

## Community, Leisure & Recreation Committee

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<b>Date:</b>	<b>24 October 2017</b>
<b>Title:</b>	<b>Thame Carnival Operational Support</b>
<b>Contact Officer:</b>	<b>Cassie Pinnells, Community Services Manager</b>

### Purpose of the Report

1. To provide background on the operational support and associated expenditure required to assist with event preparations for the Carnival on Friday 8 June, Saturday 9 June and Monday 11 June 2018.

### Background

2. The main organiser of the Carnival has requested event support as undertaken by the Maintenance Team at previous Carnival events.
3. An agreed task list has been compiled detailing the assistance required e.g. delivery of equipment to and from Southern Road and site preparation on the day.
4. The Carnival organising group has a small number of volunteers; however the support from the Maintenance Team has been vital in the past.

### Resource Appraisal

5. The Carnival group does not have funding to enable payment to the Town Council for the additional staffing costs to support the event. The maintenance staffing hours will total 16.75 hours spread over the three days.
6. There is no budget allocated to support the additional staffing costs associated with the event. Maintenance Staff costs = £350.

### Risk Assessment

7. Maintenance Staff work schedule interrupted from Thame Town Council business and will be working to an agreed task list.

**Legal Powers:** Local Government Act 1972, section 145

### Recommendation:

- i) Recommend to Full Council, if the event is supported, that associated salary expenditure up to £350 be released from General Reserves.***