

## **PROPOSED EVENTS ON EPSOM DOWNS**

<u>Report of the:</u>	Downs Manager
<u>Contact:</u>	Sam Beak
<u>Annexes/Appendices</u> (attached):	<u>Annexe 1</u> – Event route maps <u>Annexe 2</u> - Calendar of events
<u>Other available papers</u> (not attached):	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 Review of Fees and Charges for Events on the Downs January 2016

### **REPORT SUMMARY**

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

### **RECOMMENDATION (S)**

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

- Royal Pigeon Racing Association: Pigeon Racing Liberations (Various Saturdays between May – September 2017)**
- First Stride Events Ltd: 5km & 10km running races (Sundays 18 June, 20 August and 29 October 2017)**
- Guided Walking Tours (Sundays from 2 July – 13 August 2017)**
- EDMAC Cloud Tramp (Saturday 5 August 2017)**
- Omni Terrier Derby (Sunday 27 August 2017)**
- The Alzheimer's Society Memory Walk (Sunday 24 September 2017)**

*Notes*

<ul style="list-style-type: none"> <li>• <b>Tadworth Athletics Club: Tadworth Ten (Sunday 7 January 2018)</b></li> <li>• <b>The 79<sup>th</sup> Pioneer Run for Veteran Motorcycles (Sunday 18 March 2018)</b></li> <li>• <b>The Alzheimer’s Society Memory Walk (Sunday 23 September 2018)</b></li> </ul> <p><b>and decide whether they wish to grant approval for these events.</b></p> <p><b>(2) That the Conservators note the Calendar of Events for 2017/18.</b></p> <p><b>(3) That the Conservators note the fees and charges to be applied to each event subject to the event being approved.</b></p>	
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## 1 Event Applications

1.1 There have been event applications received from eight 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 Five applications have been made by organisations which have run the same or similar events in previous years. Three applications are from organisations/individuals that have not previously run events on the Downs. The table below details all of the above events.

<b>Event</b>	<b>Organiser</b>	<b>Date</b>	<b>Time</b>	<b>No. of participants</b>	<b>Category of event</b>	<b>No. of years held on the Downs</b>
Pigeon Racing Liberations	Royal Pigeon Racing Association	Various from May – Sept 2017	06.00 – 16.00	20	U	10+
5km and 10km Running Races	First Stride Events LTD	Sunday 18 June 2017	09.30 – 13.00	400	B	0

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Guided Walking Tours	Natalie Gomez	Sunday 2, 9, 16, 23, 30 July, 6 and 13 Aug 2017	11.45 – 14.00	20	U	0
EDMAC Cloud Tramp Event	Epsom Downs Model Aircraft Club	Saturday 5 Aug 2017	16.00 – 18.00	30	U	18
5km and 10km Running Races	First Stride Events LTD	Sunday 20 Aug 2017	09.30 – 13.00	400	B	0
OMNI Terrier Derby	OMNI Colour Presentations Ltd	Sunday 27 Aug 2017	09.00 – 16.00	100	B	13
Memory Walk	Alzheimer's Society	Sunday 24 Sept 2017	07.00 – 17.00	3000	D	0
5km and 10km Running Races	First Stride Events LTD	Sunday 29 Oct 2017	09.30 – 13.00	400	B	0
Tadworth 10	Tadworth Athletic Club	Sunday 7 Jan 2018	10.00 – 15.00	700	C	23
79 <sup>th</sup> Pioneer Run	Sunbeam MCC	Sunday 18 Mar 2018	06.00 – 11.00	500	S	78
Memory Walk	Alzheimer's Society	Sunday 23 Sept 2018	07.00 – 17.00	6000	D	0

- 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 18 years.

