

Dún Laoghaire-Rathdown County Council

LOCAL GOVERNMENT ACTS 1925 - 2014

RECORD OF EXECUTIVE BUSINESS CHIEF EXECUTIVE'S ORDERS

APPLICATION FOR LICENCE FOR AN EVENT COMMENCING AT NEWTOWNSMITH PARK, PROCEEDING ALONG QUEENS ROAD AND CONCLUDING AT THE VICTORIA FOUNTAIN, QUEENS ROAD, DÚN LAOGHAIRE, CO. DUBLIN

Event Licence for 17/03/2026

Reg. Ref. OEL/03/2025

LEGISLATIVE CONTEXT

- i. Planning and Development Act 2000, as amended,
- ii. Planning and Development Regulations 2001, as amended,
- iii. Planning and Development (Amendment) Regulations 2015.

Part XVI of the Planning and Development Act 2000, as amended, ('the Act') provides for the requirement of a licence for the holding of outdoor events. Section 231 of the Act refers to regulations relating to matters of procedure and administration for applications and the granting of licences which Statutory Instrument (S.I.) No. 600 of 2001 (Planning and Development Regulations 2001, as amended) and S.I. No. 116 of 2012 (Planning and Development (Amendment) Regulations 2015) relate.

An event is defined in Section 229 of the Act as: -

"a. a public performance which takes place wholly or mainly in the open air or in a structure with no roof or a partial, temporary or retractable roof, a tent or similar temporary structure and which is comprised of music, dancing, displays of public entertainment or any activity of a like kind, and

b. any other event as prescribed by the Minister under section 241."

Article 183 of the Planning and Development Regulations 2001, as amended ('the Regulations') defines an event as prescribed in Section 230 of the Act as being *"an event at which the audience comprises 5,000 or more people shall be an event prescribed for the purposes of Section 230 of the Act."*

The following codes of practice and guidelines are also considered relevant to event licences: -

- i. Code of Practice for Safety at Outdoor Pop Concerts and other outdoor musical events Department of Education in January 1996.
- ii. Code of Practice for Management of Fire Safety in Places of Assembly, Department of Environment.
- iii. Code of Practice for Fire Safety of Furnishings and Fittings in Places of Assembly, Department of Environment.
- iv. Ensure compliance is achieved with the requirements of the Fire Services Act 1981 and Amendment 2003 and the Fire Safety in Places of Assembly (Ease of Escape) Regulations 1985.

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- v. Safety Health and Welfare at Work Act 2005.
- vi. Building Control Acts 1990 to 2014.
- vii. Litter Pollution Act 1997 (as amended in 2017).
- viii. Environmental Protection Agency Act and Regulations.

LEGISLATIVE CONTEXT

On the 07/11/2025, Dún Laoghaire-Rathdown County Council received an application for an events licence from ShowScope Ltd. on behalf of Dún Laoghaire Business Association. It is proposed that a St. Patrick's Day parade will take place on 17/03/2026.

The route will commence at Newtownsmith Park, proceed along Queens Road, and conclude at The Victoria Fountain, located at the junction of Marine Road and Queens Road.

The Applicant has submitted a Draft Event Management Plan for the proposed event.

Summary of Proposal

The St. Patrick's Day parade will take place in Dún Laoghaire on Tuesday, 17/03/2026 with the parade commencing at 11:00am with the last participants passing the VIP stand approx. 12:00pm. The parade is expecting an attendance of +/- 10,000no. people. The parade will consist of the following elements: -

- **Zone 1:** Local community groups, schools, and businesses will gather in Newtownsmith Public Park and they will meet with relevant vehicles participating and commence the route.
- **Zone 2:** The parade will proceed along Queens Road passing the viewing gallery at the People's Park.
- **Zone 3:** The parade ends the Queen Victoria Statue at the junction of Queens Road and Marine Road. Participants and vehicles will continue to a managed collection area on Dún Laoghaire harbour.

