

Committee: West Ham Park Committee	Date: 3 February 2020
Subject: May 2020 fairground proposal	Public
Report of: Open Spaces	For Decision
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Summary

The park has received an application from Irvin Leisure, an experienced fairground operator to hold a fairground event in May of 2020. Two different durations were suggested, either a 4 or 9 day event in the south west corner of the park, at a similar size and scale to the Bringing Communities Together event that has been held in the park for the past three years.

Recommendation(s)

It is recommended that Members

- Approve a 4-day fairground event in May 2020 at a fee of £4,300 + VAT
- Authorise the Superintendent to complete final negotiations and agreement of contractual terms
- Authorise the Comptroller & City Solicitor to enter into the necessary licence
- Refuse the request to allow caravans to be situated on site as overnight accommodation and security.

Main Report

Background

1. West Ham Park hosts a number of events throughout the year. The majority of these are small scale, free and delivered by the Friends of West Ham Park such as bat walks, bird watching, star gazing and other nature themed events. Since 2017 the park has also hosted a community event including funfair rides called Bringing Communities Together. This is held in July in the south west corner of the park, has a mix of free advice and information stalls along with fairground rides (for which tokens must be purchased), food and other concessionary sales. The event is community based but also generates £3,500+VAT per year towards the cost of maintaining the park and has seen attendance grow from 2,000 in 2017 to 5,500 in 2019.
2. The company that provide the fairground rides are now proposing to operate an additional standalone funfair in May 2020. An Events Policy for the park was approved by this Committee in July 2019 and officers are satisfied that the proposed event is consistent with that Policy. However, as this event proposal runs for more than 2 days, approval is required from Members.

Current Position

3. Irvin Leisure have been operating fairs for five generations in the East of England. They currently work in partnership with HAFS Academy providing the funfair rides at the Bringing Communities together event that is held in the park in July, as well as holding other funfairs at park sites across London such as Mile End Park in Tower Hamlets and Winter Wonderland in Hyde Park.

Options

4. Irvin Leisure would like to run a fairground in West Ham Park in May for either
 - a. 4 days from the 7th to the 10th May 2020 or
 - b. 9 days from the 1st to the 10th May 2020
5. An additional two days is required to set up the event and one day to leave the park. These dates coincide with the delayed May day that normally falls at the start of May but will be held on Friday 8 May in 2020 to coincide with the 75th anniversary of VE day.
6. Hours of operation would be from 12 noon until 9pm, closing at 7pm on Sunday with the park closing at 9:30pm. Generators used on site will be soundproof units (wherever possible) with new models being run on biofuel resulting in quieter running and more efficient fuel consumption.
7. It is proposed that the event is set up in the same south west corner of the park that the Bringing Communities together event is held in and that the footprint remains the same. The location of the rides has been carefully selected to avoid causing damage or stress to the park's trees and to prevent damage to the running track and sporting fields which are located in this area of the park. Appendix 1 shows the proposed location of the fairground rides and ancillary facilities, with Appendix 2 showing the location of the event within the wider park context. The area will not be fenced off.
8. To summarise the event will comprise of
 - a. 7 x large family rides, description Dodgems, Super Bob etc
 - b. 10 x children's rides, description Tea Cups, Mini Carousel etc
 - c. 3 x shows, description Ghost Train, Fun House etc
 - d. 6 x prize giving stalls, description Hoopla, Hook a Duck etc
 - e. 3 x inflatables, Slide, Water Balls etc
 - f. 1 x Food Court (maximum of 4 concessions and a seating area)
9. Tokens are purchased by the public to pay for the fairground rides. 10 can be purchased for £10 or 1 token at £1.20p. The majority of attractions will be priced at 2 tokens (£2) with a small number priced at the 3 tokens (£3).
10. Irvin Leisure have requested an area for overnight accommodation, which would be surrounded by screened heras fencing. Both areas suggested are under trees. Whilst this would provide screening from the public and surrounding buildings,

placing 14 small caravans on the root plates of trees is likely to cause compaction and stress to the trees.

Proposals

11. As this is the first time that a standalone funfair has been proposed, it is recommended that the four-day event would be the most appropriate event for the park in 2020. Officers will monitor the impact of the event and report back to Members in due course.
12. Whilst Irvin Leisure have asked for parking for caravans and overnight accommodation for 14 small units, it is felt that this would cause stress to the park's trees and ground compaction and therefore it is recommended that this is declined.

