



Subject:	Request for The Use of Waterworks by ArtsEkta
Date:	4 February 2020
Reporting Officer:	Nigel Grimshaw, Strategic Director of City & Neighbourhood Services
Contact Officer:	Brian McKinley, Events Officer

Restricted Reports	
Is this report restricted?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If Yes, when will the report become unrestricted?	
After Committee Decision	<input type="checkbox"/>
After Council Decision	<input type="checkbox"/>
Some time in the future	<input type="checkbox"/>
Never	<input type="checkbox"/>

Call-in	
Is the decision eligible for Call-in?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

1.0	Purpose of Report or Summary of main Issues
1.1	<p>The Committee is asked to note that the Council has received a request from: ArtsEkta for the use of Waterworks to stage their "Luminate" event on Saturday 21 March 2020, 6pm – 8.30pm.</p> <ul style="list-style-type: none">• The event will result in the closure of a substantial proportion of the facility.• The event will take place outside normal park opening times.
2.0	Recommendations
2.1	<p>The Committee is asked to</p> <ul style="list-style-type: none">• approve the ArtsEkta event at Waterworks on Saturday 21 March 2020 subject to the completion of the appropriate Event Management Plans and satisfactory terms being agreed by the Strategic Director of City and Neighbourhood Services and on the condition that the Event Organiser:• resolves all operational issues to the Council's satisfaction;

2.2	<ul style="list-style-type: none"> • meets all statutory requirements including Public Liability Insurance cover and Health and Safety; and • shall consult with adjoining public bodies and local communities as necessary. <p>The committee is also asked to approve :</p> <ul style="list-style-type: none"> • any further “Luminate” events by ArtsEkta at Waterworks subject to the completion of an Event Management Plan and all other appropriate paperwork for each event.
3.0	Main report
3.1	<p><u>Key Issues</u></p> <p>ArtsEkta have requested the use of Waterworks to stage their “Luminate” event on Saturday 21 March 2020, 6.00pm – 8.30pm. Normal park closing times are 7.00pm. Event Organisers will be required to notify the public if the park is to close before this time.</p> <p>3.2 The Event Organisers will set-up from 10.00am on Saturday 21 March and will have the event dismantled by 10.00pm that evening.</p> <p>3.3 The Event Organisers will be required to liaise with the Park Run organisers to ensure the weekly Park Run will continue as normal.</p> <p>3.4 The public art project will involve widespread community participation from young people. They will help create hundreds of light-up sculptures to form an illuminated cityscape that will float on the Lower Pond. The event will be free to attend and is a funded public project. The event will be focused near the Lower Pond and will use the surrounding area of the park.</p> <p>3.5 The event will include food vendors, market stalls, family entertainment and live music. A stage and gazebos will be erected and first aid cover, event stewards and toilets will all be provided by the Event Organisers.</p> <p>3.6 The Event Organisers will be required to submit an Event Management Plan and all the appropriate paperwork to the Council prior to their event, in a timely manner.</p> <p><u>Financial & Resource Implications</u></p> <p>3.7 There are no known financial & resource implications.</p>

3.8	<p><u>Human</u></p> <p>There will be man hours of approximately 3 hours (£ 100) to facilitate safe lock up of the park at conclusion of event, this will be covered from existing budgets.</p>
3.9	<p><u>Equality or Good Relations Implications/Rural Needs Assessment</u></p> <p>No known implications.</p>
4.0	<p>Appendices – Documents Attached</p>
	<p>None.</p>