



Draft Policy for the Management of Bonfires on Council Property

Document Control			
Policy Owner	Mid Ulster District Council		
Policy Author			
Version	V1-Draft		
Consultation	Senior Management Team	Yes / No	
	Trade Unions	Yes / No	
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Equality Impact Assessment	Yes /No	Date	
Good Relations	Yes /No		
Approved By	(Insert Committee)	Date	
Adopted By	Council	Date	
Review Date		By Whom	
Circulation	(Insert) e.g. Councillors, Staff		
Document Linkages			

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1.0 Introduction

- 1.1 This policy is being introduced in order to assist the Council to comply with its statutory duties and control risk to members of the public accessing Council land .
- 1.2 The Council recognises that bonfires are a means of cultural expression within local communities. Council is committed to engaging with communities in order to ensure safe and sustainable bonfires and identify and agree alternative and safe methods of cultural expression.

2.0 Policy Aim & Objectives

- 3.1 **Policy Aim:** To provide clear guidance to ensure the safe management of bonfires held on Council land .

3.2 Policy Objectives:

- To promote a message of celebrating cultural expressions safely while adhering to health and safety guidance
- To implement bonfire management conditions and guidance, which sets out the minimum requirements for a safe, well managed bonfire/event
- To safeguard, so far as is reasonably practicable, the health, safety and wellbeing of contractors, visitors and members of the public accessing Council Land in accordance with statutory requirements
- To encourage and promote increased education and awareness programmes to inform young people of health and safety risks and
- To support and encourage family friendly events as alternatives to bonfires

4.0 Policy Scope

- 4.1 This policy relates specifically to bonfires held on Council land. The policy relates to all those involved with the organisation and delivery of bonfires on Council land.
- 4.2 It does not extend to fireworks or any other outdoor event on Council land.

5.0 Linkage to Corporate Plan

- 5.1 Referring to Mid Ulster District Council's Corporate Plan 2015-2019, this policy contributes toward the delivery of Corporate Theme 3, (*Sustaining Our Environment*).

6.0 Roles and Responsibilities

- 6.1 The control of bonfires on Council Land will be continuously reviewed to ensure appropriate responses in line with changing circumstances with the aim of ensuring public safety on Council land. Responsible Directorates include Public Health & Infrastructure, Environment & Property , Business and Communities and Leisure and Outdoor Recreation .

7.0 General Principles

- 7.1 Mid Ulster District Council will commit to the following:
- Council aims to implement a 2-5 year action plan (Appendix A) which includes working with communities to support safe and sustainable celebration events which are family friendly and festival focussed .
 - To maintain the Member led, multi departmental Working Group to take a strategic overview on the impact of bonfires in the Council area and review policy on a bi-annual basis.
 - Develop protocols to ensure that if material is collected for a bonfire, no toxic or hazardous material is stored or placed on the bonfire.
 - To engage with and provide guidance and direction to those participating in building bonfires in their communities so as to ensure that bonfires are safe and present limited risk.
 - Set up educational interventions to demonstrate the social and environmental impacts associated with bonfires and highlight the benefits and advantages of a more inclusive alternative celebration.
 - Where bonfires are on Council land and where communities are not in support of a bonfire taking place and/or the organiser(s) are not adhering to safety or environmental requirements, the Council shall take steps to manage its property accordingly. In doing so Council will undertake a Health and Safety risk assessment with regard to the removal of materials to ensure the protection of staff, contractors and the public.

- Develop bonfire management conditions and guidance, which sets out the minimum requirements for a safe, well managed bonfire / event. A proposed bonfire on Council land would only be considered when the event organiser demonstrates that the event will be managed safely and conditions relating to collection / type of materials to be burned, site / public safety, emblems / flags posters etc. will be achieved.
- This policy relates to bonfires on Council land, however Council will endeavour to encourage all other landowners to adopt a similar approach and to develop and implement similar policies and practices.

8.0 Procedural Arrangement

- 8.1 This policy will be supported by the actions outlined in the Action Plan (Appendix A) which Council is committed to implementing.

9.0 Impact Assessments

Equality Screening & Impact

- 9.1 The draft policy was subjected to equality screening in accordance with the council's screening process. The outcome of the screening of a preliminary screening exercise is that the policy may be 'screened out' for an EQIA with mitigating measures.

9.2 Rural Needs Impact

The draft policy shall be subjected to a Rural Needs Impact Assessment. Details will be included in the final policy.

9.3 General Data Protection Regulation (GDPR) Implications

This policy will comply with Council's GDPR requirements. This will include the appropriate management of personal information that may be provided to Council via to implement support for family friendly events.

9.4 Staff and Financial Resources

Required staffing and resourcing will be resourced from within Departmental budgets. Possible external funding opportunities for various aspects of the Action Plan will also be explored.

10.0 Support and Advice

- 10.1 Advice and guidance on the implementation of this should be sought from the Directors of Public Health and Infrastructure and Business and Communities relevant Head of Services from within those Directorates.

11.0 Communication

- 11.1 The Council Directorates including Public Health and Infrastructure and Business and Communities will be responsible for the communication and delivery of this policy.

12.0 Monitoring and Review Arrangements

- 12.1 Implementation of this policy will be monitored and a formal review undertaken 24 months from its effective date.

DRAFT

Appendix A

Associated Actions and Commitments : Address the Key Areas Where Risk has been identified

Action	Council Commitment
Council will implement the proposed Bonfire Management Programme in key areas of risk	A proposed Bonfire event on Council land would only be considered when the event organiser demonstrates that the event /site will be managed safely and conditions relating to collection/type of materials to be burned, public safety, emblems/flags will be achieved in accordance with Event Management guidelines. Council will take such steps as deemed necessary to regulate the use of its property.
Council officers will continue to participate within established groups working on bonfires across the Council area	Council will consult with statutory agencies, community/voluntary groups and the wider population in relation to the development of a long term strategic action plan.
Council will develop protocols to ensure that if material is collected for a bonfire, no toxic or hazardous material is stored or placed on the bonfire site and take action to remove it if found present	Council will take a proactive a proactive approach together with our statutory partners to remove unauthorised waste materials from council land. This will be enforced via the development of a protocol in partnership with PSNI / NIEA to ensure the appropriate handling and disposal of environmental waste, including tyres, in order to prevent them being placed on bonfires.
When safe to do so Council will remove unauthorised materials and adhere to the enforcement of Health and Safety protocols	In event that bonfires are proposed on council land and local communities /residents are not in support of a bonfire taking place and/or the organiser(s) are not adhering to safety/environmental requirements, the Council will take proactive steps to prevent environmental and property damage. Council will undertake a Health and Safety risk assessment with regard to the removal of materials to ensure the protection of staff contractors and public.
Council will liaise with the PSNI and local community representatives to ensure that communities can move freely without obstruction or fear	Council will work closely with statutory and community partners to combat antisocial behaviour and any potential for intimidatory behaviour taking place.

