



Subject:	Request for the use of Parks for 2024 Events
Date:	Tuesday 5 November 2024
Reporting Officer:	David Sales, Strategic Director of City and Neighbourhood Services.
Contact Officer:	Stephen Leonard, Director of Resources, Fleet and OSS

Restricted Reports	
Is this report restricted?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Please indicate the description, as listed in Schedule 6, of the exempt information by virtue of which the council has deemed this report restricted.	
Insert number <input type="checkbox"/>	
<ol style="list-style-type: none">1. Information relating to any individual.2. Information likely to reveal the identity of an individual.3. Information relating to the financial or business affairs of any particular person (including the council holding that information)4. Information in connection with any labour relations matter5. Information in relation to which a claim to legal professional privilege could be maintained.6. Information showing that the council proposes to (a) to give a notice imposing restrictions on a person; or (b) to make an order or direction.7. Information on any action in relation to the prevention, investigation or prosecution of crime	
If Yes, when will the report become unrestricted?	
After Committee Decision	<input type="checkbox"/>
After Council Decision	<input type="checkbox"/>
Sometime in the future	<input type="checkbox"/>
Never	<input type="checkbox"/>

Call-in	
Is the decision eligible for Call-in?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

1.0	Purpose of Report/Summary of Main Issues
1.1	<p>The Committee is asked to note that Council has received two requests from event organisers to host events in Belfast City Council Parks in 2024 & 2025:</p> <ul style="list-style-type: none"> • CIYMS Boxing Day Fun Run – Orangegrove Athletics Club – Belmont Park • Belfast Photo Festival 2025 – Botanic Gardens
2.0	Recommendation
2.1	<p>The Committee is asked to grant authority to the applicants for the proposed events on the dates noted; subject to the completion of the appropriate event management plans and satisfactory terms being agreed by the Director of City & Neighbourhood Services and on the condition that the Event Organisers:</p> <ol style="list-style-type: none"> I. resolves all operational issues to the Council’s satisfaction. II. meets all statutory requirements including Public Liability Insurance cover, Health and Safety, and licensing responsibilities; and III. shall consult with adjoining public bodies and local communities as necessary. <p>Please note that the above recommendations are taken as a pre-policy position in advance of the Council agreeing a more structured framework and policy for ‘Events’, which is currently being taken forward in conjunction with the Councils Commercial team.</p>
3.0	Main Report
3.1	<p><u>Key Issues</u></p> <p>If agreed, the event organiser or promoters will be required in advance of the event to submit an event management plan for approval by the Council and all relevant statutory bodies. This will include an assessment of how the event will impact upon the surrounding area and measures to mitigate these impacts.</p> <p><u>CIYMS Boxing Day Fun Run – Orangegrove Athletics Club – Belmont Park – Thursday 26 December 2024</u></p> <p>3.2 Belfast City Council has received a request from Orangegrove Athletics Club to host their annual boxing day fun run at Belmont Park on Thursday 26 December 2024. The fun run has been running for 40 years and this is the second year it will be hosted by Orangegrove Athletics club. Participants are encouraged to come in fancy dresses with prizes being awarded to the best entrants. The number of entrants will be capped at 250 to safely accommodate all runners.</p> <p>3.3 The event is aimed at raising money for Northern Ireland Hospice with the entrance fee being £10 per person. The entrance fee will be used to cover the costs for hosting the event and first aid with all remaining funds being donated to the NI Hospice.</p> <p>3.4 The event organiser has requested permission to collect money on site during the event. Belfast City Council are in receipt of a letter from NI Hospice authorising Orangegrove to fundraise on their behalf. NI Hospice charity number: NIC102337.</p>

3.5	<p>Key dates for the event are:</p> <ul style="list-style-type: none"> • Set Up – Thursday 26 December – 9am • Event – Thursday 26 December 2024 – 12pm to 2pm • De-rig – Thursday 26 December 2024 – 2pm <p>.</p> <p><u>Belfast Photo Festival – Botanic Gardens – 5 – 30 June 2025</u></p>
3.6	<p>Belfast City Council has received a request from Belfast Photo Festival who are a not-for-profit organisation that presents one of the leading international festivals of photography in the United Kingdom and the Visual Arts Festival of Northern Ireland. Launched in 2011, this now annual photographic event has been described as one of the “best photography festivals in the world” (Capture Magazine) and attracts upwards of 100 thousand visitors a year, celebrating some of the finest National and International contemporary photography across 30 museums, galleries and public spaces. Capturing wide appeal through popular culture, accessible themes and unexpected encounters with photography, the festival aims to instil and inspire public enjoyment and participation by utilising the most accessible artistic medium and bringing it to new audience in cool and unusual ways. The festival consists of exhibitions, talks, symposiums, workshops, screening, masterclasses, portfolio reviews and tours.</p>
3.7	<p>The event runs annually in Botanic Gardens with no issues arising in previous years either during the installation or the duration of the event. The event is free for the general public to experience throughout the park and there will be no charity collections made on site.</p> <p>The exhibition takes place at the same time as “Live at Botanic” but the two events have been successfully engaging and co-existing for a number of years now without issue.</p>
3.8	<p>The key dates for the request are:</p> <ul style="list-style-type: none"> • Set Up – 20 May to 5 June 2025 • Event Run Time – 5 June to 30 June 2025 • De Rig – 1 July to 8 July 2025
3.9	<p><u>Financial and Resource Implications</u> There are no known financial or resource implications.</p>
3.10	<p><u>Equality or Good Relations Implications/Rural Needs Assessment</u> There are no known implications.</p>
4.0	<p>Appendices</p>
	<p>None</p>