

Decision under Delegated Powers

Officer Requesting Decision

Amra Osmanagic – Events Manager

Officer Making the Decision

Christopher Grace – Head of Economic Development and Regeneration

Recommendation

- That the footprint of the Loughborough annual fair is increased to cover the whole of Granby Street car park
- That the showman living vans are relocated to the Browns Lane, Leisure Centre overspill car park for the duration of the fair
- That Bleach Yard and Devonshire Lane are kept clear of any vehicles
- That the concerns raised by the Head of Regulatory Services, Street Management Service are fully taken into account

Reason

- To increase the commercial opportunity for the fair
- To accommodate the requirement for living van's to be sited at an alternative location having been historically sited on Granby street car park.
- To improve access for emergency services in attending incidents at the fair and in particular on the Granby Street car park and improved pedestrian access and crowd management
- To safeguard the culvert running under the car park, clearly identify any damage caused by the presence of the fair and to make reasonable adjustments to budgetary income targets in that service.

Authority for Decision

The Head of Economic Development and Regeneration has delegated authority under items 11 and 12 on page 25 (Chapter 8) to “Allocate sites at Loughborough November fair and regulate the siting and parking of fairground vehicles” and to “authorise events and activities in the pedestrian area of Loughborough town centre”

Decision and Date

Retrospective authorisation as of 24th January 2024.
Christopher Grace.

Background

The Loughborough annual street fair operates every November bringing tens of thousands of visitors to the town centre, a historic fair that celebrated its 800th anniversary in 2021.

In 2021 due to ongoing highways works rides and attractions normally located on Wards End were relocated to the Granby Street car park. This albeit a temporary arrangement proved very popular and allowed the fair's footprint and numbers of rides and attractions to be increased.

The living vans previously to 2021 had been sited on Granby Street car park and were successfully relocated to the Browns Lane, Leisure Centre car park last year.

This temporary change in 2021 was considered very successful therefore in order to increase the capacity for the fair moving forward it is proposed to make this change permanent utilising the Browns Lane Leisure Centre car park for the siting of living vans moving forward.

The "Lanes and Links" project part of the Town Deal development proposal seeks to maintain critical connections between Wards End and Devonshire Square through to the Granby Street car park and Queens Park, the recommendation will ensure that this can be achieved despite the fair improving safety and ease of access for pedestrians and emergency services should this be required.

The Head of Regulatory Services, Street Management Service, have been consulted as part of these proposals and have outlined a number of concerns that will need to be addressed as part of the implementation of the proposed recommendations. The following outlines these concerns:

1. Part of Granby Street Car Park contains a culvert for Woodbrook running underneath. This has a specific weight limit imposed to protect this and ensure it does not cause any damage, which could have significant consequences to the Town and surrounding area. As part of any on-going proposals to use the car park, Asset Management should be consulted to agree the correct layout, weight limits and also vehicle movements to prevent any damage to the Culvert.
2. Prior to the occupation of both Granby Street Car Park and Browns Lane, it is recommended that a conditions survey is undertaken to identify any damages to the car parks that would require rectifying. *Survey conducted in June 2020, next survey not required until 2025 as advised by relevant officer.*
3. Any additional income from the occupation of Granby Street Car Park, should be agreed to transfer to cover any additional losses identified for Browns Lane Car Park.

Comments from HR

N/A

Financial Implications

There would be a reduction in income generated for the overspill car park resultant from this decision which is estimated to be between £500-£1,000 for the period.

The additional space within Granby Street is estimated to generate an additional £2,000.

In agreement with the Head of Regulatory Service it is proposed to request a virement for the loss of income at the Leisure Centre car park in M520 J0502

- Increase the fair income by £500 in E410 J0709
- Reduce the expected income at the Leisure Centre car park by £500 in M520 J0502

The increased fair income in E410 J0709 will be referenced as part of budget monitoring that its is expected that the actual income will exceed the budget and will be increased for 2023/24 as part of the budget setting process.

Risk Management

Risk Identified	Likelihood	Impact	Overall Risk	Risk Management Actions Planned
Loss of car park space for leisure centre users	Likely (3)	Minor (1)	Low (3)	Clear advanced communication to customers and leisure centre operator

Key Decision: No

Background Papers: None