activity to deliver economic impact under the 3 markets segments of trade and investment, business and leisure tourism, and education and talent. Over 20 stakeholders across Belfast have agreed to collaborate on target markets where appropriate and to coordinate activity for the wider benefit of the city overall. An annual calendar of proposed inward and outward visits has been compiled and will be updated regularly so that Council can track and support visiting delegations and deliver cross sectoral outward missions as appropriate as part of the city wide approach.
1.2	As part of the International Framework, North America has been identified as a destination market which can deliver extensive economic benefits for Belfast across each market segment. Previously Council and the City enjoyed a range of constructive civic and business relationships with political, educational, business and commercial institutions in USA. Formal Memoranda existed from the late 1990s to mid 2000s with New York, Boston, Portland in Maine and Halifax, Nova Scotia. Other less formalized but still structured relationships existed with keynote business leaders, politicians and educational representatives in other cities mainly on the East Coast and predominantly under the Friends of Belfast network.
1.3	Members will be aware that the Lord Mayor has just returned from a mission to the USA and Canada to promote Belfast as a business and tourism destination. During the visit the Lord Mayor was guest of honour at a business breakfast hosted by the American Ireland fund in New York City and KMPG. The event was attended by over 25 prestigious business leaders including Duncan Niederauer CEO of the New York Stock Exchange and Jim Clerkin CEO of Moet Hennesy and the Deputy Heads of both the British Council and the Irish Consulate, together with the NI Bureau and Invest NI.
1.4	The purpose of the event was to allow the Lord Mayor to engage directly with New York business leaders to promote Belfast as a prime investment location and to encourage consideration of the city as a gateway to Europe for business. Duncan Niederauer gave a

	personal testimony of the New York Stock Exchange's experience locating and working in Belfast and encouraged the business leaders present to make an exploratory visit to the city to experience its unique qualities and business culture.
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2	Key Issues
2.1	During the meeting, the American Ireland Fund through its President and CEO Chair Kieran Mc Laughlin, along with Duncan Niederauer confirmed their decision to take a first ever American Ireland Fund business mission to Belfast in 2014. This visit is proposed for 20 NYC companies, bringing a mix of entrepreneurs and blue chip business delegates to Belfast during 27-28 February 2014. The two day visit will be an opportunity for Belfast City Council and its partners to showcase the city and communicate reasons to invest and locate in the city through local testimonies and site visits as well as a civic programme hosted by the Lord Mayor. Members are asked to approve the facilitation of this visit at a max cost of £10,000 from the International Relations budget.

3	Resource Implications
3.1	The cost of hosting an inward business mission of 20 visitors will not exceed £10,000.

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

5	Recommendations
5.1	Members are asked to approve the hosting of the first ever American Ireland Fund endorsed business mission to Belfast for 20 businesses on 27-28 February 2014 at a maximum cost of £10,000.

6	Decision Tracking
Timeline:	28 February 2014
	Reporting Officer: John McGrillen



Report to:	Development Committee
Subject:	Inward visit by Mayor of New Brunswick, NJ
Date:	19 November 2013
Reporting Officer:	John McGrillen, Director of Development, ext 3470
Contact Officers:	Laura Leonard, European Unit Manager, ext 3577

1	Relevant Background Information
1.1	As part of the Council's Investment Programme, we are committed to promoting job creation through inward investment and export promotion. To this end, Council has recently approved the Belfast International Marketing and Relations Framework which commits the city to supporting activity to deliver economic impact under the 3 markets segments of trade and investment, business and leisure tourism, and education and talent. Over 20 stakeholders across Belfast have agreed to collaborate on target markets where appropriate and to coordinate activity for the wider benefit of the city overall. An annual calendar of proposed inward and outward visits has been compiled and will be updated regularly so that Council can track and support visiting delegations and deliver cross sectoral outward missions as appropriate as part of the city wide approach.
1.2	As part of the International Framework, North America has been identified as a destination market which can deliver extensive economic benefits for Belfast across each market segment. Previously Council and the City enjoyed a range of constructive civic and business relationships with political, educational, business and commercial institutions in USA. Formal Memoranda existed from the late 1990s to mid 2000s with New York, Boston, Portland in Maine and Halifax, Nova Scotia. Other less formalized but still structured relationships existed with keynote business leaders, politicians and educational representatives in other cities mainly on the East Coast and predominantly under the Friends of Belfast network.
1.3	Members will be aware that the Lord Mayor visited New Brunswick, New Jersey, at the invitation of Mayor James Cahill, during his recently completed visit to the USA and Canada.
1.4	The purpose of the meeting with Mayor Cahill, Belfast/NI diaspora and guests of the Mayor, was to engage in an exploratory discussion regarding the development of economic and cultural links between Belfast and New Brunswick.

1.5	During the meeting, the Lord Mayor met with leading representatives from the business, music, culture, theatre, hospitality and university sectors. The outcome of the meeting was a proposal from the business sector through Belfast Ambassador Francis Schott, to bring a delegation to Belfast on 15-17 January 2014.
1.6	Francis Schott has existing links with Belfast through the hospitality industry and indeed was instrumental in the creation of the Belfast Restaurant Week.

2	Key Issues
2.1	Mayor Cahill of New Brunswick has indicated an interest in accompanying the business and cultural visit to Belfast in January 2014, pending an official invitation from the City of Belfast.
2.2	Mayor Cahill is keen to explore the merits of entering into a more formal link with Belfast, committing to trade missions and exchanges between the hospitality and cultural sectors, for the mutual benefit of both cities, particularly given the direct air connections between New Jersey and Belfast.
2.3	Members are asked to approve that Belfast City Council hosts an inward exploratory business and cultural mission from New Brunswick from 15-17 January 2014 and that an invitation is issued to Mayor Cahill of New Brunswick to lead the mission.
2.4	The maximum cost of hosting a delegation of 10 companies/organisations along with the Mayor is not estimated to exceed £5000.

3	Resource Implications
3.1	The estimated maximum cost of hosting the New Brunswick mission is £5000 from within the International Relations budget.

4	Equality and Good Relations Considerations
4.1	There are no equality or good relations implications with respect to this.

5	Recommendations
5.1	Members are asked to approve that Council hosts an inward cultural and business mission from New Brunswick led by Mayor James Cahill from 15-17 January 2014.

6	Decision Tracking
<p>Timeline: 31 January 2014</p> <p>Reporting Officer: John McGrillen</p>	



Belfast City Council

Report to:	Development Committee
Subject:	2014 Third Level Education Gaelic Sports Festival Funding Request
Date:	19 November 2013
Reporting Officer:	John McGrillen, Director of Development, ext 3470
Contact Officers:	Gerry Copeland, City Events Manager, ext 3412

1	Relevant Background Information
1.1	In July 2013 Officers received initial details in regard to the above project. In order to progress the item to a level for presentation to Committee additional information was requested. This has now been received and the following report is designed to allow Members to assess whether it should be financially supported by Council to the sum of £10,000.
1.2	The GAA Clubs at Queen's University have secured the right to host all of the third level education men's and women's Gaelic sports finals in 2014. This comprises of: Sigerson Cup (Mens Gaelic Football); Fitzgibbon Cup (Mens Hurling); O'Connor Cup (Ladies' Football) and Ashbourne Cup (Camogie). The tournaments would be spaced over a number of weekends in February and March 2014.
1.3	Queen's University see this as an ambitious and unique initiative as no third level education establishment has ever hosted the four major tournaments in the same academic year. They also see this as an opportunity to develop Gaelic sports Belfast, while creating additional economic activity for the city as all games would be hosted at Queen's Sports facilities at Upper Malone.
1.4	Members are asked to note that one element of the project, the Fitzgibbon Cup, has been offered, £5,472 via the Council's Support for Sport scheme. Thus the £10,000 would be in addition to this (total £15,472).
1.5	In addition Members are reminded that the outline City Events Unit budget for the period, nor the specified reserve for special events, has any finance earmarked for such a project.

2	Key Issues
2.1	<p>The proposed tournaments would take place over four consecutive weekends with all competitions happening at Queen's facilities at the Dub on Upper Malone:</p> <p><u>Weekend starting Friday 14th February – Ashbourne Cup</u> Three tiers of competition, including twelve teams from Ireland and the UK.</p> <p><u>Weekend starting Friday 21st February – Sigerson Cup</u> Three tiers of competition, including twelve teams from Ireland and the UK.</p> <p><u>Weekend starting Friday 28th February – Fitzgibbon Cup</u> Three tiers of competition, including twelve teams from Ireland and the UK.</p> <p><u>Weekend starting Friday 7th March – O'Connor Cup</u> Three tiers of competition, including twelve teams from Ireland and the UK.</p>
2.2	In addition to the competitions, it is proposed that the festival would also include a program of events across all four weekends. The purpose of these would be to celebrate university sport, student achievement and Gaelic games.
2.3	The organisers estimate the number of participants, over the four weekends, to be 2,200. They have stipulated that this assessment is based on previous participant numbers. They also state that participants and support teams would stay two to three nights, which would generate up to £300,000 for the city's hotel sector. Queen's also estimate that up 10,000 spectators would attend over the four week period.

3	Resource Implications
3.1	<p><u>Financial</u> The total cost of the event is £130,000. The majority of funding will be generated from the governing body, industry partnership, sales and merchandising and fundraising among Queen's GAA alumni. However, the tournament organisers are seeking a level of support from the Council (£10,000), Sport NI and DCAL.</p>
3.2	Given that £5,472 has already been allocated from the Support for Sport fund for the Fitzgibbon Cup, if Members approve the funding request for £10,000 it would bring the Council's total contribution for the event to £15,472.
3.3	Whilst there is no budget available within neither the City Events budget nor the specified reserve for special events, the Quarter 2 Finance Report (reported earlier in the meeting) details a forecast under spend of £28,000 at year end. If Members are minded to support this request it could be recommended to the Strategic Policy and Resources Committee on the 22 November 2013 that the funding request be supported and resourced through the Development Department forecast under spend.
3.4	Members are reminded that, neither, the outline City Events Unit budget for the period, nor the specified reserve for special events, has any finance earmarked for such an event.
3.5	<p><u>Human Resources</u> No additional resources would be required and any agreed support would be dealt with via a legal contract.</p>
3.6	<p><u>Asset and Other Implications</u> None</p>

4	Equality and Good Relations Considerations
4.1	There are no relevant equality and good relations implications. However, with all major events, like the above, have the potential to bring together people from a wide range of backgrounds and therefore promote good relations in the city.

5	Recommendations
5.1	If Members decide to support the funding request then a recommendation to the Strategic Policy and Resources Committee should be agreed which would request that SP&R approve the funding through the Development Department forecast under spend as part of the review of the corporate quarter 2 forecast.

6	Decision Tracking
<p>If the above recommendation is agreed then the Director of Finance and Resources will include the recommendation as part of the Quarter 2 forecast which will be presented to Strategic Policy and Resources Committee on the 22 November 2013.</p> <p>If funding was approved, Officers will provide updates on progress of the project and provide post-project details as part of the Development Department's annual review. These outcomes will be presented to Members as part of the City Events Unit key performance indicators.</p> <p>Timeline: March 2014</p> <p style="text-align: right;">Reporting Officer: Gerry Copeland</p>	

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Report to:	Development Committee
Subject:	Women in Business International Business Women's Conference 2014
Date:	19 November 2013
Reporting Officer:	John McGrillen, Director of Development, ext 3470
Contact Officer	Shirley McCay, Head of Economic Initiatives and International Development, ext 3459

1	Relevant Background Information
1.1	In May 2014, Women in Business NI will host an International Business Women's Conference aimed at showcasing Northern Ireland's business potential and celebrating and promoting the role of women business owners and managers on a local and global scale.
1.2	The core theme of the Conference is "Creating a New Economy" and the conference will provide a platform for conference partners to champion the issues affecting business women.
1.3	Women in Business have approached Belfast City Council with a proposal to sponsor the 2014 Conference. Members will be aware that the council has sponsored a number of annual Women in Business Awards. At the 20 August 2013 meeting of the Development Committee approval was given for Belfast City Council to sponsor the award for Best Small Business at the Women in Business Awards 2013.
1.4	While the audience for the Women in Business Awards is predominantly locally-based, the international conference will draw 750 participants from all across the world including USA, Canada and Europe.

2	Key Issues
2.1	Belfast City Council has been presented with the opportunity to sponsor the International Business Women's Conference which will take place between the 12 th & 15 th May 2014 to be held in a number of venues across the city. The main conference venue will be the Waterfront Hall and additional events will take place in Titanic Belfast and Belfast City Hall.
2.2	Women in Business have asked the council to be a key funder alongside the Office of the First and Deputy First Ministers (OFMdfM) (currently considering a business case for £50,000), Invest NI (£25,000 funding confirmed) and Visit Belfast (£25,000 committed from the Conference Subvention Fund).
2.3	The key aims of the conference are: <ul style="list-style-type: none"> • To equip and inspire delegates to contribute to their economy and increase business growth potential • To explore and share how inclusive business is the future • To promote Belfast and Northern Ireland as an entrepreneurial location for business opportunity and investment • To provide opportunities for partnerships, routes to market, mentorships and export potential for female-led SMEs on a global scale.
2.4	In return for sponsorship, the organisers have identified a number of opportunities for interaction with the other funders, speakers and delegates. These include: <ul style="list-style-type: none"> • Involvement in panel discussions and workshop sessions on a range of key topic areas • Social programme: a welcome reception is being organised in Belfast City Hall • Attendance at the gala dinner in Titanic Belfast with an opportunity to showcase products and services of local companies.
2.5	The Conference organisers have already secured a number of local and international high profile speakers and have made an approach to Senator Hillary Clinton to perform the keynote speaker role at the conference. A decision is expected on this by the end of the year.

3.	Resource implications
3.1	The key conference partner package costs £15,000.

4	Equality and Good Relations Considerations
4.1	The event will have a positive impact on Equality and Good Relations as it is designed to showcase, promote and celebrate the potential of local female business owners and managers to an international audience.

5	Recommendations
5.1	Members are asked to: <ul style="list-style-type: none"> - Note the request to sponsor the International Business Women's Conference in Belfast in May 2014 - Approve council sponsorship as a key conference partner at a level of £15,000.

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Report to:	Development Committee
Subject:	Joint Bid to host EUROCITIES Culture Forum 2014
Date:	19 November 2013
Reporting Officer:	Shirley McCay, Head of Economic Initiatives and International Relations, ext 3459
Contact Officers:	Laura Leonard, European Manager, ext 3577

1	Relevant Background Information
1.1	<p>Members will be aware that Council is engaged in a number of EUROCITIES fora and that this has provided a range of tangible outputs.</p> <p>Continued and proactive engagement in the Eurocities network is crucial for Council in order to position itself to maximise the opportunities that the new round of EU funding will bring. This is also imperative activity in order to deliver the Investment Plan objective of securing European funding.</p>
1.2	At Development Committee meeting of 21 May 2013, Members agreed to the submission of a joint bid with Derry City Council to host a EUROCITIES Culture Forum meeting in 2014.
1.3	CAF is one of the bigger fora in the network and the bid was a competitive process. It is noted that hosting CAF will build on Belfast's capital city status and reputation within the forum and also the position of Derry-Londonderry as the first UK Capital of Culture. The CAF will bring approximately 80 attendees and past experience of acting as host city has led to significant press coverage as well as exposure of indigenous industry to representatives of over 70 European cities.