Associated Actions and Commitments : Strategic Action Plan (2 - 5years)

Action	Council Commitment
Council will develop an Event Safety and Management Action Plan	Provide advice in the development of Event Safety and Management Action Plans that will provide guidance and good practice for residents and communities celebrating safely without any problems of nuisance or dangerous behaviour.
Council will promote how to organise and run a bonfire event safely	Support communities in the positive celebration of their cultural heritage through managed events to ensure that these events do not compromise the health, safety and well-being of the community, businesses and residents.
Council will implement an educational programme to raise awareness of bonfires, including the burning of hazardous materials, impact on health, air pollution and environmental damage	Promote educational interventions to demonstrate the social and environmental impacts associated with bonfires and highlight the benefits and advantages of a more inclusive alternative celebration.
Council will develop protocols and guidance to ensure that only appropriate materials are burnt	Prevent tyres from being placed on bonfires. Put in place enforcement protocol with PSNI / NIEA to ensure the appropriate handling and disposal of waste tyres and to prevent them being placed on bonfires.
Council will support communities to identify issues/needs particular to their area and develop potential projects	Council will work with community / youth groups and other stakeholders to develop and deliver awareness projects or projects on ASB, diversionary along with partners including PCSP.
Council will encourage communities to promote cultural celebrations and alternative type events	Support communities in the positive celebration of their cultural heritage through managed events e.g. fun days, beacons that are open and inclusive.



Equality & Good Relations Screening Report

Introduction

Mid Ulster District Council has a statutory duty to screen its policies, procedures, practices/decisions. This Policy Screening Form and Report assists Council Departments to consider the likely equality and good relations impacts of the aforementioned, if any, placed upon our ratepayers, citizens, service users, staff and visitors to the district.

Section 1 – Policy scoping

This asks the Policy Author to provide details on the policy, procedure, practice and/or decision being screened and what available evidence you have gathered to help make an assessment of the likely impact on equality of opportunity and good relations. Reference to policy within this document refers to either of the aforementioned (policy, procedure, practice, and/ or decision).

Section 2 – Screening questions

This asks about the extent of the likely impact of the policy on groups of people within each of the Section 75 categories. Details of the groups consulted and the level of assessment of the likely impact. This includes consideration of multiple identity and issues.

Section 3 – Screening decision

This guides the Council to reach a screening decision as to whether or not there is a need to carry out an equality impact assessment (EQIA), or introduce measures to mitigate the likely impact, or the introduction of an alternative policy to better promote equality of opportunity.

Section 4 – Monitoring

This provides guidance to the Council on monitoring for adverse impact and broader monitoring.

Section 5 – Approval and authorisation

This verifies the Council's approval of a screening decision by a senior manager responsible for the policy.

Appendix A

Screening Process

Section 1 Policy Scoping & Information

The first stage of the screening process involves scoping the policy under consideration which sets the context and confirms the aims and objectives for the policy being screened. Scoping the policy helps to identify constraints as well as opportunities and will help the policy author to work through the screening process on a step by step basis.

1. Policy Name		
Draft Regulations for Bonfires on Council Land		
2. Is this an existing, revised or a new policy?		
This is a new policy		
3. What is it trying to achieve? (aims/outcomes)		
The aim of this policy is to provide clear guidance regarding the regulation of bonfires held on Council land. It will promote responsible bonfire management and aims to engage with communities in order to bring about inclusive cultural events and celebrations.		
4. Are there any Section 75 categories which might be expected to benefit from the intended policy?	Yes	✓
	No	
Bonfires are public expressions of celebration of cultural traditions in. People of different religious belief and political opinion have potential to directly and indirectly benefit from the intended policy actions.		
6. Who initiated or wrote the policy?		
Mid Ulster District Council		
7. Who owns and who implements the policy?		
This policy will be owned and implemented by the Public Health and Infrastructure and Business and Communities Directorates		

Implementation factors

		Yes	No
Are there any factors which could contribute to/ detract from intended aim/ outcome of the policy?		Yes	
• If yes, are they financial?			✓
• If yes, are they legislative?		✓	
• If yes, Please specify	<p>Financial:</p> <p>Legislative: <i>The following legislation has the capacity to impact on the outcome of this policy</i></p> <p>There are a number of legislative controls existing under Waste Management, Roads, Clean Air and Public Health legislation which apply directly to bonfires including:</p> <ul style="list-style-type: none"> • Clean Air (NI) Order 1981 • The Litter Order (NI) 1994 • The Waste and Contaminated Land (NI) Order 1997 • Road (NI) Order 1993 		
• Other, Please specify			

Stakeholders

The internal and external (actual or potential) that the policy will be impacted upon

	Yes	No
Staff	✓	
Service Users	✓	
Other public sector organisations	✓	
Voluntary/community/ trade unions	✓	
Other, please specify		

Others policies with a bearing on this policy

Policies	Owners
Council's Event Management Proforma	

Available evidence

Information and available evidence (qualitative and quantitative) gathered to inform the policy under each of the Section 75 groups as identified within the Northern Ireland Act 1998.