The Draft Event Management Plan includes details on the following matters:

- **Safety & Operations**
 - Event Specific Safety Strategy,
 - Risk Assessment,
 - Build, Break, Temporary Structures,
 - Crowd Safety and Movement,
 - Security / Stewards,
 - Medical Provisions,

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- Fire Safety,
- Electrical Installation & Lighting,
- Food & Drink Safety,
- Sanitation,
- Waste Management,
- Environmental Protection,
- Traffic Management.
- **Policies & Procedures**
 - Event Control & Communications,
 - Emergency Plans,
 - Emergency Procedures,
 - Event Health & Safety Documentation & Inspections,
 - Staff Health & Safety Procedures,
 - Accessibility,
 - Sustainability.

There is also a list of appendices at the end of the report including the following:-

- RAMs,
- Sign Example,
- Newspaper advertisement (Irish Independent & Dublin Gazette),
- Site Map,
- Barrier Location map @ Queens Rd / Marine Rd,
- Participant Waiver,
- Traffic Management Plan,
- Insurance Cover Letter.

It is considered that the submission complies with the requirements set out in Article 187 of the Regulations in its form and content for the purposes of making an application for an event.

NOTIFICATION PROCESS

Article 186(1) of the Regulations provides as follows: -

"An application must be made at least 13 weeks prior to the date of the holding of the event to which the application relates or, in the case of an application for a number of events at a venue in a period not exceeding one year, at least 13 weeks prior to the holding of the first event."

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The application was lodged on the 07/11/2025 and is therefore in excess of 13 weeks prior to the date of the proposed event on the 17/03/2026.

Article 186(1A) of the Regulations states: -

"A local authority shall not accept an application for a licence for a proposed event unless a pre-application consultation meeting under article 184 has taken place in relation to the event during the 36 month period prior to the date of the event to which the application relates or, in the case of an application for a number of events, 36 months prior to the holding of the first event."

The pre-application consultation meeting was held on the 26/09/2025 and therefore this criterion has also been met.

DECISION ON APPLICATION

Section 231(3)(a) of the Act states that: -

"Where an application for a licence is made in accordance with regulations under this section, the local authority may decide to grant the licence, grant the licence subject to conditions as it considers appropriate or refuse the licence."

SITE DESCRIPTION

The parade route is effectively a linear route from southeast to northwest commencing at Newtownsmith Park, proceeding along Queen Street and culminating at the Queen Victoria Statue at the junction of Queens Road and Marine Road (with a collection area on Dún Laoghaire harbour).

Newtownsmith Park

Newtownsmith is a public green space which is located between the public roadway of Newtownsmith to the south and the foreshore of Scotsmans Bay to the northeast.

The assembly area for the parade is bound by a carpark area and further green space / pedestrian pathways to the northwest leading to the Dún Laoghaire Baths, and a large public green space to the southeast with pathways leading to Marine Parade. The southern side of Newtownsmith is an established residential area, with dwellings facing the proposed event area.

The public green space at Newtownsmith serves the local community and wider population within Dún Laoghaire-Rathdown. The main activities within the public green space include walking and children's play. The public greenspace is in ownership of Dún Laoghaire-Rathdown County Council.

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Newtownsmith / Queens Road

The parade will proceed from Newtownsmith towards Queens Road which are public roads. The parade will pass by the People's Park where a viewing area will be erected and continue until the Queen Victoria Statue at the junction of Queens Road and Marine Road. The route contains a mixture of residential, commercial, leisure and public buildings.

Dún Laoghaire Harbour

The participants and associated vehicles will continue to a collection area on Dún Laoghaire Harbour which will be managed by the Applicant.

DÚN LAOGHAIRE-RATHDOWN COUNTY DEVELOPMENT PLAN 2022-2028

As noted above, the parade route is effectively a linear route from southeast to northwest with an assembly area located in Newtownsmith Public Park and a collection area located in Dún Laoghaire Harbour.

The following is an overview of the various objectives associated with the parade route as set out in the Dún Laoghaire-Rathdown County Development Plan 2022-2028 ('the Development Plan').