2	Key Issues
2.1	A joint bid was submitted for consideration to Eurocities in June 2013.
2.2	A positive outcome of the bid was announced at the October 2013 meeting of CAF which took place in Gdansk. Dates were provisionally agreed for 26 – 29 March 2014.
2.3	A project steering group will be set up to include officers from both Councils, Eurocities officials, as well as representatives of the culture and arts sector, to develop the finer detail of the work programme.

2.4	<p>The Policy Officer from Eurocities is taking part in a site visit to Belfast and Derry / Londonderry in early December 2013.</p> <p>The working theme of the bid is "Culture: Connecting Cities". The development of the content by the steering group will take place over the coming weeks and will be in line with Eurocities work plan, as well as offering an opportunity to showcase the city's cultural product and also highlight the priorities of the Cultural Framework and the Investment Programme.</p>
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3	Resource Implications
	Members have already agreed a budget of up to £5,000 to host the Culture Forum. Derry / Londonderry have agreed to contribute the same level of support.

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

5	Recommendations
	<p>Members are requested to:</p> <ul style="list-style-type: none"> - Note the contents of this report

6	Decision Tracking
	<p>There is no decision tracking attached to this report.</p> <p>Reporting Officer: Brian Johnston</p>

7	Key to Abbreviations
	CAF- Culture Forum

8	Documents Attached
	None



Belfast City Council

Report to:	Development Committee
Subject:	Manifesta
Date:	19 November 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	<p><u>Manifesta</u> Members will be aware that at a Development Committee held on 15 February 2011, approval was given to support the development of a Manifesta Bid. Subsequently Belfast City Council, Derry City Council and Arts Council of Northern Ireland jointly financed the research and writing of a bid document in 2011-12 in support of a proposal to host Manifesta in 2016.</p>
1.2	<p>Manifesta is a biennial exhibition of contemporary art, showing approximately one hundred European artists. Exhibitions attract approximately 100,000 visitors during their three-month runs and attract international attention. The first Manifesta was held in 1996 in Rotterdam and the (non-profit) organisational body is located in the Netherlands. It has subsequently been held in Luxembourg, Ljubljana, Frankfurt, Donostia-San Sebastian, Trentino and Murcia.</p>
1.3	<p>Manifesta aims to:</p> <ul style="list-style-type: none"> - Provide Europe with an international platform for contemporary artists who have not yet found their voice or institutional backing - Facilitate artistic exchanges between all professional groups and parties, especially those who have limited access to the market or established institutions - To respond to a commonly perceived need, by initiating new projects and new forms of artistic practice, to experiment with new curatorial methods and develop new audiences for contemporary art.
1.4	<p>Each Manifesta comprises a range of activities extending over a period of up to 2 years including publication and meetings staged in diverse locations culminating in a final three month long festival in the host cities.</p>

<p>1.5</p> <p>1.6</p> <p>1.7</p> <p>1.8</p>	<p>The research undertaken in 2012 indicated a high level of support locally among key arts and community stakeholders however it also identified the need to carry out an economic appraisal and examine alternative options. As a result the bid for 2016 did not proceed as planned in favour of further consideration in advance of a potential bid for 2018.</p> <p><u>Cultural Framework for Belfast</u> As Members will also be aware, the Cultural Framework for Belfast 2012–15 was agreed at September Development Committee and published in October 2012. Its vision is that:</p> <p style="padding-left: 40px;">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.</p> <p>The Cultural Framework complements the Investment Programme, which recognises arts and heritage as key drivers of the city’s economy. It was developed in consultation with the arts and heritage sectors, and the Council’s approach has been cited as best practice. Its aims are arranged under four themes – Distinctly Belfast, Inspiring communities, Attracting audiences and Strengthening the sector – and its targets include:</p> <ul style="list-style-type: none"> - increasing audiences from Belfast by 10 per cent - growing visiting audiences from 15 to 25 per cent - establishing a strong, skilled, multifaceted arts and heritage infrastructure - generating £8 in income for every £1 invested in the sector <p>Distinctly Belfast is about high-quality work that resonates with the people of Belfast and broadcasts our unique qualities to the wider world, enabling the city and its culture to be recognised and valued at home and abroad. Within this theme we are committed to developing opportunities to showcase the quality of Belfast’s distinctive culture, arts and heritage locally and internationally.</p> <p>An event such as Manifesto clearly aligns with all 4 themes of the Framework.</p>
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<p>2</p> <p>2.1</p> <p>2.2</p>	<p>Key Issues</p> <p>Since the development of the original bid, the potential for Manifesta is further strengthened by a clear synergy with the Cultural Framework for Belfast and the importance of developing the infrastructure of the visual arts sector in the City. Furthermore an event and programme such as Manifesta builds on the opportunity for the visual arts sector to successfully compete as part of the creative industries.</p> <p>Manifesta continues to offer a strong proposition for the City including:</p> <ul style="list-style-type: none"> - 100,000 visitors - 5,000 arts professionals visiting from outside region during the opening weekend only - Direct income (ticket sales): €250,000 - Estimated total ancillary spend in the host region (hotels, restaurants, etc.)
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	<p>of 4.2m Euro</p> <ul style="list-style-type: none"> - Local employment - Physical regeneration e.g. redevelopment of historical building to provide arts infrastructure (depending on proposal agreed with Manifesta) - International profiling and branding of the host region - Significant community engagement and development of local, national and international audiences
2.3	<p>The research undertaken highlighted the need to carry out a further options and economic appraisal to assess the viability of any bid and consider whether other options for a world class event for the visual arts sector should be considered. The deadline for submission for a bid for 2018 is March 2014.</p> <p>Arts Council of Northern Ireland and Derry City Council continue to be committed to completing this research by commissioning a final options and economic appraisal.</p>

3	Resource Implications
3.1	<p><u>Financial</u></p> <p>£5000 contribution towards an economic appraisal to be found from within budget for 13/14. The total cost would be £15,000 to be shared equally by all three partners. (A contribution of £5,000 from Derry City Council and £5000 from Arts Council of Northern Ireland.)</p>

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

5	Recommendations
5.1	<p>It is recommended that Members:</p> <p>Consider approval of £5,000 to be found from with TCA budgets for 13/14 to carry out an economic appraisal on Manifesta bid and alternative options.</p>

6	Decision Tracking
<p>Further to approval, an update report in relation to final findings and recommendations will be brought to Committee.</p> <p>Timeframe: January 2013 Reporting Officer: Shirley McCay</p>	

7	Key to Abbreviations
TCA: Tourism, Culture and Arts	

8	Documents Attached
None	



Report to:	Development Committee
Subject:	Community Centre: Early Years bookings compliance review
Date:	19 November 2013
Reporting Officer:	John McGrillen, Director of Development, ext 3470
Contact Officers:	Cate Taggart, Community Development Manager

1	Relevant Background Information
1.1	At the full Council meeting on 1 October it was agreed a report would be made to the Development Committee following an urgent review of all the council's community centres to ascertain if groups hosting early years provision were compliant with legal requirements.
1.2	Immediate action was taken with community centres identifying whether or not there was early year provision/ groups or services operating and registered with social services. This was classified as early years' provision for under 5 years where groups/ services are responsible for the care of children. Given parents / guardians are in attendance, by default this does not include parent and toddler groups.
1.3	Once a scheme offers more than 2 hours of child care provision it falls into registered provision and there are three categories of childcare setting required to register with trusts: childminders, full day care and sessional day care.
1.4	All community centres confirmed by 22 October that there was either no early years provision or any provision which was present was registered with social services. Appendix 1 provides a breakdown of response per centre.
1.5	Where groups have chosen to offer early years provision in community centres they must register the venue with social services. This triggers an assessment by Social Services as to the suitability of the venue as part of the provision. A venue is assessed as part of a general application by an early years' provider. The majority of the provision in our council community centres falls into the third category, we have therefore included the additional criteria for sessional day care.
1.6	The council currently has 12 community centres which have been assessed and recognised as registered venues with social services given they have been hired for this purpose by external early years providers.
1.7	Booking conditions for the community centre clearly state (item 4b) the hirer must

	ensure all events are conducted in a safe and responsible manner and in accordance with all relevant regulations.
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2	Key Issues
2.1	<u>Booking conditions</u> The hirer of community centres is responsible for ensuring they meet all relevant regulations as noted on the Conditions of Hire detailed in the application for booking.
2.2	Legal opinion on whether or not the current booking terms and conditions need strengthened for safeguarding requirements was sought. They recommend that the Council should take steps to make sure the Social Services registration, and therefore the regulatory requirements, is evidenced at the time of booking; otherwise the Council would be exposing itself to reputational risk.
2.3	It is further recommended that our conditions of booking specify that compliance with the relevant legal requirements for the provision of care/services is a mandatory condition of use.
2.4	The Service is currently refreshing its booking forms and will incorporate this recommendation into the new pro-forma.
2.5	<u>The Council's safeguarding responsibilities</u> To support the Council's safeguarding of children in council venues the Play Development Officer is devising a 'safeguarding children' checklist for community centres and across council for officers to reference if they are taking bookings from organisations offering early years provision. The checklist will also support community centre led programmed activities. It will include a definition of what is early years and when a service needs to be registered etc.
2.6	This checklist is currently being developed and will be issued in November 2013.

3	Resource Implications
3.1	No resource implications only officer time.

4	Equality and Good Relations Considerations
4.1	No specific equality or good relations considerations attached to this report.

5	Recommendations
5.1	Members are requested to note the contents of the report which: <ul style="list-style-type: none"> i. Confirms the council's community centres are currently compliant when hosting early years' provision. ii. Outline additional steps to support compliance: <ul style="list-style-type: none"> a) Update community centre booking forms to ensure we stipulate the formal requirements for those providing early years care/services which must be met as mandatory conditions of contract b) Introduce a safeguarding checklist to support council officers when a booking for early years' provision is received to allow this to be assessed and rejected if non-compliant.

6	Decision Tracking

The CYP manager will implement the agreed actions.

8	Documents Attached
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Appendix 1 - Community centre early years provision return October 2013 Appendix 2 - PEAGs places: Pre School Education Advisory Group (PEAGs) List of voluntary providers

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**Appendix 1: Early Years Provision in Directly Managed Community Centres
(October 2013)**

Community Centre	Provision	Registered with Social services?
Ardoyne	Sure Start	Yes
Concorde	Sure Start	Yes
Donegall Pass	Sure Start	Yes
Duncairn	Sure Start	Yes
Ligoniel	Sure Start	Yes
Markets	Sure Start	Yes
North Queen St	Sure Start	Yes
Sandy Row	Sure Start	Yes
Dee St	Playgroup	Yes
Divis	None	N/A
Finaghy	None	N/A
Hammer	None	N/A
Highfield	None	N/A
Inverary	None	N/A
Knocknagoney	None	N/A
Morton	None	N/A
Suffolk	None	N/A
Ardoyne	Irish nursery	Yes
Glen Road	Sure Start	Yes
Horn Drive	First Steps	Yes
Whiterock	None	N/A
Woodvale	None	N/A

Appendix 2: Name of Voluntary and Private Providers 2013/14

- Belmont Playgroup
- Benmore Playgroup
- Carew II Family and Training
- Cranmore Integrated Playgroup
- Early Learners Day Nursery
- First Steps Playgroup
- Flutterbies Playgroup
- Forge Integrated Playgroup
- Holy Cross Pre-School Playgroup
- Kids @BT9
- Little Hands Little Feet Day Nursery
- Malone Playschool/Nursery School
- Naíscoil Mhic Reachtain
- Naíscoil An Lonnáin
- Naiscoil na Mona
- Our Lady's Playgroup
- Play & Learn Playgroup
- Resurrection Nursery & Playgroup
- St Colmcille's Pre-School Playgroup
- St John's Pre-School Playgroup
- St Oliver Plunkett Pre-School Playgroup
- St Vincent de Paul Pre-School
- Springfield Primary Playgroup
- 167
- Springhill Playgroup
- Stepping Stones Playgroup
- Sunshine Playgroup
- T.L.C Nursery
- The 174 Trust Playgroup
- Wee Care Day Nursery
- Wishing Well Family Centre



Report to:	Development Committee
Subject:	Super Connected Communities: IT Infrastructure Update
Date:	19 November 2013
Reporting Officer:	John McGrillen, Director of Development, ext 3470
Contact Officers:	Cate Taggart, Community Development Manager, ext 3525

1	Relevant Background Information
1.1	In November 12, Development Committee agreed to invest in a network of public access computer suites across the city in support of the community outreach and capability strand of the Super Connected Belfast Programme. In February 13 Members agreed the 12 proposed locations: allocation across the city in 8 direct managed community centres and 4 independently managed/ owned centres.
1.2	Most recently, committee accepted an offer of DSD Community Support Programme additional in-year grant income, part of which has been set aside for implementation support and an animation scheme to support the introduction of suites.
1.3	The proposal was originally scoped to avail of the Super Connected Belfast voucher scheme targeted through the business community and was an opportunity to upgrade existing IT infrastructure in local community suites.
1.4	It was hoped the 12 centres chosen would benefit from the Super connected voucher scheme however the controls placed on the market test by the Department of Culture, Media and Sport nationally meant that the 12 hubs were not eligible in the first phase of the scheme. A decision on the further roll out of the scheme is anticipated at the end of November.
1.5	There is a high level of interest in when the 12 community suites will be operational given the current challenges around connectivity and set up. We have completed an outline review to consider the impact of this and in order to proceed without further delay we intend to deliver the project in phases. The initial stage will see the installation of the IT infrastructure (e.g. the computer equipment, furniture, etc) and this has been scheduled with support from Digital Services on a site by site basis based on their state of readiness by end of December 2013. The first 8 suites are being scheduled this month.
1.6	It is anticipated that the Secretary of State for DCMS will announce the decision

	on the full rollout of the voucher scheme early in November. If the scheme is approved, it will see us opening up the full scheme across the whole of Belfast. Aligned to the voucher opportunity, we will support improvements to connectivity across the network.
1.7	This connectivity will enable us to maximise the scope of the planned animation programme to: launch this BCC investment; raise awareness of the programme in local neighbourhoods and target key audiences (eg children, young people, older people, LTE, etc

2	Key Issues
2.1	<p><u>Dedicated support</u> Given the complexity and specialist nature of the project, the service is seeking to recruit specialist commercial expertise to ensure effective installation, compliance, branding and programme animation. Critically this support will inform any future programme in order to align the community hub network resource to the future rollout of the Belfast Voucher scheme.</p>
2.2	<p><u>Animation programme</u> Originally the animation programme was to be tendered as a single contract however the dedicated IT resource would support the development of a local animation programme based on identified needs analysis in partnership with each site to animate and stimulate demand and learning. This will be scheduled to co-ordinate the launch of any revised scheme during January 2014.</p>
2.3	<p><u>Safeguarding and compliance</u> Service level agreements are scoped for the equipment issued to the independent centres to ensure they meet the compliance and safeguarding needs of a public access scheme. We have drafted an acceptable use policy and are researching the potential for suite membership schemes as tools to support compliance management. The IT support would enable better understanding of the requirements for a pilot public access scheme.</p>
2.4	<p><u>Budget and resources</u> There is a slight revision to the animation budget to allow for the dedicated IT support and localised animation phase which will no longer be in tender format. All of the above resources will be financed from the budget that committee has already committed to the community IT hub project.</p>
2.5	<p><u>Super connected Belfast</u> It remains an option for centres to apply for a super connected voucher scheme if they become available and we will offer council support to enable application. The independent centres however would be responsible for the additional costs associated with the connection and servicing of this as before with their broadband schemes.</p>

3	Resource Implications
3.1	No resource implications as all amendments are being included within existing programme costs.