Section 75 category	Details of evidence/information																																				
Religious belief	<p>63.77% of the population were brought up in the Catholic religion and 33.46% belong or were brought up in a Protestant and Other Christian (including Christian related) religion. Other religions comprised 690 (0.5%) and None 3,153 (2.28%) of the population (Source: 2011 Census).</p> <table><tr><th>Religion or Religion brought up in</th><th>No.</th><th>%</th></tr><tr><td>Catholic</td><td>88,375</td><td>63.77</td></tr><tr><td>Protestant and Other Christian (including Christian related)</td><td>46,372</td><td>33.46</td></tr><tr><td>Other religions</td><td>690</td><td>0.5</td></tr><tr><td>None</td><td>3,153</td><td>2.28</td></tr><tr><td>Total</td><td>138,590</td><td>100</td></tr></table>	Religion or Religion brought up in	No.	%	Catholic	88,375	63.77	Protestant and Other Christian (including Christian related)	46,372	33.46	Other religions	690	0.5	None	3,153	2.28	Total	138,590	100																		
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Political opinion	<p>Political party representation can be used as an approximate barometer of political opinion of people within Mid Ulster council area. The most recent local government/ council election in 2014 the percentage 1st preference vote share for each of the political party/ independents is detailed bellowed along with representation (seats) on Council (Source: NISRA):</p> <table><tr><th>Party</th><th>Votes</th><th>Percentage</th><th>Council Seats</th></tr><tr><td>SF</td><td>22,587</td><td>41.0%</td><td>18</td></tr><tr><td>DUP</td><td>9,723</td><td>17.6%</td><td>8</td></tr><tr><td>UUP</td><td>9,573</td><td>17.4%</td><td>7</td></tr><tr><td>SDLP</td><td>7,600</td><td>13.8%</td><td>6</td></tr><tr><td>Independent</td><td>2,689</td><td>4.9%</td><td>1</td></tr><tr><td>TUV</td><td>2,380</td><td>4.3%</td><td>0</td></tr><tr><td>Alliance</td><td>250</td><td>0.6%</td><td>0</td></tr><tr><td>UKIP</td><td>195</td><td>0.4%</td><td>0</td></tr></table>	Party	Votes	Percentage	Council Seats	SF	22,587	41.0%	18	DUP	9,723	17.6%	8	UUP	9,573	17.4%	7	SDLP	7,600	13.8%	6	Independent	2,689	4.9%	1	TUV	2,380	4.3%	0	Alliance	250	0.6%	0	UKIP	195	0.4%	0
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Racial group	<p>According to the 2011 Census the overwhelming majority of the population 136,485 (98.48%) were classified as ‘white’. Within this total will be migrant communities, such as Polish, Lithuanian and so forth. Statistics indicate that the number of people in Mid Ulster Local Government District (LGD) born outside Northern Ireland is:</p> <table><tr><th>Place of Birth</th><th>No.</th></tr><tr><td>Great Britain</td><td>4,053</td></tr><tr><td>Republic of Ireland</td><td>2,250</td></tr><tr><td>EU Countries (Czech Republic, Estonia, Hungary, Latvia, Lithuania, Poland, Slovakia and Slovenia)</td><td>6,795</td></tr><tr><td>Other</td><td>2,280</td></tr></table> <p>The minority ethnic language profile within the area can serve as a possible indicator of the Black & Minority Ethnic (BME) community profile within the district. The</p>	Place of Birth	No.	Great Britain	4,053	Republic of Ireland	2,250	EU Countries (Czech Republic, Estonia, Hungary, Latvia, Lithuania, Poland, Slovakia and Slovenia)	6,795	Other	2,280																										
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	composition of language groups in Mid Ulster LGD area is also noted from the 2011 census by NISRA as:																												
	<table><tr><th>Main Languages of residents in Mid Ulster Council area</th><th>No.</th></tr><tr><td>English</td><td>125,715</td></tr><tr><td>Polish</td><td>2,008</td></tr><tr><td>Lithuanian</td><td>2,039</td></tr><tr><td>Portuguese</td><td>903</td></tr><tr><td>Irish (Gaelic)</td><td>404</td></tr><tr><td>Slovak</td><td>477</td></tr><tr><td>Russian</td><td>297</td></tr><tr><td>Latvia</td><td>261</td></tr><tr><td>Hungarian</td><td>117</td></tr><tr><td>Chinese</td><td>64</td></tr><tr><td>Tagalog/Filipino</td><td>38</td></tr><tr><td>Malaysian</td><td>33</td></tr><tr><td>Other</td><td>922</td></tr></table>	Main Languages of residents in Mid Ulster Council area	No.	English	125,715	Polish	2,008	Lithuanian	2,039	Portuguese	903	Irish (Gaelic)	404	Slovak	477	Russian	297	Latvia	261	Hungarian	117	Chinese	64	Tagalog/Filipino	38	Malaysian	33	Other	922
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Age	<p>The age profile of Mid Ulster Local Government District area as at 2015 (Source, NISRA)</p> <table><tr><th></th><th>Mid Ulster</th><th>Northern Ireland</th></tr><tr><td>Total Population</td><td>144,002</td><td>1,851,621</td></tr><tr><td>0-15 years</td><td>33,123</td><td>385,200</td></tr><tr><td>16-39 years</td><td>47,646</td><td>583,116</td></tr><tr><td>40-64 years</td><td>43,621</td><td>591,481</td></tr><tr><td>65+ years</td><td>19,612</td><td>291,824</td></tr><tr><td>Population Change % (2005-2015)</td><td>15.3%</td><td>7.2%</td></tr></table>		Mid Ulster	Northern Ireland	Total Population	144,002	1,851,621	0-15 years	33,123	385,200	16-39 years	47,646	583,116	40-64 years	43,621	591,481	65+ years	19,612	291,824	Population Change % (2005-2015)	15.3%	7.2%							
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Marital status	The below table sets out the marital status profile for Mid Ulster District Council area as extracted from results of the 2011 Census																																																			
		Mid Ulster		Northern Ireland																																																
		No.	%	No	%																																															
	Single (never married or never registered a same sex civil partnership) (Aged 16+)	38,353	35.97	517,393	36.14																																															
	Married (Aged 16+)	54,192	50.82	680,831	47.56																																															
	In a registered same sex civil partnership (Aged 16+)	62	0.06	1,243	0.09																																															
	Separated (but is still legally married or still legally in a same sex civil partnership) (Aged 16+)	3,369	3.16	56,911	3.98																																															
	Divorced or formerly in a same sex civil partnership which is now legally dissolved (Aged 16+)	4,139	3.88	78,074	5.45																																															
	Widowed or surviving partner from a same sex civil partnership (Aged 16+)	6,523	6.12	97,088	6.78																																															
Sexual orientation	No specific statistics are available from the 2011 government census for this Category and there are therefore no official statistics available in relation to persons of different sexual orientation. However, the Integrated Household Survey would include between 3% and 4% would be either gay, lesbian and/or bisexual. However, due to the nature of 'disclosure' in this area, umbrella organisations often state that the figure may be closer to 10%.																																																			
	<table><tr><td>Region</td><td>Heterosexual / Straight</td><td>Gay/ Lesbian</td><td>Bisexual</td><td>Gay/ Lesbian/ Bisexual</td><td>Other</td><td>Don't know /refuse</td><td>No response</td></tr><tr><td>England</td><td>92.54%</td><td>1.10%</td><td>0.51%</td><td>1.61%</td><td>0.33%</td><td>4.07%</td><td>1.45%</td></tr><tr><td>Wales</td><td>93.93%</td><td>1.04%</td><td>0.48%</td><td>1.52%</td><td>0.45%</td><td>2.99%</td><td>1.11%</td></tr><tr><td>Scotland</td><td>94.65%</td><td>0.82%</td><td>0.33%</td><td>1.14%</td><td>0.26%</td><td>2.59%</td><td>1.37%</td></tr><tr><td>N Ireland</td><td>93.00%</td><td>0.64%</td><td>0.96%</td><td>1.60%</td><td>0.26%</td><td>3.98%</td><td>1.17%</td></tr><tr><td>Total</td><td>92.80%</td><td>1.06%</td><td>0.51%</td><td>1.57%</td><td>0.32%</td><td>3.89%</td><td>1.42%</td></tr></table>	Region	Heterosexual / Straight	Gay/ Lesbian	Bisexual	Gay/ Lesbian/ Bisexual	Other	Don't know /refuse	No response	England	92.54%	1.10%	0.51%	1.61%	0.33%	4.07%	1.45%	Wales	93.93%	1.04%	0.48%	1.52%	0.45%	2.99%	1.11%	Scotland	94.65%	0.82%	0.33%	1.14%	0.26%	2.59%	1.37%	N Ireland	93.00%	0.64%	0.96%	1.60%	0.26%	3.98%	1.17%	Total	92.80%	1.06%	0.51%	1.57%	0.32%	3.89%	1.42%	<p>Research also conducted by the HM Treasury shows that between 5%-7% of the UK population identify themselves as gay, lesbian, bisexual or 'trans' (transsexual, transgendered and transvestite) (LGBT).</p>		
Region	Heterosexual / Straight	Gay/ Lesbian	Bisexual	Gay/ Lesbian/ Bisexual	Other	Don't know /refuse	No response																																													
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Men & women generally	<p>The gender profile of Mid Ulster LGD is detailed as;</p> <table><tr><th></th><th colspan="2">Mid Ulster</th><th colspan="2">Northern Ireland</th></tr><tr><th></th><th>No.</th><th>%</th><th>No.</th><th>%</th></tr><tr><td>Male</td><td>69,362</td><td>50.05</td><td>887,323</td><td>49.00</td></tr><tr><td>Female</td><td>69,228</td><td>49.95</td><td>923,540</td><td>51.00</td></tr></table>		Mid Ulster		Northern Ireland			No.	%	No.	%	Male	69,362	50.05	887,323	49.00	Female	69,228	49.95	923,540	51.00					
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Male	69,362	50.05	887,323	49.00																						
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Disability	<p>According to the 2011 NISRA census statistics 19.39% of people had a long-term health problem or disability that limited their day-to-day activities whilst 80.43% of people within the district stated their general health was either good or very good</p> <table><tr><th></th><th colspan="2">Mid Ulster</th><th colspan="2">Northern Ireland</th></tr><tr><th></th><th>No.</th><th>%</th><th>No.</th><th>%</th></tr><tr><td>Disability / long term health</td><td>26,870</td><td>19.39</td><td>374,646</td><td>20.69</td></tr><tr><td>No disability / long term health problem</td><td>111,720</td><td>80.61</td><td>1,436,217</td><td>79.31</td></tr></table> <p>In Northern Ireland the profile of persons with a disability has been reported by Disability Action as;</p> <ul style="list-style-type: none">• More than 1 in 5 or 21% of the population have a disability• 1 in 7 people have some form of hearing loss• 5,000 persons use sign language - British Sign Language and/or Irish Sign Language• There are 57,000 blind persons or persons with significant impairment• 52,000 persons with learning difficulties		Mid Ulster		Northern Ireland			No.	%	No.	%	Disability / long term health	26,870	19.39	374,646	20.69	No disability / long term health problem	111,720	80.61	1,436,217	79.31					
	Mid Ulster		Northern Ireland																							
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Disability / long term health	26,870	19.39	374,646	20.69																						
No disability / long term health problem	111,720	80.61	1,436,217	79.31																						
Dependants	<p>Persons with dependents may be people who have personal responsibility for the care of a child (or children), a person with a disability, and/ or a dependent older person. The below table provides a summary with respect Mid Ulster LGD.</p> <table><tr><th></th><th colspan="2">Mid Ulster</th><th colspan="2">Northern Ireland</th></tr><tr><th></th><th>No.</th><th>%</th><th>No.</th><th>%</th></tr><tr><td>Households with dependent children</td><td>18,626</td><td>38.99</td><td>238,094</td><td>33.86</td></tr><tr><td>Lone parent households with dependents</td><td>3,485</td><td>7.30</td><td>63,921</td><td>9.09</td></tr><tr><td>People providing unpaid care</td><td>12,821</td><td>10.69</td><td>231,980</td><td>11.82</td></tr></table> <p>Of the households in Mid Ulster Local Government District with dependent children, they can be summarised as;</p> <ul style="list-style-type: none">• 7,407 families in households have 1 dependent child• 6,394 families in households with two dependent children• 5,014 families in households with three dependent children <p>There are 37,306 dependent children within families.</p>		Mid Ulster		Northern Ireland			No.	%	No.	%	Households with dependent children	18,626	38.99	238,094	33.86	Lone parent households with dependents	3,485	7.30	63,921	9.09	People providing unpaid care	12,821	10.69	231,980	11.82
	Mid Ulster		Northern Ireland																							
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Lone parent households with dependents	3,485	7.30	63,921	9.09																						
People providing unpaid care	12,821	10.69	231,980	11.82																						

