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**Agenda Item:** Third Party Events – Policy Review

**Meeting Date:** 25<sup>th</sup> November 2024

**Contact Officer:** Venue & Events Officer

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Review the disabled parking provision for events held on the Leys.

### **Background**

Disabled parking on the Leys is situated adjacent to other parking spaces along the top of the Leys next to the Henry Box \School wall. Currently there are 6 spaces which are used on a first come first served basis.

### **Current Situation**

The Rotary Club have asked WTC to review the disabled parking which is available on the Leys as during the 2024 carnival they had requested parking on the actual show ground which would have been accessed from the Leys entrance off Station Lane (closest to the covid memorial). The request was denied by WTC Officers due to health and safety concerns relating to cars moving around the field during a busy event.

Officers held a meeting with members of the Rotary Club to discuss the best way to resolve this moving forward and it was decided that it might be possible to use the new disabled parking bays which are being built as part of the courtside development.

Having spoken to the Projects Officer it is confirmed that there are 4 – 5 spaces being built as part of the development and that if Courtside are approached in good time this might prove to be a satisfactory solution to the problem.

It could be possible for the Rotary Club to cordon off the existing disabled parking bays adjacent to Henry Box school as well as an agreed number of regular spaces. This would have to be managed by the Rotary Club, and dependant upon receiving full inclusion in the event plan which WTC officers would review. This would also be dependent on a full Risk Assessment to satisfy H&S.

Another option is for the Rotary Club, as part of their event plan, to outline exactly how they could manage additional parking on the actual field, WTC officers can meet with members and help support this proposal. This wouldn't be a given and would depend on the satisfaction and sign off from the Operations Officer.

## **Impact Assessments**

The Town Council has a duty to consider the effects of its decisions, functions and activities on equality, biodiversity, and crime & disorder. Consideration should also be given to effects on the environment, given the Council's Climate Emergency declaration in 2019.

- a) Equality – Disabled Parking Provision at the Leys
- b) Biodiversity – Impact of building parking spaces

## **Risk**

In decision making Councillors should give consideration to any risks to the Council and any action it can take to limit or negate its liability.

- Courtside development not completed by the time of the next carnival (Saturday 12<sup>th</sup> July 2025)
- Allowing, if deemed safe, the addition of temporary disabled on the Leys.

## **Social Value**

Addition of disabled spaces will allow for more access to events to be attended on WTC land

## **Financial implications**

- Currently no implications.

## **Recommendations**

Members are invited to note the report and

1. A discussion should be held between WTC, Rotary & Courtside about the potential use of disabled parking bays at events held on the Leys.
2. WTC officers to work with Rotary to see if there was any possibility of parking on the Leys.