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

5	Recommendations
5.1	<p>Members are requested to note the contents of the report which:</p> <ul style="list-style-type: none"> i. Confirms the operational steps taken to implement the new IT infrastructure into the community suites; ii. Outlines the next steps in the progression of the programme, specifically to: <ul style="list-style-type: none"> a. Provide a dedicated IT support to implement and create a compliant scheme and to co-ordinate programming; b. Roll out a localised animation programme, and c. Revise the budget accordingly.

6	Decision Tracking
The CYP manager will implement the agreed actions.	

7	Key to Abbreviations
DSD - Department for Social Development	

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Report to:	Development Committee
Subject:	Asset Transfer and Ethical Property Development
Date:	19 November 2013
Reporting Officer:	John McGrillen, Director of Development, ext 3470
Contact Officers:	Cate Taggart, Community Development Manager, ext 3525

1	Relevant Background Information
1.1	In June 2012 members agreed to jointly commission and co-fund a robust consultancy study to frame opportunities and related risks of Asset Transfer and Ethical Property Development in Northern Ireland with our partners DSD and the Community Foundation NI (CFNI). The purpose of this report is to present to committee the recommendations of the report.
1.2	CFNI has been exploring the opportunities and models for co-operation and collaboration between voluntary and community sector organisations including the sharing of premises and overhead costs and sharing of staff, particularly back office staff. In doing so, they wished to explore the scope, potential and feasibility of Asset Transfer and Ethical Property Development in Northern Ireland.
1.3	The terms of reference were jointly agreed, and included: <ul style="list-style-type: none"> a) A review of best practice in ethical investment property in the UK and elsewhere to draw out lessons and implications of that best practice for potential ethical investments in property in Northern Ireland b) To develop a financial model of a Northern Ireland ethical property investment fund and to apply the model to a range of at least 6 actual potential ethical property investments in Belfast and elsewhere in Northern Ireland to draw out in each case: <ul style="list-style-type: none"> - The financial return on investment - The social return on investment - The regeneration return on investment c) To develop an indicative priority list of potential projects for an ethical property investment fund for Northern Ireland taking account of financial, social and regeneration returns. d) To assess the main barriers and constraints to the establishment of an

	<p>ethical property investment fund in Northern Ireland and how they might be addressed</p> <p>e) To consider a range of organisational forms and structures for an ethical property investment fund in Northern Ireland and to recommend a preferred structure, taking into account inter alia regulatory compliance and taxation issues</p> <p>f) To identify potential Third Sector, Public Sector and private investors in an ethical property investment fund for Northern Ireland, in each case detailing their requirements for returns and other criteria for investment</p> <p>g) To make recommendations to CFNI, DSD and the Council on their respective roles in carrying forward an initiative to establish a sustainable ethical property investment fund for Northern Ireland</p>
1.4	CFNI suggested the joint approach with DSD and the Council, in whose area most of the identified opportunities for investment are located, should offer a opportunity to test the model which it has identified against best practice in ethical investment in property and to test the model in relation to a range of potential real investment properties in Belfast and elsewhere in Northern Ireland.
1.5	The steering group for the study consisted of representatives from Council, CFNI and DSD
1.6	Morrow Gilchrist Associates, in association with Creation Ltd and Social Value Lab (see Appendix 2), were appointed to undertake the study. The final report was presented in October 2013. The Executive Summary and Key Findings is attached to this report as Appendix 1.

2	Key Issues
2.1	At a time when traditional, public and grant based finance is under ever increasing pressure and scarcity, there is an ever greater need for more sustainable approaches to financing community investment in Northern Ireland. Where possible, such approaches need to reduce reliance on non-repayable, grant based funds while at the same time maximising social and economic return on investment and helping government bodies deliver upon key policy commitments in areas such as urban regeneration, community development, neighbourhood renewal and rural development.
2.2	In broad terms the ambition of the study was to explore the potential and related risk associated with the creation of an ethical property co-investment fund that would enable charitable and public sector funders to come together to share in the risks and returns (financial and social) from investment in a growing asset portfolio.
2.3	The study has been informed by consultations with key stakeholders including statutory and third sector bodies in Northern Ireland and external best practice elsewhere in the UK with key stakeholders in respect of ethical investments in property and regeneration driven by a social investment approach. As such the intention is to apply best practice innovation and learning (both positive and negative) from many years of experience in the UK in this field - to take forward an initiative to establish a sustainable ethical property/ asset investment fund for NI. The working title for this fund that has evolved through the study is

	Community Assets (NI).
2.4	<p>The Terms of Reference necessitate consideration of a number of steps on the 'journey' towards establishing the fund:</p> <ul style="list-style-type: none"> - from identifying and prioritising indicative ethical property investment opportunities, - to consideration of a consortium of initial potential partners, from the third; public and private sectors, all bound by a common goal of seeking a return with a positive ethical impact; - through modelling indicative returns on a triple-bottom line basis (accounting for financial; social and regeneration returns); - to the mechanics of how the fund might be structured and organised in NI.
2.5	Finally the study is required to consider the opportunity to transfer any policy lessons into the policy framework for community asset transfer in NI, which is under development via DSD and an Inter-Departmental Steering Group.
2.6	Following extensive research and discussions with key stakeholders the final report recommends the following:
2.7	The working title for the fund is Community Assets (NI) rather than 'Ethical Property Fund' so that the breadth of vision for the fund is not limited and that future projects centred on land and energy are not precluded. The intention is that the fund should be transformative in terms of community value and impact and distinctive, complementing existing funding provision and achieving leverage with other support.
2.8	The approach of financing community projects on a repayable loan basis would also set the right tone in terms of the requirement for fund recipients to manage community assets on a sustainable, commercial basis when they have been transferred. However this is not to say that the fund could not operate in conjunction with other partners offering grant support, particularly in relation to grants for pre-feasibility and feasibility testing, for projects which has proved to be important elements of the 'ladder' of support in the community asset transfer policy arena in GB.
2.9	The intention is that the fund should be sustainable, meaning profitable at the level of the Fund and supporting ongoing social, economic and environmental change at the level of projects supported by the Fund. In the context of sustainability the concept is based on a staged and mixed portfolio approach centred on assets graded A/B/C .
2.10	Assets rated A, B and C will be tested in terms of risk and a balanced approach to property growth with assets A being high quality rented accommodation with strong tenant covenant (e.g. public sector body/ local authority); assets B will be less strong in terms of value, but may have strong social tenants and offer some growth potential; and assets C should be those with little (commercial) financial value but strong social value, such as community assets or assets in areas of market failure.
2.11	Essentially the highest performing assets, in financial terms, and with highest returns on investment, 'subsidise' the lowest returns found within some Class B and Class C asset types
2.12	If Community Assets (NI) is to have a growth and expansion strategy, following

	<p>this balanced portfolio approach will allow 'social investment' so long as it is balanced with more 'commercial investment'. As a rule of thumb, investing first in the high value low risk assets will provide the stability and confidence to move in to other assets which are both high risk and low financial return, but offer greatest social impact</p>
2.13	<p>It is envisaged that the initial scale of the fund would be at least £10m, sufficient in scale to fund a number of demonstration projects, with contributions from a range of partners/ investors.</p>
2.14	<p>In terms of legal structure the main report reviews the range of legal options open to the partners in terms of the Funds operating status. Based on consideration of the relative advantages and disadvantages it is suggested at this stage that the preferred governance model is a (Charitable) Company Limited by Guarantee.</p>
2.15	<p>The eventual preferred legal model should follow a due diligence process whereby the business model of the fund is fully determined and the correct legal status followed to deliver the business case.</p>
2.16	<p>An indicative programme to establish the fund by September 2014 is contained in the Executive Summary/Key Findings attached to this report.</p>

3	Resource Implications
3.1	There are no resource implications associated with this report.

4	Equality and Good Relations Considerations
4.1	No specific equality or good relations considerations attached to this report.

5	Recommendations
5.1	Members are asked to note the content of this report.

6	Decision Tracking
Reporting Officer: Cate Taggart	

7	Key to Abbreviations
CFNI - Community Foundation (NI)	
DSD - Department for Social Development	

8	Documents Attached
Appendix 1 - Study of Issues and Opportunities for Asset Transfer and Ethical Property Development in NI - and the Establishment of an Associated Fund - Community Assets (NI) - Executive Summary/Key Findings.	
Appendix 2 - Profile of the Study Team	

Study of Issues and Opportunities for Asset Transfer and Ethical Property Development in NI - and the establishment of an associated fund – Community Assets (NI)

Executive Summary/ Key Findings

MorrowGilchrist
ASSOCIATES



1. Introduction

- 1.1 Morrow Gilchrist Associates (MGA), in association with Creation Ltd and Social Value Lab, has been appointed to undertake a study into the issues and opportunities for Asset Transfer and Ethical Property Development in NI. The Study Team is reporting to a Steering Group comprising the Community Foundation for NI (CFNI); the Department for Social Development (DSD); and Belfast City Council (BCC).
- 1.2 This Executive Summary should be read in conjunction with the main report in relation to the study.

2. Approach to the Study

- 2.1 The study has been informed by consultations with key stakeholders including statutory and third sector bodies in Northern Ireland and external best practice elsewhere in the UK with key stakeholders in respect of ethical investments in property and regeneration driven by a social investment approach. As such the intention is to apply best practice innovation and learning (both positive and negative) from many years of experience in the UK in this field - to take forward an initiative to establish a sustainable ethical property/ asset investment fund for NI. The working title for this fund that has evolved through the study is Community Assets (NI).
- 2.2 The Terms of Reference necessitate consideration of a number of steps on the 'journey' towards establishing the fund - from identifying and prioritising indicative ethical property investment opportunities, to consideration of a consortium of initial potential partners – from the third; public and private sectors – all bound by a common goal of seeking a return with a positive ethical impact; through modelling indicative returns on a triple-bottom line basis (accounting for financial; social and regeneration returns); to the mechanics of how the fund might be structured and organised in NI. Finally the study is required to consider the opportunity to transfer any policy lessons into the policy framework for community asset transfer in NI, which is under development via DSD and an Inter-Departmental Steering Group.

3. Context to the establishment of Community Assets (NI)

- 3.1 At a time when traditional, public, grant based finance is under ever increasing pressure and scarcity, there is an ever greater need for more sustainable approaches to financing community investment in Northern Ireland. Such approaches need to reduce reliance on non-repayable, grant based funds while at the same time maximising social and economic return on investment and helping government bodies deliver upon key policy commitments in areas such as urban regeneration, community development, neighbourhood renewal and rural development.

- 3.2 The approach of financing community projects on a repayable loan basis would also set the right tone in terms of the requirement for fund recipients to manage community assets on a sustainable, commercial basis when they have been transferred. However this is not to say that the fund could not operate in conjunction with other partners offering grant support, particularly in relation to grants for pre-feasibility and feasibility testing, for projects which has proved to be important elements of the 'ladder' of support in the community asset transfer policy arena elsewhere in GB. It is envisaged that the initial scale of the fund would be at least £10m, sufficient in scale to fund a number of demonstration projects, with contributions from a range of partners/ investors.

4. Key Findings of the Study

Learning from GB – Community Assets and Transfers

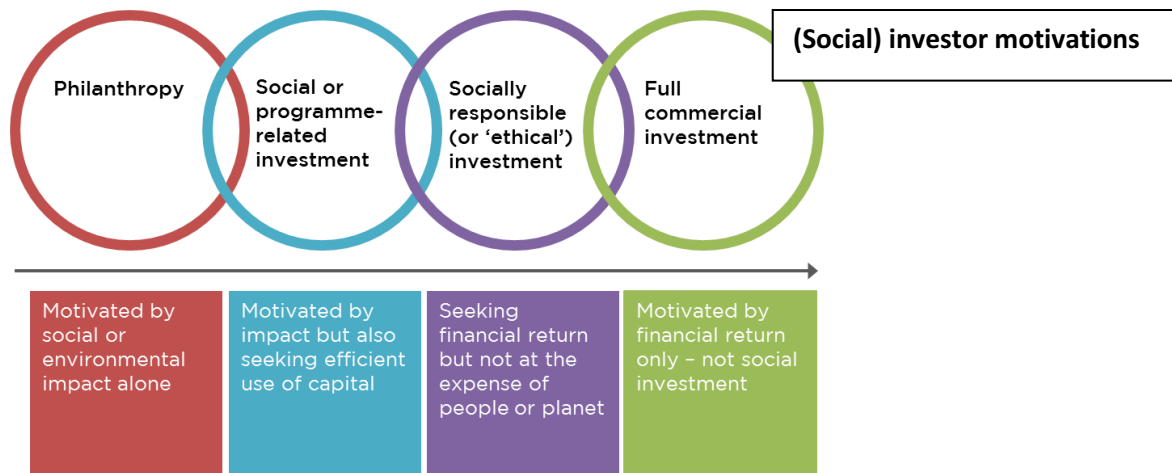
- 4.1 In recent times, community ownership and management of land, buildings and energy have been given impetus by a series of influential reports, government policy, and innovations in Great Britain. This agenda is now catching hold in Northern Ireland, with momentum quickly building and a desire to accelerate up the learning curve.
- 4.2 Elsewhere in the UK, Government has sought to create the conditions to enable and support community ownership of assets. A stream of reviews, policies and strategies starting with the Quirk Review in 2007 has created fertile ground on which to invest in and support locally-owned assets. For example, in Scotland, early action through the Land Reform Act and rights under national forestry and crofters programmes is culminating in a more coherent framework that will extend rights to urban communities as set out in the current Community Empowerment Bill. Critical in this has been the positive signal provided to local communities by Government.
- 4.3 The permissive framework elsewhere in the UK extends to the ability of public bodies, in particular local authorities, to facilitate the transfer of assets to community organisations at below market value. This takes the form of the General Disposal Consent in England and similar measures in Scotland, which provide considerable flexibility for public authorities in this regard. This type of enabling environment is critical to maximise the range of opportunities to place local assets in community ownership and to make supporting investments accordingly.
- 4.4 In other parts of the UK, concerted focus has been required to stimulate debate and support the transfer of assets. Two particular mechanisms are of particular interest to the Northern Ireland context – the Community Ownership Support Service (Development Trusts Association Scotland) and the Asset Transfer Unit (Locality, England).