Needs, experiences and priorities

Taking into account the information referred to above, what are the different needs, experiences and priorities of each of the following categories, in relation to the particular policy/decision? Specify details for each of the Section 75 categories

Section 75 category	Details of needs/experiences/priorities
Religious belief	<p>Cultural traditions within Northern Ireland include the use of celebratory bonfires and beacons.</p> <p>This policy outlines Council's commitment to work with communities, agencies and individuals to address potential environmental and social impact of celebratory bonfires and beacons.</p> <p>The aim of this policy is to provide clear and appropriate guidance in relation to bonfire events being held on Council land. It applies to bonfires and beacons associated with community celebrations and traditions, and will extend to providing health & safety protocols, awareness initiatives, relevant promotion of diversionary activities and enforcement where necessary.</p> <p>People of different religious belief have potential to directly and indirectly benefit from the intended policy actions.</p> <p>In terms of equality of opportunity, any potential positive impact of this policy for people of any specific religious belief does not automatically create an adverse negative impact on people with other religious beliefs.</p>
Political opinion	<p>Cultural traditions within Northern Ireland include the use of celebratory bonfires and beacons.</p> <p>This policy outlines Council's commitment to work with communities, agencies and individuals to address potential environmental and social impact of celebratory bonfires and beacons.</p> <p>The aim of this policy is to provide clear and appropriate guidance in relation to bonfire events being held on Council land. It applies to bonfires and beacons associated with community celebrations and traditions, and will extend to providing health & safety protocols, awareness initiatives, relevant promotion of diversionary activities and enforcement where necessary.</p> <p>People of different religious belief have potential to directly and indirectly benefit from the intended policy actions.</p>

	In terms of equality of opportunity, any potential positive impact of this policy for people of any specific religious belief does not automatically create an adverse negative impact on people with other religious beliefs.
Racial group	Mid Ulster District Council area is home to increasingly diverse society and there are potentially people whose first language may not be English. Council Officers may need to make arrangements to translate relevant information if requested.
Age	No adverse impacts anticipated.
Marital status	No adverse impacts anticipated.
Sexual orientation	No adverse impacts anticipated.
Men and women generally	No adverse impacts anticipated.
Disability	Council must ensure that all those involved in bonfire celebrations must have an understanding of their obligations in relation to Council's policy and health and safety requirements.
Dependants	No adverse impacts anticipated.

Section 2 – Screening Questions

In making a decision as to carry out an Equality Impact Assessment (EQIA), the Council should consider its answers to the questions 1- 3 detailed below.

If the Council's conclusion is **none** in respect of all of the Section 75 equality of opportunity categories, then the Council may decide to screen the policy out. If a policy is 'screened out' as having no relevance to equality of opportunity, the Council should give details of the reasons for the decision taken.

If the Council's conclusion is **major** in respect of one or more of the Section 75 equality of opportunity, then consideration should be given to subjecting the policy to the equality impact assessment procedure.

If the Council's conclusion is **minor** in respect of one or more of the Section 75 equality categories, then consideration should still be given to proceeding with an equality impact assessment, or to:

- measures to mitigate the adverse impact; or
- the introduction of an alternative policy to better promote equality of opportunity.

In favour of a 'major' impact

- a) The policy is significant in terms of its strategic importance;
- b) Potential equality impacts are unknown, because, for example, there is insufficient data upon which to make an assessment or because they are complex, and it would be appropriate to conduct an equality impact assessment in order to better assess them;
- c) Potential equality impacts are likely to be adverse or are likely to be experienced disproportionately by groups of people including those who are marginalised or disadvantaged;
- d) Further assessment offers a valuable way to examine the evidence and develop recommendations in respect of a policy about which there are concerns amongst affected individuals and representative groups, for example in respect of multiple identities;
- e) The policy is likely to be challenged by way of judicial review;
- f) The policy is significant in terms of expenditure.

