

Community, Leisure & Recreation Committee

Date:	6 February 2018
Title:	Outdoor Cinema
Contact Officer:	Cassie Pinnells, Community Services Manager

Purpose of the Report

1. To consider the request for permission to use Elms Park as a venue for a new event of an Outdoor Cinema to take place on Friday 17, Saturday 18 and Sunday 19 August 2018. To close Elms Park from members of the public from 5pm until 1.30am each evening.
2. Formal permission would be required to enable the Event Organiser to leave equipment on site for the three days the event takes place, with the proviso that appropriate security and safety fencing is in place, to ensure that all risks are covered and indemnify the Town Council from any injury, damage or loss.

Background

3. The Town Council has been approached for permission to use Elms Park as a venue to enable tickets to be purchased to watch a film outdoors in an open air environment. Food and bar facilities will be available, as well as a selection of seating options and site operational requirements such as security, first aid, portable toilets and waste removal.
4. Tickets would be limited to a maximum of 450 persons per evening to ensure the event is manageable.

Suggested event times are: 17:00 – Elms Park is closed off to public to allow for equipment set up.
 19:00 - Doors open to ticket holders.
 20:00 - Screening begins.
 22:30 - Screening ends.
 23:00 – Public vacated from park to allow for equipment set down.
 01:30 – Park re-opened to public

5. The event organiser will be the responsible person ensuring event management tasks are undertaken, will provide the necessary public liability insurance, obtain required licences and be responsible for Health & Safety requirements for holding the event.
6. There has been considerable positive support expressed when the idea was recently floated via social media.

Resource Appraisal

7. Within the Holding an Event on Town Council Land Policy there is a clause that states – The Town Council reserves the right to charge a hiring fee of £20/hour plus VAT. At the time of writing this report it has not been established if the event is purely a not for profit community event, or whether there is a commercial aspect to it. If commercial, the fee (£510) would be charged.

Risk Assessment

8. Complaints from members of the public would be logged through the Town Council complaints procedure. The Event Organiser is required to organise all publicity and inform members of the public of the event. The Event Organiser will indemnify the Town Council and rectify any damage to public property.

Legal Powers: Local Government Act 1972, section 145

Recommendation:

- i) To consider the request to permit Elms Park to be the venue for an Outdoor Cinema Event for three days, closing the area off to the public from 5pm until 1.30am.*