30 September, 2016

Chairman: Councillor T Morrow
Vice-Chairman: Councillor A Givan
Aldermen: M Henderson MBE, W A Leathem, S P Porter and J Tinsley

Ex Officio: The Right Worshipful the Mayor, Councillor R B Bloomfield MBE
Deputy Mayor, Alderman S Martin

The Monthly Meeting of the Leisure & Community Development Committee will be held in the Cherry Room, Island Civic Centre, The Island, Lisburn, on Tuesday, 4 October 2016, at 5.30 pm, for the transaction of business on the undernoted agenda.

Hot food will be available from 5.00 pm in Lighters Restaurant.

You are requested to attend.

DR THERESA DONALDSON
Chief Executive
Lisburn & Castlereagh City Council
AGENDA

1 Apologies
2 Declarations of Interest
3 Minutes - Meeting of the Committee held on 6 September 2016 (Copy attached)
4 Report from Director of Leisure & Community Services
   4.1 Department for Communities Consultation on Strategic Support for the Voluntary & Community Sector
   4.2 Department for Communities: Community Support Programme 2016-17, Letter of Variance - Welfare Reform Advice Monies For; Welfare Reform Readiness; and Welfare Reform Training
   4.3 Ballyoran Letting Units
   4.4 Correspondence from the Quaker Service
   4.5 Hillsborough Village Centre
   4.6 Housing Liaison Forum: Nominations
   4.7 Community Christmas Trees & “Switch On” Ceremonies 2016
   4.8 Departmental Rolling Absenteeism Report
   4.9 Departmental Budget Report
   4.10 Report from Mr Ross Gillanders, Head of Service (Parks & Amenities)
      4.10.1 Request for Presentation from the Dundrod and District Motorcycle Club
      4.10.2 Drumbo – Proposed development of a “Men’s Shed”
      4.10.3 Tonagh – Potential Play Area
      4.10.4 Wallace Park Tennis Facility - Expansion
      4.10.5 Comber Greenway/Billy Neill Soccer Centre of Excellence
      4.10.6 Sustrans – Cycle Highways Innovation for Smarter People Transport and Spatial Planning (CHIPS)/Moat Park
      4.10.7 West Lisburn Youth Resource Centre
   4.11 Report from Mr Brendan Courtney, Head of Service (Sports Services)
      4.11.1 Report – Coca Cola Lisburn Half Marathon 10K & Fun Run
      4.11.2 Lagan Valley Leisureplex Legends of Sport – Correspondence from Netball NI
      4.11.3 World Water Park Magazine Article – Lagan Valley LeisurePlex
      4.11.4 Retail Sales Lagan Valley Leisureplex
      4.11.5 Sports Services Financial Performance 2016/2017
      4.11.6 Celebrating International Day for Older Persons
      4.11.7 South Eastern Health & Social Care Trust: Agreement Regarding Lease of Pool Hoist
5 Confidential Report by the Director of Leisure & Community Services
   5.1 Promotions Officer Evaluation
      (confidential due to containing information which is likely to reveal the identity of an individual)
   Members are requested to access the confidential report on Sharepoint under the Confidential Folder – Leisure & Community Development
6. Any other Business
To: Members of Lisburn & Castlereagh City Council
Minutes of the Meeting of the Leisure and Community Development Committee held in the Island Civic Centre, The Island, Lisburn, on Tuesday, 6 September, 2016 at 5:33 pm

PRESENT:

Councillor T Morrow (Chairman)

Councillor A Givan (Vice-Chairman)

The Right Worshipful the Mayor

Councillor R B Bloomfield MBE

Deputy Mayor

Alderman S Martin

Aldermen S P Porter and J Tinsley

Councillors N Anderson, R T Beckett, J Gray MBE, V Kamble, H Legge, A McIntyre, N Trimble and R Walker

OTHER MEMBERS:

Councillor B Hanvey

IN ATTENDANCE:

Director of Leisure & Community Services

Head of Service (Parks & Amenities)

Head of Service (Sports Services)

Curator of Irish Linen Centre & Lisburn Museum

Member Services Officer

Commencement of the Meeting

At the commencement of the meeting, the Chairman, Councillor T Morrow, welcomed those present, especially anyone who was not a Member of the Leisure and Community Development Committee.

1. Apologies

Councillor A McIntyre arrived to the meeting during consideration of this item of business (5.34 pm).

It was agreed to accept apologies for non-attendance at the meeting on behalf of Aldermen M Henderson MBE and W A Leathem and Councillor S Scott.

At this point, the Chairman, Councillor T Morrow, referred to the recent sudden death of Member Services Officer, Ms Marita Jaschob, and as a mark of respect Members stood to observe a minute’s silence. It was agreed that a letter be sent to Ms Jaschob’s family expressing the Committee’s sincere condolences at this sad time. The Right Worshipful the Mayor, Councillor B Bloomfield, made Members aware of the forthcoming funeral arrangements.
2. **Declarations of Interest**

The following declarations of interest were made at this point in the meeting:

- In light of the fact that part of the land for the proposed wider remaining development was leased by him from the Council, the Chairman, Councillor T Morrow, declared an interest in item 5.3 “Billy Neill Soccer Centre of Excellence – Path Contract”;
- In light of their membership of the Board of Libraries NI, the Deputy Mayor, Alderman S Martin, and Councillor J Gray, declared an interest in item 4.1 “Carryduff: Provision of Community Facilities”; and
- In light of her membership of the Board of the Lagan Valley Regional Park, Councillor V Kamble declared an interest in item 4.13.7 “Lagan Valley Regional Park – ‘Investing in Volunteers’ Award” and item 4.13.12 “Minutes of the Lagan Valley Regional Park Board”.

During the meeting, Councillor V Kamble declared an interest in item 5.5 “Social Partners Recommended for Peace IV Partnership”, due to her membership of the Intercultural Friendship Group.

3. **Minutes**

It was proposed by Alderman S P Porter, seconded by Councillor N Anderson and agreed that the minutes of the meeting held on 7 June, 2016, as adopted by Council at its meeting held on 28 June, 2016, be confirmed and signed.

It was proposed by Councillor J Gray, seconded by Councillor H Legge and agreed that the minutes of the special meeting held on 5 July, 2016, as adopted by Council at its meeting held on 26 July, 2016, be confirmed and signed.

4. **Report from Director of Leisure & Community Services**

It was agreed that the report and recommendations of the Director of Leisure & Community Services be adopted, subject to any decisions recorded below.

**Items for Decision**

4.1 **Carryduff: Provision of Community Facilities**

Members were reminded that the former Castlereagh Borough Council had been pursuing the development of community facilities in Carryduff and that, arising from discussions, Lisburn & Castlereagh City Council had secured a contribution of £80k from Choice Housing Association towards the cost of developing a community facility in the area. Members having been provided with a copy of a report setting out a number of recommendations in regard to taking the project forward, and a number of Members’ queries having been addressed by the Director, it was agreed to recommend that:
4.1 Carryduff: Provision of Community Facilities (Contd)

(i) Council Officers provide technical assistance to Killynure Community Association, including in submission of any statutory approvals, in taking forward the group’s efforts to provide temporary community facilities on land to possibly be leased from Libraries NI;

(ii) consultants be appointed to undertake:

(a) a formal needs analysis in regard to the provision of community facilities in the area;

(b) an analysis of site options for the provision of community facilities in the Carryduff area to take account of possible partnership opportunities involving other statutory agencies and an analysis of possible community benefit opportunities; and

(c) preparation of a financial appraisal and business case in support of such a development, to include analysis of funding opportunities and management options for the facility. The Director advised that the management options would address concerns raised by the Chairman regarding the need to ensure everyone got a chance to use the community facilities and that they would not become a single identity location;

(iii) establishment of a Project Advisory Group, to include representatives of statutory organisations, community organisations and Council representatives. A paper in relation to the Terms of Reference and detailed membership of the group would be tabled for consideration at the next meeting of the Leisure and Community Development Committee.

Councillor V Kamble requested that the minutes record her support of the above proposal and a number of other Members joined her in expressing such support.

The Chairman, Councillor T Morrow, congratulated Members, from all political parties, who represented the Carryduff area for having worked together to bring about this successful outcome in relation to the provision of community facilities in that area.

4.2 Moneyreagh Community Centre

The Director advised that, at the request of TransportNI, a negative condition had been placed on a planning approval relating to a housing development adjacent to the Community Centre in Moneyreagh. To fulfil this condition, the developer had approached the Council and requested permission to provide a pedestrian access route from the development lands through the grounds of the Community Centre to Church Road.

Members were provided with a copy of draft considerations, which had been discussed between the developer and the Council, setting out a range of works to provide community benefit which it was proposed the developer would carry out at his expense and to Council specification, in return for the Council acceding to the installation of the access gate and route, in fulfilment of the planning condition. It was agreed to recommend that (a) the draft considerations be approved in principle, subject to being agreed through the Council’s legal advisors; and (b) the draft considerations being written into a Memorandum of Understanding between the Council and the developer.
4.2 **Moneyreagh Community Centre (Contd)**

Alderman J Tinsley commended the Director and other Officers involved in working with the developer to secure the above community benefit for the entire community. Councillor B Hanvey reiterated Alderman Tinsley’s comments and paid particular tribute to the developer for the contribution he was making to the community.

4.3 **Former Derriaghy Primary School: Proposed Community Use**

Members were provided with a summary of the background to the Council’s efforts to obtain title to part of the former Derriaghy Primary School from the Education Authority to provide community facilities for residents in the Derriaghy area. The Director advised the Committee that he had met with the Education Authority’s Director of Operations & Estates on 24 August, 2016, following which it had been agreed to postpone progress with the disposal of the site to allow time to consider a proposal from the Council.

Members were provided with a copy of a report setting out a possible way forward with the Education Authority in terms of delivering community facilities in Derriaghy in the context of the new community planning framework. It was agreed to recommend that:

(a) the Education Authority and the Council enter into a partnership, by way of a Development Agreement, relating to all of the lands comprising the former Derriaghy Primary School;

(b) under the Development Agreement referred to above:

(i) the Council undertake to act as lead partner in procuring a consultant to draw up a development brief for the lands in question, to be agreed between the parties;

(ii) the brief include the development of the majority of the site for social housing and, through the value obtained from this use, ensure delivery of community benefit on part of the site through the provision of community facilities, to include a community centre of agreed size and specification;

(iii) the Council lead in taking the development opportunity to market;

(iv) through a Section 76 Planning Agreement, the Council seek delivery of community benefit, to include developer contribution, to the costs of all/part of the community facilities;

(v) the Education Authority retain the value realised from the sale of the lands; and

(vi) the Education Authority/Developer agree the transfer of the lands encompassing the community facilities to the Council under a long lease or at agreed freehold value.

It was anticipated that the above Development Agreement would meet the community development needs of both organisations and demonstrate evidence of an innovative positive engagement between the organisations in a community planning context.
4.3 Former Derriaghy Primary School: Proposed Community Use (Contd)

It was noted that the next steps would be:

1. to get confirmation from both parties to, in principle, take forward the proposal;
2. get agreement between the parties on an Action Plan, including outline timescale; and
3. preparation of a draft Development Agreement between the Council and the Education Authority, including legal input.

Items for Noting

4.4 2017 Mayor’s Awards for Volunteering

Members were aware that the above event had been run in both the former Councils for a number of years. In an effort to freshen and develop the event, discussions had taken place with the Mayor on how this might be achieved. Arising from the discussions, a report had been prepared setting out the revised arrangements to apply in 2017. Members were provided with, and noted the contents of, a copy of the aforesaid report.

4.5 Departmental Rolling Absenteeism Report

Members were provided with, and noted the contents of, a copy of a report providing rolling year absence figures for the period 1 April, 2015 – 31 March, 2016 to 1 July, 2015 to 30 June, 2016. Members further noted that a detailed report on the matter of managing absenteeism would be brought to the Corporate Services Committee meeting later in the month.

4.6 Departmental Budget Report

Members were provided with, and noted the contents of, a copy of the budget report for the period 1 April, 2016 – 31 March, 2017, as at July 2016.

4.7 ‘The Somme, Our Story’ Exhibition: Proposed Opening and Possible Publication

Members were advised that the above exhibition had opened on 1 July, 2016 and so extended the Decade of Centenaries (1912-22) exhibition work to the end of the Great War in 1918. The exhibition had been popular during the two summer months, with schools and other group visits yet to commence in the autumn. The exhibition did not have a formal opening but, given the significance of the centenary of 1916, Members noted that it was proposed that an evening event be held to mark the exhibition and provide an opportunity for Members to engage with the many local people who had contributed to making the collection over the years or, more recently, those who had lent artefacts and/or shared information about the subject. It was anticipated that this event would be held in mid-November, near Remembrance Day and the anniversary of the conclusion of the Battle of the Somme, on a date to be agreed with the Chairman and reported to the next meeting of the Committee.
4.7 ‘The Somme, Our Story’ Exhibition: Proposed Opening and Possible Publication (Contd)

It was further noted that the depth of original research undertaken to date for the exhibition and the extent of illustrative material had encouraged ongoing thought to be given to a publication on the local story of the 1912-22 period. This would provide a record of the work undertaken and be publically available long after the exhibition was demounted; however, this was a big staff time commitment and going ahead with it should be weighed in relation to other exhibition commitments. A further report on the development of this proposal would be brought to a future meeting of the Committee.

The Right Worshipful the Mayor, Councillor B Bloomfield, commended the Curator of the Irish Linen Centre & Lisburn Museum for the work he had put into producing the Somme exhibition which, he stated, was excellent and which he encouraged Members to visit if they had not already done so.

At this point, Councillor N Anderson referred to the 500th anniversary in 2017 of the Reformation and, given its historical significance, asked if a report could be brought to a future meeting of the Committee in relation to how this could be commemorated. The Curator agreed to provide such a report.

4.8 Museum Autumn Talks Programme 2016

Members noted that, for a third year, a Museum Autumn Talks Programme relating to the Decade of Centenaries had been prepared and had been published in a brochure, copy of which was available for those present at the meeting.

4.9 Donation of a Portrait of William Todd Jones (1757-1818)

The Director reported receipt of a recent donation to the Museum of a late 18th century oil portrait of William Todd Jones (1757-1818) by an artist yet to be identified. The Director’s report set out details provided by the Curator relating to William Todd Jones, as well as the Spence family who had gifted the portrait to the Museum. The significance of the portrait rested in it being the only extant image of a Lisburn Member of Parliament and political thinker who deserved to be better known about and understood. It was noted that the portrait and frame were in need of significant conservation and a grant had been applied for from the Northern Ireland Museums Council to assist with this.

4.10 UK Government Vulnerable Persons Relocation Programme – Update

The Director provided a verbal update in relation to the above, during which it was noted that:

- to date, two families had been relocated in the Lisburn & Castlereagh area under the above Programme; and
- training had previously been provided to Members and staff in respect of the Vulnerable Persons Relocation Programme and this would be repeated in the future.
4.10  UK Government Vulnerable Persons Relocation Programme – Update (Contd)

The Right Worshipful the Mayor, Councillor B Bloomfield, explained that Lisburn & Castlereagh City Council had been invited to be the lead Council in welcoming the most recent group of Syrian refugees. Councillor Bloomfield updated the Committee in relation to the meetings that had taken place with the group and paid tribute to the Director and his Officers for having organised these. The Chairman, Councillor T Morrow, and Alderman J Tinsley concurred with the Mayor in thanking the Director and others involved.

4.11  Peace IV

4.11.1  Update

The Director set out in his report, an update in respect of Peace IV submission arrangements and financial issues. Members were provided with, and noted the contents of, a copy of the key actions currently anticipated within the draft Local Peace Plan, together with indicative possible budgets. It was further noted that the Plan, actions and budgets would require to be agreed by the Local Partnership.

4.11.2  Partnership Nominations

Following the Council meeting held on 23 August, 2016, the Chief Executive had provided Party Group Leaders with the allocation of positions based on the application of D’Hondt to the 10 places on the Local Peace Partnership. Arising from this, it was noted that the following nominations had been received from Party Group Leaders:

Alderman G Rice MBE
Alderman S Martin
Councillor A Redpath
Councillor H Legge
Councillor R Walker
Councillor U Mackin
Councillor L Poots
Councillor S Scott
Councillor D J Craig
Councillor B Mallon

4.12  Community Planning: Report on Social Wellbeing Thematic Working Group

Members were provided with, and noted the contents of, a summary of the key issues arising from meetings of the Social Wellbeing Thematic Working Group, one of three associated with the Community Planning Partnership, that had taken place on 29 July and 3 August, 2016.
4.13 Report from Mr Ross Gillanders, Head of Service (Parks & Amenities)

It was agreed that the report and recommendations of the Head of Service (Parks & Amenities) be adopted, subject to any decisions recorded below:

**Items for Decision**

4.13.1  **Peace Cup 2016 – Warrington Trip**

Members were advised that Alderman S P Porter, Councillor R Walker and the Head of Service (Parks & Amenities) had travelled to Warrington from 29 – 31 July, 2016 for the annual Peace Cup between Warrington Town and Crewe United, with the final score of 2-0 to Warrington having seen a reversal of the previous year’s fortunes.

The Head of Service pointed out, however, that the relationship with Warrington was more than football and remembered the tragedy of 20 March, 1993 when two IRA bombs had exploded in a crowded shopping area. Local Lisburn football club, Crewe United, had been the first group to convey sympathy and support to the people of Warrington and, since then, a connection had developed, and been maintained, by both Crewe United and the former Lisburn City Council with Warrington Town Council and its local residents. A delegation from the former Lisburn City Council had been invited to attend a 20th anniversary commemoration event in 2013 and a formal Friendship Agreement had been signed at that time between the two councils. With the 25th anniversary of the Warrington atrocity approaching in 2018, the Head of Service recommended that Members may wish to consider marking this anniversary in some way and also to consider the future direction of the Council’s engagement with Warrington.

