

PROPOSED EVENTS ON THE DOWNS

<u>Report of the:</u>	Downs Manager
<u>Contact:</u>	Sam Beak
<u>Urgent Decision?</u>	No
<u>If yes, reason urgent decision required:</u>	
<u>Annexes/Appendices (attached):</u>	<u>Annexe 1</u> – Event route maps <u>Annexe 2</u> - Calendar of events
<u>Other available papers (not attached):</u>	Event Management Strategy agreed on 27 June 2011 Charging Policy for Events agreed on 28 June 2012 Review of Events on the Downs agreed on 23 January 2014

REPORT SUMMARY

This report provides details of event requests for consideration by the Conservators.

<u>RECOMMENDATION (S)</u>	<i>Notes</i>
<p>(1) That the Conservators consider the following proposals to hold events on the Downs:</p> <ul style="list-style-type: none">• EDMAC Cloud Tramp Event (Saturday 6 August 2016)• OMNI Terrier Derby (Sunday 28 August 2016)• Epsom College Cross Country Event (Thursday 24 November 2016)• Tadworth 10 (Sunday 8 January 2017) <p>and decide whether they wish to grant approval for these events.</p>	
<p>(2) That the Conservators note the Calendar of Events for 2016/17.</p>	
<p>(3) That the Conservators note the fees and charges to be applied to each event subject to the event being approved.</p>	

1 Event Applications

1.1 There have been event applications received from four groups/organisations for forthcoming events on the Downs. Route maps for each of these events are included at Annexe 1, and an event calendar is included at Annexe 2.

1.2 All applications have been made by organisations which have run the same or similar events in previous years. The table below details these events.

Event	Organiser	Date	Time	No. of participants	Category of event	No. of years previously held on Downs
EDMAC Cloud Tramp Event	EDMAC	Saturday 6 Aug 2016	16.00 – 18.00	30	U	17
OMNI Terrier Derby	OMNI Colour Presentations Ltd	Sunday 28 Aug 2016	09.00 – 16.00	80	B	13
Cross Country	Epsom College	Thursday 24 Nov 2016	13.45 – 16.15	500	C	15+
Tadworth 10	Tadworth Athletic Club	Sunday 8 Jan 2017	09.30 – 14.00	650	C	22

1.3 The EDMAC Cloud Tramp event takes place on land designated for the club's activities and within the allocated times permitted for the club. The numbers are so low that little disruption is expected and so the event has been rated as category U. The event has previously taken place on the Downs over the past 17 years.

1.4 The OMNI Terrier Derby event is expected to have very little if any impact on the Downs and other users of the Downs. Although the number of participants is relatively low the event itself does attract a much larger number of spectators and so has been rated as category B (see table above). This event has each previously taken place on the Downs over the past 13 years.

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- 1.5 The Epsom College Cross Country Event is a larger event and has been rated as category C. The event has run on the Downs for over 15 years and the organisers are very proactive to ensure minimal disruption to other users on the Downs.
- 1.6 Tadworth 10 is the largest of these events and has been rated as category C. The event has run smoothly on the Downs for the past 22 years and the organisers are very proactive to ensure minimal disruption to other users on the Downs.
- 1.7 The Downskippers and Simon Dow have not been consulted, but as all events have previously taken place on the Downs without issue, it was considered that any discussion could take place during the meeting of the Conservators. The important matter of staying on designated paths and not straying onto Training Grounds will be stressed to all organisers.
- 1.8 All organisations have sent through the necessary paperwork, which includes copies of their public liability insurance and risk assessments. Maps of each route for the events are attached at [Annexe 1](#).

2 Calendar of events

- 2.1 The calendar of forthcoming events is attached at [Annexe 2](#). The events shown in **bold and underline** are for consideration by the Conservators at this meeting.
- 2.2 The Event Management Strategy sets out suggested limits on the number of events to be held on the Downs each year, and these are detailed in the tables below, alongside the number of events currently approved and those waiting to be approved:

Category	No of Events currently approved April 2016 – March 2017	No of Events waiting to be approved April 2016 – March 2017	Total no. of events if approved	Suggested Limit
A	3	0	3	10
B	0	1	1	10
C	0	2	2	5
D	1	0	1	On Application
S	0	0	0	On Application
U	10	1	11	On Application

3 Future Events

- 3.1 At the meeting on 28 June 2012, the Conservators adopted a new charging policy for events on the Downs. This was reviewed and updated on 23 January 2014.

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3.2 For the purposes of this report, three of the four applications received would be subject to a hire charge and refundable reinstatement bond for the events detailed in the applications. The EDMAC Cloud Tramp event will not be subject to any charge as it is expected to have so little impact and disruption on the Downs and falls within the permitted area for model aircraft flying.

3.3 Following the fees and charges policy, the table below illustrates how the charges will be applied to each of the applicants received:

Event	Date	No. of participants	Category of event	Hire Charge £	Refundable Reinstatement Bond £
EDMAC Cloud Tramp Event	Saturday 6 Aug 2016	30	U	0	0
OMNI Terrier Derby	Sunday 28 Aug 2016	80	B	40	25
Cross Country	Thursday 24 Nov 2016	500	C	250	25
Tadworth 10	Sunday 8 Jan 2017	650	C	325	32.50

4 Conclusion and Recommendations

4.1 The Conservators are asked to consider the full event applications that have been received and to note the 2016/2017 Calendar of Events.

4.2 The Conservators are also asked to note the charges to be applied to each event subject to approval being granted.