



Subject:	Request for use of Botanic Gardens for the Belfast Mela
Date:	6 February 2018
Reporting Officer:	Nigel Grimshaw, Director of City and Neighbourhood Services
Contact Officer:	Rose Crozier, Assistant Director

Restricted Reports	
Is this report restricted?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If Yes, when will the report become unrestricted?	
After Committee Decision	<input type="checkbox"/>
After Council Decision	<input type="checkbox"/>
Some time 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 or Summary of main Issues
1.1	This report outlines a proposal from ArtsEkta to deliver an outdoor event, Belfast Mela, a multicultural festival for approximately 20,000 people, in Botanic Gardens. If, from a logistical point of view, Botanic Gardens is not suitable, ArtsEkta have requested to hold the same event in Ormeau Park. The event will take place on 26 August, 2018, from 12noon – 6.00pm and will require the closure of all or a substantial proportion of the facility.
1.2	It is proposed that Council continues to provide financial support to the event (up to £20,000) given the positive economic impact it has for the city, improved good relations and attractiveness of the Council assets.

2.0	Recommendations
2.1	<p>The Committee is asked to:</p> <ul style="list-style-type: none"> • Approve this proposal from ArtsEkta to deliver an outdoor event, Called Belfast Mela, in Botanic Gardens. If, from a logistical point of view, Botanic Gardens is not suitable, ArtsEkta have requested to hold the same event in Ormeau Park. • The event will take place on 26 August, 2018, from 12noon – 6.00pm and will require the closure of all or a substantial proportion of the facility. • To provide financial support to the event (up to £20,000) given the positive economic impact it has for the city, improved good relations and attractiveness of the Council assets. <ul style="list-style-type: none"> ▪ Agree that the appropriate legal agreements for each programme, including bond arrangements are prepared to the satisfaction of the Town Solicitor; ▪ Agree that Event Organisers are required to meet all statutory requirements and responsibilities including Public Liability Insurance cover, Health and Safety, Food Safety and licensing (including for the sale of alcohol, where required); ▪ Agree the timely payment of the agreed charges and bonds as required in the legal agreements; and ▪ Agree that Event Organisers shall consult with public bodies and local communities as necessary.
3.0	Main report
3.1	<p>Background</p> <p>Over the past number of years, the Council has established a successful partnership with the organisers of Belfast Mela. This type of event is well-received by audiences and significantly add to the attractiveness of the Council’s parks and open spaces.</p> <p>3.2 The partnership has delivered a diverse range of events which have had wide appeal for local communities, as well as attracting significant numbers of tourists and visitors to Council assets.</p> <p>3.3 This year the Council has received a request from the Director of ArtsEkta to use Botanic Gardens for the Belfast Mela on 26 August 2018.</p> <p>3.4 It is proposed that Council continues to provide financial support to the event (up to £20,000) given the positive economic impact it has for the city, improved good relations and attractiveness of the Council assets.</p> <p>As a condition to funding, it is recommended that ArtsEkta is requested to facilitate community</p>

3.5	<p>engagement and taster events in other local neighbourhoods, to build the audience from across the city. Specific locations could be identified in conjunction with the Community Parks Outreach team, ensuring a spread across the city.</p>
3.6	<p>In particular, the Mela organisers have highlighted the imminent completion of the Tropical Ravine and they are working with the Outreach team, in order to profile this city heritage venue as part of its launch.</p>
3.7	<p>In relation to facilitating the event itself, the key issues are:</p> <ol style="list-style-type: none"> 1. In this particular instance the Council has received a request for use for Upper and Lower Botanic Gardens for the Belfast Mela on 26 August 2018 from 12.00noon to 6.00pm; 2. The event will require the closure of all or a substantial proportion of the facility, and restricted access to the general public; 3. The proposed timescale from set up to take down of the event is from 20st August to 29th August 2018 inclusive in Botanic Gardens; 4. ArtsEkta has requested permission to collect an entrance fee in the region of £5 per adult / child and access will be restricted to ticket holders only; 5. The event shall be subject to the preparation of an event management plan which shall cover all aspects of management including health and safety, access and will comply with the current events policy; and 6. A legal agreement will be provided by Legal Services which due to the nature of the events will include a bond for reinstatement costs. 7. If logistically the event cannot take place in Botanic Gardens, the organiser has requested to hold the same event in Ormeau Park.
3.8	<p>Consultation by ArtsEkta will be undertaken with other local stakeholders such as Queens University, Lyric Theatre, local residents groups and the Friends of Botanic Gardens.</p> <ol style="list-style-type: none"> 1. An occasional licence will be applied for by the organisers for the sale of alcohol and an entertainment licence for the period of the event; 2. This application will be supported by an Event Management Plan and will be subject to the organisers liaising with Council officers and meeting all statutory, legal and Health and safety requirements; 3. Organisers will also be required to reinstate all Council property to its original condition

	<p>after use. Organisers will be reminded that the current ground conditions and location of this event may have to change due to adverse weather conditions.</p>
3.10	<p>A legal agreement will be provided by Legal Services which, due to the nature of the events, will include a bond for reinstatement costs.</p>
	<p>Financial & Resource Implications</p>
	<p><u>Finance</u></p>
3.11	<p>Up to £20,000 to support the event, from existing Council revenue funds.</p>
	<p><u>Human Resources</u></p>
3.12	<p>Staff may be required to work additional hours to cover the events outside normal hours and this will be charged to the hirer, in line with the process adopted in previous years.</p>
	<p><u>Asset and Other Implications</u></p>
3.13	<p>Council officers will liaise with organisers in relation to the potential environmental impact of these events, and ensure that the legal agreements appropriately reflect the level of risk to</p>
	<p><u>Equality or Good Relations Implications</u></p>
3.14	<p>The Events Policy for Parks and Leisure facilities and venues was previously screened. It is anticipated that this type of events will deliver a positive impact for equality and good relations.</p>
5.	Appendices – Documents Attached
	None