Following discussion around the forthcoming 25th anniversary of the atrocity, it was proposed by Alderman S P Porter, seconded by Councillor R T Beckett, and agreed to recommend that the Council recognise the actions taken by Crewe United in 1993 in reaching out to the people of Warrington, by providing a piece of artwork at the football grounds or in another appropriate location. Alderman Porter pointed out that the Chief Executive was in discussions with the Chief Executive of Warrington Town Council with a view to expanding the relationship to include local businesses and possible other areas of mutual interest.

4.13.2  **Playboard NI Review of Future Fixed Play Need in the Carryduff Area**

At the March meeting of the Leisure and Community Development Committee, it had been agreed that Officers review the provision of play parks to take into consideration demographic need, specifically in the Carryduff corridor. Playboard NI, who had completed the initial playability audit, subsequently conducted a review of projected residential planning within the Carryduff area and had provided proposals for meeting future fixed play need. Members having been provided with a copy of the aforesaid review, it was proposed by Councillor N Anderson, seconded by Councillor R Walker and agreed to recommend that the proposals by Playboard NI be accepted.
4.13.2 Playboard NI Review of Future Fixed Play Need in the Carryduff Area

During discussion, Councillor B Hanvey stressed the need to ensure, where large developments were taking place, the Council worked strategically and cross-departmentally to ensure that applications included provision of open spaces, play areas, etc. Councillor Hanvey having referred specifically to a current planning application, Councillor N Anderson, as a member of the Planning Committee, made it clear that he had not yet made his mind up in relation to that application.

4.13.3 Play Area Refurbishment Capital Programme

Following completion of the Playability Audit of all Council play areas, the Committee, at its meeting held on 1 March, 2016, had selected three for refurbishment. It was planned that the three play areas at Ballyoran, Kilmakee and Hill Street would be replaced with new play equipment. A public consultation for each play area had been held in June 2016 and final designs were currently being prepared with the expectation that tenders would be invited in October 2016 for approval at the November Committee meeting.

Members were reminded that the tender for the replacement of Barbour play area had been awarded, work on which had commenced on site on 15 August, 2016.

Of the 47 play areas in the Council’s ownership, 32 (including the 4 mentioned above) had been refurbished or replaced with new play equipment within the last 6 years and would not require any major works at this time. The replacement/refurbishment of six of the remaining play areas would be subject to, and influenced by, other potential projects and would be addressed when those projects were progressed. The play areas in this category were Duncan’s Park, Dungoyne, Coronation Gardens, Riverbank, Maghaberry Village Green and Nettlehill.

That left nine play parks for consideration for refurbishment in the 2017/18 financial year. The Head of Service would ordinarily have recommended that capital provision was made in the estimates for the following play areas to be progressed through the public consultation and design proposal stages for replacement in 2017/18: Colby, Queen Elizabeth II Ballymacoss, Edgar Avenue and Hillhall. All 4 of these play areas currently had equipment at least 10 years old and were in need of replacement and, in addition, significant improvements could be made to the local environment at each play area.

However, in the Playboard NI report referred to in item 4.13.2, the author “felt that it would be premature at this stage to progress the upgrading of Edgar Avenue pending final clarification of the housing style and number of dwelling units to be constructed”. In order to continue to address the shortfall in play parks in the Carryduff corridor, the Head of Service suggested that the Committee consider a play park at Hydebank Playing Fields as an alternative. This was included in the master plan for that site. Edgar Avenue play park refurbishment would then be pushed back until development intention was clearer.
4.13.3 Play Area Refurbishment Capital Programme (Contd)

The remaining five play areas would be considered for replacement in 2018/19. These were at Moat Park, Lambeg, Grove, Drumlough and Lyngrove Hill.

It was proposed by Councillor N Anderson, seconded by Councillor R Walker and agreed to recommend that the play park priorities for 2017/18 would be Colby play area, Queen Elizabeth II Ballymacoss play area, Hillhall play area and Hydebank Playing Fields, with planning permission being progressed and capital provision being made in the 2017/18 estimates accordingly.

At the request of Alderman S P Porter, it was agreed to recommend that the Head of Service prepare a report for consideration at a future meeting of the Committee in respect of the provision of play parks in areas where there were currently none, eg. Tonagh Estate.

4.13.4 Site Master Plans

Pictorial overviews of proposed master plans for the development/improvement of both Moat Park and Hydebank Playing Fields were displayed at the meeting, with the aim of agreeing an approved way forward that could be shared with other Council Departments so that common goals could be achieved and “stovepipe” projects prevented. Once approved, Officers would progress delivery of the projects on a phased basis, as and when funding became available, either through the estimates process or externally sourced, and when necessary, progress planning permissions so as to be ‘spade ready’.

The Head of Service having set out in his report, details of both master plans, it was proposed by Councillor N Anderson, seconded by Councillor R Walker and agreed to recommend approval of the master plans for Moat Park and Hydebank facilities in order to enable Officers to progress a phased delivery as funding became available and to progress planning permissions, as required.

Members thanked the Head of Service for his hard work in relation to the master plans.

4.13.5 Billy Neill Soccer Centre of Excellence – Path Contract

It was noted that this matter would be dealt with later in the meeting under Confidential Business.

4.13.6 Castlereagh Safe & Well Project

4.13.6.1 C-SAW Project Update

Members noted from the Head of Service’s report, an update in respect of the C-SAW project’s ‘Summer Walks’ and ‘Bike Programme‘. The Head of Service advised that C-SAW funding from the Big Lottery would cease on 31 December, 2016 and that, after seven years of providing activities and training for the local community, two celebration events were planned to mark the work that had been done by the C-SAW project and to thank its participants. The events were:
4.13.6.1  C-SAW Project Update  (Contd)

- Senior Celebration Event on 15 September at 2.15 pm in Lough Moss Leisure Centre – afternoon tea followed by a dance and entertainment for over 60s. It had been hoped that the Minister for Communities would be in attendance; however, Members were advised that the Minister was not available; and,
- 0-5 Years Family Fun Day on 24 September from 2-4.30 pm at Lough Moss Leisure Centre – family event with lots of activities for children under 5 years of age.

All Members were encouraged to attend both celebration events.

Councillor A McIntyre left the meeting at this point (6.45 pm).

4.13.6.2  C-SAW Project Business Case

Councillor A McIntyre returned to the meeting during consideration of this item of business (6.52 pm).

The Committee was reminded that, at its meeting held on 2 February, 2016, it had agreed that, in light of the Big Lottery funding for the C-SAW project being due to end on 31 December, 2016:

- the C-SAW Programme would be retained as a legacy project funded by the Council once the Big Lottery funding ceased;
- there would be concessions in respect of use of leisure and community facilities from April 2017 onwards; and
- a member of staff would be retained on a fixed-term contract, subject to continued provision in future estimates.

Members were provided with a detailed business case in regard to the project. Having reviewed the business case and critically evaluated the programmes which would bring most benefit to the Lisburn and Castlereagh area, the Head of Service advised that the project required a skeleton staff of 1.5 FTE staff and an annual operating budget of £20k or £66,668 per annum in total to operate beyond 31 December, 2016.

The original Big Lottery grant of £1m had brought benefit to over 7,000 participants, which equated to £142 per person. With an average reach of 1,000 participants per annum, the legacy C-SAW project would cost approximately £66 per person. This small investment in the most vulnerable of our society was supported by the Social Return in Investment report (copy of which Members were provided with), which demonstrated that for every £1 invested in C-SAW, £10 was generated in social value.

The residents of the Council who benefited from the project needed certainty of tenure as so many relied upon this project as their one lifeline into the community. It would be timely to give them advance notice of how the project would move forward and certainty of longevity would be welcomed by all groups involved. The Head of Service recommended that the C-SAW project be subsumed wholly into the Leisure & Community Services structure as a
permanent feature and not retained on a year-to-year basis subject to estimates funding. The project directly delivered against the Department’s Performance Targets and Theme 4 Health & Wellbeing of the Corporate Strategy and Community Plan. Council Officers would continue to source funding from wherever possible to lessen the annual burden on the estimates.

It was proposed by Councillor N Anderson, seconded by Councillor R Walker and agreed to recommend approval of the business case for the legacy C-SAW project to be subsumed wholly into the Leisure & Community Services structure as a permanent feature, staffed by 1.5 FTE staff, with an annual operating budget of approximately £20k per annum.

A number of Members paid tribute to the C-SAW project and the benefits it had brought to the local community.

**Items for Noting**

4.13.7 **Lagan Valley Regional Park – ‘Investing in Volunteers’ Award**

Members noted that the Lagan Valley Regional Park had been accredited with the ‘Investing in Volunteers’ award, details of which were set out in the Head of Service’s report.

4.13.8 **Colby Park Play Area**

Sometime over the period 12-13 July, 2016, a piece of play equipment had been burnt out in Colby play park and Members were provided with a photograph of this vandalism. The PSNI had been notified and the debris removed from the site. This followed a period which saw several arson attacks on a local Presbyterian Church, although the PSNI considered that these were unrelated.

It was noted that, on 18 August, 2016, Officers had met with local Councillors, representatives from the PSNI, Policing and Community Safety Partnership, Environmental Health Officers and Community Services staff to address ongoing antisocial behaviour in this area and agree measures to curb any repetition.

4.13.9 **2016 Ulster Grand Prix Bike Week – Update**

Members noted from the Head of Service’s report, an update in respect of the 2016 Ulster Grand Prix Bike Week.

The Chairman, Councillor T Morrow, commended the Head of Service and all other staff involved in the organisation of the Ulster Grand Prix.

4.13.10 **Capital Project Update**

Members noted from the Head of Service’s report, an update in respect of current capital projects.
4.13.11 Halloween and Fireworks Event  
Friday, 28 October, 2016 – Wallace Park, Lisburn

Members noted from the Head of Service’s report, details of the annual Halloween and Fireworks event, the theme of which was ‘Twilight Nights by Fairy Light’.

4.13.12 Minutes of the Lagan Valley Regional Park Board

Members were provided with, and noted the contents of, a copy of the minutes of the meeting of the Lagan Valley Regional Park Board held on 24 March, 2016.

4.13.13 Minutes of the Belfast Hills Partnership Trust

Members were provided with, and noted the contents of, a copy of the minutes of the 88th meeting of the Belfast Hills Partnership Trust held on 7 April, 2016.

4.13.14 Minutes of the Lough Neagh Partnership

Members were provided with, and noted the contents of, a copy of the minutes of the meeting of the Lough Neagh Partnership held on 18 May, 2016.

4.13.15 Feedback on Park Life Programmes Run at Wallace Park and Moat Park

The Head of Service set out in his report, details of the Park Life programme that had been run at Wallace Park and Moat Park. Members were provided with a copy of photographs and feedback from events in both parks.

It was agreed to recommend that, following the success of the Park Life summer programme of events, approval be given to host and develop Park Life events in Wallace Park and Moat Park in the summer of 2017, with financial provision made in the estimates accordingly.

4.14 Report from Mr Brendan Courtney, Head of Service (Sports Services)

It was agreed that the report and recommendations of the Head of Service (Sports Services) be adopted, subject to any decisions recorded below:

Items for Decision


Members were provided with details of the New Zealand Masters Games to take place in Whanganui in February 2017, including information about the games and the sports that would take place. Given the challenges in travelling to Whanganui, both in terms of cost and time, and the potential complexity of selecting individuals, it was proposed by Councillor J Gray, seconded by Councillor A McIntyre and agreed to recommend that this matter be noted.
4.14.2 Lagan Valley LeisurePlex – Increase in Costs of Online Bookings

The Head of Service set out in his report, details of the new online booking system that had been developed with the Leisure Management software providers and which had resulted in 37,000 online bookings having been made in the last 4 months, generating £190,000 in income. The cost to the Council of providing this service was, however, considerably more expensive than first envisaged and the present online booking fee of £1 per booking was inadequate in terms of the administrative costs to the Council.

It was proposed by Councillor J Gray, seconded by Councillor A McIntyre and agreed to recommend that approval be given to increasing each online transaction at Lagan Valley LeisurePlex to £2, it being noted that this would not increase overall income but cover the cost of the administration charges. The Head of Service pointed out that in excess of 90% of online bookings were for more than one person, so the maximum any customer would pay for a booking would be £2, irrespective of how many friends or family they wished to bring.

4.14.3 South Eastern Health & Social Care Trust – Request to Use Overflow Carpark at Lagan Valley LeisurePlex

Members were reminded that approval had been given previously to the South Eastern Health & Social Care Trust to access 100 car parking spaces in the overflow car park at Lagan Valley LeisurePlex. These spaces would be utilised by the Trust to facilitate parking by staff displaced during a capital build project on the Lagan Valley Hospital site.

Initial approval had been granted by the Council, pending legal advice, for a period from November 2015 to January 2018. However, progress on behalf of the Trust had been challenging and it was now indicating a project timeline of December 2016 to December 2020. Given that satisfactory legal assurances be provided and that this matter be progressed alongside the purchase of health-related physical activity equipment, the Head of Service recommended that the new timescales for access by the Trust to the overflow carpark at Lagan Valley LeisurePlex be approved.

It was proposed by Councillor J Gray, seconded by Councillor A McIntyre and agreed to recommend that the South Eastern Health & Social Care Trust be granted access to 100 car parking spaces in the overflow carpark at Lagan Valley LeisurePlex from November 2016 to December 2020, with such approval being based on the appropriate legal and insurances policies being in place and with maintenance issues arising out of Trust use of the car park remaining the responsibility of the Trust.

Items for Noting

4.14.4 Closure Leisure Pool – Lagan Valley LeisurePlex

Members noted details of a planned closure of the leisure pool in the Lagan Valley LeisurePlex from 5-27 December, 2016 to facilitate planned maintenance
4.14.4 Closure Leisure Pool – Lagan Valley LeisurePlex (Contd)

work. The closure had been programmed to take place to ensure minimal disruption to customers and the potential negative impact on income.

4.14.5 Irish National Short Course Swimming Championships

It was noted that the Lagan Valley LeisurePlex had once again been selected to host the Irish National Short Course Swimming Championships from 2-4 December, 2016.

5. Confidential Business

It was agreed that the report and recommendations of the Director of Leisure & Community Services be adopted, subject to any decisions recorded below.

The matters contained in the confidential report would be dealt with “In Committee” due to containing information relating to the financial or business affairs of any particular person (including the Council holding that information).

“In Committee”

It was proposed by Councillor N Anderson, seconded by Councillor H Legge and agreed that the following matters be considered “in committee”, in the absence of members of the press and public being present.

5.1 Dundonald International Ice Bowl – Belfast Giants Sponsorship Agreement

Members were provided with, and noted the contents of, a copy of the Sponsorship Agreement between Dundonald International Ice Bowl and the Belfast Giants for the 2016/17 season. This new agreement mirrored previous agreements and represented value for money for Lisburn & Castlereagh City Council.

5.2 Castlereagh Hills Golf Course – Catering Contract

Members noted from the Director’s report, details of progress in relation to the appointment of a new catering contractor at Castlereagh Hills Golf Course.

5.3 Billy Neill Soccer Centre of Excellence – Path Contract

Given that he had earlier declared an interest in this item of business, the Chairman, Councillor T Morrow, left the meeting at this point (7.07 pm) and the Vice-Chairman, Councillor A Givan, took the chair.

Members present at the meeting were provided with a copy of a tender report for access paths at Billy Neill Soccer Centre of Excellence. It was agreed to accept the recommendation of the report on access paths at Billy Neill Soccer Centre of Excellence.
The Chairman, Councillor T Morrow, returned to the meeting at this point (7.09 pm) and conducted the remainder of the business on the agenda.

**Verbal Matters**

5.4 **Autism NI Swimming Sessions**

The Head of Service (Sports Services) provided a verbal update in respect of Autism NI swimming sessions that had commenced at Lagan Valley LeisurePlex. An evaluation of the sessions was currently being considered and a report would be presented to the Committee at its next meeting. Alderman S P Porter thanked the Chairman, Councillor T Morrow, and all Officers involved in the provision of these swimming sessions.

5.5 **Social Partners Recommended for Peace IV Partnership**

Further to his report at the Council meeting on 23 August, 2016 that there was scope for additional social partners from the Council area on the Peace IV Partnership, the Director reported, and it was agreed, that Mr John Howcroft (Ballybeen Improvement Group) and Ms Dure Najaf (Intercultural Friendship Group) would be joining the Partnership.

**Resumption of Normal Business**

It was proposed by Councillor N Anderson, seconded by Councillor A McIntyre and agreed to come out of committee and normal business was resumed.

6. **Any Other Business**

6.1 **Installation of Wi-Fi at Dundonald International Ice Bowl and Lough Moss Leisure Centre**

Councillor B Hanvey

Councillor B Hanvey having requested an update report in respect of the installation of Wi-Fi at Dundonald International Ice Bowl and Lough Moss Leisure Centre, the Head of Service (Sports Services) advised that this matter was being progressed by the IT Unit. He undertook to obtain an update from the IT Unit and provide this directly to Councillor Hanvey.

6.2 **Alternative Accommodation for Scout Group from Saintfield Road Presbyterian Church**

Councillor N Anderson

Councillor N Anderson referred to the need for alternative accommodation for the scout group at Saintfield Road Presbyterian Church following the recent arson attack at the Church. The Chairman, Councillor T Morrow, asked that Councillor Anderson speak directly to Council Officers regarding this matter.
There being no further business, the meeting was terminated at 7.16 pm.

________________________________________
Mayor/Chairman
PURPOSE AND BACKGROUND

The purpose of this report is to set out for Members’ consideration a number of recommendations specifically relating to the operation of the Council.

