

## EVENTS ON THE DOWNS

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

**Annexes/Appendices (attached):** **Annex 1** – Route Maps  
**Annex 2** – Events Calendar 2019/20  
**Annex 3** – Table of Approved Events

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

- Review of Fees and charges, agreed 8 October 2018
- Event Management Strategy agreed 27 June 2011

### Report summary

This report provides details of event requests to be considered by the Conservators.

### Recommendation (s)

**That the Conservators consider the following proposals to hold events on the Downs:**

- (1) Tadworth Ten Running Race;
- (2) The Vale Primary School.
- (3) Rotary Club of Banstead Sponsored Charity Walk;

## 1 Background

- 1.1 After the Conservators meeting on 28 October 2019, it was discovered that two applications for the Tadworth Ten Running Race and the Rotary Club of Banstead had been submitted in time to be presented to the Conservators at that meeting, but due to a clerical error the events were mistakenly left out of the report.
- 1.2 The event organisers were contacted and the event paperwork was kindly resubmitted and the Conservators are now asked to consider these events at this special meeting.

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- 1.3 In addition, a request has recently been received from The Vale Primary School who are seeking permission for 30 children and teachers to walk across the Downs on their return to school after attending an event at The Grandstand.

## 2 Event Applications & Proposals

- 2.1 Applications have been received from three groups for events on the Downs. Route maps the Tadworth Ten running event and the Rotary Club of Banstead Charity Walk are shown in **Annex 1**.

- 2.2 A summary of the event is set out in the table below:

Event	Organiser	Date	Time	No. of participants and spectators	Category of event	No. of years held on the Downs
Tadworth Ten Running Race	Tadworth Athletic Club	Sunday 5 January 2020	10:00-16:00	650	C	Over 10 years
Walk across the Downs	The Vale Primary School	Tuesday 03 March 2020	12:30 – 16:00	30	A	n/a
Charity Walk	Rotary Club of Banstead	Sunday 10 May 2020	07:30-16:00	65	A	Over 23 years

- 2.3 The Tadworth Ten running race which has been held on the Downs for over ten years. The event is expertly hosted by Tadworth Athletics Club. The Tadworth Ten race is a two lap, ten mile run which is 50% on grass and trails, 50% road and path.

- 2.4 The race starts at the two furlong post on Epsom Downs, the first mile goes through the middle of the Downs before reaching the first of two laps. The next 1.5 miles climbs to Walton on the Hill. At Walton on the Hill the next two miles is on road and path.

- 2.5 Race Headquarters are based at the Duchess Stand at Epsom Downs racecourse and this has been booked separately with the Racecourse events team.

### Rotary Club Sponsored Walk

- 2.6 An application has been received from the Rotary Club of Banstead to hold a sponsored charity walk on the Downs. Walkers start at staggered intervals anytime from 8:30-10am and walks 8.5 miles across the Downs at their own pace. This event has taken place annually on the Downs for over 23 years without incident.

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The Vale Primary School

- 2.7 30 teachers and pupils from The Vale Primary School wish to walk back to school across the Downs after they have attended an event at the Grandstand. The group plan to walk to the Grandstand via Langley Vale Road but would prefer to walk back to school via the Downs. The walk will take place after 12 noon to avoid conflict with horses in training.

Event Calendar

- 2.8 By way of information, the event calendar for 2019-20 is included at **Annex 2**, a table setting out the number of events approved against the suggested limits identified in the Events Strategy is shown in **Annex 3**.

### 3 Financial and Manpower Implications

- 3.1 Events on the Downs are charged in accordance to the Conservators approved charging structure:

- 3.2 If granted approval, the following charges will apply to the above event:

Event	Date	Category of Event	No of Participants	Charge	Reinstatement Bond
Tadworth Ten	Sunday 5 January 2020	C	600	£600	£60
The Vale Primary School	Tuesday 3 March 2020	A	30	£30	£25
Rotary Club of Banstead Charity Walk	Sunday 10 May 2020	A	65	£65	£32.50

- 3.3 **Chief Finance Officer's comments:** The current forecast of income from hire charges for 2019-20 is based on events approved prior to this report. Any additional events approved will result in a small increase in income (up to £812.50). The final accounts for 2019-20 will be reported in June 2020.

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

- 4.1 All applicants are required to complete a hire agreement at the time of application. If an application is approved it is subject to the terms and conditions of hire.

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4.2 **Monitoring Officer's comments:** none for the purposes of this report.

### 5 Sustainability Policy and Community Safety Implications

5.1 None for the purpose of this report

### 6 Partnerships

6.1 None for the purpose of this report

### 7 Risk Assessment

7.1 Each event on Epsom & Walton Downs is requested to submit a risk assessment and public liability documents when applying.

7.2 With every event there is a risk of damage to the Downs. All event organisers are made aware of the restrictions to their event routes and are informed not to stray from the paths. Where applicable a reinstatement bond is collected to cover the cost of damage caused by the event.

### 8 Conclusion and Recommendations

8.1 The Conservators are asked to consider the applications for the Tadworth Ten running event, Rotary Club of Banstead Charity Walk and The Vale Primary School walk across the Downs as outlined in this report.

8.2 The Conservators are asked to note the events calendar set out in **Annex 2** and the Table of Approved events set out in **Annex 3**.

**Ward(s) Affected:** College Ward; Woodcote Ward;