- 4.5 A variety of funds elsewhere in the UK have now built up considerable experience of investing in projects which involve asset transfer. In particular, the Big Lottery under its various country programmes has been instrumental in facilitating local action. Not least the Scottish Land Fund and Growing Community Assets (Scotland) which has pioneered much of the innovation in funding models and mechanisms, including the use of award partners and introduction of development support to awardees to maximise the impact and sustainability of projects. The more recent Community Asset Transfer programme in Wales adopts an interesting co-investment model with the Big Lottery charged with administering the fund by funding partner the Welsh Assembly Government.
- 4.6 The net effect of the policy attention, development and funding support has been to accelerate the scope and scale of asset transfer activity in other parts of the UK. Most asset transfer activity prior to the last few years has occurred on an incremental basis. However, the urgency with which local authorities are seeking to rationalise their use and ownership of assets has also stimulated some important innovation in the transfer of multiple assets to communities. This includes place-based transfers (a mixed portfolio of assets in a particular locality), service-led transfers (related to specific types of service, such as libraries), or asset-type transfers (specific types of buildings, such as community centres). A range of illustrative case studies are contained in the main study report.
- 4.7 The potential for the transfer, acquisition and development of multiple assets could help to accelerate the development of this fund in Northern Ireland. Indeed the consultations undertaken for the study suggest that there is interest in doing so, to support 'place-making' in a regeneration context or to support the transfer of specific services in a package of multiple assets, where they could be effectively managed in the community (e.g. libraries or leisure centres).
- 4.8 The growing interest in community asset transfer in Northern Ireland will soon culminate in the publication of the country's first Community Asset Transfer policy framework. To this end a consultation document was published in May 2013 by the DSD Minister entitled "Community Asset Transfer in Northern Ireland, Enabling and Supporting Community Ownership and Management".
- 4.9 In advance of publication of the final policy framework there are a number of key messages suggested from experience in Great Britain that are key in terms of this final policy framework which are set out below. These are detailed in full in the main study report but in summary encompass the following:-

- The need for **additional guidance from the Department of Finance & Personnel (DFP)** to clarify issues relating to the disposal of publicly held assets (particularly in relation to discretion in the **disposal of assets at less than market value**) with further enabling legislation (if legislation is needed) and regulation required in time.
- The need to design and implement a **learning programme for public sector officials** in support of community asset transfer. A training programme to build requisite knowledge and skills might usefully focus on the broad area of property development appraisal and asset transfer, and help get back to basics on topics relating to financial planning, risk management, legal and technical issues relating to disposal, and the assessment of financial and social returns. This training programme could be supported by opportunities for best practice exchange and experiential learning in the form of a programme of joint study visits, involving statutory, third and private sector interests as appropriate.
- Building a pipeline of asset transfer projects will rely on the **more systematic identification of publicly-held assets in Northern Ireland** (or assets of ‘community value’) and development of a **small number of community asset transfer pilots** by key public sector agencies.
- The opportunity to better align the infrastructure of support for community-led asset acquisition behind a **set of demonstration projects**. In other words, **co-ordinating better the available development support for communities** and the ‘ladder’ of funds available for basic capacity building, feasibility testing, and eventual acquisition and development. This should build on the work of existing third sector partners to Government.

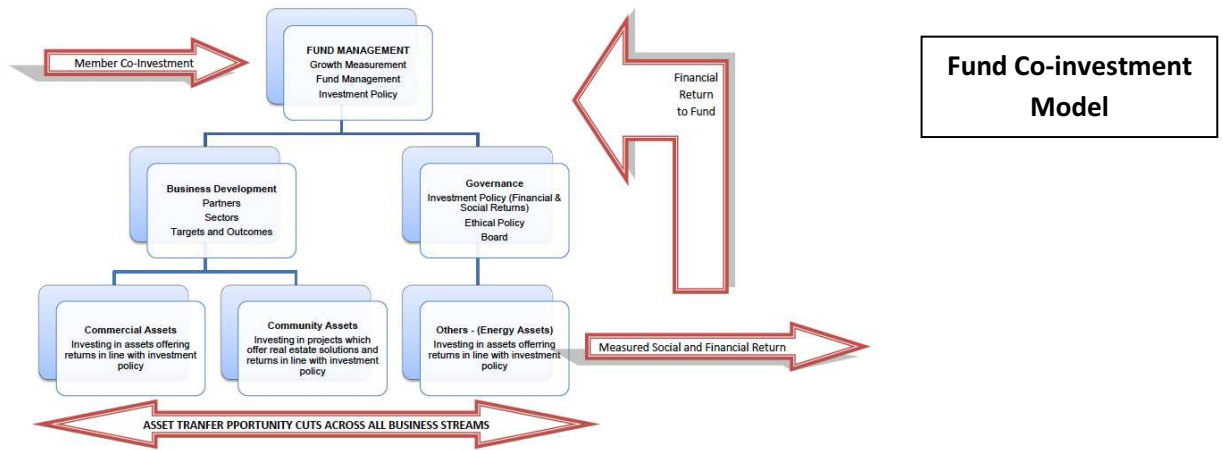
Learning from GB – Ethical Property/ Asset Investment

4.10 The motivation of investors varies considerably in relation to ethical property / asset investment, with a spectrum from purely philanthropic (where the objective is to maximise social, environmental or regeneration impact) and outright commercial (intended to maximise financial returns). In between, there are a set of blended value and socially responsible investors that seek to achieve social impact while also wishing to see their capital recycled, although the balance between required social and financial returns will vary.



4.11 The case studies in the main study report outline the range of investment mechanisms from large-scale managed funds through to small-scale community-based developers and presents detailed case studies on each. They illustrate the breadth of ways in which investors are investing in ethical property/asset portfolios. These are also intended to give a sense of breadth of activity from sustainable housing to waterfront regeneration to shared spaces for social enterprise.

4.12 In broad terms the ambition of stakeholders in Northern Ireland is to create an ethical property co-investment fund that would enable charitable and public sector funders to come together to share in the risks and returns (financial and social) from investment in a growing asset portfolio. The design assumes that the fund would act as a co-investor and manager of property assets and these assets are not held on the fund's balance sheet. Consistent with good practice this model separates out business development and governance functions of the fund. This would enable a mixed portfolio of assets (including commercial, community, and energy assets) generating balanced financial and social returns. This model is known as a Fund Co-Investment Model (and is depicted overleaf). A holding company for the portfolio of assets is assumed with the view that assets could be held in trust by the holding company for a defined period. Some similar funds in GB operate with the option of 'buy-back' clauses for third sector organisations to acquire the assets from the holding company at a stage when they have the resources and capacity to do so.



Ethical Fund model where Fund acts as Co-investor and Manager. No Assets held on balance sheet.

Shaping the Fund/ Community Assets (NI)

- 4.13 The working title for the fund is Community Assets (NI) rather than ‘Ethical Property Fund’ so that the breadth of vision for the fund is not limited and that future projects centred on land and energy are not precluded. The intention is that the fund should be transformative in terms of community value and impact and distinctive, complementing existing funding provision and achieving leverage with other support.
- 4.14 The intention is that the fund should be sustainable – meaning profitable at the level of the Fund and supporting ongoing social, economic and environmental change at the level of projects supported by the Fund. In the context of sustainability the concept is based on a staged and mixed portfolio approach centred on assets graded A/B/C1. This approach should support an end vision of providing sustainable and strong financial, economic and social returns.
- 4.15 The main report sets out recommended operational arrangements for the Fund at this stage which are illustrative and which can be refined and modified by stakeholders as the process of developing the fund evolves.
- 4.16 In terms of legal structure the main report reviews the range of legal options open to the partners in terms of the Funds operating status. Based on consideration of the relative advantages and disadvantages of different governance models outlined above and the likely mix of early partners in Community Asset (NI) it is suggested at this

¹ Assets rated A, B and C will be tested in terms of risk and a balanced approach to property growth with assets A being high quality rented accommodation with strong tenant covenant (e.g. public sector body/ local authority); assets B will be less strong in terms of value, but may have strong social tenants and offer some growth potential; and assets C should be those with little (commercial) financial value but strong social value, such as community assets or assets in areas of market failure.

stage that the preferred governance model is a (Charitable) Company Limited by Guarantee.

- 4.17 In particular, this model offers a range of tax advantages and benefits in terms of limited liability to the members of the company if the company goes into liquidation and the company is separate from the individuals involved in it and can enter into contracts in the company name rather than in the name of its members. Taking the tax and limited liability advantages together, this model offers the optimum prospects for establishing and developing a sustainable, long term fund. This model is also consistent with approaches taken for comparable funds elsewhere in the UK.
- 4.18 The eventual preferred legal model should follow a due diligence process whereby the business model of the fund is fully determined (through the forward business planning process detailed later involving early partners and concrete investment projects at this stage) and the correct legal status followed to deliver the business case.
- 4.19 Community Assets (NI) will be targeted at potential investors representing the interests of 'the third sector' in the broadest sense and associated economic and regeneration policy imperatives. As noted previously, it is envisaged that the initial fund would be £10m minimum (with contributions from a range of investors) in order to have sufficient scale for a range of demonstration projects and associated sustainable investment and longer-term growth. The main report lists some indicative/ potential early partners for the fund.

Indicative Financial Modelling

- 4.20 The main report and appendices to the same set out the indicative modelling and related assumptions for five asset types, based on an ABC portfolio. Essentially, it shows that the highest performing assets, in financial terms, and with highest returns on investment, 'subsidise' the lowest returns found within some Class B and Class C asset types.
- 4.21 If Community Assets (NI) is to have a growth and expansion strategy, following this balanced portfolio approach will allow 'social investment' so long as it is balanced with more 'commercial investment'. As a rule of thumb, investing first in the high value low risk assets will provide the stability and confidence to move in to other assets which are both high risk and low financial return, but offer greatest social impact.

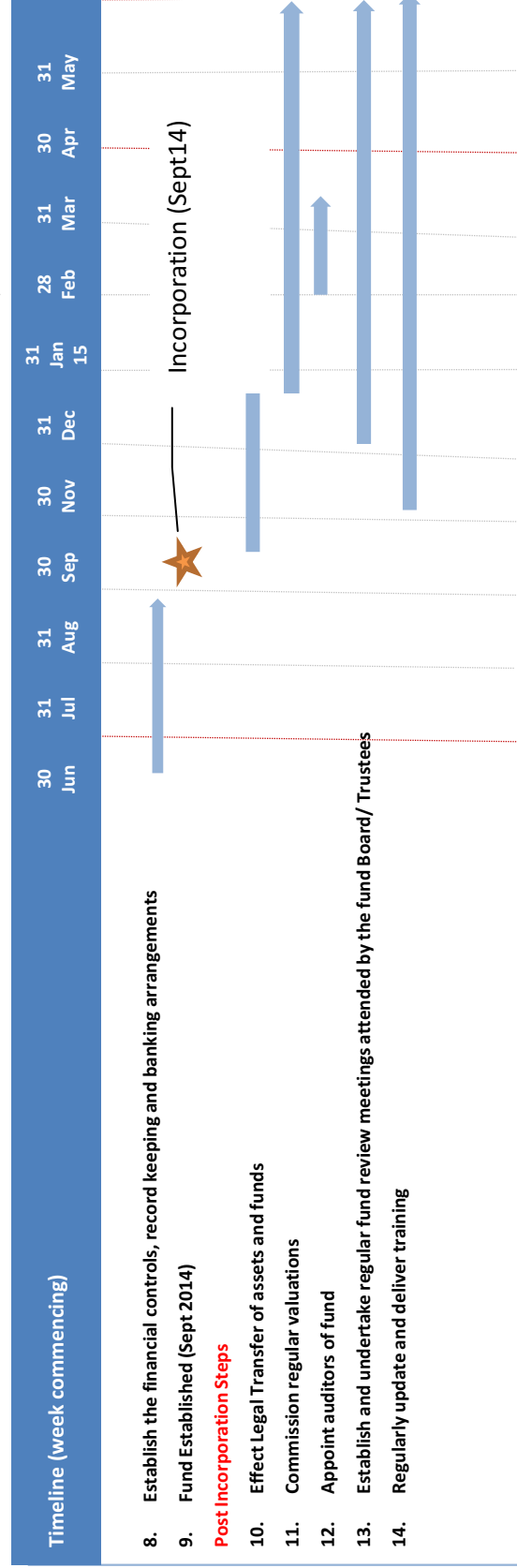
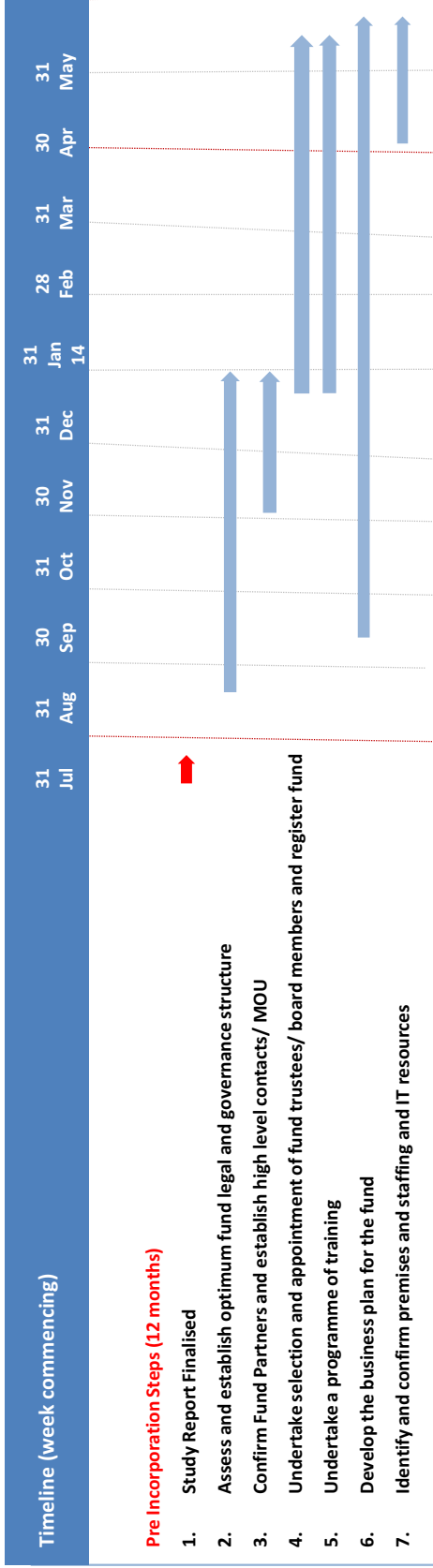
Delivering A Social Return

- 4.22 The total return on investments made through Community Assets (NI) should be made up of both financial and social returns. The aim is to achieve a well-balanced ethical portfolio that achieves a positive and growing social impact. Social impact in this context relates to the social, economic, and environmental changes that arise from investment decisions. This could include considerations relating to, for example, the location of the physical asset, its impact on local regeneration, the economic benefits arising for local communities (e.g. SME/Third Sector supply chain opportunities, the use of local labour, etc.) and most importantly the use the asset is put to (e.g. the mix of tenants and the additional social outcomes arising from the activities associated with the asset).
- 4.23 To maximise social impact, these and other factors must be taken into account in investment decisions alongside more traditional financial criteria. The balance must be struck here between financial risk and social return. At a fund level, early financial return is important if funds are to be recycled and social impact is to be maximised over time.
- 4.24 In order to fully gauge the social returns from any investment, Community Assets (NI) would seek to systematically assess the social impact of a project alongside any financial analysis and due diligence. This requires a framework to gauge impact investment decisions. The main report sets out illustrative matrices providing a way to assess social impact and therefore to manage the balance (trade-off) between financial and social return.

5. Implementation and Action Planning

- 5.1 The practical implementation steps, actions and timeframes required pre and post incorporation of Community Assets (NI) are summarised in the programme timeline overleaf.