The following decisions are required:

- To request delegated authority from Council for the Leisure & Community Development Committee to agree a response on behalf of the Council to the Department for Communities Consultation on Strategic Support for the Voluntary & Community Sector
- To note the receipt of correspondence from the Department for Communities in regard to Welfare Reform, and to accept a Letter of Variance in regard to additional funding from the Department to support Welfare Reform Readiness and Welfare Reform Training.
- To consider a report on an application to lease a Letting Unit at Ballyoran Community Centre
- To consider correspondence from the Quaker Service requesting the provision of complimentary tickets for the organisation’s volunteers
- To nominate 7 Elected Members to the Housing Liaison Forum

The following items are for noting:

- The grant awards and arrangements for Community Christmas Tree “Switch On” events in 2016
- The monthly Rolling Report on Departmental Absenteeism
- The monthly Departmental Budget Report

The following items are for consideration:

- It is recommended Members consider the report from the Head of Service [Parks & Amenities]
- It is recommended Members consider the report from the Head of Service [Sports Services]
ITEMS FOR CONSIDERATION

1. DEPARTMENT FOR COMMUNITIES: CONSULTATION ON STRATEGIC SUPPORT TO THE VOLUNTARY & COMMUNITY SECTOR

Members are advised that the Department for Communities opened a consultation in September in regard to the above. A copy of the consultation paper is attached at Appendix 1 for the consideration of Members. Responses are required by 2 November 2016.

Officers on behalf of Council are currently preparing a draft response for the consideration of Members. However to facilitate the return of the Council submission by the closing date Members are asked to consider seeking delegated authority from Council for the submission to be finalised at the meeting of the Leisure & Community Development Committee to be held on 1 November 2016.

Recommendation

It is recommended Members seek delegated authority from Council to allow the Leisure & Community Development Committee to finalise the Council response to the above consultation to allow submission by 2nd November 2016.

2. DEPARTMENT FOR COMMUNITIES: COMMUNITY SUPPORT PROGRAMME 2016-17. LETTER OF VARIANCE – WELFARE REFORM ADVICE MONIES FOR ; WELFARE REFORM READINESS, AND WELFARE REFORM TRAINING

Attached at Appendix 2 is a copy of correspondence from the Voluntary & Community Division within the Department for Communities [DfC], advising the Council that the Department has secured an additional £812k for the District Council Community Support Programme in 2016-17 to be utilised across the 11 Council areas. The correspondence confirms the money is to be spent on a “Welfare Reform Readiness Programme”, and a “Welfare Reform Training Programme,” the scope of which are set out in the Annexes to the letter.

Attached at Appendix 3 is a related Letter of Variance, similarly dated, from the Voluntary & Community Division within DfC advising on the allocation from the above total amount to the Lisburn & Castlereagh Council area for the purposes outlined in the first letter. Members will note this amounts to an additional sum of £34,779.

Members will be aware that front line advice services in the Council area are currently provided through Lisburn Citizens Advice Bureau. [Lisburn CAB]
Recommendation

As the additional monies require to be spent by 31 March 2017 the following is recommended.

a) Members note receipt of the letter from the Department attached at Appendix 1.
b) Members accept the Letter of Variance from the Department attached at Appendix 2
c) Members agree to Officers notifying Lisburn Citizens Advice Bureau of the additional funding being made available in relation to Welfare Reform Readiness, and Welfare Reform Training.
d) Officers work with Lisburn CAB to agree a programme for the utilisation of the additional funding by the latter in line with the parameters set out in the Annexes to the correspondence from DfC, and by 31 March 2017.

3. BALLYORAN LETTING UNITS

Members were previously advised of two expressions of interest in leasing from the Council, a vacant Unit within the above facility, and had agreed that both parties be asked to submit a Business Case in support of their interest.

Members are advised that by the closing date for submission of the Business Cases only one of the two parties, namely Ballybeen Mens Motivational Group had complied with this request.

Officers are currently assessing the submission and it is anticipated a report and recommendation will be circulated under separate cover in advance of the meeting, for the consideration of Members.

Recommendation

It is recommended Members consider the report and recommendation to be circulated under separate cover in advance of the Committee meeting.

4. CORRESPONDENCE FROM THE QUAKER SERVICE

Attached at Appendix 4 is a copy of correspondence received from the above. Within it Members will note a request that Council consider making available spare capacity for events/shows to provide complimentary tickets for volunteers. The request has been considered by the Corporate Management Team and on the grounds of precedent it is recommended the request not be acceded to.

Recommendation

It is recommended that whilst recognising the valuable work of the organisation’s volunteers, for the reason outlined above, the request not be acceded to.
5. **HILLSBOROUGH VILLAGE CENTRE**

Members are advised that the Hillsborough Village Centre Ltd, the organisation operating the local community centre, had some years ago previously approached the former Lisburn City Council in regard to plans the organisation had for the expansion of the facility. Plans at the time were shelved as the organisation was unable to source funding.

Attached at **Appendix 5** for the consideration of Members is correspondence recently received from the Manager of Hillsborough Village Centre Limited advising that the organisation has made application to the Rural Development Programme with a view to reviving the development of the project.

Members should note that in the event the organisation is successful in obtaining funding through the Rural Development Programme, there will be an expectation from the Programme that the Council will contribute 15% match funding to any award.

**Recommendation**

It is recommended Members note the attached correspondence, and consider inviting representatives from the Hillsborough Village Centre Limited to attend as a delegation to provide the Committee with a more full briefing on their proposals.

6. **HOUSING LIAISON FORUM: NOMINATIONS**

Members will recall that in June 2016 the Committee and subsequently Council agreed the Terms of Reference for the establishment of the proposed Housing Liaison Forum. The Terms of Reference require the nomination of 7 Elected Members from the Council, and these are now sought.

**Recommendation**

It is recommended Members agree the 7 Elected Member nominations from the Council to the Housing Liaison Form.

**ITEMS FOR NOTING**

7. **COMMUNITY CHRISTMAS TREES & “SWITCH ON” CEREMONIES 2016**

Members will recall that in August 2015 Council agreed a Community Christmas Tree & “Switch on” Policy for the period to 31 December 2017. As part of this policy the Council agreed 19 sites where Community Christmas Trees would be located and “dressed”. In addition the Policy made provision for the Council to invite applications from local organisations to organise local “Switch On” events at each location. In support of each of these events the Council would offer up to a maximum of £1,000 grant. In the event that no local community partner organisation was secured the Council would continue to provide a “dressed” tree at the particular location.
Attached at Appendix 6 for the information of Members are details of local partner organisations for Christmas Community Tree “Switch On” events in 2016, along with details of the proposed awards and the date of the local event.

**Recommendation**

It is recommended Members note the Table at Appendix 6 detailing the locations, awards and dates for the Community Christmas Tree “Switch On” events for 2016.

8. **DEPARTMENTAL ROLLING ABSENTEEISM REPORT**

Attached at Appendix 7 for the information of Members is a report providing rolling year absence figures for the period 1 April 2015 – 31 March 2016 to 1 August 2015 – 31 July 2016.

**Recommendation**

It is recommended Members note the attached report.

9. **DEPARTMENTAL BUDGET REPORT**

Attached at Appendix 8 for the information of Members is a copy of the Budget report for the period 1 April 2016 to 31 March 2017 setting out the position as at 30th August 2016.

**Recommendation**

It is recommended Members note the attached report for the period 1 April 2016 to 31 March 2017 setting out the budget position as at 30 August 2016.

**ITEMS FOR CONSIDERATION**

10. **REPORT FROM MR ROSS GILLANDERS [HEAD OF SERVICE [PARKS & AMENITIES]]**

Please find attached at Appendix 9 the Report of the Head of Service [Parks & Amenities]

**Recommendation**

It is recommended Members consider the report of the Head of Service, [Parks & Amenities]

11. **REPORT FROM MR BRENDAN COURTNEY, HEAD OF SERVICE [SPORTS SERVICES]**

Please find attached at Appendix 10 the Report of the Head of Service [Sports Services]
Recommendation

It is recommended Members consider the Report of the Head of Service [Sports Services]

James D Rose

Director of Leisure and Community Services

30 September 2016
A consultation paper on proposals for the provision of strategic support to the voluntary and community sector in Northern Ireland 2017-2021

September 2016
Contents

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Appendices

Appendix 1 Abbreviations

Appendix 2 VCS Support Arrangements Proposed Theory of Change
Ministerial Foreword

A key priority for me as Minister for Communities is to ensure that the voluntary and community sector (VCS) is empowered and supported appropriately to enable it to shape and better inform government policy and improve the delivery of public services. The shared vision of government and the sector is to work together as social partners to build a participative, peaceful, equitable and inclusive community in Northern Ireland.

The passion and commitment of those in the VCS combined with professionalism and countless hours of unpaid volunteering to help others makes an enormous contribution to the quality of life for us all in Northern Ireland. The new Programme for Government signals a change of approach by highlighting the key outcomes the Executive wants to deliver for all our citizens. To achieve these outcomes will require a much more collaborative approach in terms of developing policy proposals and establishing how best to deliver them. I want to equip the VCS for this opportunity, and also the longer term, both regionally and locally so it can contribute fully to discussions about policies and delivery models and how these can be best tailored to help those most in need.

While resources will be finite this should not prevent innovation and the identification of new ways of working across boundaries and sectors to make the most of the assets we already have and whatever funding might be available. In developing new models of delivery we need to have the confidence to abandon or stop activities that are not delivering for our citizens or providing value for money. This will be a challenge for the sector and officials alike but harnessing the energy and social capital which exists in communities of interest across the VCS in a more coordinated way offers opportunities for new and better delivery models.

The VCS brings a valued perspective and wealth of expertise and experience to public policy making and delivery reflecting its day to day engagement with citizens across a wide range of government funded activities. Having an efficient, effective, sustainable and inclusive VCS is, I believe, one of the critical success factor in terms of achieving the outcomes in the PfG. Working collaboratively to help realise the desired outcomes over the period 2017 to 2021 will make Northern Ireland a better place to live, work and visit. Strengthening our communities and
supporting the diversity of talent, skills and culture they nurture will also help to make Northern Ireland an attractive place to invest.

I hope the proposals for strategic support for the VCS spark a helpful and constructive debate about how we develop our trusted partnership in working to deliver more for all our people in the future. I look forward to receiving the comments and suggestions from the consultation process to help inform my department’s future thinking and approach.

Paul Givan MLA

Minister for Communities
1. This document sets out, for consultation, proposed new arrangements for the provision of strategic support to the voluntary and community sector (VCS) in Northern Ireland for the period 2017 – 2021. This public consultation invites and welcomes comments in particular about:

   a) A proposed new vision for the provision of strategic support to the VCS;
   b) A series of high level desired outcomes; and
   c) Key priorities and proposals geared to support the achievement of the desired outcomes (subject to the availability of funding).

2. On behalf of the NI Executive, the Department for Communities has lead responsibility for supporting the VCS at a regional level across Northern Ireland - support that enables the sector to function efficiently¹ and effectively² across urban and rural areas. It is that support that is the subject of this consultation and which complements, but does not include, project related funding to individual VCS groups provided through central or local government for the delivery of services.

3. The current support arrangements to the VCS relate to areas such as training board members, capacity building, handling governance issues, income generation, support to women in disadvantaged and rural areas and support to faith communities. Current arrangements also support³ and promote volunteering activity across Northern Ireland.

4. The existing arrangements have been in place since 2012 and were last evaluated in 2015. The evaluation concluded that support arrangements were broadly effective in most areas but highlighted a number of areas for improvement including scope for greater efficiency and effectiveness, a need to focus more on the delivery of outcomes and better

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¹ i.e. delivering the same level of service for minimum input of cost, time or effort; or obtaining maximum benefit from a given level of input
² i.e. delivering a successful outcome and meeting objectives as fully as possible.
impact measurement, away from grant funding the core costs of support organisations and improved support to people from under-represented groups in society.

5. Alongside the conclusions and recommendations from the evaluation, the environment within which the VCS operates, continues to change. A number of key drivers for change and associated needs for change have been identified as follows:

- The Northern Ireland Executive’s new Programme for Government (PfG) covering the period 2016-2021, will provide the overarching strategic direction for its work. As such, it will provide the context for the Budget, an Economic Strategy, a Social Strategy and an Investment Strategy.

- A need to focus more clearly on outcomes to contribute towards the Programme for Government (a Concordat commitment);

- A more challenging budget environment which is likely to continue for the foreseeable future driving the need for greater efficiencies, for innovative ideas on how to do things better and for consideration/adoption of alternative funding mechanisms (also a Concordat commitment);

- Changes in public service commissioning approaches which are creating new opportunities for a wider range of organisations to deliver public services more effectively. One example of this is the new ‘Buy Social’ toolkit which requires major capital project contracts to include, inter alia, targeted recruitment and training for people who are either long-term unemployed or leaving education, community engagement, volunteer activities, opportunities for people with disability or learning difficulties and mentoring support. There is a key opportunity for the VCS to play a role in helping deliver the Buy Social agenda;

- The population is increasingly active online. Whilst this requires those providing services to adapt to meet the expectations of their users, it presents a significant opportunity to explore alternative and more efficient approaches for VCS organisations to deliver services;

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4 The Concordat is an agreement between Government and the VCS which outlines key values and principles underpinning the partnership includes a list of priority actions - referred to as Commitments - which are addressed jointly by both Government and the VCS in order to improve relationships and deliver improved services. Further details can be found at: https://www.communities-ni.gov.uk/publications/concordat-between-voluntary-and-community-sector-and-ni-government.

5 See http://www.buysocialni.org/
• The need to focus support arrangements to better support and develop a sustainable VCS;
• A need to signal leadership in respect of change and transformation in the VCS;
• The Reform of Local Government and the need for support arrangements to the VCS to ‘dovetail’ with the needs of the new councils;
• The need for more social innovation and to further support good ideas emerging from the VCS;
• A new Departmental structure reflecting changing priorities and a more collaborative way of working, and
• The Delivering Social Change Framework established in 2012 sought to co-ordinate key actions across Government departments to take forward work on priority social policy areas. The DSC Framework provides a way for the Executive Office and other departments to take forward significant cross-cutting policy development and programme delivery work, using a co-design and partnership approach.

6. The former DSD initiated a formal review of arrangements for supporting the VCS over the period 2017-2021, which included a series of co-design workshops across Northern Ireland attended by 160 representatives from across the sector. In addition an Innovation Lab was hosted by DFP attended by external experts from England and Scotland, representatives from central and local government, and the VCS in Northern Ireland. Details of the review process and key findings to date can be found on the DfC website⁶.

ii. About this consultation

The Consultation Document

7. It is planned that the new arrangements for strategic support to the VCS will be structured around a vision statement, four key outcomes within an overall outcome based approach linked to the PfG and underpinned by priorities and proposals in relation to specific support arrangements which are collectively designed to support the VCS over the period 2017-2021.

8. This consultation seeks your views and alternative suggestions regarding the proposed vision, related outcomes and the identified proposals in relation to specific strategic support arrangements. Please feel free to respond to the consultation, or to highlight issues, which are most relevant to you. In doing so, it would be helpful if you could give practical examples to explain or illustrate your points.

How to respond

9. The closing date for responses is 2nd November 2016. Responses, or queries, can be made in one of the following ways:

- Using the online Questionnaire. You can access the online questionnaire in the consultation zone of the DfC website. This is the preferred method and for many people it will be the quickest and easiest way to respond.

- Using the Consultation Questionnaire response template which you can print out, please complete and return to us at the address below. The response template is available on the DfC website www.communities-ni.gov.uk/consultations

- By attending a public consultation event.

- In writing to:
Consultation Events

10. As noted in Section i above, in developing the review to consultation stage, officials undertook a series of pre-consultation co-design events at venues across Northern Ireland with key stakeholders. This engagement helped to inform and guide the new support arrangements. The Innovation Lab referred to above is a relatively new approach to addressing policy issues and provided a dedicated 'safe' space and opportunities for collaboration involving key stakeholders, in a process of co-creation, crafting new solutions to the challenges of public service delivery. Details of the content and feedback of these co-design meetings is available on the DfC website.\(^7\)

11. As part of the wider public consultation DfC plans to hold a number of public consultation events. DfC welcomes anyone with an interest in the provision of support arrangements to the VCS to attend these consultations. For information on the dates and venues for these consultation events visit the DfC website [www.communities-ni.gov.uk](http://www.communities-ni.gov.uk) or contact Barry Kilpatrick on 02890 829413.

Consultation responses

12. The information you send us may need to be passed to colleagues within the Department for Communities in Northern Ireland ("the Department"). Following the end of the

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\(^7\) [https://www.communities-ni.gov.uk/publications/workshops-review-vcu-infrastructure-support-arrangements](https://www.communities-ni.gov.uk/publications/workshops-review-vcu-infrastructure-support-arrangements)
consultation we shall publish a summary of responses received. Information provided in response to our consultations, including personal information, may be disclosed in accordance with the Freedom of Information Act 2000 and the Data Protection Act 1998. If you want the information that you provide to be treated as confidential please tell us, but be aware that we cannot guarantee confidentiality.

To find out more about the general principles of Freedom of Information and how it is applied within the Department, please contact Information Management Branch (IMB):

Email: foi@communities-ni.gsi.gov.uk

IMB cannot advise on specific consultation exercises, only on Freedom of Information issues. Read more information about the Freedom of Information Act.

Other Formats

13. If this document is not in a format that suits your needs, please contact us and we can discuss alternative arrangements that may better suit your specific requirements.

Additional Copies

14. This document is available in the Consultation Zone of DfC website https://www.communities-ni.gov.uk/consultations

Rural Proofing

15. A Rural Proofing exercise and Rural Proofing Statement, with relevant statistics, have been completed and published in the Consultations Zone of the DfC website. DfC would welcome your views on the proposals in the consultation document from a rural perspective. Comments can be made using the response template. It is the intention that the Rural Proofing Statement will be re-visited following the public consultation to take account of comments and any emerging issues.
Section 75 of the Northern Ireland Act 1998

16. Section 75 of the Northern Ireland Act (1998) places an onus on all public authorities to have due regard to the need to promote equality of opportunity between:

- persons of different religious belief, political opinion, racial group, age, marital status or sexual orientation;
- between men and women generally;
- between persons with a disability and persons without; and
- between persons with dependents and persons without.

