



<b>Subject:</b>	Request for the use of Sandown Road Carpark
<b>Date:</b>	11 May 2021
<b>Reporting Officer:</b>	Ryan Black, Director of Neighbourhood Services
<b>Contact Officer:</b>	Valarie Brown, City Services Manager

<b>Restricted Reports</b>	
<b>Is this report restricted?</b>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>If Yes, when will the report become unrestricted?</b>	
After Committee Decision	<input type="checkbox"/>
After Council Decision	<input type="checkbox"/>
Some time in the future	<input type="checkbox"/>
Never	<input type="checkbox"/>

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

<b>1.0</b>	<b>Purpose of Report or Summary of main Issues</b>
1.1	Committee is asked to note that the Council has received a request from Ballyhackmore Residents Association for the exclusive use of Sandown Road carpark to host a family fun day event and local traders market.
1.2	The event will take place on Saturday 21 August 2021 from 12pm – 4pm. The organisers will require occupancy of the carpark from 7am on the Saturday morning to set up, and it is estimated that derig will be completed by 6pm.
1.3	During the time of the event, inclusive of set up and derig, the carpark will be closed to normal carpark users.

1.4	Approving this event offers support to community and voluntary organisations with their localised and neighbourhood Covid recovery programming.
<b>2.0</b>	<b>Recommendations</b>
2.1	<p>The Members of the Committee are asked to recommend that, in accordance with the Council decision of 4<sup>th</sup> May, the Chief Executive exercise her delegated authority to approve the Ballyhackamore fun day event on Saturday 21st August and approve the closure of the public carpark from 07.00 – 20.00, 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> <ul style="list-style-type: none"> <li>i. resolve all operational issues to the Council's satisfaction;</li> <li>ii. meets all statutory requirements including Public Liability Insurance cover, Health and Safety, and licensing responsibilities; and</li> <li>iii. shall consult with adjoining residents, businesses and local communities as necessary.</li> <li>iv. adhere to Government Covid19 Regulations in place at the time of the event.</li> </ul>
<b>3.0</b>	<b>Main report</b>
	<u>Key Issues</u>
3.1	The primary aim of the event is to re-unite the community and to help bring people together again as the city re-emerges from lockdown and the recent Covid restrictions. The event will aim to target children, young adults and families and will help to relieve some of the stresses over this last year.
3.2	The emphasis will very much be about local. The organisers plan to have stalls which will be run by local businesses to help promote their business and hopefully encourage people to shop local. There will be live entertainment showcasing local talent and the event will host local arts and crafts stalls, again showcasing local talent.
3.3	The Council's Markets Team will work with the event organiser to ensure that all the necessary arrangements are put in place to run a safe and responsible market.
3.4	Children's entertainment will be laid on which will include, but not be limited to, stands from the local St John's ambulance service, local fire service appliances, and local police encouraging engagement within the community.
3.5	

3.6	<p>Other entertainment will include Bouncy castles, face painting and a set of horses and carriages offering families tours of the Ballyhackamore area.</p> <p>At present the current Belfast Off Street Parking Order limits what Council can permit to take place at a public carpark and in particular Council will need to make a number of recommendations to the event organiser to aid displaced users on the day to have a suitable alternative option.</p>
3.7	<p>Signage will need to be erected at the carpark in advance to notify residents, local businesses and other carpark users of the closure. The event organisers have confirmed their intent to write to a specific catchment area, notifying them of the event and the carpark closure.</p>
3.8	<p>The event organisers also intend to investigate alternative parking arrangements for that day such as the local church car park.</p>
3.9	<p>Legal Services has advised that technically we cannot close the car park. However, it is noted that the car park is tariff free and the temporary short-term closure would not have any loss of income implications. The only issue is reputational in the sense of potential complaints from the local community or businesses, although the event organiser has confirmed that support will be sought from the local community, residents and business owners.</p>
3.10	<p>It should also be noted that approval may set a precedent, with the potential for further requests for use of the site and indeed other car parks within the city.</p>
3.11	<p><u>Financial &amp; Resource Implications</u></p> <p>The car park is tariff free and the temporary short term closure would not have any loss of income implications.</p>
3.12	<p><u>Equality or Good Relations Implications/Rural Needs Assessment</u></p> <p>There are no known implications.</p>
<b>4.0</b>	<b>Appendices – Documents Attached</b>
	None