In favour of 'minor' impact

- a) The policy is not unlawfully discriminatory and any residual potential impacts on people are judged to be negligible;
- b) The policy, or certain proposals within it, are potentially unlawfully discriminatory, but this possibility can readily and easily be eliminated by making appropriate changes to the policy or by adopting appropriate mitigating measures;
- c) Any asymmetrical equality impacts caused by the policy are intentional because they are specifically designed to promote equality of opportunity for particular groups of disadvantaged people;
- d) By amending the policy there are better opportunities to better promote equality of opportunity.

In favour of none

- a) The policy has no relevance to equality of opportunity.
- b) The policy is purely technical in nature and will have no bearing in terms of its likely impact on equality of opportunity for people within the equality categories.

Screening questions

1. What is the likely impact on equality of opportunity for those affected by this policy, for each of the Section 75 equality categories (minor/ major/ none)		
Section 75 category	Details of policy impact	Level of impact? minor/major/none
Religious belief	<p>Cultural traditions within Northern Ireland include the use of celebratory bonfires.</p> <p>This policy outlines Council's commitment to work with communities, agencies and individuals to address potential environmental and social impact of celebratory bonfires and beacons.</p> <p>The aim of this policy is to provide clear and appropriate guidance in relation to bonfire events being held on Council land. It applies to bonfires and beacons associated with community celebrations and traditions, and will extend to providing health & safety protocols, awareness initiatives, relevant promotion of diversionary activities and enforcement where necessary.</p> <p>People of different religious belief have potential to directly and indirectly benefit from the intended policy actions.</p> <p>In terms of equality of opportunity, any potential positive impact of this policy for people of any specific religious belief does not automatically create an adverse negative impact on people with other religious beliefs.</p>	Minor
Political opinion	<p>Cultural traditions within Northern Ireland include the use of celebratory bonfires.</p> <p>This policy outlines Council's commitment to work with communities, agencies and individuals to address potential environmental and social impact of celebratory bonfires and beacons.</p> <p>The aim of this policy is to provide clear and appropriate guidance in relation to bonfire events being held on Council land. It applies to bonfires and beacons associated with community celebrations and traditions, and will</p>	Minor

	<p>extend to providing health & safety protocols, awareness initiatives, relevant promotion of diversionary activities and enforcement where necessary.</p> <p>People of different religious belief have potential to directly and indirectly benefit from the intended policy actions.</p> <p>In terms of equality of opportunity, any potential positive impact of this policy for people of any specific religious belief does not automatically create an adverse negative impact on people with other religious beliefs.</p>	
Racial group	<p>Mid Ulster District Council area is home to increasingly diverse society and there are potentially people whose first language may not be English.</p> <p>Council Officers may need to make arrangements to translate relevant information if requested.</p>	Minor
Age	<p>The elderly and young often feel intimidated by some of the anti-social behaviour that is at times associated with bonfires. Elderly, particularly those living on their own whose homes can be at risk of danger may feel particularly vulnerable therefore the proposed out-workings of this policy would have a positive impact on this grouping.</p>	Minor (positive)
Marital status	No adverse impacts anticipated.	None
Sexual orientation	No adverse impacts anticipated.	None
Men and women generally	No adverse impacts anticipated.	None
Disability	Council must ensure that all those involved in bonfire celebrations must have an	Minor

	understanding of their obligations in relation to Council's policy and health and safety requirements.	
Dependants	No adverse impacts anticipated.	None

2. Are there opportunities to better promote equality of opportunity for people within Section 75 equality categories? (Yes/ No)

Section 75 category	If Yes , provide details	If No , provide reasons
Religious belief	<p>Council's approach should include the provision of diversionary activities, provision of advice and guidance, support and training.</p> <p>The establishment of a coherent long term approach to addressing the challenges associated with celebratory bonfires should aim to promote positive community relations and community safety.</p>	
Political opinion	<p>Council's approach should include the provision of diversionary activities, provision of advice and guidance, support and training.</p> <p>The establishment of a coherent long term approach to addressing the challenges associated with celebratory bonfires should aim to promote positive community relations and community safety.</p>	
Racial group	Any relevant information that is required to be translated information if requested	
Age		No-there are no anticipated adverse impacts for this Section 75 category

Marital status		No-there are no anticipated adverse impacts for this Section 75 category
Sexual orientation		No-there are no anticipated adverse impacts for this Section 75 category
Men and women generally		No-there are no anticipated adverse impacts for this Section 75 category
Disability	Council can ensure that any diversionary activities, provision of advice and guidance, support and training is a made accessible to people disabilities.	
Dependants		No-there are no anticipated adverse impacts for this Section 75 category

3. Are there opportunities without prejudice, to the equality of opportunity duty, to better promote good relations between Section 75 equality categories, through tackling prejudice and/ or promoting understanding? (Yes/ No)

	No	✓
	Yes	
If yes, please detail the opportunities below:		

If yes is concluded to Question 3, then the policy will be referred to the Council's Good Relations Working Group for consideration. The Group will consider the potential opportunities and assess if and how the overall impact of a decision/policy can better promote good relations.

Additional Considerations - Multiple identity

Generally speaking, people can fall into more than one Section 75 category. Taking this into consideration, are there any potential impacts of the policy/decision on people with multiple identities? *(For example; disabled minority ethnic people; disabled women; young Protestant men; and young lesbians, gay and bisexual people).*

None
Provide details of data on the impact of the policy on people with multiple identities. Specify relevant Section 75 categories concerned.
N/A

Section 3 – Screening Decision

In light of answers provided to the questions within Section 3 select one of the following with regards the policy:

		Select One
1	Shall not be subject to an EQIA - <i>with no mitigating measures required</i>	✓
2	Shall not be subject to an EQIA - <i>mitigating measures/ alternative policies introduced</i>	
3	Shall be subject to an EQIA	

If 1 or 2 above (i.e. not to be subject to an EQIA) please provide details of reasons why.

In this instance it is recommended not to proceed with conducting an equality impact assessment on this policy.

This policy outlines regulations in relation to bonfires held on Council property. However the policy also recognises that some community celebration and cultural tradition may be characterised by celebratory bonfires. Therefore Council is taking a long term action based approach and demonstrating a commitment to working with communities and agencies in order to address the potential environmental and health and safety impacts.

If 2 above (i.e. not to subject to an EQIA) in what ways can adverse impacts attaching to the policy be mitigated or an alternative policy be introduced.

If 3 above (i.e. shall be subject to an EQIA), please provide details of the reasons.

Mitigation

When it is concluded that the likely impact is 'minor' and an equality impact assessment is not to be conducted, you may consider mitigation to lessen the severity of any equality impact, or the introduction of an alternative policy to better promote equality of opportunity.

Can the policy/decision be amended or changed or an alternative policy introduced to better promote equality of opportunity?
--

If so, give the reasons to support your decision, together with the proposed changes/amendments or alternative policy:

The introduction of mitigating measure may be required following monitoring of the policy.
--

Timetabling and prioritising

If the policy has been screened in for equality impact assessment, please answer the below to determine its priority for timetabling the equality impact assessment.