17. Under current support arrangements services are made freely available to all organisations in the VCS, regardless of the age, disability, gender, sexual orientation, religion, race or location of the people they work with. This will remain the case under these new arrangements. It is proposed that organisations contracted to deliver services under the new arrangements will monitor the uptake of services to confirm that all of the services are used by organisations working with all of the Section 75 groups. DSD conducted a Section 75 screening exercise on the proposed arrangements and DfC has determined that at this time a full Equality Impact Assessment is not required. The Screening Form is published in the Consultation Zone of the DfC website.

18. DfC would welcome your views on the proposals in the consultation document from a Section 75 perspective. Comments can be made using the response template. It is the intention that the Section 75 screening exercise will be re-visited following this public consultation to take account of any issues relating to Section 75 groups.

8 https://www.communities-ni.gov.uk/dfc-equality
The proposed new Support Arrangements
19. During the pre-consultation co-design workshops and Innovation Lab, a new vision for support arrangements began to emerge. The following long-term vision for new support arrangements for the VCS is proposed. This is regarded as an ideal to work towards over the period of the PfG.

“To support an efficient, effective, sustainable and inclusive VCS which will work collaboratively with Government to effectively deliver against agreed PfG outcomes over the next 4 years”

20. It is also proposed that the vision is underpinned by the following headline outcomes:
- Outcome 1 - An efficient and effective VCS
- Outcome 2 - A sustainable VCS that has navigated and implemented change
- Outcome 3 – An inclusive VCS
- Outcome 4 – Volunteering integral to the VCS

21. The support areas proposed to achieve the delivery of the above outcomes are summarised in the table on page 14. It should be noted that a number of the support areas are expected to contribute and cross cut a number of the headline outcomes, each support area is identified as a ‘primary’ support to an individual outcome. A more detailed Theory of Change model underpinning the table has been developed which sets out the logic flow between desired outcomes, support areas and longer term impacts and associated policy goals, along with illustrative Key Performance Indicators (KPI’s). This is attached at Appendix 2 for information. This approach of a Theory of Change model in relation to the VCS Support Arrangements is intended to reflect a move towards outcomes based measurement of the support arrangements themselves (as well as promoting the same within the VCS more generally) and the link with the outcome based PfG.
<table>
<thead>
<tr>
<th>Headline Outcome</th>
<th>Proposed Support Areas</th>
<th>Document Reference</th>
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</table>
| Outcome 1 - An efficient and effective VCS | • Governance  
• Organisation Capacity / Skills  
• Policy Advocacy and Co-design of Public Services  
• Impact / Outcome Measurement | Part iv. |
| Outcome 2 - A sustainable VCS that has navigated and implemented change | • Strategic Leadership for change  
• Change Fund  
• Digital delivery of services / social media  
• Building collaborative advantage  
• Access to finance/ diversification of financial products/alternative funding mechanisms  
• Investment Readiness | Part v. |
| Outcome 3 – An inclusive VCS | • Ensuring that the distinctive needs of particular constituencies (e.g. women in community development, involvement of faith communities) inform policy development and service delivery to VCS groups on the ground. | Part vi. |
| Outcome 4 – Volunteering remains integral to the VCS | • Volunteering Infrastructure  
• Volunteering Small Grants  
• Volunteering Innovation Support | Part vii. |
Priorities:
- That a new vision for the provision of strategic support to the VCS is agreed.
- That underpinning headline outcomes are agreed.

**Proposals**

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<tr>
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<th>Vision Statement – “To support an efficient, effective, sustainable and inclusive VCS / which will work collaboratively with Government to effectively deliver against agreed PfG outcomes over the next 4 years”</th>
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<tbody>
<tr>
<td>1</td>
<td>The underpinning desired headline outcomes in relation to the Vision are:</td>
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<tr>
<td></td>
<td>- Outcome 1 - An efficient and effective VCS</td>
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<td>- Outcome 2 - A sustainable VCS that has navigated and implemented change</td>
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<td>- Outcome 3 - An inclusive VCS</td>
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<td>- Outcome 4 - Volunteering integral to the VCS</td>
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**For consideration:** To what extent do you agree with the Vision and underpinning desired headline outcomes? What else, if anything should be included in the Vision or underpinning desired headline outcomes? Is there anything that should not be included?
iv. Proposed support arrangements to facilitate an efficient and effective VCS sector

**Governance**

22. This support area recognises the importance of having strong governance arrangements in place within VCS organisations in order to comply with regulations (e.g. compliance with charities legislation/ regulations) and to foster public confidence/trust in the sector. With this in mind, it is proposed that DfC continues to provide support in relation to maintaining effective governance arrangements and promoting good practice. It is proposed that the main content of this support comprises:

- interpreting the ongoing changes in charity law reform (and promotion of the same);
- delivery of road shows / training on charity regulation and good governance;
- development of resources and toolkits (e.g. governance health check and the website [www.diycommitteeeguide.org](http://www.diycommitteeeguide.org) aligned to the Code of Good Governance) to provide practical information and a self-assessment framework for VCS boards to assess their own governance practices;
- the provision of a governing document drafting service for VCS organisations to ensure that they have a relevant, up-to-date constitution; and
- assisting organisations to apply for charitable status to the Charity Commission and helping groups to get recognised as charities for tax purposes with HMRC.

**Organisational Capacity / Skills**

23. This support area recognises the importance of ensuring that VCS organisations have the operational capabilities and capacity needed to deliver efficiently and effectively. It is proposed that the main components of this support comprise:

- Development of a skills framework to establish a baseline/ scoping of existing key skills within the VCS sector and to identify priority skills areas requiring support, in order to create an efficient and effective VCS at an operational level (i.e. distinct from leadership development below). Support would be provided where skills ‘gaps’ are identified and using technology, where possible, as an enabler for addressing skills ‘gaps’.
organisational development support;

operational leadership development (distinct from leadership specific to managing change which is addressed separately); and

practitioner training (i.e. practitioner training for staff at all levels and Board/Committee members e.g. safeguarding and protection). It is envisaged that much of the training should be available online and that not all training will need to be resourced through these support arrangements.

**Policy Advocacy and Co-design of Public Services**

24. It is proposed that a future programme continues to support the VCS to make a valued and effective contribution to policy development across Government. Implicit in this is leading and representing the interests of the VCS in an inclusive manner on key policy issues; supporting evidenced-based policy making through conducting research relevant to the needs of the VCS/Government priorities; and positively effecting policy development/change as a result of these activities. Looking ahead this needs to extend more fully from the NI-wide perspective to the Council perspective in the context of community planning. It is also proposed that this role needs to extend beyond influencing policy into the co-design/co production of public services i.e. working in partnership with government to design services that best meet the needs of the public. In activity terms, it is proposed that this area supports:

- Facilitating a programme of engagement with MLA’s, Assembly Committees, Permanent Secretaries/senior officials, supporting joint structures i.e. the Joint Forum and the Concordat Action teams;

- Leading (or supporting) issue based policy campaigns and participation in Government led working groups (e.g. the Bureaucracy Working Group); and

- Working in partnership with central and local Government to co-design key public services and to help ensure that services best meet the needs of the public/ services users informed by the experience and knowledge of the VCS.

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9 the Bureaucracy Working Group was established in response to the NI Audit Office report on the relationship between government and the sector. NICVA has contributed to the Bureaucracy project lead by VCD at four levels, Corporate Steering Group, Project Board, Project team and pilot working groups (4 out of 5).
Impact/ Outcome Measurement

25. More needs to be done to ensure that the public benefit and outcomes of VCS activity are consistently articulated and understood. The Inspiring Impact\textsuperscript{10} pilot programme and the work of the Joint Forum Commitment Action Team provide some good examples of moving towards an outcome focussed approach and outcomes based measurement and this will remain a high priority for support within the strategic support arrangements. It is proposed that the main components of this support comprise:

- Support to improve knowledge/ understanding of impact practice and outcomes based measurement;
- Support to implement impact practice and outcomes based measurement across the VCS;
- Support to document, and share learning on impact and outcomes based measurement practice.

Priorities:

- Support VCS organisations in relation to ensuring strong governance arrangements are in place;
- Support VCS organisations so that they have the capabilities and capacity needed to function efficiently and effectively;
- Support VCS organisations to make a valued and effective contribution to policy development across Government and in relation to the co-design of public services; and
- Support VCS organisations in relation to ensuring that the public benefit and outcomes of VCS activity are consistently articulated and understood; and

Proposals

3 Support arrangements in relation to maintaining effective governance arrangements should comprise:
- Promotion of good governance practice;

\textsuperscript{10} See [https://inspiringimpactni.org/](https://inspiringimpactni.org/)
• interpreting the ongoing changes in charity law reform (and promotion of the same);

• delivery of road shows / training on charity regulation and good governance;

• development of resources and toolkits (e.g. governance health check and the website www.diycommitteeguide.org aligned to the Code of Good Governance) to provide practical information and a self-assessment framework for VCS boards to assess their own governance practices;

• the provision of a governing document drafting service for VCS organisations to ensure that they have a relevant, up-to-date constitution; and

• assisting organisations to apply for charitable status to the Charity Commission and helping groups to get recognised as charities for tax purposes with HMRC.

4 Support arrangements in relation to ensuring that VCS organisations have the capabilities and capacity needed to deliver efficiently and effectively should comprise:

• Development of a skills framework to establish a baseline of key skills within the VCS and to identify priority skills areas requiring support, in order to create an efficient and effective VCS at an operational level (i.e. distinct from leadership development below). Support would be provided where skills ‘gaps’ are identified and using technology, where possible, as an enabler for addressing skills ‘gaps’.

• organisational development support;

• operational leadership development (distinct from leadership specific to managing change which is addressed separately); and

• practitioner training (i.e. practitioner training for staff at all levels and Board/Committee members e.g. safeguarding and protection)

5 Support arrangements in relation to ensuring that the VCS makes a valued and effective contribution to policy development and co-design of public services across central and local Government should comprise:

• Supporting a widespread programme of engagement with MLAs, Assembly Committees, Permanent Secretaries/senior officials, supporting joint structures i.e. the Joint Forum and the Concordat Action teams;
Leading (or supporting) issue based policy campaigns and participation in Government led working groups (e.g. the \textsuperscript{11} Bureaucracy Working Group); and

Working in partnership with central and local Government to co-design key public services and to help ensure that services best meet the needs of the public informed by the experience and knowledge of the VCS such as in relation to maximising and measuring social value.

Support arrangements in relation to ensuring that the public benefit and outcomes of VCS activity are consistently articulated and understood should comprise:

- Support to improve knowledge/understanding of impact practice and outcomes based measurement;
- Support to implement impact practice and outcomes based measurement; and
- Support to document, and share learning on impact and outcomes based measurement practice.

For consideration: To what extent do you agree with these priorities and proposals?
Do these priorities and proposals address the main issues? What else, if anything should be included in the priorities and proposals? Is there anything that should not be included?

\textsuperscript{11} the Bureaucracy Working Group was established in response to the NI Audit Office report on the relationship between government and the sector. NICVA has contributed to the Bureaucracy project lead by VCD at four levels, Corporate Steering Group, Project Board, Project team and pilot working groups (4 out of 5).
v. Proposed support arrangements to facilitate a sustainable VCS that has navigated and implemented change

26. It is recognised that the VCS faces significant challenges in relation to the constrained public funding environment alongside significant changes to the structure of central and local Government. The key challenge to the VCS is how best to navigate these challenges/changes while ensuring that VCS organisations are sustainable. Navigating change successfully and working towards a more sustainable VCS requires a range of factors and associated support arrangements to be in place which include:-

- Having the right strategic leadership skills to shape, lead and adapt to change;
- Access to a more diverse range of financial products/ income sources/alternative funding mechanisms – consistent with the need for alternative, sustainable funding/income sources, moving away from a grant culture towards income linked to the delivery of services and outcomes where appropriate to the VCS organisation. It is recognised that some element of grant funding might still be the most relevant for some VCS organisations; and
- VCS organisations that are in a strong position to demonstrate their readiness to receive investment.

Strategic leadership for change

27. It is recognised that culture change, enterprise and innovation are needed in both government and the VCS if the aforementioned challenges are to be successfully addressed. This requires strong and clear leadership that embraces and can navigate and implement change towards a more sustainable VCS.

28. It is proposed that the main content of this support comprises development and delivery of a ‘Strategic Leadership for Change’ training programme which will work with VCS leaders to ensure that they have all of the requisite skills to navigate change within their organisation. The precise content of this programme can be developed in due course but will likely focus on the skills and approaches needed to deliver strategic culture change e.g. developing a commitment/ motivation to change within an organisation, creating a shared purpose, role model behaviours in leading and implementing change, empowering leaders
to deliver change at all levels of the organisations etc. This would be distinct and more focussed on change than the operational leadership training referenced previously. Successful completion of the Strategic Leadership for Change programme would be a prerequisite for support from the Change Fund described below (to ensure that the Change Fund is focussed on those VCS organisations that are most ready for change).

**Change Fund**

29. It is acknowledged that support is needed to help VCS organisations to navigate change and become more sustainable; transitioning away from reliance on grant based funding where possible. It is therefore proposed to establish a Change Fund which VCS organisations can apply to for support in managing change. The Change Fund would be open to those VCS organisations at a point where leadership for change management is evident e.g. through completion of the Leadership for Change programme. The primary purpose of the Change Fund would be to invest in enterprising VCS organisations that demonstrate the greatest potential for sustainability and growth and for which a grant from the fund will have the greatest impact in enabling them to move in this direction. The Change Fund would help VCS organisations achieve the following outcomes:

- be in a strong financial position with a business model less reliant on grant funding;
- be more innovative, self-sustainable and operate as robust, flexible, efficient and growing businesses;
- be best placed to win more contracts, including with the public sector;
- be able to engage in co-design (using service users and representatives in the VCS to design services);
- apply social benefits in the supply chain in responding to contracts incorporating a Buy Social requirement;
- be best placed to take advantage of new business opportunities and replicate new business models;
- be able to develop products and services and diversify into new markets; and
- possess the skills and ability to grow their businesses and improve self-sustainability.

30. It is proposed that the Change Fund would comprise the following features/ potential areas of support:

- It would be time bound for a period of up to three years (starting in Year 2, 2018);
It would support the creation of new sustainable products and services and support VCS organisations to take advantage of new business/income generating opportunities;

It would incentivise improved sustainability through collaboration/mergers, the use of shared services and supporting VCS organisations with a strong track record of delivering services and empowering their beneficiaries, but which nevertheless are experiencing some current challenges, and which, with targeted support, could secure a strong future;

It would provide expertise to carry out needs analysis and forward planning e.g. consultancy support to review need and put in place a robust plan for the future;

It would provide support with cost cutting measures e.g. merging or downsizing or cutting unproductive services or costs;

It would provide support with service delivery reform e.g. greater digital delivery of services to reduce cost and improve service delivery;

It would provide support with identifying and establishing new, more diverse income sources e.g. expertise for bidding for specific funds or grants, funding to develop new paid for services, support with public fundraising capability, support to engage with local funders/commissioners to ensure that opportunities are opened up to VCS organisations.

31. It is proposed that a diagnostic tool will be developed to help VCS organisations identify and prioritise their needs in relation to support for change. This will help VCS organisations identify their needs so enabling the provision of specific and tailored support to the identified needs. Completion of the diagnostic tool will be incorporated within the Strategic Leadership for Change programme.

32. It should be noted that there is no one one-size-fits-all approach to building a strong business model; it will be up to each organisation to find the right pathway for them. For some organisations this will involve being better able to secure and deliver public service contracts, perhaps using social finance as an enabler to do so. For others developing paid-for services to end users/consumers will enable them to better diversify their income. Some may want to look at how they can maintain their services by getting back to basics, developing their public fundraising and making more effective use of volunteers. In all
cases organisations will be looking to review their operations and strategic partnerships to understand where they can improve their long term sustainability and adapt to change.

**Access to more diverse funding opportunities**

32. In addition to supporting VCS organisations through the Change Fund, there is a need for specific support to help VCS organisations access a wider range of funding mechanisms/products which could include for example:

- transition to a social economy model (where appropriate);
- public procurement/tender opportunities (links to ‘Buy Social’);
- asset based development/community asset transfer;
- community shares;
- implementation of grant/loan hybrid approaches;
- social impact bonds;
- Financial Transactions Capital (FTC);
- patient capital;
- kick-starters;
- crowd funding; and
- community ISA/bonds.

33. It is proposed that the role of the support arrangements in this regard should be to lobby/influence/shape extended provision and promote demonstrators of good practice in order to improve the accessibility of such funding products/mechanisms by the VCS.

**Investment Readiness Support**

34. For those VCS organisations that are actively considering a wider range of funding mechanisms/products, bidding for contracts or taking on investment to grow, the right support will be critical to ensuring their success. Securing investment/funding requires VCS organisations to have the systems, processes and business model to be able to attract investment. Hence, it is proposed to establish an Investment Readiness Programme of support which would complement the support provided through the Change Fund and comprise supporting individual VCS organisations in relation to areas such as:
• Funding advice - support in selecting the funding products/mechanisms that are most appropriate to the needs of the VCS organisation and the new business model proposed;

• Practical support in accessing finance including, for example:
  ➢ Business planning - to demonstrate a robust business model to investors/funders;
  ➢ Financial or operational modelling – to demonstrate a strong financial position of the organisation and credible financial plans;
  ➢ Bid writing – to adequately convey the services which the organisation can deliver in response to invitations to tender;
  ➢ Impact measurement – to robustly demonstrate the impacts that the VCS organisation can deliver.