Indicative Programme






6. Concluding Remarks

- 6.1 The study team would like to thank the Steering Committee for their guidance and all of the stakeholders consulted with and who were critical to informing the study and who engaged with enthusiasm – reflecting the growing interest in community asset transfer in Northern Ireland, which will shortly culminate in the publication of Northern Ireland’s first Community Asset Transfer policy framework. As such the intent to establish an enabling fund in this arena through Community Assets (NI) offers the potential to expedite activity and bring additional momentum to the evolving policy framework and at the same make a tangible contribution to community based initiatives.
- 6.2 The study has demonstrated that Ethical Property and Ethical Asset Investment initiatives elsewhere in the UK have helped deliver transformative community social and economic benefits, whilst simultaneously contributing to key public policy priorities.
- 6.3 A specific fund of this nature does not presently exist in Northern Ireland and therefore the opportunity exists to learn the lessons gained from Ethical Property and Ethical Asset Investment initiatives in the rest of the UK and for Northern Ireland to realise the same range of benefits.
- 6.4 The establishment of Community Assets (NI) comprising five or six initial projects, spread across Asset Classes A to C can form the starting point for creating a sustainable fund that can grow and contribute to community economic and social regeneration across Northern Ireland.
- 6.5 The Steering Group have found sufficient evidence in this research study to plan to proceed to the next stage as articulated above in terms of the pre-incorporation steps (i.e. detailed business planning and associated due diligence) towards a target to incorporate the fund in September 2014.

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Profile of the Study Team

	<p>MGA is a recently established business and economic advisory start-up company based on a partnership of Stephanie Morrow and James Gilchrist. Stephanie and James collectively have 25 years' experience - working at senior levels in three of the 'Big 4' professional services firms. MGA works with clients in the public, private and not-for-profit sectors - to develop and deliver sustainable economic and social development. MGA offers insightful and practical advisory services, to inform strategic decision making and investment approval decisions, offering the best prospects for success and value-for-money. Both Stephanie and James have an extensive track record of successful advisory work in the social and community regeneration sector in NI. Their expertise spans policy advice to Government on third sector development in NI; advisory work in relation to social clauses in procurement and community asset transfer; and advisory work in relation to business cases and fund-raising for community regeneration projects – including many which could be target projects for an Ethical Property Fund in NI.</p> <p>Stephanie will be day to day Project Lead, co-ordinating the inputs of other team members, and leading on NI stakeholder consultation and identification of live investment opportunities on the ground in NI and related partners for the fund. James will advise on financial modelling approaches.</p>
	<p>Social Value Lab works across the UK and internationally, supporting public bodies, grant-makers, social investors, and frontline social enterprises to increase their social impact and value for communities. The Lab provides access to a pool of more than 40 specialist staff and associates, which bring topic and technical expertise in issues relating to social research, community asset transfer and development, social enterprise models, and social investment approaches. Social Value Lab is structured as a social purpose business, part owned by employees and a social enterprise, in a way that means that the majority of any surpluses made are returned to charitable work.</p> <p>Jonathan Coburn, founding director and principal consultant at the Social Value Lab brings almost 20 years' experience in social enterprise, neighbourhood regeneration, and community asset development. Recently he was part of the team that carried out a UK wide study into best practice in community asset transfer on behalf of the Joseph Rowntree Foundation. Jonathan will lead on best practice and implications/ lessons for a NI Ethical Property Fund and will advise on Social Return on Investment modelling approaches.</p>
	<p>Creation Ltd is a small specialist team led by Ian Hughes. With a focus on supporting clients who are interested in property growth, asset income maximisation, and social impact, Creation offers ethical investment, asset transfer, and property development support with a focus on supporting social economy enterprises.</p> <p>Key services include: Ethical Property and Asset Investment Strategies; Asset Acquisition and Development Strategies; Advice on Innovation and Funding; Regeneration Advisory Support; Business and Feasibility Studies; the Design of Collective Investment Funds, Collaboration and Joint Ventures</p> <p>Ian has acted as a Special advisor to various government departments (development economics, community asset transfer, ethical property modelling), provided complex advice to numerous Local Authorities and public agencies across the UK (social enterprise models, Joint Venture development, physical regeneration, and community asset transfer), and provided business planning and advice to more than 120 housing associations, funders, and social enterprises (property investment strategy, balance sheet development, income diversification, and financial sustainability). Ian will lead on practical implementation considerations in terms of establishing the Fund.</p>

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Report to:	Development Committee
Subject:	Community Centres Quality and Performance Management
Date:	19 November 2013
Reporting Officer:	John McGrillen, Director of Development, ext 3470
Contact Officers:	Cate Taggart, Community Development Manager, ext 3525

1	Relevant Background Information
1.1	Members will recall that our Community Centres received the prestigious PQASSO quality kite mark in March 2013. This was the first time PQASSO had been awarded to a Public Authority and represents a huge vote of confidence in the management , staff and work of the Community Centres.
1.2	Building on its continued service improvements particularly in relation to Community Centre usage, attendance and volunteer involvement, which have been increasing year on year, Community Services have piloted a new performance management and information system.
1.3	The pilot involved two elements; 1. A review of Community Centres usage focusing on an analysis of the centre user groups, the services provided and programmes delivered by council staff and 2. A customer satisfaction survey.
1.4	The pilot was carried out to aid the design and testing of a management information system which will provide the data required to measure service outputs and performance targets.
1.5	The purpose of this report is to provide members with information on the key findings of the Community Centre analysis and customer satisfaction survey and to outline how the information is being used to progress service delivery.

2	Key Issues
2.1	The review of Community Centre's usage was carried out in May 2013. The research focused on organisations which have a regular/block booking in a Community Centre. Organisations which booked for one-off activities or short-term use were not included in this initial study.

<p>2.2</p> <p>2.3</p> <p>2.4</p> <p>2.5</p> <p>2.6</p> <p>2.7</p> <p>2.8</p>	<p>In May, across our 22 Community Centres there were 407 regular user groups block booking the facilities. A summary of the results is attached in Appendix 1. Some of the key results include:</p> <ul style="list-style-type: none"> - The 407 groups provide services for 31,913 individuals on a recurrent basis. - 21% of groups were organised by council officers - 77% of groups meet the community development eligibility criteria for free centre use as outlined in the pricing policy (appendix 3) - 47% of groups had volunteers: 1,111 people. - 44 groups provide crèche and other services for 0-4 year olds (1,106 places) - 185 groups provided services for children and young people. - 82 groups provided services for older people - 47 groups provided services for unemployed people - 59 groups provided services for people with a disability and - 32 groups provided services for minority ethnic communities. <p>In June a customer satisfaction survey was administered to the 407 regular user groups with 326 (80%) surveys were returned.</p> <p>The survey focused on four areas: the building, resources and equipment, the booking system and staff. The summary of the survey is contained in Appendix 2. Some of the key results include;</p> <ul style="list-style-type: none"> - 98% satisfaction with the building - 99.7% satisfaction with resources and equipment - 99.7% satisfaction with the booking system - 100% satisfaction with service staff. <p>The area which received the highest dissatisfaction rating of 9% was the external appearance of the centres. The rating mainly related to four facilities: Concorde, Hammer, Markets and Suffolk. We are currently working with colleagues in Property and Projects to identify the main issues and how these might be addressed.</p> <p>A new database and recording process have been developed which provide the main components of a comprehensive management information system with a detailed data profile for each centre.</p> <p>Community Services are currently building on the outcomes framework agreed for the Belfast Community Investment Programme in order to provide a performance framework for the service. The MIS will be used to generate the data and evidence required to measure the impact of the services.</p> <p>On a practical level, we have used the information generated by the system to help design, deliver and co-ordinate a series of events in our Community Centres which focus on Health & Wellbeing, Employment, and Benefits and Welfare.</p>
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<p>3</p>	<p>Resource Implications</p>
<p>3.1</p>	<p>There are no resource implications to this report.</p>

4	Equality and Good Relations Considerations
4.1	No specific equality or good relations considerations attached to this report.

5	Recommendations
5.1	Members are asked to note the contents of this report and the progress made by the service toward improving customer satisfaction, quality service delivery and enhanced performance management.

6	Decision Tracking
Reporting Officer: Cate Taggart	

7	Key to Abbreviations
PQASSO - Practical Quality Assurance System for Small Organisations is a quality kite mark awarded by the Charities Evaluation Service BCIP - Belfast Community Investment Programme MIS - Management Information System	

8	Documents Attached
Appendix 1 - Community Centre Services Aggregated Report Appendix 2 - Community Facilities Satisfaction Survey- Composite Report Appendix 3 - Community development eligibility criteria for free centre use	

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Community Centre Services

Aggregated Report

11 September 2013

Developed by Business Research and Development Unit

Cecil Ward Building
4-10 Linenhall Street
Belfast
BT2 8BP



Belfast Community Centre activities

Summary

Number of organisations:	407	Number of groups/activities organised by CDO/ACDO:	86
Number of users:	31913	Number of groups/organisations pay for use of centres:	93
		Number of groups/organisations that use volunteers (total):	193 (1111)

Activities

	Count	%		Count	%		Count	%
Advice:	54	13.3	Afterschools:	31	7.6	Arts/Culture:	88	21.6
Children:	103	25.3	Community development:	51	12.5	Creche:	10	2.5
Disability:	63	15.5	Education:	67	16.5	Employment:	5	1.2
Environment:	12	2.9	Ethnic Group:	23	5.7	Festival:	13	3.2
Fitness:	89	21.9	Health:	89	21.9	Housing:	12	2.9
Issue Based:	39	9.6	Men's Group:	21	5.2	Older People:	91	22.4
Partnership:	20	4.9	Parent and Toddler:	29	7.1	Preschool:	17	4.2
Recreation:	20	4.9	Seasonal Playschemes:	16	3.9	Sport:	63	15.5
Training/Development:	52	12.8	Unemployed:	26	6.4	Women's Group:	47	11.5
Youth:	74	18.2						
Other:	55	13.5						

Users

	Count	%	Sum
Men:	156	38.3	1296
Women:	213	52.3	2325
Preschool (0-4 years):	44	10.8	1106
Children:	121	29.7	2149
Youth:	64	15.7	997
Older people:	82	20.1	842
Parents:	56	13.8	957
People with disability:	59	14.5	448
Minority ethnic:	32	7.9	240
Unemployed:	47	11.5	280
Local residents:	82	20.1	21097
Community groups:	27	6.6	148
Other:	12	2.9	28



Community Facilities Satisfaction Survey

Composite Report

Date created: 24/09/2013

Composite Results

Respondents: 326

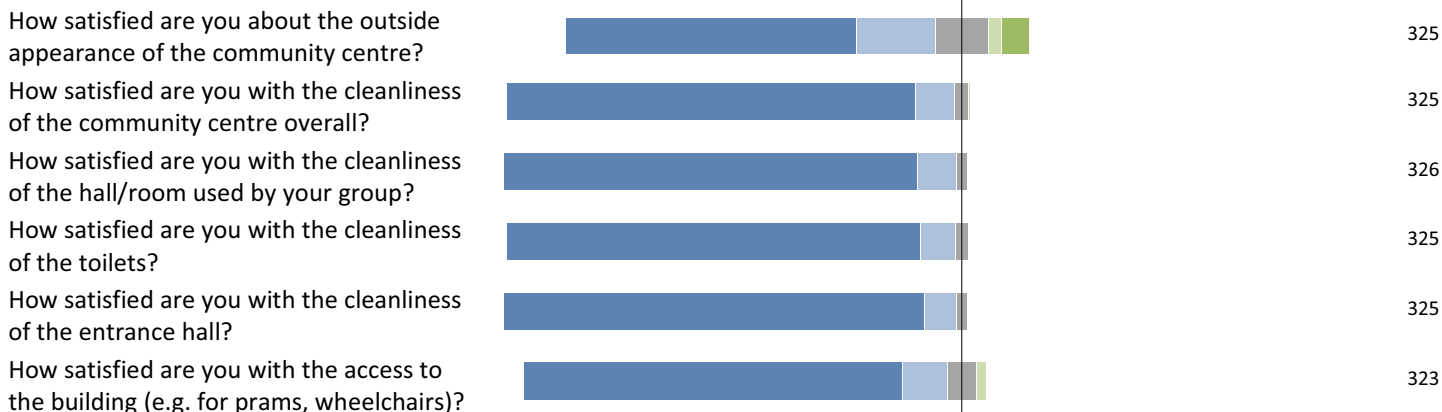
What activities do you provide?

Base: 326

Advice:	30	9.2	Afterschools:	35	10.7	Arts/Culture:	56	17.2
Children:	90	27.6	Community Development	43	13.2	Crèche:	12	3.7
Disability:	52	16.0	Education:	59	18.1	Employment:	5	1.5
Environment:	11	3.4	Ethnic Group:	23	7.1	Festival:	12	3.7
Fitness:	64	19.6	Health:	55	16.9	Housing:	8	2.5
Issue Based:	24	7.4	Men's Group:	31	9.5	Older People:	66	20.2
Partnership:	49	15.0	Parent and Toddler:	35	10.7	Preschool:	10	3.1
Recreation:	49	15.0	Seasonal Playschemes:	14	4.3	Sport:	42	12.9
Training/Development:	0	0.0	Unemployed:	15	4.6	Women's Group:	67	20.6
Youth:	40	12.3						
Other:	40	12.3						



1. The Building



2. Resources and Equipment



3. Booking System



4. Staff



	very satisfied	mostly satisfied	satisfied	mostly dissatisfied	very dissatisfied	Base:
1. The Building						
How satisfied are you about the outside appearance of the community centre?	203 (62.5)	55 (16.9)	37 (11.4)	9 (2.8)	20 (6.2)	325
How satisfied are you with the cleanliness of the community centre overall?	286 (88)	27 (8.3)	10 (3.1)	1 (0.3)	0 (0)	325
How satisfied are you with the cleanliness of the hall/room used by your group?	290 (89)	27 (8.3)	8 (2.5)	0 (0)	0 (0)	326
How satisfied are you with the cleanliness of the toilets?	289 (88.9)	24 (7.4)	9 (2.8)	1 (0.3)	0 (0)	325
How satisfied are you with the cleanliness of the entrance hall?	294 (90.5)	22 (6.8)	8 (2.5)	0 (0)	0 (0)	325
How satisfied are you with the access to the building (e.g. for prams, wheelchairs)?	263 (81.4)	31 (9.6)	20 (6.2)	7 (2.2)	1 (0.3)	323
2. Resources and Equipment						
How satisfied are you with the quality and condition of equipment provided by the community centre?	251 (78)	50 (15.5)	17 (5.3)	1 (0.3)	0 (0)	322
3. Booking System						
How satisfied are you with the booking system (How you book the hall/room)?	277 (88.8)	22 (7.1)	10 (3.2)	1 (0.3)	0 (0)	312
4. Staff						
How satisfied are you with the courtesy of staff?	306 (93.9)	16 (4.9)	3 (0.9)	0 (0)	0 (0)	326
How satisfied are you with your communication with staff?	307 (94.5)	11 (3.4)	6 (1.8)	0 (0)	0 (0)	325

Note: numbers may not add up due to the inclusion of non-responses. Percentages in brackets.

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1 **GENERAL BOOKINGS**

A **Community Development Eligibility Criteria – Free Use**

The Council recognises that an immense amount of effort, time and commitment has been given voluntarily to various projects which are of benefit to local communities.

Further, it has been agreed that as a result a range of community activities should be considered for free use. In an effort to support this view and to ensure a consistent and equitable approach the criteria outlined below should be applied in order to assess groups for free use.

Groups are required to meet all elements of the criteria.

This criteria also applies to Centre Committee Activities

Criteria:

- The Project/Group is meeting an identified need in the local area, this will include relevant sporting and cultural activities.
- The Project/Group promotes positive responses to local needs. (This means that there is no element of personal financial gain for the organisation(s) or for individuals).
- The Project/Group involves local participation. Voluntary input.
- The Project/Group is not a duplication of an existing facility.
- The Project/Group is of clear benefit to the local community.
- The Project/Group is no-profit-making.
- The Project/Group is not in receipt of Grant Aid for running costs

B **Groups/Projects who do not meet the Community Development Criteria.**

1) Groups/Projects which attract Grant Aid/have an income.