- **On a scale of 1-3 (1 being lowest priority and 3 being highest), assess the policy in terms of its priority for equality impact assessment.**

Priority criterion	Rating (1-3)
Effect on equality of opportunity	
Social need	
Effect on people's daily lives	
Relevance to a Council's functions	

Note: The Total Rating Score should be used to prioritise the policy in rank order with other policies screened in for equality impact assessment. This list of priorities will assist the Council in timetabling. Details of the Council's Equality Impact Assessment Timetable should be included in the Screening Reports.

- **Is the policy affected by timetables established by other relevant public authorities?**

Yes	
No	

Section 5 – Monitoring

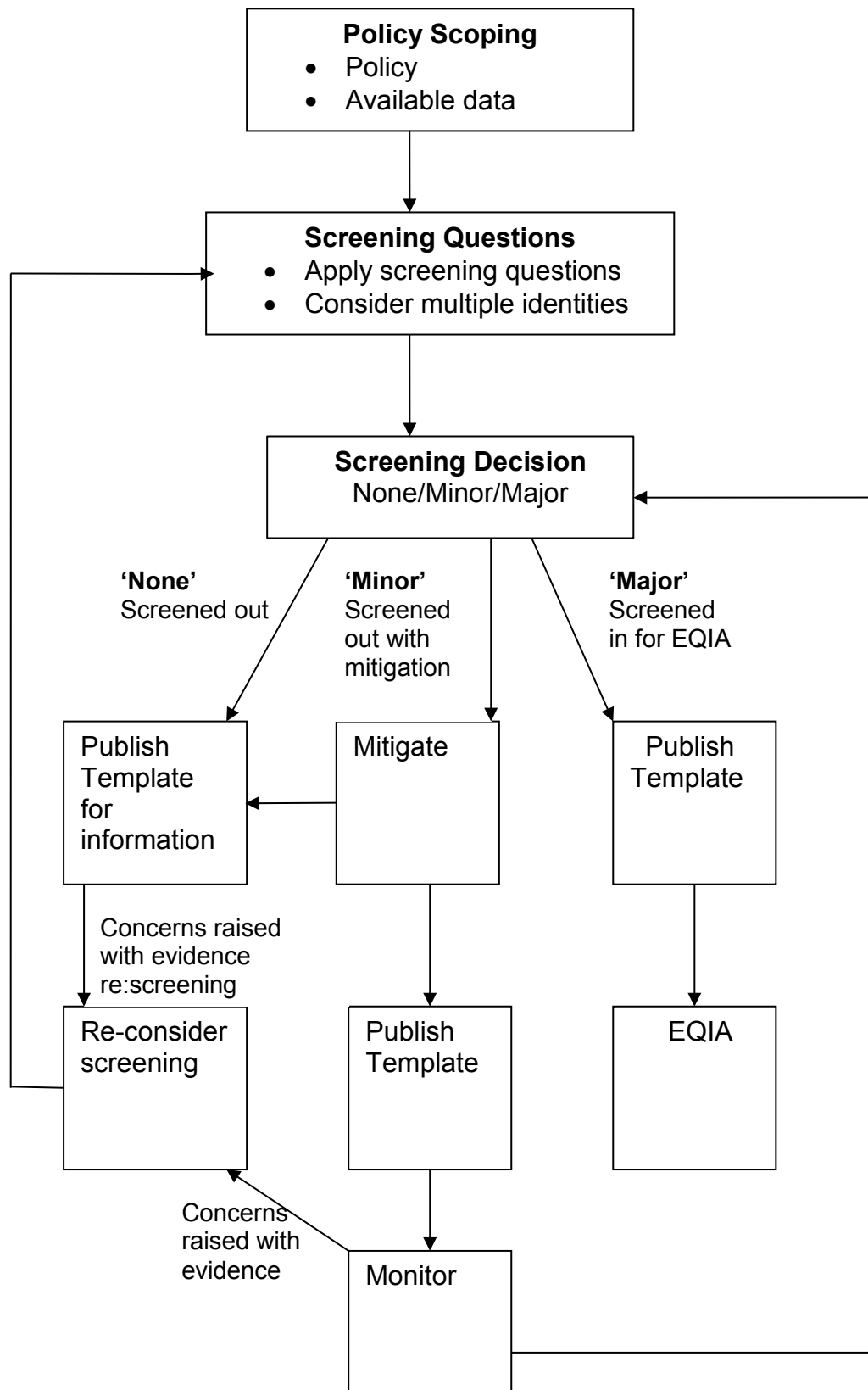
Effective monitoring will help identify any future adverse impact arising from the policy which may lead the Council to conduct an equality impact assessment, as well as help with future planning and policy development. Please detail proposed monitoring arrangements below:

Council will review this policy 24 months from the date of approval. Actions associated with the policy will be monitored via the Bonfire Working Group.

Section 6 – Approval and authorisation

Screened by:	Position/ Job Title	Date
Ann McAleer	Corporate Policy & Equality Officer	30.4.18
Approved by:	Position/ Job Title	Date
Mark Kelso	Director Public Health & Infrastructure	1 May 18

Note: A copy of the Screening Template, for each policy screened should be 'signed off' and approved by a senior manager responsible for the policy; made easily accessible on the council website as soon as possible following completion and be available on request.





Dear Event Organiser

Use of Council Facilities for Community Celebration Events

In order to run your event safely on a Council facility I have attached a Community Celebration Pack.

Within this pack, you will find information providing advice and guidance on what you need to do as well as some documents which you must read, complete, understand and return to Council. **Both Document A and B must be completed and returned to Mid Ulster Council – Parks Team.**

The Community Celebration Pack contains:

- **Document A:** Information/ Guidance on how to book Council Facilities and what is expected. Attached to this is a Proforma/booking form to make an initial request to use the Council facility and this should be completed as soon as you know this.
 - The Proforma/booking form should be completed and returned immediately to parks@midulstercouncil.org.
 - The Event Safety Guidance requires external users to complete a Proforma/booking form in order to gain access to Council property. Users are required to demonstrate the following (through Document B):
 - Details of an Event Organiser and event management
 - Safeguarding Policies of children and adults at risk of harm
 - Public Liability Insurance
- **Document B:** Completion of Safety Requirements to meet specified Conditions for holding a community safety event at a Council facility. All events must be managed safely and in line with the Event Safety Guidance as per Document A above.
 - To help you understand the safety requirements needed, draft documentation of an Event Safety Plan and Risk Assessment are included. You just need to review and / or update and sign off.
 - The Event Safety Plan and Risk Assessment documentation once completed and signed off must be returned to parks@midulstercouncil.org.
 - Remember to attach / provide details of your insurance for your event as well as details, if relevant, of Safeguarding Policies relating to children and adults at risk of harm.

For any queries please contact a member of the Mid Ulster Council - Parks team on:

Document A – Information on how to book Council Facilities:

EVENT SAFETY GUIDANCE

Outside Bodies Organising Events on Mid Ulster District Council Property

1.0 Introduction:

Mid Ulster District Council (Council) wishes to support organisers of any events and this guidance is intended to assist outside bodies to meet Council requirements and to help them to put on a successful event. It is important that Council receives the following information. Failure to comply with this request could result in permission to use Council Facilities being refused.

2.0 Definition:

For the purpose of this guidance an event is defined as “a planned and organised occasion taking place on an outdoor Council facility, outside the normal day to day business of the Council service, attracting members of the public or invited guests to the event.”