35. It is envisaged that the above support would be open to all VCS organisations.

**Complementary Support**

36. It is anticipated that the above proposals would complement other ongoing initiatives designed to support the VCS being taken forward across Government including, for example, the Community Finance Fund. February 2016 saw the announcement of the Northern Ireland Community Finance Fund, which is part of the UK wide Dormant Accounts Scheme, utilising monies from dormant bank and building society accounts to support social investment. The Fund aims to improve access to finance for a range of organisations across the third sector, enabling such organisations to make further investment in their activities, grow their organisations and increase their revenue.
Priorities:

- Support individual VCS organisations to have the right strategic leadership skills to adapt to change;
- Support access to a more diverse range of financial products/income sources – consistent with the need for alternative, sustainable funding/income sources; and
- Help ensure that VCS organisations are in a strong position to demonstrate their readiness to receive investment.

Proposals

7  A ‘Strategic Leadership for Change’ training programme should be developed and delivered which will work with VCS leaders to ensure that they have all of the requisite skills to navigate change within their organisation. The precise content of this programme can be developed in due course but will likely focus on the skills needed to deliver organisational culture change.

8  Establish a Change Fund which VCS organisations can apply to for support in managing change which would:

- Support the creation of new sustainable products and services and support VCS organisations to take advantage of new business/income generating opportunities;
- Incentivise improved sustainability through collaboration/mergers and supporting VCS organisations with a strong track record of delivering services and empowering their beneficiaries, which nevertheless are experiencing some current challenges, and which, with targeted support, could secure a strong future;
- Provide expertise to carry out needs analysis and forward planning e.g. consultancy support to review need and put in place a robust plan for the future;
- Provide support with cost cutting measures e.g. merging or downsizing or cutting unproductive services or costs;
- Provide support with service delivery reform e.g. greater digital delivery of services to reduce cost and improve service delivery;
- Provide support with identifying and establishing new, more diverse income sources e.g. expertise for bidding for specific funds or grants, funding to develop new paid for services, support with public fundraising capability, support to engage with local funders/commissioners to ensure that opportunities are opened up to VCS
A diagnostic tool would accompany the Change Fund to help VCS organisations identify and prioritise their needs in relation to support for change.

Support arrangements should include lobbying / influencing / shaping extended provision of diverse financial products/ mechanisms and promote demonstrators of good practice in order to improve the accessibility of such funding products/ mechanisms by the VCS.

Establish an Investment Readiness Programme of support which would complement the support provided through the Change Fund and comprise supporting individual VCS organisations in relation to areas such as:

- Funding advice - support in selecting the funding products/ mechanisms that are most appropriate to the needs of the VCS organisation;
- Practical support in accessing finance including, for example:
  - Business planning - to demonstrate a robust business model to investors/ funders;
  - Financial or operational modelling – to demonstrate a strong financial position of the organisation and credible financial plans;
  - Bid writing – to adequately convey the services which the organisation can deliver in response to invitations to tender;
  - Impact measurement – to robustly demonstrate the impacts that the VCS organisation can deliver.

For consideration: To what extent do you agree with these priorities and proposals? Do these priorities and proposals address the main issues? What else, if anything, should be included in the priorities and proposals? Is there anything that should not be included?
37. A key desired outcome of the support arrangements to the VCS is to continue to support an inclusive sector, with representation and reach from/across all groups within society. In addition it is important that the support arrangements promote wider representation of under-represented groups in decision-making structures/ public bodies pertaining to joint Government/ VCS initiatives and society more generally. To achieve both of these, it is recognised that support is needed for specific groups and sections of our society that have distinctive support needs of their respective constituencies.

38. The first example relates to ‘women in community development’, recognising the key role of women living and working in areas of greatest need, where the traditional involvement of women and mothers as primary carers for children and for elderly relatives, running households and engaging with schools, teachers and medical professionals, places women in positions where they can be a major and strategic influence for change for good in families and communities that are struggling to overcome disadvantage and poverty. In addition the Fresh Start Agreement\(^\text{12}\) recognises in particular the important role of women in community development in the context of tackling the impact of criminality and paramilitarism in Northern Ireland and contains in its implementation plan the ‘development of a programme to increase the participation and influence of women in community development’.

39. The second example relates to supporting the important role that faith-based organisations (FBO’s) play in society and ensuring that their community work informs policy and service development. FBO’s work on a value base emanating from their respective spiritual and religious traditions and tend to have long term roots, sustainable commitment to and presence in communities that have experienced deprivation as well as involvement with some of the most marginalised groups in society. Their work demonstrates and reflects the cultural complexities and sensitivities of increasingly multi ethnic and multi faith communities in NI. As such there are distinctive needs within this particular constituency

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\(^{12}\text{A Fresh Start, The Stormont Agreement and Implementation Plan – An Agreement to Consolidate the Peace, Secure Stability, Enable Progress and Offer Hope (Page 17)}\)
that the support arrangements need to facilitate to ensure that the voice of those who are most marginalised and vulnerable in society inform policy development and service delivery to VCS groups on the ground.

40. The above are only examples of the sort of support that may be relevant to this outcome area. It is acknowledged that other distinctive areas of need may emerge in the context of building an inclusive VCS – for example interests linked to migrants/ refugees currently arriving in NI. It is also important that work to achieve an inclusive VCS is linked with complementary strategies / policies across Government e.g. the Racial Equality Strategy 2015 – 2025; Together: Building a United Community; and the Executive’s Disability Strategy.

**Women in Community Development**

41. It is proposed that support arrangements for women in community development provide support to increase the participation and influence of women in community development regionally, across both urban and rural areas across Northern Ireland. The support arrangements will focus on supporting women’s organisations working in disadvantaged areas and involved in serving the needs of marginalised and isolated women, tackling poverty and disadvantage. The overall desired outcomes of the support arrangements are:

- Organisations serving the needs of women living in disadvantaged areas and rural areas, have access to the specialist support they require to function effectively and efficiently;
- The VCS, including women’s organisations, is supported in making a valued and effective contribution to policy development across Government specific to women living and working in disadvantaged areas (urban and rural);
- There is increased participation and improved community development/engagement amongst women from all disadvantaged communities (urban and rural); and
- There are improved working relationships, better collaboration and more effective partnerships, pertaining to the specific interests and needs of women from disadvantaged areas and rural women’s needs, across the VCS and Government.

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13 A strategy to improve the lives of people with disabilities – extended to 2017
41. The proposed support arrangements for these outcomes include:

- Support advocacy and leadership – This encompasses supporting women’s organisations working in disadvantaged areas in relation to collating the views of women on issues affecting their everyday lives and representing them to government, statutory agencies and representative bodies;
- Support women in disadvantaged areas to influence policy making – this encompasses advising women of ongoing policy which has an impact on them, seeking their views on proposals and collating findings through a formal consultation response to assist in influencing policy on behalf of women;
- Support the conducting of research for women in disadvantaged areas – this encompasses taking on board the needs of women through conducting appropriate new research and presenting findings to appropriate bodies;
- Service support for women in disadvantaged areas – this encompasses providing information and advice, promoting good practice, shaping funding bids, providing networking opportunities and support for women specific issues;
- Engagement for women in disadvantaged areas – this encompasses engaging with women to identify on an ongoing basis their specific regional support needs, engage local councils and other regional partners.

**Faith Based Organisations (FBO’s)**

42. The current VCS support arrangements facilitate a Community Faiths Forum (CFF) which brings together around 25 experienced individuals from Christian and other faiths to work together on poverty, community development, and related issues. The purpose of the CFF is to promote the involvement of FBO’s in making a valued and effective contribution to policy development across Government. The ‘faith reflection’ on poverty and social inclusion by the CFF has positively influenced policy development and has extended the reach ‘on the ground’ of Government departments instigating policy changes. As such it is proposed that the VCS support arrangements from 2017-2021 continue to facilitate a Community Faiths Forum.

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14 Whilst the main areas of focus to date have been centred on social policy areas – e.g. poverty, housing, volunteering, and community engagement – as above there has been effective engagement and input in policy areas outside the ‘DIC family’. By way of examples this has included Councils (in respect of local government reform and community planning); DAERA (in respect of rural support); DoH/PHA (e.g. in respect of suicide prevention and emotional well-being); Department of Justice (e.g. in respect of NGO engagement on human trafficking and prison reform/ change management) and the Executive Office (in terms of good relations and related initiatives that are part of Together: Building a United Community, such as United Youth).
**Initial Priorities:**

- Support an increase in participation and influence of women in community development, in tackling poverty and disadvantage.
- Supporting faith-based organisations’ to articulate the voice of their respective constituencies of need to inform policy and service development for some of the most marginalised and vulnerable in society.

**Initial Proposals**

11. Establish a programme of support for women in community development across the following activity areas:

- Support advocacy and leadership – This encompasses supporting women’s organisations working in disadvantaged areas in relation to collating the views of women on issues affecting their everyday lives and representing them to government, statutory agencies and representative bodies;
- Support women in disadvantaged areas to influence policy making – this encompasses advising women of ongoing policy which has an impact on them, seeking their views on proposals and collating findings through a formal consultation response to assist in influencing policy on behalf of women;
- Support the conducting of research for women in disadvantaged areas – this encompasses taking on board the needs of women through conducting appropriate new research and presenting findings to appropriate bodies;
- Service Support for women in disadvantaged areas – this encompasses providing information and advice, promoting good practice, shaping funding bids, providing networking opportunities and support for women specific issues; and
- Engagement for Women in Disadvantaged and Rural Areas – this encompasses engaging with women to identify on an ongoing basis their specific regional support needs, engage with neighbourhood renewal partnerships, local councils and other regional partners.

12. Support to facilitate a Community Faiths Forum as a mechanism for FBO’s to make a valued and effective contribution to policy /service development across Government in
For consideration: To what extent do you agree with these priorities and proposals? Do these priorities and proposals address the main issues? What else, if anything should be included in the priorities and proposals? Is there anything that should not be included?
42. The current Volunteering Strategy and Action Plan\textsuperscript{15} was published in March 2012. There were mixed views during the co-design process regarding whether a new Volunteering Strategy and Action Plan should be developed. Some felt that a Strategy and Action plan was necessary to provide a co-ordinated approach across Government and the VCS in recognising and valuing volunteering. Others felt that a new Volunteering Strategy and Action Plan was not required and that it could encourage the VCS in a direction which is not suitable. However, the majority of people who attended the co-design workshops and Innovation Lab felt that volunteering / the volunteer ethos is central to everything that the VCS is about - in facilitating social action and in building communities and active citizenship etc. Therefore the department’s proposals in relation to supporting volunteering are about building on the achievements to date e.g. inspiring more people to volunteer, inspiring more organisations to offer volunteer opportunities to promote learning, skills development and employability, inclusivity and greater social cohesion; enabling the value of volunteering – both in terms of economic value and contribution to the ‘well-being’ agenda – to be understood and encouraging more diversity in the volunteer pool. Presently males; young people 18-24; those over 65 and people with a disability are under-represented.

43. Whether framed within a new Strategy or not, it is anticipated that the key objectives of support arrangements to facilitate volunteering remaining integral to the VCS will broadly remain as expressed in the current Volunteering Strategy namely:

- Recognising the value and promoting the benefits of volunteering;
- Enhancing accessibility and diversity;
- Improving the volunteering experience;
- Supporting and strengthening the volunteering infrastructure.

\textsuperscript{15} https://www.communities-ni.gov.uk/publications/join-get-involved-build-better-future
Within the above objectives however, feedback received through Co-Design workshops and Innovation Lab with voluntary and community sector representatives indicated that the following areas should form part of future support arrangements to facilitate volunteering remaining integral to the VCS:

- Provision of the small grants scheme is anticipated to continue, reflecting the value of the scheme to volunteering organisations in terms of supporting activities through funding support for training and small items of capital. It is anticipated that this would be subject to availability of funding.
- Provision of infrastructure support to help deliver the outcomes and activities associated with the current Volunteering Strategy and Action. The primary actions supported through the current Action Plan under each objective of the Volunteering Strategy include for example:
  - Support to recruit more volunteers e.g. support with volunteer recruitment fairs/events, development and dissemination of information on volunteering opportunities;
  - Measure the impact of volunteer involvement on volunteers, individuals, organisations and society (see below);
  - Seek to protect volunteering from the unintended consequences of legislation and Government policy e.g. support to enable the checking of policy and legislation proposals;
  - Ensure that everyone has an opportunity to volunteer and that volunteering is representative of the diversity of the community e.g. support with developing new practices that encourage participation by under-represented groups in society (see below);
  - Improve volunteer management practice e.g. by encouraging and supporting volunteer managers and volunteer involving organisations to improve their volunteer management practice and gain relevant accreditation, ensuring the quality of volunteer involvement and management is of an effective standard;
  - Increase the number and quality of volunteering opportunities;
  - Encourage and support the development of skills by volunteers e.g. gaining qualifications during volunteering opportunities, increasing the recognition of volunteering in schools; and
- Extend volunteering in the public sector to provide opportunities to better understand how government and civic society work and interact.

- Subject to availability of funding, provision of an Innovation Fund to support innovative approaches to volunteering that have not traditionally received government assistance. In essence, the Innovation Fund will seek to provide funding to pilot new, innovative projects that can contribute to the objectives outlined previously and with potential for expansion subject to evaluation of each pilot project supported under the programme.

45. Derived from the findings of the Interim Evaluation of the Volunteering Strategy and Action Plan, the co-design workshops and Innovation Lab, a number of specific suggestions were put forward in relation to areas that should be included and given greater emphasis in supporting volunteering as an integral part of the VCS:

- **Better, more consistent measurement of the social and economic impacts of volunteering across Northern Ireland.** Within the above support arrangements a recurring theme throughout the Co-design consultations and Innovation Lab was the need for improved measurement of social and economic impacts of volunteering across Northern Ireland. While there are examples of good practice, there is a need for greater co-ordination and resources being directed into measuring impact to help inform policy decisions and public awareness of volunteering. Hence, it is proposed that an area of focus in relation to support arrangements for volunteering should be the establishment of a robust mechanism(s) for measuring the social and economic impact of volunteering in Northern Ireland e.g. through a commissioned study into the social and economic impact of volunteering here..

- **Improved participation by under-represented groups.** Statistics show that there is an under-representation of volunteers from young people aged 18-24; those over 65 and people with a disability. Therefore it is proposed that the future support arrangements encompass specific initiatives targeted to promote representation from these under-represented groups.
Priorities:

- Volunteering should be supported to remain an integral part of the VCS through infrastructure support
- Small grants support to volunteering organisations should continue
- Better, more consistent measurement of the social and economic impacts of volunteering should be developed
- Participation from under-represented groups such as people with disabilities, young people aged 18-24 and people over 65 should be improved.

Proposals

13 Establish a programme of volunteering support to ensure that volunteering is integral to the VCS across the following activity areas:

- Support to recruit more volunteers e.g. support with volunteer recruitment fairs/events, development and dissemination of information on volunteering opportunities;
- Measure the impact of volunteer involvement on volunteers, individuals, organisations and society, including support for better, more consistent measurement of the social and economic impacts of volunteering;
- Seek to protect volunteering from the unintended consequences of legislation and Government policy e.g. support to enable the checking of policy and legislation proposals;
- Ensure that everyone has an opportunity to volunteer and that volunteering is representative of the diversity of the community e.g. support with developing new practices that encourage participation by under-represented groups in society. This should focus on improving participation by under-represented groups including people with disabilities, young people aged 18-24 and people over 65;
- Improve volunteer management practice e.g. by encouraging and supporting volunteer managers and volunteer involving organisations to improve their volunteer management practice and gain relevant accreditation, ensuring the quality of volunteer involvement and management is of an effective standard;
- Increase the number and quality of volunteering opportunities;
- Encourage and support the development of skills by volunteers e.g. gaining qualifications during volunteering opportunities, increasing the recognition of volunteering in schools; and
- Extend volunteering in the public sector.

14 Support a small grants scheme to assist volunteering organisations with training and small items of capital.

15 Subject to the availability of funding provision of an innovation fund to support innovative approaches and types of volunteering activity that help address gaps in current provision, encourages participation and pilots new and innovative volunteering activity.