Where groups are attracting Grant Aid on running costs or have an income, normal rate should be applied.

2) Projects of an exclusive use

An annual rent will be agreed based on the criteria laid down by the Council.

This will apply to projects where exclusive access to facilities is required thus preventing ad hoc use of the facility by other groups, projects and/or events.

The rent applied will reflect the actual costs and will be in accordance with the Centre opening hours.

3) Profit Making Groups

Profit making groups should be charged the full economic rate (ie normal rate x 4).

4) Use by Statutory Bodies

Where Centres are used by the Northern Ireland Housing Executive, Social Services or any other public body the full economic rate (normal rate x 4) will be charged.

The only exceptions to this policy should be determined by the Community Services Manager.

5) Weekend Bookings & Bank /Public Holiday Bookings

Approval must be given by the Community Services Manager for any bookings outside of normal opening hours.

If approved, bookings will be charged at the appropriate rate as per category A) or B) above. Bookings that do not qualify for Community Development free use will also be charged full staff costs for any bookings outside of normal opening hours.



Report to:	Development Committee
Subject:	Update of the Departmental Plan
Date:	19 November 2013
Reporting Officer:	John McGrillen, Director of Development, ext 3470
Contact Officers:	Claire Patterson, Business Research & Development Manager, ext 3379

1	Relevant Background Information
1.1	The Development Departmental Plan 2013-2014 was approved by the Development Committee on 20 August 2013 with agreement that update reports would be presented to Committee at later dates. This update is for the period up to the end of September 2013.

2	Key Issues
2.1	Service and Unit Managers were asked to provide updates on the status of their unit's key actions with appropriate commentary. These are included in the appendix.
2.2	This update follows the more detailed progress report on the Investment Programme capital projects that were considered by Committee in August 2013. That update included the Belfast Waterfront Convention centre, Innovation Centre, Superconnected Broadband, Creative Hub and relocation of the Welcome Centre.

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 the end of September 2013.

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

7	Documents Attached
Appendix 1: Q2 2013/14 Departmental Plan update.	



Development

Departmental Plan 2013 – 2014

Update against Key actions: End of Quarter 2 - 2013/14



4.1 City Leadership

Key actions

Investment Programme: Place-shaping and physical investment

1. Launch the Belfast Masterplan and develop implementation mechanisms for the associated projects.
 - Although this project is delayed from its original milestone dates, the consultation document has been published and closes at the end of November. A new project plan will be developed to reflect the consultation feedback and the future programme.
2. Support the implementation of the Local Investment Fund and Belfast Investment Fund.
 - The resources available from the Local Investment Fund have been fully allocated through SP&R. More than 50% of proposals have secured due diligence approval and a number have been completed. The resources from Development and Property & Projects are being focussed on the support for the progression and final delivery of the approved projects.
3. Support the strategic development of the University of Ulster North City Campus.
 - The Council is represented on the Strategic Advisory Forum, which is designed to facilitate the development of the university. A sub-group to develop a campus regeneration plan will be established in the next quarter and the Department participates on the transportation and employability sub-groups. We have also continued to highlight the importance and impact of the University relocation for the city centre.
4. Implement a framework for marketing the city and developing International Relations.
 - We are developing a terms of reference for commissioning a City Marketing strategy and refreshing the city brand. The international Framework and action plan 2013/14 has been developed and agreed by Council and key actions to build and sustain international relations either delivered or underway for education, tourism and trade and investment and geographical areas. Promotional tools are also under development.
5. Host the Global India meeting in June 2013.
 - This has been successfully completed and a detailed report was submitted to Committee in September 2013.
6. Develop a portfolio of projects as a basis to secure EU funding for the Greater Belfast area for 2014-2020. A target figure will be developed once the new EU Programmes are open.
 - A pipeline of BCC Projects has been developed for potentially securing devolved NI EU funds. NI Government Departments will issue guidance by mid November. This will help to further filter and develop these by way of an integrated Belfast plan for EU funding to be ringfenced. DETI and DARD are very positive towards this approach but DEL remains a challenge. The Belfast pipeline has been developed with officers across



council and shared informally with external stakeholders as an indicative set of ideas.

7. Lead the NI EU Regional Forum.

- BCC continues to lead this 100 member strong platform for collaboration on EU matters along with co-chair OFMDFM. The work of the Forum is regularly cited as best practice elsewhere in Europe and is growing in membership and reporting regularly at Assembly level. Four working groups, with their own action plans, now exist to address EU funding and policy issues around Social Cohesion, Innovation & Technology, Climate change, and Energy, Competitiveness and Employment. The Forum delivered 2 seminars in Brussels during the EU Sustainable Energy week and is hosting a seminar on Brussels during the EU SME week in November.

Planning for Local Government Reform

8. Plan for and influence the Local Government Reform, in respect of community planning, and the transfer of function relating to planning and regeneration, enhanced local economic development, devolved EU funding and transfer of community assets.

- We are continuing to engage with InvestNI, both directly and through SOLACE/NILGA, to identify key issues related to the transfer of local economic development powers and resources. With respect to devolved EU funding, lobbying and negotiation is still ongoing with Government Departments to have devolved EU funds at 11 cluster level at the outset of the new 7 year EU NI programmes., Detailed guidance and notional budget allocations for Council integrated plans are expected mid November from DETI and discussions are still ongoing with the other departments to have the same approach. In the meantime BCC has been developing an indicative set of 5 potential Council programme areas where EU funds could be levered. These will be shared with Committee in the near future.
- The initial plan for the process to influence the regeneration element of Local Government Reform has been developed and a two strand approach proposed for the short term transition to 2015 and transformation from 2017. The plan seeks to ensure community planning, and the transfer of planning, regeneration and economic development are aligned.

9. Develop an Integrated Economic Strategy and associated action plan.

- A draft strategic framework has been produced. We are meeting with senior directors of key government departments during November to discuss this.

10. Deliver the City Development Conference and use the outputs to inform the future approach to State of the City Debates.

- Belfast: Future City Conference was held on 22 May 2013, with 176 attendees from all sectors across the city. The conference provided the opportunity to launch the review of the Belfast City Masterplan for consultation and to agree a number of city-wide outcomes around the themes of centre city, neighbourhoods, digital city and low carbon city.



This formed the start of an ongoing engagement process with city stakeholders around key issues that will inform city development and a future community plan.

11. Prepare for the transition of community development functions and plan for the implementation of the Belfast Community Investment Programme (BCIP) for the city (with DSD).

- During the summer of 2013 a much reduced council project team have worked to make the necessary arrangements for a 2015 BCIP start date (while also working to ensure that there would be interim arrangements in place for existing grants during 2014/15). In August 2013 Development Committee agreed to the new timetable. Committee also agreed that, with BCIP moving to 2015, political approval on the project needed to pass to the Voluntary Transition Committee (VTC).
- Under the new timeline BCIP planned to open for applications to its four new grant schemes in late spring 2014 which would allow time to notify groups three months in advance of the end of their contracts in 2015. To meet these dates (and to avoid the council election purdah period) BCIP would need to go to public consultation no later than October 2013.
- In order to prepare an equality impact assessment for the public consultation, we would need a number of immediate decisions about the programme. These include agreement on a grant aid budget and a method for allocating this across the city. As there is significant uncertainty around the amount of transfer of monies from DSD the council is not in a position to provide such an indicative budget. To go to public consultation in October 2013 would thus present financial and reputation risks for the council.
- As a consequence a report has been prepared for the VTC in October 2013 recommending not to proceed with the BCIP consultation at this time. Instead, it is proposed that activity on BCIP be incorporated into the wider programme of LGR work as part of its preparation for the transfer of regeneration in 2015 which allows the council to consider issues in an integrated manner.
- Under this proposal Community Services would work with the Central Grants Unit to ensure that its existing grant streams are ready for a full competitive open call across all of the new council area for the period 2015 to 2017. This would allow time for the development of an integrated approach to regeneration by council for 2017.

12. Co-ordinate responses for the Department and Council on strategic planning/ transportation policies or issues.

- Work is continuing on strategic issues and proposals including the Airport inquiry in response to external factors and project priorities. Other responses have been prepared for Planning Policy Statements, infrastructure proposals and stadia developments. This has been supplemented by ongoing participation on strategic planning /transport issues groups.



13. Co-ordinate responses to physical regeneration plans.

- Work is continuing on strategic regeneration proposals including plans in response to consultations and project priorities. Responses have been prepared for Queens Quay and ongoing work will focus on the South West Gateway and regeneration proposals associated with the stadium development. This has been supplemented by ongoing participation with established project steering groups.

4.2 Environment

Key actions

Investment programme: promoting green business opportunities and environmentally friendly practices

14. Develop an investment proposition for the Renewable and Low Carbon Technology sectors.

- The funding application for the development of the North Foreshore is now at the appraisal stage.

15. Agree a detailed implementation plan with partners and Committee to implement the Belfast public bike hire scheme in 2015.

- The Active Travel bid was successful for a Belfast Bike Scheme. Jason Freehill, Dublin bikes officer, gave a presentation about the Dublin scheme to a Special Development Committee on 23rd September. Approval has been secured from Committee to go to tender and tender documentation is being developed and will be advertised in Q3.

BCC Transport Policy

16. Support, develop and implement actions identified in the review of the BCC Transport Policy.

- Completion of the Travel Plan has been delayed pending further consideration of the proposed plan and scope. The Sustainable Urban Mobility Plan (SUMP) activity has been delayed pending resolution of resource issues. Work has commenced on a study to consider the accessibility for the city centre and the potential for the development of indicators or future measures.

4.3 Economy

Key actions

Investment Programme: Creating an economic infrastructure, supporting growth and employability

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

- The funding application is ongoing and a formal letter of offer is pending. All queries and requests for clarification have been supplied to DETI for DFP assessment. Design work has progressed to RIBA stage C and an application for planning approval will be submitted early in November. In line with the recommendation of the Economic Appraisal a soft market test



has been carried out to establish the presence of any potentially interested external operators, 4 parties expressed an interest.

18. Lead on the delivery of an innovation centre.

- The funding application is at the appraisal stage. A Design Team was appointed in September.

19. Lead on the delivery of a creative/digital hub programme.

- The funding application is at the appraisal stage; final outstanding queries in relation to the economic appraisal have been addressed and submitted. It is anticipated that a decision will be made in Q3. Demand stimulation and raising awareness is also a key aspect to this project

20. Super-connected Broadband – raise awareness of the opportunities and stimulate demand among the business community for high speed internet; and administer and promote the voucher scheme to help with connection costs.

- Market testing of the Voucher Scheme rolled out from 1st August until 30th September 2013. A target was set of 200 business sign ups. At the end of the period we had 228 businesses sign up.

21. Secure funding and deliver the community access aspects as part of the super-connected broadband project.

- While work is progressing, we have experienced some delay given the complexity of the project, limited resource and availability of technical support. Community services are working with Digital Services Belfast to progress site assessments, focusing on connectivity and networking. A preliminary schedule has been set to complete installation at the 12 sites by December 2013.
- Legal services have drafted a service level agreement contract to be issued to the independently managed centres.
- Security arrangements have been agreed for equipment at the sites as well as a maintenance budget to support a tender competition. Development Committee (October) agreed the allocation of a further £80,000 Community Support Programme in-year income to resource a 10 week pilot training and support programme (January to March 2014) focusing on: building digital confidence; offering taster training session and developing essential skills. We are drafting a specification to support procurement.

22. Commission a City Centre Regeneration Strategy in partnership with DSD.

- Work is continuing in the context of the Masterplan and Local Government Reform. The proposals for the identification of external resources to support such strategy development and the approach will be reported to Committee for approval in Q3.

23. Directly create jobs by working with local partners to deliver targeted employability initiatives across the city including HARTE and the Belfast Enterprise Academy.

- So far this year, our activities have helped to create 71 new jobs, which is significantly ahead of our target for quarter two of 54 jobs.



24. Work with partners to develop and deliver a city-wide employability and skills strategy and action plan.
 - We are continuing to engage with DEL, DSD and OFMDFM to agree the terms of reference for this work.
25. Provide targeted business support interventions through a series of workshops and 1-2-1 mentoring, to improve business competitiveness and productivity and to generate business efficiencies.
 - We have ongoing programmes for the retail sector, renewable and creative industries. We have also completed programmes on access to procurement, energy efficiencies, sales development, and export development. Attendance at our business programmes for the first six months of the year was 340 businesses.
26. Develop and implement a city wide retail support plan.
 - The overall plan has been agreed and work is underway with trader groups to develop detailed action plans. A new 'Introduction to Retail' programme is now being delivered. 20 new participants on the start up programme will take part in St George's Christmas events.
27. Support initiatives to increase awareness of Council tendering opportunities and build capacity among Belfast companies to tender for public procurement opportunities.
 - We have arranged a programme of workshops from October to April 2014. The Smarter Procurement programme is being developed with a new wave due to start in January 2014.
28. Develop a social clause policy and support implementation through council contracts.
 - The consultants are reviewing best practice and guidance to determine the most effective approach to implement clauses within future contracts. They have discussed potential approaches with key internal and external stakeholders. A report is to be presented, at the end of October, to SP&R Committee to propose the interim use of the CIFNI social clause standards; and to engage with DEL and OFMDFM to explore the potential for an employer agent model as a means of sourcing apprenticeships across government contracts.
29. Deliver Council's contribution to major events - the World Police & Fire Games 2013, Irish Dancing Championship 2013, prepare for Giro d'Italia in 2014, Tall Ships 2015 – and the annual programme of events.
 - The WPFMG event was delivered in summer 2013 with just over 7,000 participants from 60 plus countries. The estimated economic impact figures are unavailable at this stage. The All Ireland Irish Dancing Championship 2013 is on schedule for October/November 2013 with participant numbers to be confirmed. The 2014 Giro d'Italia launched on the 7 October in Milan with a Belfast element. The Tall Ships 2015 Board has been constituted with representation from the Chair and Deputy Chair of Committee. The annual events programme has been delivered to date and on budget.



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

- Working is ongoing on the strategy and action plan and indications are that we are on target for final delivery in March 2014. A review of the strategy will occur during November and December. The tender specification for the new Strategic framework for tourism from 2014-2020 will go out during November.

31. Market Belfast by supporting the marketing and visitor servicing activities of the Belfast Visitor and Convention Bureau (BCVB), (now Visit Belfast).

- Visit Belfast continues to deliver against key priorities for example; all indications suggest excellent levels of overnight occupancy in Belfast during 2013, with the exception at the start of the year. One concern is the current footfall in the Welcome centre. There are a number of reasons for this, in particular, with the centre moving in December stock levels have been depleted. Quarterly meetings continue with Officers to ensure compliance with the business plan.

32. Deliver on the relocation of the Belfast Welcome Centre.

- The official opening of the new Welcome Centre will be on Thursday 12th December, with the DETI Minister and Lord Mayor. The keys will be handed over to BCC from the contractor on the 6th November. We are currently inputting data onto the multi-media platforms. The Budget is on target.

33. Develop culture and arts by investing approximately £2M in cultural and artistic activities including the 'City of Festivals' and Creative Legacies.