Newtownsmith Public Park

Newtownsmith Public Park is subject to Zoning Objective 'F' which seeks *"to preserve and provide for open space with ancillary active recreational amenities."*

Additionally, the majority of this area is within the Dalkey Coastal Zone and Killiney Hill / Rocheshill Proposed Natural Heritage Area. There are Protected Views along the roadway of Marine Parade, Newtownsmith and Windsor Terrace toward Dublin Bay / Howth Head.

Dún Laoghaire Harbour

Dún Laoghaire Harbour is subject to Zoning Objective 'W' which seeks *"to provide for waterfront development and / or harbour related uses."*

Additionally, this area is within the Dún Laoghaire Harbour / Dún Laoghaire Seafront candidate Architectural Conservation Area and is subject to a number of Specific Local Objectives (SLO).

The SLO are not considered relevant to the event licence application as they relate to long-term re-development of the harbour area and not temporary events.

Newtownsmith and Queens Road (Public Road)

Newtownsmith and Queens Road are public roads are not subject to a Zoning Objective.

There are Protected Views along the roadway of Newtownsmith and Queens Road toward Dublin Bay / Howth Head.

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The parade route is located within the boundary of the proposed Dún Laoghaire Local Area Plan (LAP). At the time of the writing this Report, the preparation of the LAP has not commenced.

Conclusion

Table 13.1.9 of the Development Plan outlines the land uses that are 'Permitted in Principle' and 'Open for Consideration' on land which are subject to Zoning Objective 'F' and 'W'.

'Cultural use' is identified as 'Permitted in Principle' under both Zoning Objective 'F' and 'W'. Cultural use is defined under Section 13.12 of the Development Plan as the **"use of a building or part thereof or land for cultural or purposes to which the public may be admitted on payment of a charge or free of charge and includes an art gallery, museum, public library or public reading room, theatre, public hall, exhibition hall."** (Emphasis Added)

Overall, noting that the event is temporary in nature and is celebrating St. Patrick's Day, it is considered that the licence application complies with the provisions and land use zoning objectives as set out in the Development Plan.

PUBLIC BODIES AND INTERNAL CONSULTEES

As part of the assessment process, Article 189(1) of the Regulations requires that the licence application be circulated to certain Prescribed Bodies. In doing so, Dún Laoghaire-Rathdown County Council (DLRCC) submitted copies of the licence application to: -

1. An Garda Síochána,
2. Dublin Fire Brigade,
3. Dún Laoghaire Gardaí,
4. Environmental Health Office, Air and Noise Unit,
5. Health Service Executive (Emergency Planning),
6. Iarnród Éireann,
7. National Transport Authority,
8. Uisce Éireann.

Internal Consultees

The licence application was also referred to the following internal consultees: -

1. Biodiversity Officer,
2. Community and Cultural Development,
3. Dún Laoghaire Harbour,
4. Environmental Enforcement,

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5. Parks & Services Department,
6. Traffic Department,
7. Transportation Department,
8. Water and Drainage Department.

Responses were received from the following Bodies / Internal Departments: -

Health Service Executive (Emergency Planning)

Dated: 04/02/2026

Report as per the following: -

"Thank you for forwarding the notification for the application of the outdoor event in relation to the above referenced and it is acknowledged as having been supplied by Dun Laoghaire County Council to the HSE under Sec 9 (1) of SI 154/2001. When Dun Laoghaire Rathdown County Council makes its decision under section 231(3) of the Planning and Development Act, the HSE as a prescribed body will require notice under Sec 12 (2) of its decision.

The HSE Emergency Management Office East Region has standardised the conditions and are applied on behalf of the HSE in relation to public events. These conditions are inclusive of the normal consultation process.

The HSE Emergency Management Office East Region is available to discuss any queries your office may have.

Enc. HSE Emergency Management Office East – Event Licence Conditions

HSE Emergency Management Office East - Event Licence Conditions

County Council: DLRCOCO

Event reference: St. Patrick's Day Parade in Dún Laoghaire 17th March 2026

1. Any additional requirements of the Emergency Management Office of the Health Service Executive shall be resolved directly with the office prior to the event.

