

CABINET (TRAFFIC AND PARKING) COMMITTEE

5 November 2009

FUNDING FOR SPECIAL EVENTS ON THE PUBLIC HIGHWAY

REPORT OF THE HEAD OF ACCESS AND INFRASTRUCTURE

Contact Officer: Neville Crisp Tel No: 01962 848484

RECENT REFERENCES:

None.

EXECUTIVE SUMMARY:

The Access and Infrastructure Division (A&I) of the Council has reviewed the way it deals with temporary road closures for special events on the public highway and has highlighted possible savings, as detailed in the Report.

RECOMMENDATIONS:

1. That the Access and Infrastructure Division of Winchester City Council should continue to provide temporary road closures for special events on the public highway free of charge.
2. That all temporary traffic management for special events on the public highway should be the responsibility of the relevant organiser.
3. That the above changes are to come into effect from 1st April 2010.

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1. DETAIL:

- 1.1 The Access and Infrastructure Division (A&I) of the Council has reviewed the way it deals with temporary road closures for special events on the public highway and has highlighted possible savings.
- 1.2 Closures for special events, such as street parties or parades, taking place on the public highway are implemented through the Council's powers under the Town Police Clauses Act 1847. Requests for closures are normally received by A&I directly from organisers. Once the requirements have been confirmed details of the closure are forwarded to the Council's Legal Services Division for them to make the necessary order and notices which are subsequently returned to A&I for posting on site.
- 1.3 Hampshire Constabulary recently withdrew their support for such events due to their own resource/financial issues, which has resulted in events which used to take place with the aid of a police officer temporarily stopping traffic, now needing to have formal closure orders in place. This has increased the amount of work involved and costs to A&I.
- 1.4 The Council carries out the administrative side of raising the necessary closure order and notice at no charge to an organiser if the event is for charity. This includes posting the notices on site, which is carried out by the Council's contractor and typically costs £82.80.
- 1.5 Sometimes it is also deemed necessary to supply and maintain the associated temporary traffic management ('ROAD CLOSED' signs, barriers, etc.) at no charge to the organiser where the event is supported by the Council. Such events include The Hat Fair and Winchester Bonfire Parade.
- 1.6 A summary of the various special events within the Winchester District and the costs are included as Appendix A. These costs do not include those incurred by the Legal Services Division.
- 1.7 If the full cost of implementing special event temporary road closures was recharged to the organiser(s) this could give a saving to the A&I budget of nearly £7,000 per year. However, it is possible that some organisers may decide not to hold their event if they are faced with such a bill and it is felt that this is contrary to the Council's policy for supporting community development and social inclusion.

- 1.8 It is therefore suggested that A&I continue to make orders and post the notices free of charge for charitable events, but that any associated temporary traffic management is the responsibility of the organiser to provide and pay for. A&I will be able to facilitate the provision of these signs, etc. and recharge the organiser at cost. Alternatively the organiser will be able to source these directly, provided their contractor is suitably qualified and approved to work on the highway by Hampshire County Council and full details of their proposals are provided and approved by A&I. This option would give a saving to the A&I budget of approximately £3,750 per year.
- 1.9 To give event organisers sufficient time to assess the impact of this change it is proposed that any charges should come into effect from 1st April 2010. All existing event organisers will be notified of this change immediately if the recommendation is approved.

OTHER CONSIDERATIONS:

2. SUSTAINABLE COMMUNITY STRATEGY AND CORPORATE BUSINESS PLAN (RELEVANCE TO):

- 2.1 The proposal is in keeping with the aims of the Corporate Business Plan to minimise Council expenditure.

3. RESOURCE IMPLICATIONS:

- 3.1 The proposal would save the Access and Infrastructure budget approximately £3,750 per year.

4. RISK MANAGEMENT ISSUES:

- 4.1 An evaluation of the risks associated with the matters in this report indicate that further risk assessment is not needed because the changes/issues covered do not represent significant risks.

5. BACKGROUND DOCUMENTS:

- 5.1 Correspondence on Traffic and Transport Division files Ref: 810404

6. APPENDICES:

Appendix A: Summary of Special Events and Costs

Special Events Costs to A&I**Annual Events**

Month	Event	Advertising costs (£)	Staff Time (Hrs)	Staff Costs (£)	Works costs (£)	Staff Time (Hrs)	Staff Costs (£)
Feb	Winchester 10km Road Race	0.00					
Apr	Alresford French Market	82.80	0.50	20.00			
Apr	Winchester St George's Day Parade	82.80	0.50	20.00	247.00	1.00	40.00
Apr	Marwell Zoo 10km Race	82.80	0.50	20.00			
May	Alresford Watercress Festival	82.80	0.50	20.00			
May	Winchester MayFest/Folk Festival	82.80	0.50	20.00			
May	Bishops Waltham Charity Fair	82.80	0.50	20.00			
May	Wickham Horse Fair	82.80	0.50	20.00	158.00	2.00	80.00
May	Wickham Fair	82.80	0.50	20.00			
May	Winchester Mayor's Sunday	82.80	0.50	20.00			
Jun	Bishop's Waltham Road Race	82.80	0.50	20.00			
Jun	Bishops Waltham Carnival	82.80	0.50	20.00			
Jul	Winchester 5km Road Race	0.00					
Jul	Winchester Hat Fair	82.80	0.50	20.00	1800.00	10.00	400.00
Jul	Bishops Waltham Summer Fair	82.80	0.50	20.00			
Sept	Wickham Labs Demonstration/Procession	82.80	0.50	20.00	236.00	1.00	40.00
Sept/Oct	Winchester Clarendon Marathon	82.80	0.50	20.00			
Oct	Alresford Fair	82.80	0.50	20.00			
Oct	Denmead 10km Road Race	0.00					
Oct	Winchester Law Sunday	82.80	0.50	20.00			
Nov	Winchester Bonfire Parade	82.80	0.50	20.00	510.00	1.00	40.00
Nov	Alresford Bonfire Parade	82.80	0.50	20.00			
Nov	Bishops Waltham Remembrance Day	82.80	0.50	20.00			
Nov	Denmead Remembrance Day	82.80	0.50	20.00			
Nov	Winchester Remembrance Day	82.80	0.50	20.00			
Nov	Winchester Remembrance Sunday	82.80	0.50	20.00			
Dec	Winchester Christmas Lights and Fun Day	82.80	0.50	20.00	155.00	1.00	40.00
Dec	Bishops Waltham Christmas Shopping	82.80	0.50	20.00			
Dec	Alresford Christmas Tree	82.80	0.50	20.00			

Other Occasional Events

Alresford Haig Road Street Party	82.80	0.50	20.00
Winchester St Faith's Street Party	82.80	0.50	20.00
Winchester St Faith's School Fair	82.80	0.50	20.00
Winchester Fairfield Road Street Party	82.80	0.50	20.00
Bishops Waltham Victoria Road Street Party	82.80	0.50	20.00

Totals excluding Freedom parades	2566.80		620.00	3106.00		640.00
Freedom Parades (cost per event)	82.80	0.50	20.00	1780.00	3.00	120.00