



Belfast City Council

Report to:	Parks and Leisure Committee
Subject:	Request for use of Waterworks Park for North Belfast Lantern Parade
Date:	08 August 2013
Reporting Officer:	Andrew Hassard, Director of Parks and Leisure
Contact Officer:	Paula Irvine, Community Parks Outreach Manager

1.	Relevant Background Information
1.1	Following on from the success of the North Belfast Lantern Parade and Magical Evening in 2010, 2011 and 2012 this report is seeking Committee approval for the free use of facilities at the Waterworks Park from this year's event which is due to take place on 30 October 2013.
1.2	The event is a project of Ashton Community Trust and is managed by New Lodge Arts, a voluntary arts organisation working across communities in North Belfast for the past 10 years.
1.3	New Lodge Arts have established an inclusive advisory group that provides advice and guidance on the community outreach and event elements of the programme. The group consists of representatives from a number of Community organisations in North Belfast: including groups from Tigers Bay, Mount Vernon, Skegoneill/Glandore, Rathcoole, Lower Shankill, Cliftonville, Lower Oldpark, Oldpark/Bone, Whitecity, Greencastle and New Lodge.
1.4	The event has grown over the past 4 years. In 2012 the event attracted over 5000 participants and audience members, attracting people from across the city and further afield.
1.5	The event is a free event, with funding in the past provided by OFMDFM, Irish Government and Belfast City Council.

2.	Key Issues
2.1	<p>This year it is proposed that the event will take place on 30 October 2013 from 6.00pm until 9.30pm. The event will be free. In order to manage audience numbers the organisers will distribute 4000 tickets/wristbands to members of the public. Details on how these will be distributed are still to be confirmed.</p>
2.2	<p>The event is aimed at families and will consist of:</p> <ul style="list-style-type: none"> • A lantern parade that makes its way from Crumlin Road Gaol to the Waterworks Park. • A magical evening event that will include outdoor performances. • Stage entertainments. • A fireworks display that will close the event.
2.3	<p>The site build for the event will begin on 29 October and deconstruction will be completed on the morning of the 31 October.</p> <p>The organisers have confirmed they will undertake to do the following in order to make the event as safe and successful as possible:-</p> <ul style="list-style-type: none"> • Employ a security firm to safeguard participants and equipment. • Employ reputable contractors to ensure a safe and professional event. • Put a ticketing system in place. • Ensure that a one way system operates within the park for this event. • Ensure local residents are informed about the event 7 days prior to the event: ensure that there is no inconvenience or nuisance caused to residents on the day of event. • Work with the Parks and Leisure department to ensure effective management of the park.
2.2	<p>An event management plan will be completed and forwarded to Belfast City Council 14 days in advance with final risk assessment being completed 24hrs before the event begins.</p>
2.3	<p>The event is in line with both the Council's objectives around economic development and Parks and Leisure departmental objectives in terms of animating the city's parks and increasing community activity and access to the parks.</p>
2.4	<p>The event organisers have always worked closely with the Parks Department and other external partners. The management of previous events has been satisfactory and professional.</p>

3.	Resource Implications
3.1	<p><u>Financial</u></p> <p>This request is for free use of the Waterworks Park facilities including:</p> <ul style="list-style-type: none"> • The lower and upper areas of the Park • The Sports pitch/area located in the upper area of the park, • The Park Wardens offices <p>.</p> <p>Financial assistance from existing Parks Department budgets.</p> <p>For the event this year organisers have received funding from Department of Foreign Affairs for €10,000 and Belfast City Council Parks Department for £3,000. An application for £3,000 is currently being assessed with Energy for Children and an application will be sent to OFMDFM whenever this funding round opens.</p>
3.2	<p><u>Human Resources</u></p> <p>Human resources will be required to facilitate these requests – all managed within the current resources.</p> <p>In the past Parks and Leisure have made Park Wardens available to assist with the event site build and deconstruction. This has allowed for the building of positive relationships between parks staff, the event organisers and members of the public. Organisers have requested similar assistance for this year's event.</p>
3.3	<p><u>Asset and Other Implications</u></p> <p>In order to build the site safely and in a timely fashion organisers have requested that the park is closed to members of the public from 7.00am on 30 October until the site has been deconstructed following the event.</p> <p>This event has now become widely known and Parks staff would like to continue working with the event organisers to develop the event to ensure maximum benefit for the Council and the City.</p>

4.	Equality Implications
4.1	<p>The overall aim of this event and the associated project elements are to build good relations and trust with communities across North Belfast.</p>

5.	Recommendations
5.1	<p>It is recommended that the Committee grant approval for the free use of the Waterworks Park and associated facilities for the North Belfast Lantern Parade and Magical Evening event on condition that:</p> <ul style="list-style-type: none"> • The event organisers liaise with the Council and ensure that all health and safety requirements are met to Council's satisfaction including an event management plan and risk assessments. • Complete an appropriate legal agreement and meet all statutory requirements including entertainment licensing. • Work closely with BCC Parks and Leisure officers.

6.	Decision Tracking
	All actions will be completed by Paula Irvine, Community Parks Outreach Manager and Liam McKinley, Community Parks Manager.

7.	Key to Abbreviations
7.1	BCC – Belfast City Council

8.	Documents Attached
8.1	None