2. The Planning regulations require an Event Management Plan to be produced which should include an event medical plan, in accordance with the Code of Practice for Safety at Outdoor Pop Concerts and Other Musical Events (Dept. of Education – 1996).

All event medical plans should be developed in accordance with the recommendations of the Health Service Executive, Emergency Management Office

3. The event medical plan for this event is to be agreed with all medical providers and submitted to the Health Service Executive, Emergency Management Office, no later than two weeks prior to the event.

4. Medical / First aid activity [if any] at the event shall be recorded, compiled in an event medical report and forward directly to the Health Service Executive, Emergency Management Office, within one month after the event to include the following information:

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a. Number of patrons accessing medical / first aid services.

b. Number of patrons requiring actual treatment.

c. Number of patrons removed to hospital.

d. Types of injury / illness

(Names and personal details are not required)

5. This licence may be suspended by the Licensing Authority at the request of the Health Service Executive due to issues of public safety in relation to major public health risks.

The HSE Health Protection Surveillance Centre (HPSC) provide the most up to date guidance and supporting documents which are all available at www.hpsc.ie.

6. The granting of this licence is subject to the event organisers adhering to government and local public health requirements applicable to the area in which the event is to take place. It must be noted that public health requirements may change between the time of the granting of the licence and the date in which the event is to be held. In this case the most up to date government and local public health requirements must be adhered to by the event organiser.

7. Access shall be facilitated to the immediate area for Health Service Executive Community Services providing domiciliary care services to the population adjacent to the venue.

a. Where Hospitals, Health Centres or Residential units are located within Traffic or Pedestrian restricted areas associated with the event, access for Staff, Clients and Visitors must be maintained."

WRITTEN SUBMISSION / OBSERVATIONS

No Third-Party written submissions or observations were received during the public consultation period which closed on 28/11/2025.

ASSESSMENT

Impact to Newtownsmith Public Park

DLRCC raises no major concerns in relation to the impact of the event through the use of part of the public green space at Newtownsmith as an assembly area for the parade. The event is temporary in nature and the Newtownsmith Public Park could accommodate such volumes of people.

Impact to Dún Laoghaire Harbour

DLRCC raises no major concerns in relation to the impact of the event through the use of part of Dún Laoghaire Harbour as a collection area for the parade. The event is temporary in nature and Dún Laoghaire Harbour could accommodate such volumes of people.

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Impact to Wildlife

DLRCC notes that the proposed event will partly take place in a public space, that is comprised of paved pathways and grassed areas (i.e. Newtownsmith Public Park). While the north boundary bounds the foreshore of Scotsmans Bay, it is considered that there will be negligible impact on biodiversity due to the scale and temporary nature of the proposed event.

Operation of the Event

The consultation process has been carried out as required under legislation relating to Event Licences. Newspaper notices were issued as per Article 185(1) of the Regulations.

Pre-planning consultation minutes are made public following a decision on the event licence application as per the Regulations.

The parade route including assembly area (Newtownsmith Public Park) and collection area (Dún Laoghaire Harbour) is considered to be a suitable venue by both the Local Authority and the statutory agencies.

Event opening times, finishing times, and attendance numbers are considered to be acceptable by both the Local Authority and the statutory agencies.

Sanitation facilities are provided in compliance with the Code of Practice for Safety at Outdoor Events 1996.

Disturbance in the Local Area

Disturbance to the local area is anticipated to be kept to a minimum and is covered in the draft Event Management Plan. Further and more robust details will be required via the provision of finalised Event Management Plan submitted no later than two weeks prior to the date of the event.

The event promoters have developed policing, security and stewarding plan which endeavours to minimise disruption caused by the event. A Security and Stewarding Schedule is to be submitted no later than two weeks prior to the date of the event.

A Traffic Management Plan will be in place for the event. There will be some restrictions to local roads as part of the event. The final plan will be prepared in consultation with the relevant statutory bodies and internal departments.

Cleaning teams will be in operation throughout the site build and deconstruction of the event site.

Miscellaneous

Contractors, partners and staff employed on the site will be provided with detailed health and safety information via the health and safety documentation in advance of the build.

