

## **EVENTS IN PARK**

**Head of Service / Contact:** Ian Dyer, Head of Operational Services

**Annexes/Appendices (attached):**

**Other available papers (not attached):**

### **Report summary**

This report asks the Committee to note the new process for event applications, the success of the test pitting event and informs the Committee of forthcoming events for 2019/2020.

### **Recommendation (s)**

**That the Committee:**

- (1) Notes the new event process;**
- (2) Notes the success of the test pitting event;**
- (3) Notes the forthcoming events for 2019/20**

## **1 Background**

- 1.1 Epsom & Ewell Borough Council has recently streamlined its process for booking events and outdoor fitness pursuits in all our parks and open spaces.
- 1.2 Anyone wishing to hire outdoor spaces for community, non-profit or commercial purposes are directed to an online booking form which can be found on the Epsom & Ewell Borough Council website:  
<https://www.epsom-ewell.gov.uk/fitnessandevents>
- 1.3 The booking form is reviewed by our Customer Services team before being sent to the site manager for approval.
- 1.4 The event organisers may also be advised that their event needs to be referred to the Safety Advisory Group and/or other Council departments such as Licencing and Environmental Health.

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- 1.5 If the event is approved, Customer Services formalise the booking arrangements with customer by issuing terms and conditions and take payment where appropriate.
- 1.6 The charging structure for events has been kept reasonably flexible and is dependent on a number of factors such as the disruption to general park users, whether the event is of benefit to the health and well-being of the local community and the level of commercialisation.
- 1.7 Our charging structure for outdoor fitness groups is fixed and is dependent on how many classes take place in a week. In line with our Health & Well-being strategy, fees can be waived if the group can prove that they are not commercial and that people can participate completely free of charge. An example of this is the weekly Park Run for adults and children.
- 1.8 The new process has proved a great success and has resulted in a much smoother customer journey.
- 1.9 To date, one event for Nonsuch has booked through the online system, six outdoor fitness groups have signed a formal agreement and paid an annual fee and two more groups are in the final stages of the booking process.
- 1.10 To promote the new booking process posters have been displayed in litter bin advertising panels across the Park.

## **2 Test Pitting of Old Stable Field**

- 2.1 On the 21-22 September the Epsom & Ewell History & Archaeology Society held a test pitting weekend with the aim of offering local people the chance to become involved in archaeology.
- 2.2 The event was well attended with around 50 volunteers comprising of adults and children coming together over the weekend to take part in the excavations.
- 2.3 Seven test pits were dug over the Old Stable Field site and these revealed a number of interesting finds including evidence of wall, a medieval ditch, flint, medieval pottery and trading tokens.
- 2.4 In addition to the dig, visitors enjoyed Tudor re-enactors who were dressed as servants which provided the ambience of a Tudor farmstead.
- 2.5 Park staff and the Nonsuch Voles assisted the society with storing equipment and transportation of equipment to the Old Stable Field Site.
- 2.6 Overall the event was deemed a success and with the JMC's approval, the society are looking forward to planning more activities in the future.

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### 3 Forthcoming Events

Name of Event	Date	Time
St Raphael's Santa Dash	8 December 2019	7:30am – 1pm

### 4 Financial and Manpower Implications

- 4.1 The new event process provides a new income stream for the park. It is difficult to say at this stage how much extra revenue will be generated but this will be monitored and reported to the Committee at a later stage.
- 4.2 ***Chief Finance Officer's comments: none arising from the contents of this report.***

### 5 Legal Implications (including implications for matters relating to equality)

- 5.1 There are no legal implications for the purposes of this report.
- 5.2 ***Monitoring Officer's comments: none arising from the contents of this report.***

### 6 Sustainability Policy and Community Safety Implications

- 6.1 Having a more robust event process, contributes to the sustainability of the Park. Encouraging social events and fitness activity in the park, promotes a general feeling of community and well-being.

### 7 Partnerships

- 7.1 Officers are keen to work with a variety of event organisers and encourage a diverse range of activities.
- 7.2 Many of our event organisers and fitness groups have been using Nonsuch Park for many years and there are strong partnerships in place.

### 8 Risk Assessment

- 8.1 There is a risk that there will be too many events and fitness groups in the park and Officers are mindful that the need for quiet enjoyment of the space is also vitally important. Therefore the number and type of events will be closely monitored and capped if necessary.

### 9 Conclusion and Recommendations

- 9.1 That the Committee notes the new event process, the success of the test pitting event and forthcoming events for 2019/20

**Ward(s) affected:** Nonsuch Ward;