

Full list of suggestions from all the consultations, broken down into categories:

Strategy and Economic Impact

1. Good to have commercial events and soft community events
2. What is the wider economic value of the events?
3. What is the wider economic impact of events
4. Are the spending practices of the Council the most efficient they can be for events?
5. Would be keen to see events happening in other underused parks (Victoria Park for example);
6. Should there be some research into what local residents want to see in the District with regards to events?
7. Charging for road closures would help add funds to the Events Team budget;
8. What are the Economic impact ref events
9. Rugby Borough Council sell the service of their team doing Traffic Management Plans – they know it is done to the highest standard, and it commercialises the service;
10. Why do we support/organise the Smith Street Party – why not other streets in the District?
11. How can we encourage more community events to take place? Have more on the website so paperwork is limited.
12. More commercial events need to be run by the council to generate extra revenue.

Operational and Processes

1. Talked about sharing resources more. For example, ground coverings to protect grass. Are currently hired in at a massive expense, could be bought and shared between organisations.
 - Other resources to be shared could include
 - § Radios
 - § Pa Systems
 - § Toilets
 - § Waste
2. Free skips (waste management);
3. Need to have recycling at events;
4. Should there be a policy on waste and help provide solutions to waste management and recycling;
5. Organisers to provide cleaning and litter picking;
6. The Council should make improvements to the land the events use, so the risk of damage is decreased
7. The cost of recycling at events should be met by the council;
8. Consideration should be given to the use expectation of Traffic Management companies and the costs associated with using them. Does the Council really require this?
9. Need a walk around of the event site with relevant officers;
10. Events in Warwick Town Centre should have their layout revised to assess if it is the most appropriate use of the space;
11. Is there any sort of infrastructure WDC could invest in that is used at several events e.g. Bins, barriers, gazebos? I appreciate storage is likely to be an issue but could be considered
12. Need to have a way of recording incidences at events

Paperwork/Processes

1. Have a manual on google docs – portal so all can access templates and guidance – Checklists

2. Ensure only one officer is looking after an events – can become quite confusing and things are missed when the same event is shared between events.
3. Need a structured debrief for larger events
4. New time frames for event plans should be implemented
5. Need more scoring to happen in risk assessments
6. A checklist for the Events Team to use to assess event plans to anticipate the comments made by key stakeholders
7. Need new forms and templates;
8. Could WDC events team give out information of local caterers etc
9. Site meeting – event organisers should be invited to attend this; All service areas need to attend;
10. Roadworks – better planning so they don't disrupt events – some sort of database??
11. Paperwork requirements increasing;
12. Changing officers for events year on year is a good way for new officers to see each event;
13. There should be at least 3 month's timescale for event paperwork to be in with the Council;
14. Park Protocols to be included as part of the Events Review - citing that it would go some way to provide the consistency and clarity organisers require;
15. Maps have also been produced, which need to be agreed on;
16. Issues around late plans was raised, less time to read, means that the Green Space team might have to let things go ahead without seeing other documents
17. A look at what steps we go through as a team, when booking an event in – tidy the process up a bit and inform stakeholders about the changes
18. There should be consideration given to sanctions against events that send in late plans;
19. Set timeframes for event plans to be in
20. When do WDC say 'no' to an event? Occupiers liability means that the owner has a responsibility for people on their land, and if an event sends plans in late etc. the WDC Events Team needs to the power to stop it from happening;
21. More information is required in event plans
22. At what point will WDC not allow a road closure – is there a criteria that a road closure needs to meet before it is allowed to be closed?
23. Happy for us to tell event organisers to look at the Fire Safety page for ideas and support with documents. Email is firesafety@warwickshire.gov.uk
24. Start suggesting that organisers can take courses in traffic management – as well as suggesting traffic management companies they can use;
13. Safety seems to be addressed well by the SAG meetings. Are there ever any post event
14. Event plans must come through to us and set to our template to enable consistency
15. Consideration for terrorism attacks or if this is included in an evacuation plan

Communication

1. Better communication needed with County highways.
2. WDC need a closer relationship with County Highways to ensure issues are sorted quickly and smoothly;
3. Advise organisers of any road works – roadworks.org
4. The Events Guide doesn't reach its maximum audience; it needs wider distribution;
5. It is difficult having a variety of conversations with many different WDC departments;
6. Need contact numbers for the officers who are responsible on the day of the event (Park Rangers etc.);
7. Better communication systems required by WDC;

8. If different officers look after the same event, there needs to be good communication between both of them;
9. Incorrect information for event organisers has sometimes been given out in the past;
10. WDC should inform and advise organisers when legislation is updated.
11. Slow response from WDC events team;
12. Currently the WDC Events team are slow at responding to emails;
13. There needs to be more communication and flexibility when it comes to last minute changes to events;
14. Currently the WDC Events team are slow at responding to emails;
15. Events team to have closer liaison with Licencing with regards to taxi ranks and when we look to move them
16. Put more information on the website to help organisers plan a safe event – consider linking to other organisations to aid with this (HSE, Police etc.).
17. Communicating early to residents and Businesses about events, road closures and bay suspensions to accommodate needs

Funding/Finance and Sponsorship

1. Commented that £4k for 30+ events in the district is very good value for money
2. Reach out to companies more for funding and sponsorship. Good for marketing and promotions.
3. Taxi rank displacement costs should be paid for by event organisers
4. Event Organisers to pay for the use of streets;
5. The increase in car park usage for events surely generates more income for the Council
6. Sponsorship opportunities for local businesses to help finance events
7. Consistency required with charges
8. Cut cost of taxi rank moving by limiting the amount of times/events requiring this.
9. Can the TEN's be applied for by traders rather than solely by the organiser – would decrease organiser's costs?
10. How do WDC park hire charges compare against other Councils?
11. Parking income on events should be information that is passed back to organiser
12. It would be good to develop partnerships with local businesses, which would help create a platform for sponsorship;
13. WDC hire charges are reasonable;
14. There should be no WDC hire charges;
15. Needs to be a consistency of pricing for hire charges;
16. The ability to apply for grants would help finance some events in the future.
17. Information regarding costs (especially Street Trading) to organisers earlier – this year it has occasionally been too close to the event;
18. More sponsorship for events from WDC;
19. Pass on costs of damage of the areas used by events, to their organisers;
20. Damage to events site costs also needs to be passed on to organisers
21. It might make organisers appreciate the provisions we subsidise by passing on the charges of waste management