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In accordance with the Act and the Regulations, DLRCC is the licencing authority for Outdoor Events in its jurisdiction.

DLRCC will continue to work with the event co-ordinator and An Garda Síochána to ensure any instances of anti-social behaviour are kept to a minimum and dealt with immediately.

APPROPRIATE ASSESSMENT (AA) SCREENING

The proposed event (St. Patrick's Day parade) has been screened for Appropriate Assessment (Report on file) and it has been determined that the proposed event alone or in combination would not significantly impact upon a Natura 2000 Site.

The proposed event is located approx. 0.74 km away from the nearest European site, South Dublin Bay and River Tolka Estuary Special Protection Area (SPA). The Appropriate Assessment screening process has considered the potential effects which may arise during the construction, operational and decommissioning phases as a result of the implementation of the proposed event.

The proposed site is connected to a number of European sites in Dublin Bay via an indirect hydrological pathway through an existing surface water network. Through an assessment of the pathways for effects and an evaluation of the project characteristics, taking account of the processes involved and the distance of separation from European sites, it has been evaluated that there are no likely significant adverse effects on the qualifying interests, special conservation interest or the conservation objectives of any designated European site. The ecological integrity of the European site/s is not foreseen to be significantly affected by the project.

Given the nature of the proposed event, its scale, the localised and temporary nature of the construction and operational effects identified as potential sources, the proposed development will not lead to a significant in-combination effect with any other plans or projects.

Following, the proposed event is not anticipated to give rise to any significant adverse effects on any designated European sites, alone or in combination with other plans or projects and a Stage 2 Appropriate Assessment is not required.

ENVIRONMENTAL IMPACT ASSESSMENT (EIA) SCREENING

Similar to the above, having regard to the nature and scale of the proposed event, which comprises an event license for a temporary cultural event, in a fully serviced urban location, it is considered that there is no real likelihood of significant effects on the environment arising from the proposed development. The need for environmental impact assessment can, therefore, be excluded at preliminary examination and as such a screening determination is not required.

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SUMMARY

Dún Laoghaire-Rathdown County Council has had regard to the pre-application consultation, the information relating to the application furnished to it by the Applicant in accordance with the Act and the Regulation.

It is considered that the application for an event licence complies with the requirements of the Act and Regulations. It is recommended that the outdoor event licence is **GRANTED**, subject to the following conditions, which accord with Section 231(3) and (4) of the Act.

CONDITIONS

General

1. The Outdoor Event Licence shall be for the date of 17/03/2026. All plans and proposals submitted as part of the application shall be implemented in full save as may be required by other conditions attached hereto.

2. A Final Event Management Plan shall be formally agreed with Dún Laoghaire-Rathdown County Council, Dublin Fire Brigade H.Q., Health Service Executive and An Garda Síochána a minimum of two weeks (10 working days) before the date of the event and written confirmation of agreement shall be submitted to the Dún Laoghaire-Rathdown County Council prior to commencement of the event. Subsequently, the agreed Final Event management Plan shall be implemented in full.

An Garda Síochána

3. In the event of a dispute between An Garda Síochána and the promoter regarding any aspect of the event, the requirements of the relevant Chief Superintendent shall take precedence.

4. Sufficient Garda personnel numbers as determined by the relevant Chief Superintendent, shall be employed at the event to ensure that it is properly policed. All Garda costs associated with the Policing Plan shall be defrayed by the event promoter. The number of members of An Garda Síochána to be deployed shall be decided by the relevant Chief Superintendent.

Health Service Executive

5. Any additional requirements of the Emergency Management Office of the Health Service Executive shall be resolved directly with the office prior to the event.

6. The Planning regulations require an Event Management Plan to be produced which should include an event medical plan, in accordance with the Code of Practice for Safety at Outdoor Pop Concerts and Other Musical Events (Dept. of Education – 1996).

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All event medical plans should be developed in accordance with the recommendations of the Health Service Executive, Emergency Management Office.

7. The event medical plan for this event is to be agreed with all medical providers and submitted to the Health Service Executive, Emergency Management Office, no later than two weeks prior to the event.