**For consideration:** To what extent do you agree with these priorities and proposals? Do these priorities and proposals address the main issues? What else, if anything, should be included in the priorities and proposals? Is there anything that should not be included? Should a new Volunteering Strategy and Action Plan be developed?
## Appendix 1
### Abbreviations

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<thead>
<tr>
<th>Abbreviation</th>
<th>Description</th>
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<tbody>
<tr>
<td>DfC</td>
<td>Department for Communities</td>
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<tr>
<td>HMRC</td>
<td>Her Majesty’s Revenue &amp; Customs</td>
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<tr>
<td>PfG</td>
<td>Programme for Government</td>
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<tr>
<td>VCS</td>
<td>Voluntary and Community Sector</td>
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<tr>
<td>VCD</td>
<td>Voluntary and Community Division (of DfC)</td>
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</tbody>
</table>
## Appendix 2: VCS Support Arrangements Theory of Change Model

<table>
<thead>
<tr>
<th>Headline Outcome Areas</th>
<th>Sub-outcomes</th>
<th>Support Areas*</th>
<th>Illustrative KPIs Across the Outcome Areas</th>
<th>Longer-term Impact</th>
<th>Policy Goal</th>
</tr>
</thead>
<tbody>
<tr>
<td>An efficient and effective VCS</td>
<td>1. The VCS has good governance arrangements</td>
<td><strong>Provision of support to develop:</strong> - Governance - Organisation Capacity / Skills - Policy Advocacy and Co-design of Public Services - Impact / Outcome Measurement</td>
<td>- Public trust and confidence in the operation of the VCS supported by an effective regulatory framework. - Number of new user led co-designed public services. - Percentage reliance on grant aiding of core costs by Government amongst VCS groups. - Levels of collaboration between VCS groups. - Involvement of underrepresented groups in decision-making structures/ public bodies and in volunteering efforts. - Number of people volunteering in NI</td>
<td>Infrastructure of VCS sector developed to: <strong>support communities improve services inform policy attract investment</strong></td>
<td>Create more sustainable Communities</td>
</tr>
<tr>
<td></td>
<td>2. The VCS has skills to meet challenges it faces</td>
<td></td>
<td></td>
<td></td>
<td>Tackle Poverty Disadvantage</td>
</tr>
<tr>
<td></td>
<td>3. The VCS can demonstrate its impact</td>
<td></td>
<td></td>
<td></td>
<td>Improve Social Economic Inclusion</td>
</tr>
<tr>
<td>A sustainable VCS that has shaped and navigated change</td>
<td>4. The VCS has enterprise/ innovation</td>
<td>- Strategic Leadership for change - Change Fund - Digital delivery of services / social media - Building collaborative advantage - Access to finance/ diversification of financial products - Investment Readiness</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>5. The VCS has resilience</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>6. The VCS has effective Influence on policy debate</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>7. The VCS is a key partner in public service reform</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>An Inclusive VCS</td>
<td>8. The VCS is inclusive of under-represented and minority groups</td>
<td>- Ensuring that the distinctive needs of particular constituencies (e.g. women in community development, involvement of faith communities) inform policy development and service delivery to VCS groups on the ground.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>9. The VCS promotes wider representation of under-represented groups in decision-making structures/ public bodies pertaining to joint Government/ VCS initiatives and society more generally.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Volunteering</td>
<td>10. Strategy for volunteering</td>
<td>- Volunteering Infrastructure</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

*Note: There are potential baseline metrics for some of the above in the...
<table>
<thead>
<tr>
<th>Integral to the VCS</th>
<th>Operational support for volunteering</th>
<th>Volunteering Small Grants</th>
<th>Volunteering Innovation Support</th>
<th>NICVA State of the Sector Report</th>
</tr>
</thead>
</table>

*While the support areas can contribute to a range of outcomes and outcome areas, those listed within the dotted lines have a primary delivery function against that outcome area / set of outcomes.*
Dr Theresa Donaldson  
Lisburn and Castlereagh City Council  
Island Civic Centre  
Lagan Valley Island  
Lisburn  
BT27 4RL

Dear Dr Donaldson,


I am pleased to advise you that the Voluntary and Community Division (VCD) has secured an additional £812k for the Community Support Programme in 2016/17. This funding is allocated for the following:

- **Welfare Reform Readiness Programme** to support the efforts of existing front line services pending the implementation of the Welfare Reform Advice Service. Details at Annex 1.

- **Welfare Reform Training Programme** consisting of six Welfare Reform courses required by all front line generalist advisers and volunteers. Details at Annex 2.

The funding is in year and must be spent by the 31 March 2017. Councils are not required to match this additional funding which much be used to meet the specific objectives referred to above. Additional funding will not be extended into the next financial year.

If you are unable to make use of this additional funding for the purposes outlined, and within the financial year, please alert me as soon as possible. This may allow the Department to re-allocate funds to community support welfare reforms advice provision in other council areas.

If you have any queries about the purpose of these additional funds please contact either:

**DLCS Report**
Paul Holbrook (Paul.Holbrook@communities-ni.gov.uk or Tel 02890829397) or Gloria Brush (Gloria.Brush@communities-ni.gov.uk or Tel 02890829433).

Yours sincerely

Elaine Downey
Advice Services and Programme Delivery Team
Voluntary and Community Division
Welfare Reform Readiness Programme Deliverables and Objectives

1. **Maintaining Services during training** - All staff will require ‘Welfare Reform’ training. There is a need to maintain services during this time. This could be achieved through overtime, additional outreach or advertising to recruit new volunteers.

   **Objective** - Provide additional services for time lost through staff training through overtime, additional outreach, tailored services and recruitment of extra volunteers.

2. **Capacity for Additional Enquiries** - There will be additional queries due to Welfare Reform. This has the potential to have a negative impact on service delivery with clients having to wait longer to be seen. The recruitment of additional volunteers, overtime, additional services will support service delivery.

   **Objective** - Enhance staff availability to manage the increase in enquiries pending the introduction of the Welfare Reform Support Service.

3. **Management Information** - The introduction of Welfare reform changes will require additional management information to be gathered. This will be additional to current management information and will require additional resources;

   **Objective** - Ensure staff have sufficient awareness to effectively record and report all additional management information as a result of Welfare Reform enquiries.

4. **New Processes** - The new Welfare Reform service will introduce new processes into the current front line service. Additional work steps will be defined and agreed between both parties. This will require additional resources in the short term to allow new processes to ‘bed in’.

   **Objective** - Ensure all front line staff are aware of the impact of the new service on current processes and provide feedback on effectiveness when required.

5. **Displacement** - There is a strong likelihood that current front line advisers will apply for the new Welfare Reform positions. This will lead to potential
recruitment of new staff. Additional costs will be incurred for advertising and interviewing new staff.

Objective - Ensure potential displacement issues in the current advice service are identified and managed effectively.

6. Enhancing - Links with Specialist Organisations due to Welfare Reform Issues - Welfare Reform enquiries will require additional interaction with specialist organisations. There will be a need to develop additional referral processes to meet customer needs.

Objective - Develop and enhance relationships with specialist services ensuring seamless customer referrals when required.
ANNEX 2

Welfare Reform Training for Front Line Advisers

Background

A Welfare Reform training package has been identified consisting of six courses required by all front Line generalist advisers and volunteers. Funding for the training has been provided in the four year funding programme recommended by Professor Evasen. The department is planning to use the councils as their delivery partners to distribute this funding to the front line to ensure all advisers receive the full training package.

Training Package

The following six Welfare Reform related courses have been identified as essential for front line advisers to provide accurate advice to clients:

1. PIP including form completion
2. ESA legislative changes/mandatory reconsiderations
3. Sanctions
4. Mitigation schemes
5. Discretionary support
6. Rates/housing changes

When these training needs are fulfilled organisations may use this funding to identify/develop training initiatives which will assist in the provision of Welfare Reform information.

Deliverables and Objectives

1. **Training Package.** All staff will receive sufficient Welfare reform training to allow them to confidently provide advice and information to clients.

   **Objective-** Ensure all front line advisers receive sufficient Welfare Reform training to enable them to give accurate information and advice to customers.

2. **Training Provision.** Front Line Managers will work with Training providers to deliver training at times and locations which meet their staff needs.

   **Objective-** Liaise with Training Providers to deliver training at times and locations suitable for the front line advisers.

3. **Training Delivery.** A training timetable should be developed to ensure all front line advisers receive the required Welfare Reform training before the end of the 16/17 financial year.

DLCS Report
Objective- Training delivery will be organised to ensure all front line advisers receive essential Welfare Reform training by 31 March 2017

4. **Training Evaluation**- Each course will be evaluated by trainees and any comments and recommendations will be used for continuous improvement

Objective- Ensure all recommendations and improvements identified during evaluation are used for continuous improvement
Dr Theresa Donaldson  
Lisburn and Castlereagh City Council  
Island Civic Centre  
Lagan Valley Island  
Lisburn  
BT27 4RL

Voluntary and Community Division  
Level 3, The Lighthouse Building  
Gasworks Business Park  
Ormeau road  
Belfast BT7 2JB  
Telephone: (028) 9082 9441  
Facsimile: (028) 9082 9422  
Email: Elaine.downey@communities-ni.gov.uk

Date: 21st September 2016

Dear Dr Donaldson,

Community Support Programme: Letter of Variance for 2016-2017

Revised Approval

The purpose of this letter is to amend the Lisburn and Castlereagh City Council’s Community Support Programme (CSP) Letter of Offer dated 31st March 2016, following the Department’s decision to revise the financial offer by allocating further funding from the Welfare Reform Advice monies for Welfare Reform Readiness and Welfare Reform Training.

The funding for Welfare Reform Readiness is allocated on the same basis as the original 2016/17 awards.

The funding for Welfare Reform Training is allocated to council areas based on the number of current front line advisers per council area.

The figures “Welfare Reform Readiness, and Welfare Reform Training” shows your Councils additional allocations. Accordingly upon your Council’s acceptance of this offer as hereinafter provided, the said Letter of Offer shall be amended and have effect as if:-

for third paragraph beginning “The award is as follows “for the words

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Community Support General</td>
<td>£170,568.00</td>
</tr>
<tr>
<td>Advice Grant</td>
<td>£71,534.00</td>
</tr>
<tr>
<td>Total Community Support Award</td>
<td>£242,102.00</td>
</tr>
</tbody>
</table>
There was substituted the words

Community Support General £170,568.00
Advice Grant £71,534.00
Welfare Reform Readiness * £26,979.40
Welfare Reform Training * £7,800.00

**Total Community Support Award for 2016-17** £276,881.40

*Note: Council is not required to match fund the Welfare Reform Readiness and Welfare Reform Training Grants.

**Acceptance**

This letter is issued in duplicate and accordingly if your council is prepared to accept the variance to the original Letter of Offer and Memorandum of Understanding please return one complete copy of this letter duly signed and dated on behalf of the council.

Failure to return the signed documentation **within 28 days from the date of this letter** shall result in the revised offer being deemed as withdrawn.

Yours sincerely

Elaine Downey
Advice Services and Programme Delivery Team
Voluntary and Community Division

DLCS Report
1. OFFICIAL GRANT ACCEPTANCE

I __________________________________________ have authority on behalf of
(Name of Chief Executive in Block Capitals)

(Name of Council in Block Capitals)

accept the revised offer of Grant set out in the Letter of Variance dated 21st September 2016 and agree to deliver the above programme on the terms and conditions contained in the Letter of Offer and the Memorandum of Understanding dated 31st March 2016.

_________________________  Date _____________

Signed Chief Executive
Dear Theresa and Jim

I support a team of local volunteers who befriend isolated people in prison. The role is challenging and our volunteers do a wonderful job providing practical, social and emotional support to the most forgotten, unpopular or sometimes viewed as ‘undeserved’ people in society.

There are many reasons why families and friends have limited or lost contact with people in prison, but we know that good social support is one of the main factors in reducing reoffending. Our befrienders provide support which in time alters the befriendees attitude, beliefs and behaviours, making a real difference to lives and communities.

We are always looking for ways to thank and recognise our volunteers (and as funds deplete, we seek to do so in more and more creative ways!) I understand that local councils face the same budgetary challenges, so what I am asking will hopefully not involve any costs! I wonder, when there is any spare capacity at events the council are organising (i.e. spare seats at shows etc.) if our volunteers could receive complimentary tickets in recognition of the work they do?

I have attached a flyer which provides some information on volunteering (we’re currently recruiting, please spread the word if you know of anyone that may be interested!)

Thank you so much for reading and hopefully considering this request. Please do not hesitate to contact me if you have any questions or if you would like any further information.

Best wishes
Sinead

Sinead Bailie
Manager, Quaker Connections

Quaker Service, 541 Lisburn Road, Belfast, BT9 7GQ
M: 07808 644970
T: 028 90201444
W: quakerservice.com
Dear Jim,

RE: HILLSBOROUGH VILLAGE CENTRE

Firstly, I want to apologise for not keeping you better informed about the recent revival of our work towards securing funding for a potential extension of facilities at the Village Centre in Hillsborough.

It has been a number of years since we presented our ideas to the Leisure Services Committee and to be honest the whole extension idea has lay dormant due to a lack of appropriate funding sources.

We recently became aware of a new round of Rural Development funding and lodged an expression of interest as we look to take advantage of the planning permission which was obtained back in 2012 using our own resources, some money from Lagan Rural Partnership and Awards For All.

As it stands we need to secure around £750,000 of funding so the task ahead is very daunting but we will aim to keep you up to speed as we try to make some progress.

Many thanks for your continued support and that of everyone at Lisburn and Castlereagh City Council.

Best wishes and kind regards,

DAVID AGNEW
CENTRE MANAGER
# CHRISTMAS TREE AND GRANT APPLICATIONS - 2016

**Closing date for applications – FRIDAY 16TH SEPTEMBER 2016**

<table>
<thead>
<tr>
<th>Name of Group</th>
<th>Recommended Grant 2015</th>
<th>Grant Requested 2016</th>
<th>Date Received</th>
<th>Date of Switch On</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Aghalee Village Hall</td>
<td>£1,000</td>
<td>£1,000</td>
<td>14.9.16</td>
<td>Wed 7th Dec 7.00 pm</td>
</tr>
<tr>
<td>2 Anahilt Primary School Parent Teacher Association</td>
<td>£950</td>
<td>£1,000</td>
<td>14.9.16</td>
<td>Thurs 1st Dec 3.45 pm</td>
</tr>
<tr>
<td>3 Ballinderry Residents’ Association</td>
<td>£1,000</td>
<td></td>
<td></td>
<td>No Form</td>
</tr>
<tr>
<td>4 Carryduff Regeneration Forum</td>
<td>£1,000</td>
<td>£1,000</td>
<td>16.9.16</td>
<td>Thurs 1st Dec 7.00 pm</td>
</tr>
<tr>
<td>5 Derriaghy Village Community Association</td>
<td>£1,000</td>
<td>£1,000</td>
<td>14.9.16</td>
<td>Wed 7th Dec 7.30 pm</td>
</tr>
<tr>
<td>6 Dromara Community Group</td>
<td>£1,000</td>
<td>£700</td>
<td>16.9.16</td>
<td>Sat 3rd Dec 7.00 pm</td>
</tr>
<tr>
<td>7 Drumbeg Residents’ Association</td>
<td>£1,000</td>
<td>£710</td>
<td>8.9.16</td>
<td>Tues 6th Dec 7.00 pm</td>
</tr>
<tr>
<td>8 Drumbo &amp; District Community Association</td>
<td>£950</td>
<td>£1,000</td>
<td>15.9.16</td>
<td>Fri 9th Dec 7.30 pm</td>
</tr>
<tr>
<td>9 Drumlough Community Association</td>
<td>£1,000</td>
<td>£1,000</td>
<td>14.9.16</td>
<td>Sat 10th Dec 7.00 pm</td>
</tr>
<tr>
<td>10 Dundonald Food Bank Limited</td>
<td>£1,000</td>
<td>£1,000</td>
<td>14.9.16</td>
<td>Tues 6th Dec 6.30 pm</td>
</tr>
<tr>
<td>11 Dundrod Sport for All</td>
<td>£1,000</td>
<td>£1,000</td>
<td>21.9.16</td>
<td>Mon 5th Dec 7.30 pm</td>
</tr>
<tr>
<td>12 Glenavy Community Partnership (New name)</td>
<td>£1,000</td>
<td>£1,000</td>
<td>14.9.16</td>
<td>Wed 7th Dec 6.30 pm</td>
</tr>
<tr>
<td>Name of Group</td>
<td>Recommended Grant 2015</td>
<td>Grant Requested 2016</td>
<td>Date Received</td>
<td>Date of Switch On</td>
</tr>
<tr>
<td>--------------------------------------------------------</td>
<td>------------------------</td>
<td>----------------------</td>
<td>---------------</td>
<td>-------------------</td>
</tr>
<tr>
<td>13 Halftown Residents’ Association</td>
<td>£1,000</td>
<td>£1,000</td>
<td>16.9.16</td>
<td>Wed 7th Dec 7.30 pm</td>
</tr>
<tr>
<td>14 Hillsborough and District Village Committee</td>
<td>£1,000</td>
<td>£1,000</td>
<td>16.9.16</td>
<td>Sun 27th Nov 7.15 pm</td>
</tr>
<tr>
<td>15 Maghaberry Community Association</td>
<td>£1,000</td>
<td>£1,000</td>
<td>15.9.16</td>
<td>Fri 25th Nov 6.30 pm</td>
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<tr>
<td>16 Moira – St Johns</td>
<td>£1,000</td>
<td>£1,000</td>
<td>14.9.16</td>
<td>Wed 30th Nov 7.00 pm</td>
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<tr>
<td>17 Moneyreagh and District Community Association</td>
<td>£1,000</td>
<td>£1,000</td>
<td>15.9.16</td>
<td>Wed 7th Dec 6.30pm</td>
</tr>
<tr>
<td>18 Seymour Hill &amp; Conway Residents Association</td>
<td>£1,000</td>
<td>£1,000</td>
<td>23.9.16</td>
<td>Fri 2nd Dec 6.30 pm</td>
</tr>
<tr>
<td>19 Stoneyford Community &amp; Youth Association</td>
<td>£1,000</td>
<td>£1,000</td>
<td>23.9.16</td>
<td>Sat 3rd Dec 6.00 pm</td>
</tr>
</tbody>
</table>

Cost of Trees @ £500

| Cost of Trees @ £500 | £9,000 | £17,410 |

BUDGET
## LCCC ROLLING YEAR ABSENCE FIGURES
### 01 April 2015 - 30 July 2016

<table>
<thead>
<tr>
<th>Leisure Services</th>
<th>01.04.15 - 31.03.16</th>
<th>01.05.15 - 30.04.16</th>
<th>01.06.15 - 31.05.16</th>
<th>01.07.15 - 30.06.16</th>
<th>01.08.15 - 31.07.16</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Possible Days</td>
<td>54,557.99</td>
<td>54,189.82</td>
<td>54,366.13</td>
<td>54,435.19</td>
<td>54,159.51</td>
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<tr>
<td>Days Lost Through Short Term Sickness</td>
<td>651.41</td>
<td>645.12</td>
<td>614.85</td>
<td>594.11</td>
<td>571.94</td>
</tr>
<tr>
<td>Days Lost Through Long Term Sickness</td>
<td>2,904.99</td>
<td>3,075.55</td>
<td>3,244.07</td>
<td>3,406.43</td>
<td>3,428.17</td>
</tr>
<tr>
<td>Short Term Lost Time Rate</td>
<td>1.19%</td>
<td>1.19%</td>
<td>1.13%</td>
<td>1.09%</td>
<td>1.06%</td>
</tr>
<tr>
<td>Long Term Lost Time Rate</td>
<td>5.32%</td>
<td>5.68%</td>
<td>5.97%</td>
<td>6.26%</td>
<td>6.33%</td>
</tr>
<tr>
<td>Total Lost Time Rate</td>
<td>6.52%</td>
<td>6.87%</td>
<td>7.10%</td>
<td>7.35%</td>
<td>7.39%</td>
</tr>
<tr>
<td>Days lost per employee</td>
<td>14.50</td>
<td>15.00</td>
<td>16.00</td>
<td>16.50</td>
<td>16.50</td>
</tr>
<tr>
<td>Department</td>
<td>Annual Budget</td>
<td>Budget to date</td>
<td>Total Actual &amp; Committed</td>
<td>Total Variance</td>
<td></td>
</tr>
<tr>
<td>--------------------------------</td>
<td>---------------</td>
<td>----------------</td>
<td>--------------------------</td>
<td>----------------</td>
<td></td>
</tr>
<tr>
<td>Parks and Amenities</td>
<td>1,840,320</td>
<td>953,053</td>
<td>1,001,791</td>
<td>48,738</td>
<td></td>
</tr>
<tr>
<td>Sports Services</td>
<td>8,258,933</td>
<td>3,420,992</td>
<td>3,320,650</td>
<td>(100,342)</td>
<td></td>
</tr>
<tr>
<td>Cultural and Community Services</td>
<td>3,730,800</td>
<td>1,746,596</td>
<td>1,712,186</td>
<td>(34,410)</td>
<td></td>
</tr>
<tr>
<td><strong>Total Expenditure</strong></td>
<td>13,830,053</td>
<td>6,120,641</td>
<td>6,034,627</td>
<td>(86,014)</td>
<td></td>
</tr>
</tbody>
</table>