3.0 Council Requirements:

Council requires that Event organisers complete the Mid Ulster District Council Event Booking Proforma and submit to Council no less than one month prior to event.

Council also require:

- Evidence of Public Liability Insurance.
- Where those attending are under the age of 16 or considered to be vulnerable adults, copy of their Safeguarding and/or Child Protection Policy.
- Details of Event organiser.

Depending on the size of the event Council may also require

- A site location Map (preferably to scale).
- A suitable Risk Assessment and Event Safety Plan for the Event. The risk assessment should detail any significant hazards and the risk controls that have been put in place to manage the risk.
- An event safety plan developed from the risk assessment outlining the roles and responsibilities of those involved in the event and the actions that should be taken in the event of emergency.
- Evidence of consultation with appropriate authorities / Statutory Bodies etc e.g. Fire, Police, Ambulance. Where necessary, current test certificates for any plant or equipment (e.g. Funfair/arcade rides, electrical equipment).
- Details of dedicated Safety Officer/Adviser for Event.
- Details of Steward / volunteer numbers being used to work at the Event.
- Insurance details of third party sub-contractors e.g. inflatable Bouncy Castle supplier.

Information submitted by the event organiser will be reviewed for adequacy by the appropriate Council Official and will be referred to the Councils Corporate Health and Safety team for comment if necessary.

Council reserves the right to not permit the running of an event on Council property.

Document A – Information on how to book Council Facilities:

EVENT SAFETY GUIDANCE

 Comhairle Ceantair Lár Uladh Mid Ulster District Council	Mid Ulster District Council Event Proforma (For Booking Events on Council Property)		Ref No.
			Date Received.

1. Event Details					
Name of Event:			Name of Organisation		
			Name of Event Organiser		
Date of Event		Times of Event		Address of Event Organiser	
		Start	Finish		
				E Mail	
				Tel. Number	
Event Location:			Expected numbers attending		
Brief Description e.g. Fireworks, Race					
2. Event Activities: Please tick the appropriate boxes to show the activities and facilities you intend to utilize or permit at the event.					
Alcohol	<input type="checkbox"/>	Fireworks/Pyrotechnics	<input type="checkbox"/>	Music (Bands)	<input type="checkbox"/>
Animals	<input type="checkbox"/>	Food Stalls	<input type="checkbox"/>	Overhead/Trailing Leads	<input type="checkbox"/>
Barbecue	<input type="checkbox"/>	Inflatables	<input type="checkbox"/>	P.A. System	<input type="checkbox"/>
Bonfire	<input type="checkbox"/>	Lost Children Point	<input type="checkbox"/>	Portable Generator	<input type="checkbox"/>
Carnival/procession	<input type="checkbox"/>	Live Entertainment	<input type="checkbox"/>	Portable Staging	<input type="checkbox"/>
Crowd Barriers	<input type="checkbox"/>	Marquees	<input type="checkbox"/>	Portable Toilets	<input type="checkbox"/>
Fairground equipment	<input type="checkbox"/>	Market Traders Stalls	<input type="checkbox"/>	Stewarding/Security	<input type="checkbox"/>

Document A – Information on how to book Council Facilities:

EVENT SAFETY GUIDANCE

Other (Describe)	
3. Special requirements: Equipment & services – e.g. mobile stage, PA sound equipment, tables and chairs, display boards, gazebos, additional toilets, etc.	
4. Third Parties involved: Animal shows, etc.	
<p>Insurance Mid Ulster District Council, require event organisers to indemnify the Council from any loss, damage or claim arising as a result of any negligence on behalf of the event organiser or any third party associated with the event; through the provision of appropriate insurance cover.</p> <p>Declaration I, as event organiser, undertake to provide the Council with all the necessary indemnity documentation (i.e. organisation/third party public liability insurance) in relation to this event. I am aware that the failure to provide the requisite documentation within two weeks of the event may result in refusal for use of Council facility.</p> <p>Signed _____ (Event Organiser)</p>	
<p>Children & Adult Safeguarding Clubs, Associations and/or adults making a booking, where those attending are under the age of 16 or considered to be vulnerable adults, must provide us with a copy of their Safeguarding and/or Child Protection Policy. Where no such Policy exists you must request and adhere to MUDC'S policy.</p> <p>Child Protection Policy (Yes/No)</p>	

Please complete form as appropriate and return to:

Email: parks@midulstercouncil.org

FOR OFFICIAL USE ONLY:

Insurance Policies rec'd	Yes		No		Approved	Yes		No		Date	
Print Name					Signature						

Agreed Cost	Payment Received				Date Payment made	To be Invoiced					
£	Cash		Cheque		On Line			Yes		No	
Copy form sent to Events team	Yes		No		Date Sent						

Document B: Completion of Safety Requirements to meet Approval Conditions

For completion: Event Safety Plan and Risk Assessment (Celebration Events)

Please return the completed forms Pages 1-4 to the parks@midulstercouncil.org at least two weeks before the event.

These forms will also be required for insurance purposes.

ALL SECTIONS OF THE FORM HIGHLIGHTED IN YELLOW TO BE COMPLETED



Location:
What is the scale, type and scope of the event? <i>E.g. bouncy castles, food, face painting, bonfire</i>
Type and size of audience: <i>Type of audience – eg family: How many people are you expecting to attend:</i>
Duration - Date and time (FROM/TO) of Event:
Emergency Services made aware of event: <i>E.g. Northern Ireland Fire and Rescue Services Contacted</i>
Management Structure for Event: <i>i.e. Names and contact info for Event Organiser & Volunteers</i>
Emergency Arrangements: <i>Action to be taken in the event of an emergency. E.g. request for fire brigade, or ambulance, list any volunteers who might be trained on first aid?</i>
Children & Adult Safeguarding <i>Event Organisers / Volunteers/ Adults making a booking to use Council Facilities, where those attending are under the age of 16 or considered to be vulnerable adults, must provide us with a copy of their Safeguarding and/or Child Protection Policy. Where no such Policy exists you must request and adhere to MUDC'S policy. Please state: Policy enclosed or Council Policy</i>



Document B: Completion of Safety Requirements to meet Approval Conditions

Specific Details on Bonfire		
	Details required:	Response required:
1.	Bonfire height Must be No more than 5m high	
2.	Over what time period will the bonfire be constructed and how is this supervised?	
3.	What will it be made from: <i>No toxic or hazardous material is stored or placed on the bonfire or at the bonfire location - no tyres, foam filled furniture, aerosols, fuels, batteries. No emblems/flags to be placed on bonfire. Any of these items found by event organiser or volunteer must be removed immediately.</i>	<i>Only wood will be used.</i>
4.	How will it be lit? <i>No flammable liquids of petrol or paraffin will be used.</i>	<i>Using paper and domestic firelighters set in 2 or 3 places to ensure even burn</i>
5.	How many people will be helping/ volunteering on the actual night? Are there barriers to keep young children away from the bonfire? What is the distance between spectator and flame?	
6.	Have you involved and spoken to: <ul style="list-style-type: none"> • The Council Community Development Team: • Northern Ireland Fire and Rescue Services: • PSNI: 	Yes or No answer response required:
7.	How and when will the remaining fire be put out at the end of the night? Is it being monitored by any of the volunteers or event organiser whilst it cools?	
8.	Are there going to be specific people who are in charge of the management, construction and extinguishing of the fire? If yes, what are their names?	