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- 1.4 The Pigeon Racing Liberations and the Guided Walks involve very few participants and are expected to cause little disruption. For these reasons both events have been rated as category U.
- 1.5 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. This event has previously taken place on the Downs over the past 13 years.
- 1.6 First Stride Events organises commercial 5km and 10km running races and is a new organisation to running events on the Downs. The numbers proposed suggest that there is unlikely to be any impact on the Downs and so the event has been rated as category B.
- 1.7 Tadworth 10 attracts a higher number of participants and has been rated as category C. The event has run smoothly on the Downs for the past 23 years and the organisers are very proactive to ensure minimal disruption to other users on the Downs.
- 1.8 The Alzheimer's Society Memory Walk is the largest of these events. It has been given a rating of category D. It has never been held on Epsom & Walton Downs before but the Society are working with Epsom Racecourse to provide the necessary infrastructure to support the event both in 2017 and 2018. The organisers are willing to cap the number of participants if necessary.
- 1.9 The Pioneer Run has been rated as category S as it takes place on land which does not fall under the jurisdiction of the Epsom & Walton Downs Conservators. The event does however use car parks on the Downs and is subject to a hire charge.
- 1.10 Any event that is given approval by the Conservators will have the important matter of staying on designated paths and not straying onto Training Grounds stressed to all organisers.
- 1.11 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:

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<b>Category</b>	<b>No of Events currently approved April 2017 – March 2018</b>	<b>No of Events waiting to be approved April 2017 – March 2018</b>	<b>Total no. of events if approved</b>	<b>Suggested Limit</b>
A	2	0	2	10
B	1	4	5	10
C	0	1	1	5
D	1	1	2	On Application
S	0	1	1	On Application
U	1	13	14	On Application

### 3 Future Events

- 3.1 At the meeting on 18 January 2017, the Conservators reviewed and updated the charging policy for events on the Downs.
- 3.2 For the purposes of this report, seven of the nine applications received would be subject to a hire charge and refundable reinstatement bond for the events detailed in the applications. The Pigeon Liberation and the Cloud Tramp events will not be subject to any charge.
- 3.3 Following the fees and charges policy, the table below illustrates how the charges will be applied to each of the applicants received:

<b>Event</b>	<b>Date</b>	<b>No. of participants</b>	<b>Category of event</b>	<b>Hire Charge £</b>	<b>Refundable Reinstatement Bond £</b>
Pigeon Racing Liberations	Various from May – Sept 2017	20	U	0	0
5km and 10km Running Races	Sunday 18 June 2017	400	B	600	60

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<b>Event</b>	<b>Date</b>	<b>No. of participants</b>	<b>Category of event</b>	<b>Hire Charge £</b>	<b>Refundable Reinstatement Bond £</b>
Guided Walking Tours	Sunday 2, 9, 16, 23, 30 July, 6 and 13 Aug 2017	20	U	30 per walking tour	0
EDMAC Cloud Tramp Event	Saturday 5 Aug 2017	30	U	0	0
5km and 10km Running Races	Sunday 20 Aug 2017	400	B	600	60
OMNI Terrier Derby	Sunday 27 Aug 2017	100	B	75	25
Memory Walk	Sunday 24 Sept 2017	3000	D	2250	225
5km and 10km Running Races	Sunday 29 Oct 2017	400	B	600	60
Tadworth 10	Sunday 7 Jan 2018	700	C	525	52.50
79 <sup>th</sup> Pioneer Run	Sunday 18 Mar 2018	500	S	150	25
Memory Walk	Sunday 23 September 2018	6000	D	4500	450

#### **4 Financial and Manpower Implications**

4.1 None for the purposes of this report.

4.2 **Chief Finance Officer's comments:** Hire charges as detailed above once realised will be accounted for as planned within the overall budget.

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

5.1 None for the purposes of this report.

5.2 **Monitoring Officer's comments:** None for the purposes of this report.

**6 Sustainability Policy and Community Safety Implications**

6.1 None for the purposes of this report.

**7 Partnerships**

7.1 None for the purposes of this report.

**8 Risk Assessment**

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

8.2 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. A reinstatement bond is collected to cover the cost of damage caused by the event.

**9 Conclusion and Recommendations**

9.1 The Conservators are asked to consider the full event applications that have been received and to note the 2017/2018 Calendar of Events.

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

**WARD(S) AFFECTED: College Ward; Woodcote Ward;**