8. Medical / First aid activity [if any] at the event shall be recorded, compiled in an event medical report and forward directly to the Health Service Executive, Emergency Management Office, within one month after the event to include the following information:

- a. Number of patrons accessing medical / first aid services.
- b. Number of patrons requiring actual treatment.
- c. Number of patrons removed to hospital.
- d. Types of injury / illness

(Names and personal details are not required)

9. This licence may be suspended by the Licensing Authority at the request of the Health Service Executive due to issues of public safety in relation to major public health risks.

The HSE Health Protection Surveillance Centre (HPSC) provide the most up to date guidance and supporting documents which are all available at www.hpsc.ie.

- The granting of this licence is subject to the event organisers adhering to government and local public health requirements applicable to the area in which the event is to take place. It must be noted that public health requirements may change between the time of the granting of the licence and the date in which the event is to be held. In this case the most up to date government and local public health requirements must be adhered to by the event organiser.

10. Access shall be facilitated to the immediate area for Health Service Executive Community Services providing domiciliary care services to the population adjacent to the venue.

- a. Where Hospitals, Health Centres or Residential units are located within Traffic or Pedestrian restricted areas associated with the event, access for Staff, Clients and Visitors must be maintained.

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Environmental Health Office

11. All sanitary accommodation units must be in situ and in proper working order a minimum 24 hours prior to the commencement of the outdoor event and are accessible for inspection by the Environmental Health Service.

12. A suitable non-slip surface, adequately drained must be provided to all sanitary accommodation areas.

13. There must be wall-mounted receptacles which dispense liquid antibacterial gel. These must be supplied in sufficient numbers outside each block of toilets and they must be in proper working order for the duration of the outdoor events. The gel shall be replaced as required. Signs of sufficient size stating "anti-bactericidal gel" must be erected in areas where the public can see.

14. It is the responsibility of the Event Organiser to ensure that all sanitary facilities are maintained in a clean and hygienic condition. Record keeping of the cleaning programme may be reviewed by the Environmental Health Service.

Dublin Fire Brigade

15. The Applicant shall engage with Dublin Fire Brigade to ensure that all requirements of Dublin Fire Brigade including necessary fire certs, access arrangements, risk assessments (MOE), and fire safety standards etc. are sufficiently adhered to and complied with.

16. In the event of a dispute between Dublin Fire Brigade and the promoter regarding any aspect of the event, the requirements of the relevant Chief Fire Officer shall take precedence.

Other

17. A Security and Stewarding Schedule shall be agreed with Dún Laoghaire-Rathdown County Council and An Garda Síochána a minimum of two weeks (10 working days) before the date of the event and written confirmation of agreement shall be submitted to the Council prior to commencement.

18. A Traffic Management Plan shall be agreed with Dún Laoghaire-Rathdown County Council, An Garda Síochána, and the National Transport Authority a minimum of two weeks (10 working days) before the date of the event and written confirmation of agreement shall be submitted to the Council prior to commencement. Subsequently, the agreed Final Traffic Management Plan shall be implemented in full.

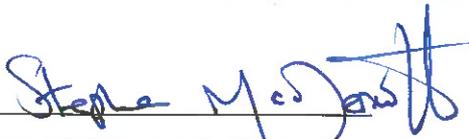
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19. Appropriate measures should be put in place to ensure member of the public and / or staff at the event are not put in danger with the staging of the event in unfavourable weather conditions or in case of wave overtopping.

20. Non-compliance with any of the above conditions shall result in a fine not exceeding €10,000 for each and every occurrence.



Stephen McDermott, Senior Executive Planner



Miguel Sarabia, T/Senior Planner

Order: License to be granted in accordance with Article 192 of the Planning and Development Regulations 2001, as amended.

Dated:

12/02/26

Approved Officer:



There unto empowered by order of Príomhfheidhmeannach, Comhairle Contae Dhún Laoighaire-Ráth An Dúin, Order No. 2667, dated 10/03/25, delegating to me all the powers, functions, and duties in relation to the County Council of Dún Laoghaire-Rathdown in respect of this matter.