**Income:**

<table>
<thead>
<tr>
<th>Department</th>
<th>Income</th>
<th>Budget to date</th>
<th>Total Actual &amp; Committed</th>
<th>Total Variance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Parks and Amenities</td>
<td>(380,240)</td>
<td>(44,492)</td>
<td>(210,897)</td>
<td>(166,405)</td>
</tr>
<tr>
<td>Sports Services</td>
<td>(5,476,803)</td>
<td>(2,503,021)</td>
<td>(2,653,874)</td>
<td>(150,853)</td>
</tr>
<tr>
<td>Cultural and Community Services</td>
<td>(977,260)</td>
<td>(194,570)</td>
<td>(96,259)</td>
<td>98,311</td>
</tr>
<tr>
<td><strong>Total Income</strong></td>
<td>(6,834,303)</td>
<td>(2,742,083)</td>
<td>(2,961,030)</td>
<td>(218,947)</td>
</tr>
</tbody>
</table>

**Overall Net Position:**

<table>
<thead>
<tr>
<th>Department</th>
<th>Net Position</th>
<th>Budget to date</th>
<th>Total Actual &amp; Committed</th>
<th>Total Variance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Parks and Amenities</td>
<td>1,460,080</td>
<td>908,561</td>
<td>790,894</td>
<td>(117,667)</td>
</tr>
<tr>
<td>Sports Services</td>
<td>2,782,130</td>
<td>917,971</td>
<td>666,776</td>
<td>(251,195)</td>
</tr>
<tr>
<td>Cultural and Community Services</td>
<td>2,753,540</td>
<td>1,552,026</td>
<td>1,615,927</td>
<td>63,901</td>
</tr>
<tr>
<td><strong>Total Net Overall Position</strong></td>
<td>6,995,750</td>
<td>3,378,558</td>
<td>3,073,597</td>
<td>(304,961)</td>
</tr>
</tbody>
</table>
LISBURN & CASTLEREAGH CITY COUNCIL  
MEETING OF THE LEISURE AND COMMUNITY SERVICES COMMITTEE  
4 OCTOBER 2016  

REPORT OF MR ROSS GILLANDERS, HEAD OF SERVICE (PARKS & AMENITIES)  

PURPOSE AND BACKGROUND  

The purpose of this report is to set out for Members’ consideration a number of recommendations relating to the operation of the Council.  

The following items are for consideration:  

1. Request for presentation from the Dundrod and District Motorcycle Club  
2. Drumbo: proposed development of a “Mens Shed”  
3. Tonagh - potential play area  

The following items are for approval  

4. Wallace Park Tennis Facility – expansion  

The following items are for noting  

5. Comber Greenway / Billy Neill Soccer Centre of Excellence  
7. West Lisburn Youth Resource Centre  

ITEMS FOR CONSIDERATION  

1. REQUEST FOR PRESENTATION FROM THE DUNDROD AND DISTRICT MOTORCYCLE CLUB  

The Board of the Dundrod and District Motorcycle Club (DDMC) are requesting ([Appendix 1]) to attend the Leisure and Community Development Committee on 1 November 2016 to present a case for improved broadband facilities at the Dundrod Pits to support the Ulster Grand Prix.  

The Club met with the Minister for Communities on 28 September 2016 and have been met several times with Officers to discuss broadband options.  

**Recommendation**  

It is recommended that Members consider the request from the DDMC to make a presentation to the Leisure & Community Development Committee on 1 Nov 2016.
2. **DRUMBO: PROPOSED DEVELOPMENT OF A MENS SHED**

Following a meeting with community representatives attended by Councillor Mackin and Councillor Baird, and Officers held on 26th September 2016 a report is being prepared in regard to a proposal in respect of the development of a “Mens Shed” at the Playing Fields at Drumbo. It is hoped to circulate a report for the consideration of Members, under separate cover in advance of the Committee meeting.

**Recommendation**

It is recommended Members consider the report to be circulated under separate cover.

3. **TONAGH - POTENTIAL PLAY AREA**

At Council on 27 September 2016, the subject of a play area in the Tonagh area was raised by Members. Officers have subsequently liaised with Playboard NI whose staff wrote the original Playability Audit. A short summary report can be found at Appendix 2 for Members’ consideration.

**Recommendation**

It is recommended that Members consider the report in regard to a potential play facility in the Tonagh area and the option for further research.

**ITEMS FOR APPROVAL**

4. **WALLACE PARK TENNIS FACILITY - EXPANSION**

Tennis Fundamentals who manage the Wallace Park tennis courts on behalf of the Council have identified the need for a small expansion of their facility to include 2 x mini courts for children and a waiting area for parents.

The demand for children’s lessons is growing and 2 x additional mini courts would enable the demand to be met with minimal impact on the existing demand of the 3 full sized courts. Parents dropping off children for lessons are being deterred by the lack of a waiting area from which to wait in comfort, especially over the winter months.

[Appendix 3](#) is a pictorial view of the intent. Planning permission would be required for the waiting area.

It is proposed that Tennis Fundamentals though the Schools Tennis Project Ltd would contribute to the cost of the inflatable cover for the mini courts, with the Council contributing towards the cost of extending the hard surface to make the 2 x mini courts and the purchase of the waiting room / view area.
If Members are minded to support this development then officers will progress the business plan, planning permission and make provision in the capital estimates.

**Recommendation**

It is recommended that Members approve the expansion plans for the tennis facility at Wallace Park, enabling officers to progress the business plan, planning permission and make provision in the capital estimates.

**ITEMS FOR NOTING**

5. **COMBER GREENWAY / BILLY NEILL SOCCER CENTRE OF EXCELLENCE**

Members will recall approving the Master Plan for Billy Neill SCOE which drew attention to the proximity to the Comber Greenway. Officers have met with the Department of Infrastructure Cycling Unit to investigate options to encourage use of the greenway.

In doing so, the Head of Parks & Amenities has secured £40k from the Department of Infrastructure in contribution to the development of the entrance to the facility thus making it more accessible to both cyclists and pedestrians. In return the Council would make the lower entrance car park accessible 24/7. A height restrictor would be installed to deter use by unauthorised campers and trailers.

This proposal also dovetails with requests from the Ulster Hospital to identify car parks to encourage their staff to park and cycle to work along the Comber Greenway.

**Recommendation**

It is recommended that Members note the financial capital contribution of the Department of Infrastructure Cycling Unit towards making the Billy Neill car park and entrance more accessible to cyclist and pedestrians.

6. **SUSTRANS – CYCLE HIGHWAYS INNOVATION FOR SMARTER PEOPLE TRANSPORT AND SPATIAL PLANNING [CHIPS]/ MOAT PARK**

The Director of Leisure & Community Services and the Head of Parks & Amenities met with Sustrans to discuss the CHIPS project (Cycle Highways Innovation for Smarter People Transport and Spatial Planning) which will see a collaboration with leading cycling nations – the Netherlands and Belgium, as well as Transport for London, Germany and the Republic of Ireland over the next three years.

The Sustrans project will involve coordinating a survey across nine partners to identify the barriers preventing people commuting by bike. This survey will
focus on people using the Comber Greenway for their commute. Specifically Sustrans will work with key employers close to the Comber Greenway to encourage and support people to cycle. Programmes which Sustrans develop in Northern Ireland will be shared and implemented by partners across Europe.

An ‘Active Travel hub’ will be established at the Holywood Arches in East Belfast to provide a public base for the project. There will also be investment in smart cycle storage units utilising modern technology such as swipe cards for security; bike service points and a pilot programme developing the potential of e-bikes for those who have longer distance commutes or live in hillier areas.

Following a site visit, one such area that Sustrans is interested in for the smart cycle storage units, is at the edge of Moat Park to tie in with the rapid transport service on the Newtownards Road. If a formal request were to follow, then Officers will bring a further report to Committee to approve a formal lease or licence.

**Recommendation**

It is recommended that Members note the Sustrans interest in siting a smart cycle storage units to support the CHIPS and rapid transport initiatives in Moat Park.

7. **WEST LISBURN YOUTH RESOURCE CENTRE**

Members are asked to note that construction of the new West Lisburn Youth Resource Centre is almost complete. This replaces the former West Lisburn Community Centre. This project has been fully funded by The Social Investment Fund, and the facility will be leased to The Resurgam Trust following handover from the Contractor.

It is expected that this lease will be presented to full Council in October for Signing and Sealing.

**Recommendation**

It is recommended that Members note the progress of the West Lisburn Youth Resource Centre and intent to present the lease for signing and sealing at full Council in October.

R J R GILLANDERS MBE  
HEAD OF SERVICE (PARKS & AMENITIES)  
29TH SEPTEMBER 2016
Dear Ross,

The board of the Dundrod and District Motorcycle Club (DDMC) are requesting to attend the Leisure and Community Development Committee on 1 November 2016.

As you are aware, there is a major issue with the lack of broadband provision in the paddock area during Bike Week. This is now generating complaints from the teams and fans who are now demanding internet access during Bike Week. Internet access is now seen as a key requirement at International events such as the UGP which also has a knock on effect of promoting the Lisburn and Castlereagh area during Bike Week and beyond.

In addition, the UGP are now utilizing the paddock area throughout the year by hosting a number of motorbike and motorcar organisations. These organisations are also demanding internet access.

The DDMC are asking for support to install a new private circuit into the paddock area. It is hoped that other government and private organisations will become involved to help cover the costs of installation.

I look forward to hearing from you.

Yours

Ken Stewart
Tonagh Area, Lisburn Urban

In 2015 PlayBoard conducted a playability audit of existing fixed play provision and a review of supply demand for additional play provision across the council area. The review of supply and demand was based on an analysis of underlying demographic data for the age group 0 to 14 years (the age group primarily targeted by fixed play provision). Within the play review the Tonagh area was not identified as a gap area in terms of fixed play provision gap based on an analysis of underlying demographic patterns.

Within the audit report it was noted that in cases were council believe there to be an underlying level of demand for play that is not reflected in the demographic data (or in cases of a shift in population numbers) council should proceed to conducting a localised household survey of the area. The survey should focus on 4 key areas:

1. Providing an accurate, up-to-date overview of demand for play in terms of the number of children aged 0 to 14 years within a defined area
2. Identifying age group patterns to assist with play area planning should development proceed
3. To assess wider community views on the proposed location for the fixed play site
4. To determine the level of support (or opposition) to the development of fixed play provision at the identified site.

In line with established criteria and to ensure consistency of approach, household survey should be limited in distance to that identified in the Accessibility Benchmark Standards; in the case of Tonagh this would equate to a 400m radial from the potential site (based on potential development of a Local Equipped Area for Play - LEAP). It should be noted that in the case of Tonagh the railway line creates a boundary line which is likely to limit use of a play area developed on the identified site, it is therefore recommended that households falling north of the railway line should be excluded from the household survey on this basis.
Mini Tennis Zone – Wallace Park

- 2 x dedicated mini tennis courts
- Garden office building as a waiting room / viewing area
- Inflatable cover for mini courts.

**Location**
Dedicated mini tennis courts (fence moved).

Low fence between back of mini tennis court and the main tennis area. Larger fence retained from moving the existing fencing.

Mini Tennis courts will be 10m x 5m each, rather than 12m x 6m with the same 2m runback at each end and 1m at the sides and between the courts.

A 5.5m permanent mini tennis net will be used on each court.

https://www.stadia-sports.co.uk/tennis/mini-tennis/mini-tennis-club-net-5-5mtr.html
Garden office building - tennis clubhouse / waiting room / viewing area

Areas marked in blue.
Inflatable cover for mini courts.
REPORT BY HEAD OF SERVICE (SPORTS SERVICES)

PURPOSE AND BACKGROUND

The purpose of this report is to set out for Members’ consideration a number of recommendations relating to the operation of the Council.

The following items are for decision:

1. Report – Coca Cola Lisburn Half Marathon 10K & Fun Run
2. Lagan Valley LeisurePlex Legends of Sport – correspondence from Netball NI

The following items are for noting:

1. World Water Park magazine Article – Lagan Valley LeisurePlex
2. Retail Sales – Lagan Valley LeisurePlex
4. Celebrating International Day for Older Persons
5. Arrangements relating to a Hire Agreement between the Council and the South Eastern Health & Social Care Trust for the supply of a Pool Hoist at Lagan Valley LeisurePlex

ITEMS FOR DECISION:

1. REPORT – COCA COLA LISBURN HALF MARATHON 10K & FUN RUN

Attached at Appendix (1SS) is the report arising from the 2016 Coca Cola Lisburn Half Marathon, 10K and Fun Run. The report highlights what was again a very successful event with numbers approaching record levels.

The importance of promotion through a media partner, social media and a stand-alone web site is paramount and the partnership with Cool FM was very successful. There is a small increase proposed in the entry fee for both the Half Marathon and Fun Run, with the 10K staying as it is. The 2017 Coca Cola Lisburn Half Marathon, 10K and Fun Run will take place on Wednesday 21st June 2017.
Recommendation

It is recommended Members consider the report of the 2016 Coca Cola Lisburn Half Marathon, 10K and Fun Run and the proposals for the 2017 event.

2. LAGAN VALLEY LEISUREPLEX LEGENDS OF SPORT – CORRESPONDENCE FROM NETBALL N.I.

Attached at Appendix (2SS) for Members information is correspondence received from Netball N.I. in support of local resident Liz Rodgers being considered for inclusion in the Lagan Valley LeisurePlex Legends of Sport.

Presently, the seven Lagan Valley LeisurePlex Legends of Sport are Dame Mary Peters, Jimmy Kirkwood, Dermot Monteith, Brian Magee, Dr Janet Gray, Jimmy McIlroy and Stephen Ferris.

It is also suggested a new policy in regard to recognising local Legends of Sport requires to be developed, to reflect the new expanded city area.

Recommendation

It is recommended Members:

a. Consider the correspondence from Netball N.I.

b. Agree to Officers reviewing the current policy and bringing forward draft recommendations on how it might be amended to reflect the new city area

ITEMS FOR NOTING:

3. WORLD WATER PARK MAGAZINE ARTICLE – LAGAN VALLEY LEISUREPLEX

Attached at Appendix (3SS) is an article that recently appeared in the World Water Park Magazine, the official magazine of the World Water Park Association.

The magazine (copies of which will be available at the Committee meeting) highlights the latest innovations in wet play from the thousands of water parks across the world with the vast majority being outdoor facilities. The article compiled by Sports Services manager Jim Murray reflects the new facility and the Council in a very positive international light and highlights the new attractions to customers following the recent refurbishment.
Recommendation

It is recommended Members note the article on the refurbished Lagan Valley LeisurePlex carried in the World Water Park Magazine.

4. RETAIL SALES LAGAN VALLEY LEISUREPLEX

Members may be aware that previously Council approved a partnership with Sportsmax to facilitate the sale of retail goods (mostly wetside related) to customers of the centre. An integral part of the agreement is that the ordering, sale and stock replacement is carried out by administration and reception staff within Lagan Valley LeisurePlex.

I attach (at Appendix 4SS) correspondence from Sportsmax indicating that of 307 individual sites across the UK Lagan Valley LeisurePlex currently sits first in the sales table.

This is a positive reflection on the footfall using the Centre alongside the pro-activity of staff and the quality of stock on offer.

Recommendation

It is recommended Members note that Lagan Valley LeisurePlex is currently number 1 in retail sales across 307 sites serviced by Sportsmax across the UK.

5. SPORTS SERVICES FINANCIAL PERFORMANCE 2016/17

Overall at end of period 5 Sports Services is showing a favourable variance of £251,222 on profiled budget.

This comprises an overachievement of income of £150,862 and an underspend of profiled expenditure of £100,360.

Lagan Valley LeisurePlex is over performing compared to profiled income by £212,273 and is 10% ahead of income based on the same period. However Dundonald International Ice Bowl is below budgeted income by £18,533. This is reflected in a 9% reduction on income on the same period last year.

The main area of concern in relation to income is bowling and it is hoped the programmed upgrade of the Bowling Centre will help address this.
Recommendation

It is recommended Members note the financial performance of Sports Services up to the end of period 5.

6. **CELEBRATING INTERNATIONAL DAY FOR OLDER PERSONS**

As Members may be aware a range of activities have been organised by Lisburn & Castlereagh City Council to recognise International Day for Older Persons. Details of the activities are attached for Members information at Appendix (5SS). A number of the activities are organised in partnership with other statutory and voluntary bodies.

Recommendation

It is recommended Members note the events and activities organised by Lisburn & Castlereagh City Council to recognise International Day for Older Persons.

