



Subject:	To seek approval for the use of Lower Crescent green space for Belfast Book Festival 2018
Date:	10th April 2018
Reporting Officer:	Nigel Grimshaw, Director City & Neighbourhood Services Department
Contact Officer:	Rose Crozier, Assistant Director City & Neighbourhood Services Department, Ricky Rice, City Park Manager

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	To request permission for the use of Lower Crescent green space for Belfast Book Festival Fun Day 2018 and Belfast Book Festival Lit Crawl 2018. The date for the event is Saturday 16 th June 2018, 12 noon-11pm.
2.0	Recommendations
2.1	The Committee is asked to; <ul style="list-style-type: none">Grant permission for the use of Lower Crescent green space for Belfast Book Festival Fun Day, which is an annual event with the new addition of the Belfast Book Festival Lit Crawl subject to satisfactory terms in line with the above being agreed with the Director of City and Neighbourhood Services and on condition that:

	<ol style="list-style-type: none"> 1. The organiser resolves all operational issues to the council's satisfaction; 2. An appropriate legal agreement is completed and 3. The organiser meets all statutory requirements of the Building Control Service including the terms and conditions of the Parks Entertainments Licence.
3.0	Main report
3.1	For the past 6 years the Belfast Book Festival have successfully delivered a family fun day which is part of the outreach programme for the festival. The ethos of the fun day is to bring the world of books to those in the community who would not normally access the arts and to introduce children to the fabulous world of books. The fun day is free for all to attend with arts and crafts, author readings and entertainment. For the past two years we have been delighted to partner with Belfast City Council to deliver this very successful event.
3.2	As part of 2018, Belfast Book Festival we have decided to organise a "Lit Crawl" – for 3 hours around the Queen's Quarter, which will come alive with free events in various locations in and around Botanic Avenue and Stranmillis.
3.3	The tradition of the fun day is that once the fun day ends, marquees are taken down and the day comes to a close. However, this year we would like to propose to use the marquee and park and use is as a "Lit Crawl" venue. From 7pm there will be a number of events in the marquee which will conclude with the festival finale which will end at 11pm. This evening event is ticketed and the number of tickets will be limited to 200. A bar and food vendors will be in situ. There will be security employed from Friday 15 th June 2018 - until Sunday 17 th June 2018 when the marquee will be dismantled and the site returned to its original condition.
	<u>Key Issue</u>
3.4	To seek approval for the use of Lower Crescent green space for a one day festival.
	<u>Financial & Resource Implications</u>
3.5	The organisers have requested free use of the Lower Crescent green space Friday 15 th June 2108 for set up and Saturday 16 th June 2018 for the Fun day and "Lit Crawl" and Sunday 17 th June 2018 (morning) for taking down of marquee.
3.6	The proposal has no Human Resource implications other than Officer time.
	<u>Equality or Good Relations Implications</u>
3.7	No Implications

4.0	Appendices
	Appendix 1 – List of free activities