- All activity under the PEACE III-funded City of Festivals and Creative Legacies programmes were completed as planned in September 2013. Other key successes in quarter 2 include: The Creative and Cultural Belfast Fund which was launched in partnership with the Arts Council of Northern Ireland. Its purpose is to challenge social exclusion by encouraging participation in the arts. The total funding available is £870,000. The Unit also continued to administer its core multi-annual fund and small grants fund, which have the combined value of over £1.5m per year. In total, from 1st April to the end of September 2013 we have allocated £1.69m through 122 grants.

Supporting local business growth and opportunities

34. Improve and develop the city markets at St. George's and Smithfield in the context of supporting tourism and small businesses.

- We have delivered the original improvement plan developed in consultation with the Traders Committee. Ongoing consultation has identified the need for specific work to make the shopping experience more appealing. Committee have approved the use of external consultants to undertake a review and make recommendations. The consultants have been appointed and scheduled to meet Councillors on the 9th October. The final recommendations are due by December 2013.

35. Manage the new Markets Policy.



- We continue to process applications and provide advice and support as requested. Committee dealt with two significant applications in August 2013. One of these raised issues around the definition of 'charitable' and whether fees should be waived. We have sought advice from Legal Services and they are currently checking this and collating relevant information on this issue before bringing a report to Development Committee.

36. Work towards the introduction of Business Improvement Districts (BIDs).

- The Development Department co-ordinated a detailed consultation response on the Regulations, which was approved by Committee on 20 August. Funding arrangements and support for BIDs has been confirmed by DSD. At this stage we are determining the level of business interest.

Tourism development and promotion

37. Deliver a programme of events at the Waterfront and Ulster Hall.

- BW/UH programming schedule continues to support audience development and reinforce our position as the premier location for arts, entertainment and conferencing. During April – September 2013 we were successful in programming a wide variety of sell-out entertainment shows and secured a number of high profile bookings including President Barack Obama's key note address at the Waterfront in advance of the G8 summit and the World Police and Fire Games. Venue programming overall remains on target; however, the current economic climate remains a challenge influencing product availability, touring schedules, rotation cycles and visitor numbers.

38. Implement the integrated Cultural Strategy.

- Following extensive consultation with the cultural sector, draft measures for the outcomes framework have been developed. These will be tested in quarter 3, with the final framework due to be completed by December 2013. The action plans for the four Cultural Framework themes (Distinctly Belfast; Inspiring communities; Attracting audiences; and Strengthening the sector) will be completed by March 2014.

39. Secure World Host status for Belfast, working with the hospitality and retail sectors across the city.

- An Action Plan has been developed to agree the rollout of initiatives to achieve World Host status by April 2014.

International opportunities

40. Increase international business opportunities by organising the Belfast Tech mission to west coast USA in October 2013...

- This takes place from 14-18 October and provides an opportunity for 20 local companies to showcase some of the new technologies and products being developed in Belfast to leading companies, investors and venture capitalists from the west coast of America.



4.4 People and Communities

Key actions

Investment programme: Neighbourhood investment and creating strong neighbourhoods

41. Deliver the Renewing the Routes Programme 2012-16.

- The Contractors are on-site for the Newtownards Road and Ormeau Road and Committee approval has been secured for the new contract to be progressed for the next stage of the programme. Design Teams have been appointed and consultations are progressing for Oldpark Road / Stewartstown Road. The Project Request Forms have been issued to Property and Projects for Oldpark / Stewartstown Road.

42. Develop capacity for a reactive local regeneration schemes across the city.

- The development of proposals for the reactive local regeneration has been delayed due to the work on the Local Government Reform (Regeneration) and priority on delivery of existing regeneration programmes as part of the Investment Programme.

43. Resource support for Community Development local activity (including management of an outcomes based £1.748m grant programme that covers Capacity building, Revenue, Small community development projects, Play schemes, Community chest grants and Ur City 2.

- We are continuing to support local community development activity across the city. To the end of quarter 2 we had distributed £1.72M via 200 different grants: Capacity Support organisations; Revenue support for community building; Summer Scheme and small project grants.

44. Invest approximately £860,000 in community-based advice services per annum via 5 city-wide advice consortia.

- All advice grants have been distributed (see previous for details). We have also supported the establishment of a citywide Belfast Tribunal Service which was launched in September 2013 and secured council funding for a 2 year programme. The Advice consortia group has been established and the first instalment of funds has been released to support service provision in July 2013.

45. Provide support for community engagement within Council e.g. training, skill development, raising confidence and access.

- We are continuing to offer training for both BCC officer teams and to the local community and voluntary sector using the Community Development toolkit which was developed last year and piloted with Parks & Leisure staff. We are currently delivering officer to group training for fifteen local organisations across the city. We will re-advertise this opportunity in line with our planned Community Sector Support programme, in advance of our next open grant call.

46. Manage and increase usage of community centres and other facilities.

- Usage of our centres has exceeded the target with a further increase at 69.84%. Whilst the actual numbers of users at the end of quarter 2 is slightly below target, a steady increase in throughput has been achieved



when compared to quarter 2 performance last year. Positive progress can be attributed to our ongoing marketing and communication work and the achievement of the PQASSO quality standard. We are continuing with initiatives which will increase the number of users. These include themed support events which include: Job Assist, Debt Advice and Health and Well-being.

47. Develop and introduce a new volunteering framework to support over 70,000 volunteering hours per annum in community facilities.

- We have exceeded the target in quarter 2 with 39,234 hours volunteered. Once again this is reflective of the positive impact of our marketing and community support initiatives.

Supporting neighbourhoods and communities

48. Delivery of Phase 1 and Phase 2 of the Hannahstown Rural Development programme application.

- Phase 1 has been completed and the development work for Phase 2 is underway. The final proposal for Phase 2 will be completed in Q3 and implementation is programmed to be completed by Sept 2014.

49. Establish the potential impact of the Welfare Reform.

- Work is ongoing to review the evidence base and research into the potential impact of the Welfare Reform. It has been noted that the full impact of the reforms is unlikely to be realised until 2018; however the ongoing review of evidence is being used to inform the work of services such as the launch of the tribunal service. Discussions are underway to ensure that any further research into the impact of the Welfare Reform adds value to the existing knowledge base and informs the work of the Council.

50. Develop a mechanism to bring together key players from across the City to raise awareness of the impact and scale of poverty and identify ways to address it.

- This will build on the current framework to tackle poverty and social inequality and recognises that poverty is a key action identified in the tackling health inequalities programme of work and ties in to the emerging Integrated Economic Strategy. Committee agreed to the organisation of a facilitated city-wide event to identify co-ordinated actions and approaches to tackle poverty related issues. This will involve those working in the poverty sector and other agencies and has therefore been scheduled for January 2014 to maximise participation. This will also inform the preparations for the development of a community plan and provide an important link to OFMDFMs Delivering Social Change agenda.

51. Deliver a coherent inter agency and inter departmental approach to working with the Traveller community.

- We are continuing to provide secretariat support and chair the Belfast Interagency Traveller Forum. The forum have agreed a terms of reference, and based on an initial evaluation/benchmarking exercise, have identified a number of work areas including a regional conference to share and inform best practice and agree priorities for 2014.



- We continue to work alongside An Monia Tober and Bryson House to develop and deliver Traveller support services in the city. This will be bolstered by our recent successful recruitment to the vacant TLO post.

52. Propose a Council wide consistent criterion based framework for managing neighbourhood assets. If agreed, implement for the service.

- Our project work is complete and a report was prepared for the Assets Board. This report included three broad strands of recommendations: management influences, outcomes and an overall framework. It was agreed that further work based on the recommendations would be progressed in line with asset transfer under LGR. The timeframe has yet to be agreed.

Creating and co-ordinating opportunities for children and young people

53. Implement the inter-departmental framework for children and young people.

- This is progressing and Members, in particular Youth Champions, are regularly updated on the CYP framework through Committee papers and individual meetings.

54. Ensure Council compliance with Child Protection requirements.

- This is ongoing with a total of 281 staff hours invested in supporting internal compliance controls through policy development, response service for BCC cross council queries and related guidance and delivering staff training as part of the Learning and Development programme. We also provide training to a range of community organisations and represent council on a number of inter-agency partnerships. BCC is represented on the new Safeguarding Panel and is a member of the Local Government Child Protection Network. A policy review was completed in light of the changes in the external environment and is being refreshed at present.

55. Provide a city-wide play service targeting need and developing new approaches for delivering play.

- The play service has 6 play centres across the city and continues to review their services to develop new projects and to identify gaps in service provision. This year the project has moved into three new areas and is facilitating play opportunities in a range of venues, including parks and an underground car park.

56. Deliver a comprehensive citywide summer programme.

- This was completed through the provision of summer schemes, central events and support for the voluntary community sector with central events involving over 3500 summer scheme children through Play days, the Challenge Day and Party in the Park, 20 Come and Play Sessions, Fun days and Wide Game events.
- Our 22 community centres ran localised summer schemes covering a wide range of activities for recreation, play development and well being. The schemes' primary focus is 5-11yrs with some additional provision for older children (depending on the area). The schemes supported 1,360 children and our community centre staff effort is extended with the valued contribution of 145 volunteers across the city.



- To extend the summer programme, we also offer an annual grant opportunity to support community sector provided schemes across the city, with 90 schemes supported to a total of £190,928 this year. Last year these schemes catered for over 7,000 children and are also supported with significant volunteer input (over 1,000 volunteers last year).
57. Build the capacity of Youth Forum members to increase the participation of children and young people in the city and neighbourhood life.
- The Youth Forum have agreed their vision, priorities and are finalising the projects for the remainder of their term; one priority project is connecting the youth forum to young people throughout the city to hear their voice. Training is being sourced at present to support forum members roll out engagement in the New Year.
58. Research and develop proposals for a Council Integrated Schools programme.
- Following an initial mapping exercise an options paper is being finalised which reflects on local practice examples and wider benchmarking from other councils in terms of schools provision.

4.5 Better Services

Key actions

59. Ensure compliance with all corporate process requirements including, audit reports, WIRES, risk management, IIP, etc.
- 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 been developed and implemented. Preparation for a new system is ongoing. 1 x Audit recommendation is currently outstanding and WIRES compliance is 93%.
60. Implement a coordinated approach to grant management through the Grant Unit.
- 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 very successfully by the Central Grants Unit (CGU). It has now been agreed that all other small corporate grants will transfer to this CGU-led approach for grants distributed from 1 April 2014. The first call for the Corporate Small Grants Fund will open on 11 November 2013. Two new schemes – the Zero Waste Fund and the Creative and Cultural Belfast Fund will also be administered and monitored by the CGU. Staffing structures have been agreed and recruitment is currently in progress. Work is also ongoing with respect to sourcing and acquiring a Grant Management System.

4.6 An Organisation Fit to Lead and Serve

Key actions

61. Use, promote and support evidence based planning via the use of CityStats and other local information.
- Training on the use of CityStats and Understanding Statistics was provided as part of the Members Development Programme and is provided on an ongoing basis to Council staff. CityStats contains over 140 datasets and 345 resources. It is planned to review the current system and its use to ensure its continued effectiveness and the potential to take forward the



recommendations emerging from the IBM Smarter Cities Challenge which was undertaken in September/October 2013.



Report to:	Development Committee
Subject:	Quarterly Financial Report – Quarter 2 2013/14
Date:	19 November 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 on 18 June 2010 that: <ul style="list-style-type: none"> - 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 receive monthly financial updates if there were any significant issues to report.
1.2	The reporting pack (Appendix 1) contains a summary dashboard of the financial indicators and an executive summary explaining the financial performance of the Development Committee 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 of the reporting pack reflect much of the discussion and feedback arising from the Members' financial training at the end of September 2010. As we previously advised the Committee, we will continue to develop the style and contents of the reports in liaison with Members.
1.4	Central Finance and our departmental management team have worked together to develop the information contained within this financial reporting pack.

2	Key Issues
2.1	<u>Current and forecast financial position 2013/14</u> The Development Department is over spent by £27,581, or 0.3%, of its net budgeted expenditure of just over £10.8 million at the end of Quarter Two.
2.2	Economic Initiatives and International Development (EIID) is over budget by £20,026 (0.6%), City Events and Venues is over spent by £545 (0.02%) and Directorate is over spent by £20,426 (1.2%), while Community Services is under

<p>2.3</p> <p>2.4</p> <p>2.5</p> <p>2.6</p>	<p>budget by £13,415 (0.5%) at the end of Period 6.</p> <p>There are five areas that give rise to the current overall £28k (0.3%) over spend within the Department at the end of Period 6. These are as follows:</p> <ol style="list-style-type: none"> 1. There is reduced income of £55k. This comprises of a £119k reduction within EIID due to the profiling of the programmed spend and there being less matched funding in the first half of the financial year. This is then offset by increased income within City Events and Venues of (£64k) in relation to WPFPG. 2. An over spend in employee costs of £42k is made up of overspends in Directorate £30k, Community Services £15k and City Events and Venues £64k which relates to temporary posts and increased use of casual staff for events such as WPFPG. This is then offset by an under spend in EIID of (£67k) as a result of vacant posts. 3. An under spend of (£36k) in premises costs, which mainly reflects lower than planned spend within the Markets and smaller under spends in Community Services- this relates to profiling and will self correct in the financial year. 4. Within supplies and services, there is a total under spend of (£21k) which relates to Community Services and EIID, and is a result of profiling variances. 5. Under spends totalling (£13k) relates to reduced transport costs within Community Services as a result of decreased usage of buses- (£7k), and a further (£6k) within subscriptions and grants in Directorate in relation to profiling. <p>It is currently forecast that the Development Department will be under spent by £28.5k (-0.1%) at the year-end.</p> <ul style="list-style-type: none"> - Community Services is forecast to be £54.5k (-1.0%) under budget at year-end. - Economic Initiatives is forecast to be £50k (-0.8%) under budget at the year- end. - Directorate is forecast to be £26k (0.7%) over budget at the year-end. - Finally, the City Events and Venues Section are forecast to be £50k (1.3%) over budget at the year-end. <p>The Department will continue to monitor the variance between actual and budgeted expenditure during Quarter Three.</p> <p>The financial reporting pack contains more detail on both the overall Council position and the financial performance in each of the Services within the Development Department.</p>
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<p>3</p> <p>3.1</p>	<p>Resource Implications</p> <p>There is a year-to-date over spend of £28k at the end of Period 6. However, the forecast is that the Department will be under spent by £28.5k at the 2013-14 year-end.</p>
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4	Equality and Good Relations Considerations
4.1	There are no specific equality and good relations considerations attached to this report.