Document B: Completion of Safety Requirements to meet Approval Conditions

9.	<p>Google map /<u>sketch provided</u> showing location for bonfire in relation to buildings and property.</p> <p>Distance: As a rule of thumb, the bonfire should be a minimum of 5 times the height from property: <u>5m high bonfire must be 25m from nearest property</u></p>
<div style="background-color: yellow; height: 680px;"></div>	

Document B: Completion of Safety Requirements to meet Approval Conditions

EVENT ORGANISER RISK ASSESSMENT RECORD: BONFIRES

GENERAL HAZARDS	Who is at risk		WHAT ARE THE EXISTING CONTROLS THAT ARE IN PLACE TO DEAL WITH THE LISTED HAZARDS? (Briefly detail any existing controls in place, e.g. refer to the existing provision of training and information, local procedures, safety signs, restricted access, personal protective equipment, guards on machinery, etc.)	RISK RATING RISK = P X S		
	Public	Others		Likelihood (L)	Severity (S)	Risk Rating
Fire (Burns, property damage)	✓		(i) In order to protect those attending any bonfire the site will be at a safe distance from buildings and overhead cables. Safe distance is calculated on a still day as Height of Bonfire x 5 (E.g. 5metres high bonfire = 25metres safe distance.) On windy days this will be increased to minimum 50 metres (ii) NIFRS made aware of any bonfire sites and have statutory fire safety remit. (iii) No 'dens' will be built within bonfire	3	3	9 (Moderate)
Bonfire Collapse	✓		Bonfires will not be built higher than 5metres. Visual inspection for stability to take place. The build will take place as close to time of lighting as possible and will be on a level surface.	2	2	4
Hazardous Material within bonfire creating explosive/toxic fumes risk	✓		Tyres, Gas cylinders, Fuel, Aerosols, Batteries, foam will not be allowed on bonfire and removed from site immediately at the find deposited. NIEA and Council to be informed.	4	2	8
Hazardous materials dumped	✓		Wood/Pallets etc. containing nails to be kept stored in area away from park, walkways etc. Any containers inspected to check if contents hazardous and if so removed from site. Any asbestos containing materials found reported to NIEA / Council and removed from site.	4	2	8
Damage to vehicles/ property from burning windblown embers	✓		Car parking must be situated as far as possible down-wind from the bonfire site, Bonfire to be removed as far as possible from houses. NIFRS to be aware.	2	2	4
Lighting the bonfire	✓		Paper and domestic firelighters only to be used to light the bonfire; it should be ignited in 2 or 3 places to ensure an even burn. Volunteers lighting the bonfire are advised not to wear lightweight clothing which could ignite. They are recommended to wear a substantial outer garment of wool or other material of low flammability and strong boots or shoes.	2	2	4
Alcohol	✓		Volunteers and event organiser managing overall event and will monitor those in and around the site during build and event to ensure safety around the bonfire. Individuals under the influence of alcohol or drugs will not be allowed.	4	2	8
Bonfire smoke (problems for asthmatics, bronchitis sufferers, people with heart conditions and children)	✓		Vulnerable people should be encouraged to keep away from area and upwind. Householders advised to keep windows closed.	2	4	8
Anti-social behaviour towards residents/ third parties/ Council and Statutory Agency staff		✓	The Event Organiser/Volunteers will work closely with statutory and community partners to combat antisocial behaviour and any potential for intimidatory behaviour to take place. No emblems/flags, posters, images etc. will be placed around the site or on bonfire.	2	4	8

SIGNATURE:

DATE:

Document B: Completion of Safety Requirements to meet Approval Conditions

**Conditions for Using Council Facilities
in Community Celebration Events
Site Safety Rules:**

The event organiser / volunteers must demonstrate:

- The event site will be managed safely and in accordance with the conditions relating to collection /type of materials to be burned, public safety and emblems / flags and posters as set out in Event Management and Good Relations guidelines.
- They have consulted and work closely with all relevant Statutory Agencies including Council, NIEA , PSNI , NIFRS and NIHE where appropriate .
- The bonfire will not exceed 5 metres in height
- The bonfire is safely built (height x 5 from nearest property)
- Safeguard against any damage to property and / or boundaries and ensure site is kept tidy and well maintained.
- They will not permit toxic or hazardous material to be stored or placed at the bonfire site and the event organiser/ volunteers will take action to have them removed if found present
- No tyres will be permitted on the bonfire site and if found that the necessary action has been taken to have these removed
- They will ensure that no antisocial and / or intimidatory behaviour takes place , either before, during or after the event and no consumption of drugs or alcohol on site .
- To commit to and agree to manage the event in accordance with good practice guidelines as set down by Council for Community Celebration Events held on Council property.

To Note:

Council will inspect the property at regular intervals and remove any unauthorised materials from its property where these are not in line with the requirements as set out above.

If the Controls and Conditions are breached the Council may refuse authorisation to allow the event to take place on its property.

Document B: Completion of Safety Requirements to meet Approval Conditions

Some useful advice to help you have a safe bonfire event:

- Site the bonfire well away from houses, garages, sheds, fences, overhead cables, trees and shrubs
- Bonfires must be no more than 5m high
- As a rule of thumb, the bonfire should be a minimum of five times the height from property, i.e. the bonfire is 5 metres tall it must be at least 25 metres from the nearest building
- Build the stack so it is stable and will not collapse
- Never build a hut or den inside the bonfire

- DO NOT Burn foam filled furniture, tyres, aerosols, tins or paints or bottles
- Responsible adults (Volunteers) should look after lighting the bonfire. Before lighting the bonfire check that no children or pets are hiding inside it
- Never use flammable liquids (petrol or paraffin) to light the fire – use domestic firelighters
- Keep everyone away from the fire – especially children who must be supervised at all times
- For an emergency keep buckets of water, a garden hose or a fire extinguisher ready
- At any sign of danger, or in the event of an emergency, dial 999 and ask for Northern Ireland Fire and Rescue Service (NIFRS).

Useful Contact Numbers:

MUDC - Parks Team / Community Safety team: 03000 132132

NIFRS: Cookstown District Office (covers Mid Ulster Council area) - 028 8676 5936

PSNI: 101 – state who looking for: Magherafelt/ Cookstown/ Dungannon - 0845 600 8000

NIHE - Mid Ulster Offices - 0344 892 0900

NIEA: - 0845 302 0008

Events Insurance:

Insurance contact Details:	
Events Insurance	Tel: 01425 470380 (https://www.events-insurance.co.uk/pages/multiple-events-insurance)
Insure my Event	Tel: 01608 647631 (https://www.insuremyevent.co.uk/)
Events Insurance Direct (David J Miller Insurance Brokers Ltd)	Tel: 01254 355 159 (http://www.eventinsurancedirect.co.uk/one-day-event-insurance/)
Hiscox Event Assured Main Contact- Rob Bentley	Tel: 0800 840 2469 or +44 (0)1208 773940 (https://www.event-assured.com/liability)