



<b>Subject:</b>	Request for the Use of Crescent Open Space 6 <sup>th</sup> & 7 <sup>th</sup> August and 3 <sup>rd</sup> September 2016
<b>Date:</b>	7 June 2016
<b>Reporting Officer:</b>	Nigel Grimshaw, Director of City and Neighbourhood Services
<b>Contact Officer:</b>	Brian McKinley, Events Officer Alex McNeill, Community Park Manager

<b>Is this report restricted?</b>	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
<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	The Committee is asked to note that the Council has received a request from Belfast Film Festival for the use of <i>Crescent Open Space</i> on 6 <sup>th</sup> & 7 <sup>th</sup> August and 3 <sup>rd</sup> September 2016 for <i>Shakespeare in the Park</i> , 10am – 10pm on each day which includes set up and de-rig.
<b>2.0</b>	<b>Recommendations</b>
2.1	<p>The Committee is asked to</p> <ul style="list-style-type: none"><li>• approve the use of Crescent Open Space for Belfast Film Festival as outlined above subject to the completion of the appropriate Event Management Plan and on the condition that the Event Organiser:<ul style="list-style-type: none"><li>▪ resolves all operational issues to the Council's satisfaction;</li><li>▪ submits all the appropriate documentation to the Council prior to their event, in a timely manner;</li><li>▪ meets all statutory requirements including Public Liability Insurance cover, Health and Safety, Food Safety and licensing responsibilities</li><li>▪ enters an appropriate legal agreement prepared by the Town Solicitor and the timely payment of the agreed charges and bonds as required; and</li><li>▪ Consults with public bodies and local communities as necessary.</li></ul></li></ul>

	<ul style="list-style-type: none"> <li>▪ Cleanse the event area of all litter, debris, etc</li> <li>▪ Council reserves the right to cancel the second and third screenings if all operational issues have not been met.</li> </ul>
<b>3.0</b>	<b>Main report</b>
	<u>Key Issues</u>
3.1	The event will require the closure of all or a substantial proportion of the park for a maximum of one day for each screening.
3.2	This event proposal shall require a Legal Agreement to regulate the proposed activities with guidance from Building Control Belfast City Council.
3.3	The event organiser has requested permission to charge an admission fee which is set at £8.00 per person.
	<u>Financial &amp; Resource Implications</u>
3.4	A Reinstatement Bond shall be paid 7 days prior to the event of £500.
	<u>Asset and other implications</u>
3.5	The public open space shall not be damaged to incur any additional cost by the event activities. A reinstatement bond shall be paid before the event with any outstanding costs to be reimbursed to the Council.
	<u>Equality or Good Relations Implications</u>
3.6	That all performances shall comply with the Council Equality policies.
<b>4.0</b>	<b>Appendices – Documents Attached</b>
4.1	None