7. **SOUTH EASTERN HEALTH & SOCIAL CARE TRUST: AGREEMENT REGARDING LEASE OF A POOL HOIST**

Members are asked to note that following negotiation with the Trust arrangements have been made whereby the Trust will enter into a hire agreement to install a Pool Hoist at Lagan Valley LeisurePlex. The hire arrangement is on the basis of an nominal annual payment by the Council to the Trust. The Hire Agreement will be tabled for signature at the Council Meeting at the end of this month.

Recommendation

It is recommended Members note the above.

**BRENDAN COURTNEY**
**HEAD OF SPORTS SERVICES**

30th September 2016
APPENDIX 1 (SS)

LISBURN HALF MARATHON REPORT 2016

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ENTRY

The Coca-Cola Lisburn Half Marathon, 10K and Fun Run continues to be one of the largest sporting participation events in Northern Ireland attracting nearly 6,300 participants in 2016. This is similar to 2015, a record year, and an increase of over 400 from 2014.

This level of participation is probably near to the maximum we could accommodate, considering the health and safety of runners, access and egress, PSNI road closures, car parking, schedules and the time of the race on a Wednesday evening. Runners from outside of Lisburn and Castlereagh City area may have difficulty in arriving before the 6.30 start time.

There was increased marketing on social media this year including a dedicated Facebook page, with links to Runners Pages and ChampionChip Ireland. We also used the local press, an updated and much improved LCCC website page and Cool FM as our media partner. Cool FM ran a number of adverts, promotional events and put the race on their own social media sites, as well as providing the entertainment for the event itself.

The number of road races has risen significantly over recent years, increasing the competition for participants. The Lisburn Half Marathon, 10K and Fun Run continues to be popular and has a reputation as a well organised family friendly, fun event. The majority of runners are from the Lisburn and Castlereagh City Council area but it also attracts many runners from further afield.

Approximately £6,500 was raised for the Mayor’s Charity, Tiny Life. This would include £1 from each entry. There were also individuals collecting their own sponsorship for the Mary Peters Trust as well as many other worthy charities.

Feedback from participants was generally very positive. They enjoyed the community feel of the event and the fun atmosphere created by the large number of runners and spectators round the course and at the start/finish area. The actual start area continues to create a few problems with the sheer number of runners and the narrowness of the road (Warren Park).

The finish area worked well both in terms of getting runners through the exit areas but also as a social meeting area for runners at the end of the race. The management of runners through the medal collection points worked very well, with no tailbacks to the finish line. There was also an area designated for publicity photographs with a podium for the winners.

This is the second year of the new half marathon route, and the generally flat terrain is a factor in encouraging both beginners to the sport and experienced runners looking for a fast time.
**SPONSORSHIP OF THE EVENT**

Coca-Cola sponsored the event for a financial contribution of £11,000 and at least £5,000 ‘in kind’ sponsorship, including bottles of water for all runners and promotional material.

This was the second year of a three year contract with Coca Cola and we very much welcome their valued support both financially and promotion of the event. We hope Coca Cola will continue their kind support after the current contract finishes.

Sponsorship was also received from Cliff Bars (energy cereal bars) to the value of approx £3500 – free bars to all runners

Other sponsorship was provided by Lagan Valley LeisurePlex, Lindsay Ford and Cool FM.

**IN KIND SUPPORT**

The event relies on the generous support of a number of voluntary and statutory agencies. These include: PSNI, HMM Road Management, St John’s Ambulance, Lisburn & District Scouts, City of Lisburn Athletics Club, Raynet, Dromore Hockey Club, Lisburn Rugby Club, South Antrim Hockey Club, Lisburn Cricket Club and Lisnagarvy High School.

**GENERAL COMMENTS**

- The provision of ‘Technical’ T Shirts for the Half Marathon, 10K and Fun Run again proved very popular. With the cost of Technical T shirts falling, it is beneficial to provide just the one type of T shirt, reducing administration costs and work for volunteers at the pack collection.

- The event website was greatly improved this year and the online registration was a lot easier to manage. The number of online entries is increasing year on year. The only issue was that participants could only register one person at a time. Next year the system will allow one person to register any number of entries. We will be looking to set up the website from Dec 2016 for the 2017 event, as a lot of runners like to plan a long way ahead for their races. The dedicated Facebook page will again be used for 2017.

- We were able to secure sponsorship for energy bars for every runner at the end of the race. This was a popular addition to the medal and water runners receive. Hopefully we will be able to continue this sponsorship for 2017.

- The new Half Marathon Route also proved to be very popular as it was generally flat and mainly on traffic free, country roads.
This year, all three races started from the same start line. This generally benefitted the organisation of the start area, although work still needs to be done on signage and getting everyone to the start line on time.

The number of water stations proved adequate but cups/bottles is still an issue with some runners.

The finish area worked very well and the management of the different races, dividing the finish into three lanes instead of two, meant the fastest Half Marathon runners were separated from the slowest 10k runners.

More local schools participated in the Fun Run this year but more should be encouraged if possible.

The official charity, The Mary Peters Trust, provided help with promotion and publicity for the event.

RECOMMENDATIONS FOR 2017

1. The new online registration provider (Mylaps) to be used again, (or a similar recommended alternative) as they provided a reliable service at a competitive cost @ 6% of registration fee.

2. Apply to Athletics NI to have the Lisburn Half Marathon as the Northern Ireland National Half Marathon Race.

3. Register the 10K race as part of the NI 10K Grand Prix series. This helps with overall promotion and publicity and hopefully increases the number of runners.

4. I should like to propose a slight increase in the Half Marathon fee to £23 and the Fun Run to £7.50 to cover any inflationary costs. The 10K would stay the same. Please see table below.

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The fee will include registration, T shirt and medal for all runners and compares favourably with similar events in NI. (eg 2015 Belfast HM £25, Larne HM £25, Newry HM £25)

5. Provide water stations as per 2016, making sure there are enough cups at each station, and provide a snack/cereal bar/banana at the end of the race.

6. Start all three races on the same start line, as per 2016, but improve the signage and PA announcements for the holding areas and start line.

7. Keep the same finish area set up as per 2016. Identify a new and experienced online registration provider. Up-date the website and continue to promote on-line entries.

8. The official charity for 2017 will be the new Mayor’s charity.

9. The 2017 Coca-Cola Lisburn Half Marathon, 10K and Fun Run will take place on Wednesday 21st June

ADRIAN BARON
SPORTS DEVELOPMENT OFFICER

22nd Sept 2016
Councillor Brendan Courtney  
Lagan Valley Island  
Lisburn  
Co. Antrim  
BT27 4RL

23rd September 2016

Reference: Sporting Legends, Lisburn Leisureplex. Mrs Elizabeth Rodgers

Dear Councillor Courtney,

Please accept this letter in support of Mrs Elizabeth Rodgers being included in the Sporting Legends section in Lisburn Leisureplex on behalf of the Netball Northern Ireland Board.

Having Captained the Northern Ireland U21’s Liz moved into the senior team with a career spanning 18 years. Liz is recognised in international Netball for competing in a record 5 World Championship events; 1975, 1979, 1983, 1987 & 1991, this is an accolade she shares with only 4 other netball athletes worldwide and something which Netball Northern Ireland are extremely proud of.

Following her impressive netball career as an athlete, Liz had continuously given back to her sport by coaching school and club teams and umpiring at B award level, she is also an accredited table official, umpire tutor and assessor. Liz can be seen at our Premier League fixtures on a weekly basis officiating and supporting and still enjoying her sport.

Netball Northern Ireland recognises Liz as one of our all-time greats and would be delighted if Lisburn and Castlereagh acknowledged her achievements by including her in their Sporting Legends collection.

Kind Regards

Micaela Diver  
President  
Netball Northern Ireland
Drenching The Masses

Thanks to a great location and recent refurbishments, Lagan Valley LeisurePlex continues to bring in visitors from throughout Northern Ireland and beyond.
A fact that may come as a surprise to many readers, is that in Northern Ireland there are approximately 250 days each year where there will be precipitation—either rain, snow or sleet as most of us call it. So, it might seem somewhat incredible that the success of the aquatic facilities at the Lagan Valley LeisurePlex would tend to suggest that the people of Northern Ireland simply can't get enough water and are always happiest when they are soaked or "drenched" as the locals tend to call it.

Situated in Lisburn just 9 miles from Northern Ireland's capital Belfast, the Lagan Valley LeisurePlex offers some of the longest and fastest water flumes to be found anywhere in the United Kingdom and Ireland and has for many years established a reputation as the very best water leisure venue around.

The LeisurePlex is also conveniently situated in Lisburn Leisure Park, adjacent to a number of other leisure and dining establishments including a bowling alley, cinema and a number of restaurant outlets, all of which make the park a big attraction for a family day out.

Coming in out of the rain to splash & play

Owned and managed by the Lisburn & Castlereagh City Council, the facility opened its doors to the public in 1999. In the intervening years, the facility has very firmly established itself as being one of the most popular venues for a family day out, especially on a traditionally cold, wet and windy Irish day of which there are very many.

With around 400,000 annual visitors, a trip to the "Pool at the Plex" is top of the "bucket" list for many children from throughout Northern Ireland, as well as visitors from the Republic of Ireland and the mainland United Kingdom.

The popularity of the LeisurePlex is best highlighted by the fact that many thousands of parents are happy to drive long distances to the facility and endure one, two or even three children in the back seat of their vehicle endlessly repeating: 'Are we nearly there yet? When do we start splashing?'

As well as family visits, the flumes of the leisure pool are also a big attraction to school groups, especially for an end of term "treat" during the month of June with around 7,000 children from both Northern Ireland and the Republic of Ireland attending as part of school group visits before school summer holidays commence at the start of July.

In addition to the school trips, the venue attracts hundreds of group visits each year from summer camp, Boy Scout, Girl Guide and other children's uniformed organizations.

As well as its free-form leisure pool, the publically-owned facility has an extensive range of aquatic options for visitors including competition and diving learner pools which cater for an extensive range of aquatic /sporting activities. Some of these activities include: public swim sessions, children's/school swimming lessons, swimming galas, as well as being the host venue for a variety of aquatic clubs including the Lisburn City Swimming Club as well as water polo, sub-aqua and a number of disabled swim clubs.

Training future life savers

In addition to these activities, the facility runs one of the most extensive public lifeguard training programs in the British Isles including the delivery of both adult and child lifesaving/lifeguarding courses, all of which are approved by the Royal Life Saving Society UK (RLSS UK). RLSS UK is a drowning prevention charity and the UK's leading provider of water safety and drowning prevention education.

With more than 120 permanent and relief lifeguard staff to train over an ongoing period of time, the facility is committed to ensuring that all lifeguard staff receive the very highest standard of training. In terms of lifeguarding in the United Kingdom, this highest standard is the National Pool Lifeguard Qualification (NPLQ). Despite having to deliver lifeguard training to such a large number of employees, the pool lifeguard training program recently achieved a 100 percent compliance score after an external assessment from the Institute of Qualified Lifeguards (IQL UK), which is a RLSS body responsible for assessing the training and ongoing competence of lifeguards at both public and private pools in the United Kingdom.

Inside the LeisurePlex's attractions

While the LeisurePlex is well respected for its training programs, it's the Leisure Pool for which the facility has established its reputation through the provision of a variety of ever popular water rides including the "Master Blaster," "Space Bowl," "Falling Rapids" and "Drag Race."
In 2015, the leisure pool at the LeisurePlex underwent an extensive refurbishment which included ancillary works on the existing water rides and the introduction of a brand new Aqualand facility within the leisure pool. Based upon a brief by Lisburn & Castlereagh City Council to provide an interactive aquatic play area for younger children, which would provide them with a fun environment in which their water confidence and skills would also develop, World Leisure (UK) were successful in winning the contract. As part of completing the required refurbishment works, World Leisure (UK) installed a variety of water toys and water features from Empex Water Toys, a company based in Ontario Canada. Among the features installed in the new Aqualand feature were a number of items which were new and unique to the United Kingdom and Ireland including the "Aquabloom," "Aquastream," "Aquabow Aquaserp" and "Baby Bungee."

The introduction of these new features has proven extremely popular especially for children between 2-6 years of age who are too young to experience the fast flowing waterslides which the LeisurePlex also offers. This popularity is reflected by an increase in visitor numbers and income since the refurbished facility re-opened in April 2015.

In addition to an upsurge in popularity, the upgrade to the existing leisure pool waterslides and the introduction of the Aqualand play area was recently recognized by winning two awards at the prestigious 2015 United Kingdom Pool & Spa Awards (www.ukpoolandspaaawards.co.uk). These awards recognize the outstanding achievements of United Kingdom’s leading companies and organizations that are involved in the provision of water leisure across a variety of public sectors from hotels and health clubs to schools and public pools.

Lagan Valley LeisurePlex was honoured with: “Best Commercial Refurbishment Project 2015” & “UK Water Venue of the Year 2015." The fact that the facility has been recognized as a "UK Water Venue of the Year" is especially pleasing as the number, variety and quality of similar leisure destinations in the UK has expanded significantly over the last 5 to 6 years.

Speaking on the LeisurePlex in winning these awards, Alderman Paul Porter (Chairman of the Lisburn & Castlereagh City Council Leisure & Community Services Committee) noted that he was "delighted with winning these prestigious awards which recognize superior products and achievements and that the refurbishment works undertaken by the Council at the LeisurePlex highlight the commitment that Lisburn & Castlereagh City Council has in ensuring that it provides the best possible leisure facilities to both the citizens of Lisburn & Castlereagh and the many hundreds of thousands of visitors from outside the local area who come to the Lagan Valley LeisurePlex annually."

Exciting times indeed at the LeisurePlex and for the people of Northern Ireland who, judging by the number of visitors to the LeisurePlex, have proven yet again that the wetter they are, the happier they are! •
From: Ross Black [mailto:Ross.Black@sportmax.co.uk]
Sent: 20 September 2016 16:34
To: Chantal McCrea
Subject: RE:

I am pleased to confirm that out of 307 individual leisure centres (61 councils / trusts / operators) across the UK (we have customers in Orkney and Dover!) including Northern Ireland, Lagan Valley Leisureplex currently leads the 2016 (from January to end of August) cost of sales league.

This is not just down to the sheer numbers through the door (which helps) but a working partnership between Sportmax and Lagan Valley and in particular Dee (Sportmax) and Chantal (LVLP), who communicate perfectly to ensure the right products are being sold at the right prices, stock is properly displayed, lines are never out of stock and stock is professionally controlled.

Best Regards
Ross Black
SPORTMAX
01698 281951
07825 305 858
www.sportmax.co.uk
For further information, contact the centre you plan to visit.

**Lagan Valley LeisurePlex**
18 Lisburn Leisure Park, Lisburn, BT28 1LP
Tel: 028 9267 2121
Email: leisureplex@lisburncastlereagh.gov.uk

**Lough Moss Leisure Centre**
Hillsborough Road, Carryduff, BT8 8HR
Tel: 028 9081 4884
Email: loughmoss@lisburncastlereagh.gov.uk

**Dundonald International Ice Bowl**
Old Dundonald Road, Belfast, BT16 1XT
Tel: 028 9080 9129 or 028 9080 9123
Email: icebowl@lisburncastlereagh.gov.uk

**Kilmakee Activity Centre**
52A Rowan Drive, Seymour Hill, Dunmurry, BT17 9QA
Tel: 028 9030 1545
Email: reception.kilmakee@lisburncastlereagh.gov.uk

**Glenmore Activity Centre**
43 Glenmore Park, Lisburn, BT27 4RT
Tel: 028 9266 2830
Email: glenmore.activitycentre@lisburncastlereagh.gov.uk

**Celebrating...**
**International Day for Older Persons**

4th - 10th October 2016

**Over 60 years?**
Come along and try a **FREE** activity at your local centre!

www.lisburncastlereagh.gov.uk
Age is just a number!

By 2050, 2 billion people, over 20% of the world’s population, will be 60 years or over. This statistic shows that more and more people over the age of 60 are continuing to enjoy the same level of activity, interests and fun that they enjoyed in their youth. Here are just a few of our inspirational customers!

<table>
<thead>
<tr>
<th>Date</th>
<th>Venue</th>
<th>Times</th>
<th>Activities</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuesday 4th</td>
<td>Glenmore Activity Centre</td>
<td>11.00am – 12.00 noon</td>
<td>Come along and take part in a fun game of short mat bowls and enjoy some friendly competition with friends. Join our circuits class at 11.00am. Also, Fri 7th Oct come along to Pilates at 11.00am.</td>
</tr>
<tr>
<td>Thursday 6th</td>
<td>Lough Moss Leisure Centre*</td>
<td>10.00am – 3.30pm</td>
<td>Tenpin Bowling Over 60’s can enjoy a FREE game of tenpin bowling &amp; find out more about our Stardust Bowling League. Ice Skating Over 60’s can enjoy a FREE skating session and come and meet our ‘Golden Oldies Skaters’.</td>
</tr>
<tr>
<td>Friday 7th</td>
<td>Lagan Valley LeisurePlex*</td>
<td>9.30am – 2.30pm</td>
<td>Pickleball Danderball Line Dancing 60+ Group Cycling Session Pilates Short Mat Bowls Aqua Fit Tea/Coffee Refreshments Emergency First Aid Training COMPLIMENTARY Gym Induction &amp; Spa Session. Available to over 60’s from Monday 3rd – Thursday 6th October, 9.00am – 1.00pm. Must be booked in advance.</td>
</tr>
<tr>
<td>Monday 10th</td>
<td>Kilmakee Activity Centre*</td>
<td>9.30am – 1.00pm</td>
<td>Activities Spin Classes Badminton Circuits Fitness Classes Coach Try Coached Session</td>
</tr>
</tbody>
</table>

*Information Stands at Lough Moss Leisure Centre, Lagan Valley LeisurePlex and Kilmakee Activity Centre

**SS Report**