



<b>Subject:</b>	Request for the use of Parks for 2025 Events
<b>Date:</b>	Tuesday 7 <sup>th</sup> October 2025
<b>Reporting Officer:</b>	David Sales, Strategic Director of City and Neighbourhood Services.
<b>Contact Officer:</b>	Stephen Leonard, Director of Resources, Fleet and OSS.

### Restricted Reports

Is this report restricted?

Yes

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No

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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

☐

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 matter
5. 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

After Council Decision

Sometime in the future

Never

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### Call-in

Is the decision eligible for Call-in?

Yes

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No

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1.0	<b>Purpose of Report/Summary of Main Issues</b>
1.1	<p>The Committee is asked to note that Council has received a request from event organiser to host their event at a Belfast City Council Park - 2025</p> <ul style="list-style-type: none"> <li>• CIYMS Boxing Day Fun Run – Orangegrove Athletics Club – Belmont Park</li> </ul>
2.0	<b>Recommendation</b>
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 &amp; Neighbourhood Services and on the condition that the Event Organisers:</p> <ol style="list-style-type: none"> <li>resolves all operational issues to the Council's satisfaction;</li> <li>meets all statutory requirements including Public Liability Insurance cover, Health and Safety, and licensing responsibilities; and</li> <li>shall consult with adjoining public bodies and local communities as necessary.</li> </ol> <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	<b>Main Report</b>
3.1	<b><u>Key Issues</u></b>
3.2	<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>
3.3	<b><u>CIYMS Boxing Day Fun Run – Orangegrove Athletics Club – Belmont Park – Friday 26 December 2025</u></b>
3.4	<p>Belfast City Council have received a request from Orangegrove Athletics Club to host their annual boxing day fun run at Belmont Park on Friday 26 December 2025. The fun run has been running for 41 years, and this is the third 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>
3.5	<p>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 including first aid, with all remaining funds being donated to the NI Hospice.</p>
3.6	<p>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.</p>
3.7	<p>NI Hospice charity number: NIC102337</p>

3.8	<p><b>Key Dates for the event are.</b></p> <p>Set Up – Friday 26 December 2025 – 9am  Event – Friday 26 December 2025 – 12pm to 2pm  De-rig – Friday 26 December 2025 – 2pm</p>
3.9	<p><b><u>Financial and Resource Implications</u></b></p> <p>There are no known financial or resource implications</p>
3.10	<p><b><u>Equality or Good Relations Implications/Rural Needs Assessment</u></b></p> <p>There are no known implications.</p>
4.0	<b>Appendices</b>
	None