



Report to: Development Committee

Subject: City Hall Christmas lighting and signage

Date: 6 March 2012

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

Contact Officers: Gerry Copeland, City Events Manager, ext 3412

1	Relevant Background Information
1.1	<p>The purpose of the report is to:</p> <ul style="list-style-type: none">- Update Members on plans for City Hall festive lighting for the Christmas period in 2012 and to seek approval for these plans.- To seek approval from Members for a review of the internal delivery process on the installation, maintenance and storage of the festive lighting. The suggestion to Members would be that this process would be moved to Properties and Projects Department, with reporting being moved to Strategic Policy and Resources Committee, alongside the finances for this matter for the period 2013/14 onwards.
1.2	<p>The rationale for this proposal is based on the fact that the installation, maintenance and overall management of the festive lighting is now entirely managed by the Properties and Projects Department staff.</p>
1.3	<p>In addition any future design changes would require 'sign-off' by the Policy and Resources Committee as the Development Committee do not oversee the management of City Hall.</p>

2	Key Issues
2.1	<p><u>BCC Festive Lighting Remit</u></p> <p>The Council's City Events Unit is currently responsible for the festive lighting on City Hall, the installation and lighting on the main Christmas and for the pea-lighting on the trees within the grounds of the Hall. The Council does not manage the festive lighting in the city centre, which is overseen by Belfast City Centre Management and the Belfast Chamber of Trade.</p>

2.2	<p><u>Details of the Planned Festive Lighting for 2012</u> It would be proposed that the lighting for 2012 would be based on the final 2011 layout with pealighting on the trees to north of the grounds; rope, stars and lighting curtains on the north façade. There would be two 'Happy Christmas' signs and no 'B festive' signs. One of the 'Happy Christmas' signs would be installed over the east entrance to the building and the other on the main north entrance. Photographs of this lighting scheme, from 2011, are shown in Appendix 1.</p>
2.3	<p><u>Additional Signage</u> The Council now has in its possession an Irish language sign (Nollaig Shona), which was supplied by An Culturlann at no cost. In 2011 this was positioned above the east entrance of City Hall and Officers are now seeking guidance on the installation of this sign in 2012.</p>
2.4	<p><u>City Hall Christmas Tree & Lighting (external only)</u> The procurement of the above items are managed via the City Events Unit with significant input from BCC colleagues in Parks and Leisure and Properties and Projects departments. It would be proposal to Members that this is item is also transferred to, along with the above matters, to Properties and Projects Department in 2013/14.</p>
2.5	<p><u>'B Festive' Signage</u> Members are asked to note that Belfast Chamber of Trade and Commerce have written to express their concern at the removal of the 'B Festive' signage and have requested that Members reinstate this item.</p>

3	Resource Implications
3.1	<p><u>Financial</u> In 2011/12 the total cost of the entire lighting and festive signage was £43,000. This cost includes the removal of the 'B festive' signs and the installation of the new Happy Christmas & Nollaig Shona signs on the east wing of City Hall.</p>
3.2	<p><u>Asset and Other Implications</u> If Members agree the transfer of responsibility would go to Properties and Projects Department. This would not take place until the new financial period of 2013/14 year.</p>

4	Equality and Good Relations Considerations
4.1	<p>As with all major civic events, public 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.</p>

5	Recommendations
5.1	<p>Members are asked to give guidance in regard to:</p> <ul style="list-style-type: none"> - City Hall festive lighting for the Christmas period in 2012 inclusive of Belfast Chamber of Trade and Commerce's request to reinstate the 'B Festive' sign on City Hall

	<ul style="list-style-type: none"> - Approve that a review of the internal delivery process on the installation, maintenance and storage of the festive lighting. The suggestion to Members would be that this process would be moved to Properties and Projects Department, with reporting being moved to Strategic Policy and Resources Committee, alongside the finances for this matter for the period 2013/14 onwards.
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6	Decision Tracking
<p>If approved Officers will monitor and evaluate the outcomes of the project and provide post-project details as part of the 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 2013 Reporting Officer: Gerry Copeland</p>	

7	Documents Attached
<p>Appendix 1 – Images of 2011 Christmas festive lighting at City Hall</p>	