5	Recommendations
5.1	Members are recommended to note 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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Development Committee

Quarterly Finance Report

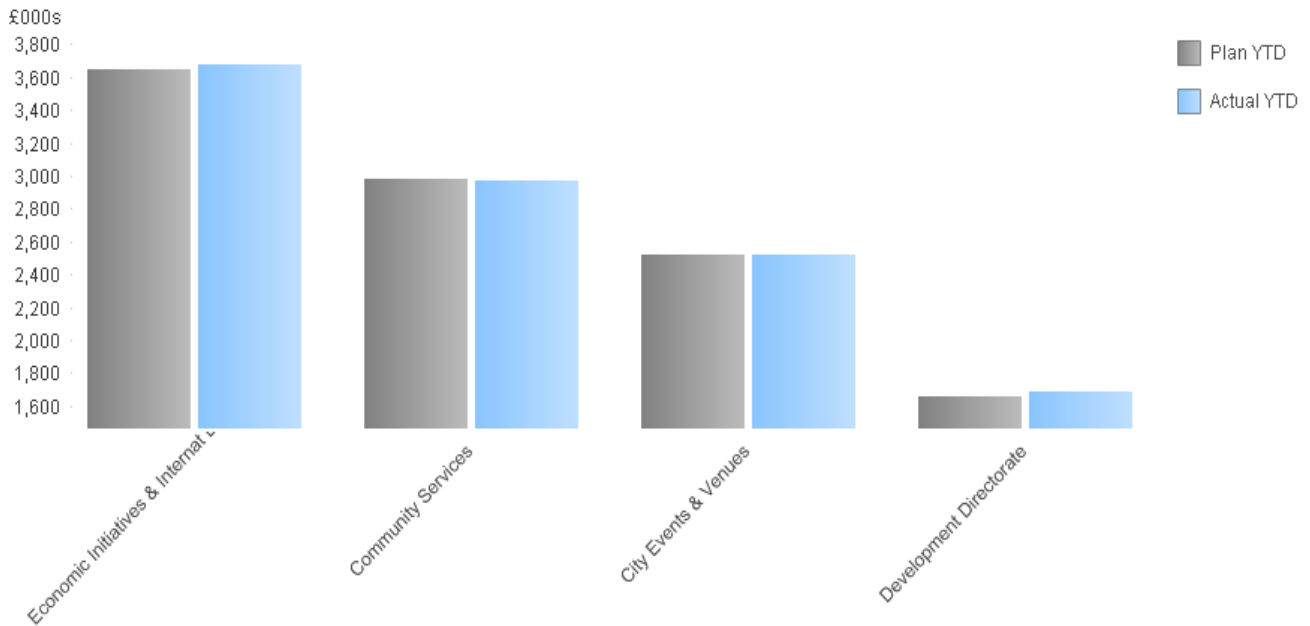
Report Period: Quarter 2, 2013/14

Dashboard

Revenue Section							Page
Service	YTD	YTD Var £000s	Var %	Forecast	Forecast Var £000s	Var %	3&5
Development Directorate		20	1.2%		26	0.7%	
Community Services		(13)	(0.5)%		(55)	(1.0)%	
City Events & Venues		1	0.0%		50	1.3%	
Economic Initiatives & Internat Devpt		20	0.5%		(50)	(0.8)%	
Committee Total		28	0.3%		(29)	(0.1)%	

Key Performance Indicators (KPI)				Page
KPI	Actual	Target		
Compliant Purchases	82.6%	90.0%		6
Timeliness Of Goods On System	72.0%	75.0%		7

Committee Net Revenue Expenditure: Year to Date Position



Commentary and action required:

The **Development Department** is over spent by £27,581, or 0.3%, of its net budgeted expenditure of just over £10.8 million at the end of Quarter Two.

EIID are over spent by £20,026 at the end of Period 6 (Budgeted Net Expenditure: £3,651,694; Actual Net Expenditure: £3,671,719).

The reported over spend arose as a consequence of the receipt of less than budgeted income of £119k as a result of the prioritisation of the Retail and Employability programmes which are purely funded by BCC and not match funded. This will self correct in the last six months of the financial year. This is then offset by reduced expenditure of (£67k) in employee costs due to vacant posts during the first half of the year and are expected to be filled in the last quarter of the financial year, a further (£20k) in premises costs due to reduced spend in Markets which is in relation to profiling, and (£12k) within supplies and services within the Tourism Unit and is due to profiling and will self correct.

Community Services are under spent by (£13,415) at the end of Period 6 (Budgeted Net Expenditure: £2,979,794; Actual Net Expenditure: £2,966,379).

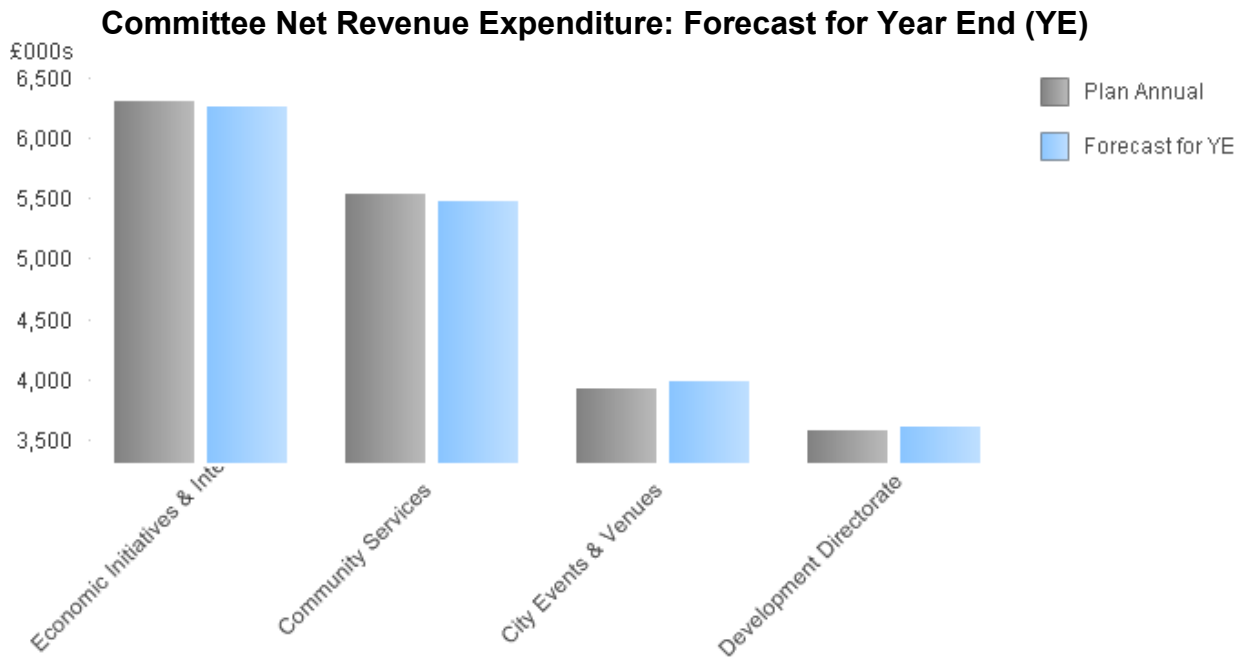
This under spend relates to reduced premises costs of (£12k) within Community Facilities and is as a result of profiling and will self correct, further under spends throughout the service in supplies and services of (£9k), and decreased expenditure within transport costs (£7k) in relation to reduced usage of buses. These are offset by increased employee costs of £15k due to additional salary and wages payments in the first six months of the financial year.

City Events and Venues are over spent by £545 at the end of Period 6 (Budgeted Net Expenditure: £2,518,074; Actual Net Expenditure: £2,518,619).

Income has increased within City Events and Venues by (£63.5k) with an additional (£53.5k) being received in City Venues, and a further (£10k) in Events. This is as a result of increased income in relation to the World, Police and Fire Games in August 2013. This was then offset by higher than planned spend of £64k within employee costs due to increased temporary and casual staff and overtime usage as a direct result of increased programme activity.

Directorate are over spent by £20,426 at the end of Period 6 (Budgeted Net Expenditure: £1,661,978; Actual Net Expenditure: £1,682,404).

This over spend is mainly attributable to increased employee costs totalling £30k due to various temporary posts throughout the service. These amounts were offset by reduced premises costs of (£4k) and Grants and Subscriptions of (£6k) during the first six months of the financial year.



Commentary and action required:

It is currently forecast that the Development Department will be under spent by (£28,500) (or 0.1%) at the end of the 2013 – 2014 financial year.

The Economic Initiatives and International Development section is forecast to be under spent by a total of (£50,000) (or 0.8%). The projected variance relates to reduced employee costs of (£27k) as a result of a number of vacant posts within the Economic Development unit in the first nine months of the financial year, and also reduced expenditure of (£23k) within their scheduled programmes of work.

The Community Services budget is forecast to have an under spend of (£54,500) (or 1.0%) at the end of the year. This under spend relates to staff vacancies within Play Centres, and also to lower than planned expenditure within supplies and services during the year.

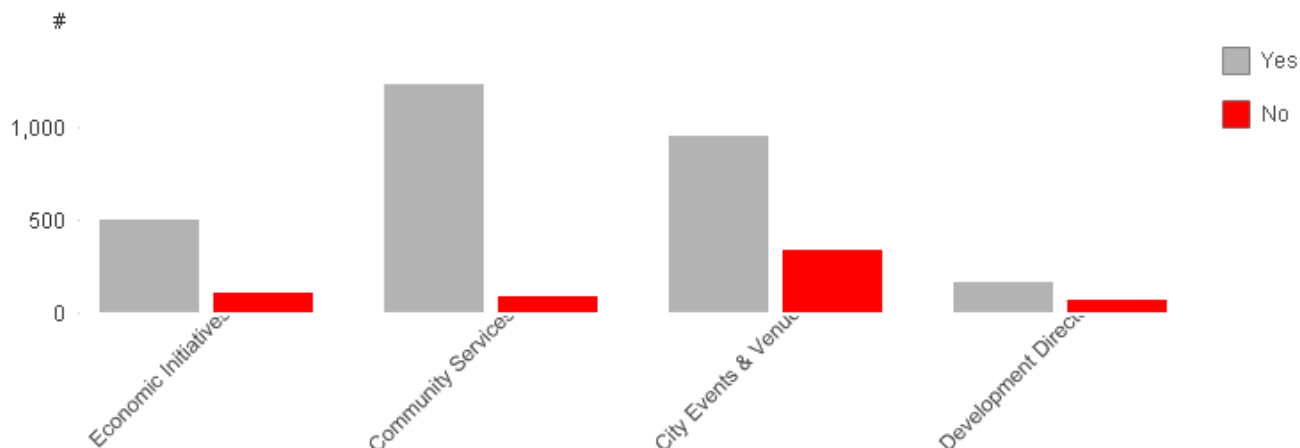
The City Events and Venues section is forecast to have an over spend of £50,000 (or 1.3%) at the end of the year. This is as a result of increased salary and overtime costs within the City Events unit due to temporary posts, and also increased programme activity within Major Events, World, Police and Fire Games, and All Ireland Irish Dance Championships.

Directorate is forecast to have an over spend of £26,000 (or 0.7%) at the end of the financial year. This is as a result of additional staff within the Business Research and Development unit being employed to cover for long-term sickness absence.

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
	2,848	598	3446	82.6%
Economic Initiatives & Int...	502	109	611	82.2%
Community Services	1,234	85	1319	93.6%
City Events & Venues	949	338	1287	73.7%
Development Directorate	163	66	229	71.2%

The Development Department is currently 83% compliant in terms of the Purchase Order being raised before the supplier invoice date. The Development Department is slightly above the Council average which is 82% compliant.

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.

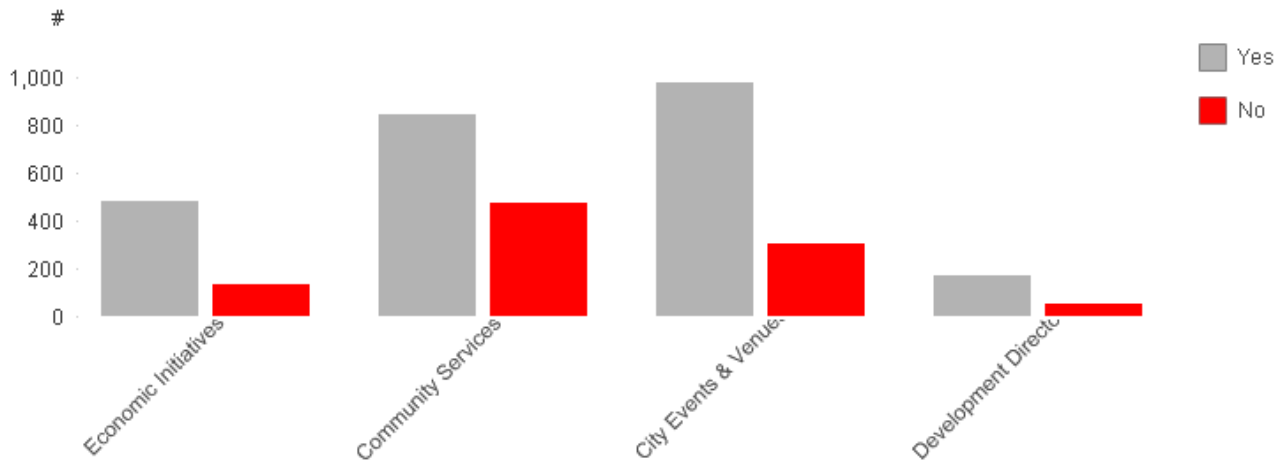
The Department is currently working to implement and roll out the SRM system to all services within the department. The Department is also fully participative in systems improvement via the SAP Improvement Group, the identification of hot spots and the provision of training for staff.

The department has recently implemented a new initiative that will monitor, identify and resolve specific instances of non-compliance at Unit level.

Procurement compliance is kept under constant review and is reported on a monthly basis to the Departmental 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:

	Yes	No	Total	% Compliant
	2,481	965	3446	72.0%
Economic Initiatives & Int...	480	131	611	78.6%
Community Services	843	476	1319	63.9%
City Events & Venues	984	303	1287	76.5%
Development Directorate	174	55	229	76.0%

The Development Department is currently 72% compliant in terms of the goods received note (GRN) being created before the supplier raises the invoice. The Development Department is slightly above the Council average which is 70% compliant.

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 are currently working to implement and roll out the SRM system to all services within the department, are 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.

The department has recently implemented a new initiative that will monitor, identify and resolve specific instances of non-compliance at Unit level.

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

Development Committee

Service	Section	Plan YTD £000s	Actuals YTD £000s	Variance YTD £000s	% Variance	Annual Plan 2013/2014 £000s	Forecast for Y/E at P6 £000s	Forecast Variance £000s	% Variance
Total		10,812	10,839	28	0.3%	19,325	19,297	(29)	(0.1)%
Development Directorate	Total	1,662	1,682	20	1.2%	3,575	3,601	26	0.7%
Development Directorate	Business Research & Development	295	301	6	2.0%	550			
Development Directorate	City Development	90	146	56	61.7%	251			
Development Directorate	Development Business Support	893	914	21	2.4%	1,822			
Development Directorate	SNAP	0	0	0	0.0%	0			
Development Directorate	Urban Development Unit	384	321	(62)	(16.3)%	952			
Community Services	Total	2,980	2,966	(13)	(0.5)%	5,527	5,472	(55)	(1.0)%
Community Services	Community Services	2,980	2,966	(13)	(0.5)%	5,527			
City Events & Venues	Total	2,518	2,519	1	0.0%	3,925	3,975	50	1.3%
City Events & Venues	Events	911	960	49	5.4%	1,503			
City Events & Venues	Waterfront Hall	1,607	1,559	(48)	(3.0)%	2,421			
Economic Initiatives & Internat Devpt	Total	3,652	3,672	20	0.5%	6,298	6,248	(50)	(0.8)%
Economic Initiatives & Internat Devpt	City Markets	47	44	(3)	(5.5)%	(21)			
Economic Initiatives & Internat Devpt	Economic Development Unit	269	377	107	39.8%	1,332			
Economic Initiatives & Internat Devpt	European Unit	129	127	(3)	(2.1)%	232			
Economic Initiatives & Internat Devpt	Tourism Unit	3,207	3,125	(82)	(2.6)%	4,755			

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