Corporate & Strategic Implications

13. The event meets the charitable objectives of West Ham Park to provide a recreational and enjoyment space for children and adults. Fairground rides are a traditional type of entertainment that is seen in Victorian parks across London and therefore not out of keeping with the character of West Ham Park.
14. The event will help to deliver the following areas of the City Corporate Plan 2018-2023
 - a. Contribute to a flourishing society by helping to create cohesive communities through bringing local people together in a fun but safe environment.
15. From an Open Spaces perspective, the event will support the objectives of the new business plan by;
 - A. Open spaces and historic sites are thriving and accessible.
 3. Our spaces are accessible, inclusive and safe.
 - B. Spaces enrich people's lives.
 5. People enjoy good health and wellbeing
 7. People feel welcome and included (4)
 8. People discover, learn and develop (3)

Implications

16. **Financial implications:** Irvin Leisure will supply all equipment, portable facilities, recycling bins and litter pickers etc at their own cost. A one-off fee will be charged for use of the Park and staff time associated with facilitating the event. Table 1 below shows the fees and charges associated with the proposed fairground rides for the two different durations. In summary the 4-day event would yield £4,300 income and the 9-day event £8,400 income (figures rounded to aid with processing).

17. Events provide a welcome source of income in the face of ongoing budget reductions. The event will be free to attend by local people; however, there would be charges for food and fairground rides. These would be agreed by the Superintendent prior to the event to ensure that they are accessible to local people.

Table 1: Fees and charges for fairground proposal May 2020

8th to 11th May - 4 days	Days	Fee		
Application Fee	1	£	50.00	
Set up/Breakdown days	3	£	292.50	15% of full operating day rate
Operating days	4	£	2,600.00	
WHP staff costs	Days	Fee		
Park Manager	1	£	358.92	
Team Leader	3	£	421.63	Supervise Set up and break down
Keeper	4	£	389.80	Any vehicle movements on operational days (3 hrs in the morning, 1 hrs evening)
Support Service Officer	1	£	210.82	
Total		£	4,323.66	
Deposit - 25%		£	1,080.92	
Reparation costs			TBC	Ground decompaction and Grass seeding - would be taken from deposit

5th to 11th May - 9 days	Days	Fee		
Application Fee	1	£	50.00	
Set up/Breakdown days	3	£	292.50	15% of full operating day rate
Operating days	9	£	5,850.00	
WHP Staff costs	Days	Fee		
Park Manager	1.5	£	717.83	
Team Leader	3	£	421.63	
Keeper	9	£	877.05	Any vehicle movements on operational days (3 hrs in the morning, 1 hrs evening)
Support Service Officer	1	£	210.82	
Total		£	8,419.83	
Deposit - 25%		£	2,104.96	
Reparation costs			TBC	Ground decompaction and Grass seeding - would be taken from deposit

18. Key risks: In order to manage the risks associated with the event, Irvin Leisure have met with the Park Manager to review the event application and associated

risks. A draft operational plan detailing how they will mitigate the risk involved in organising an event of this scale has been compiled by Irvin leisure. Key risks and mitigating actions are listed below:

- a. Security: Providing adequate SIA Cleared Security staff during the daytime and security personnel overnight.
- b. Informing London Borough of Newham and emergency services prior to the event
- c. First Aid: Ensuring that adequate first aid certificated staff will be present during the event
- d. Food Hygiene: All food stalls will be required to have Public Liability Insurance and have passed a minimum of Food Hygiene Certificate Level 2
- e. Health and Safety: Risk Assessments, Safe Systems of Work and an Emergency Action Plan Procedure will be reviewed by the Park Manager prior to the event taking place.
- f. Litter and rubbish collection: Irvin Leisure will be responsible for the collection of waste with litter pickers and their own bins and will arrange for its collection and disposal. A sustainable policy is in place between Irvin leisure and their operators to minimise the use of plastic on site and maximise recycling.
- g. Impact on the park's landscape: the location of the fairground rides has been chosen to minimise damage to the park's sporting pitches, running track and trees. Whilst additional footfall will cause increased compaction in the area, the location of the rides next to the central tarmac path minimises this as much as possible and mitigation will be carried out following the event and in the autumn to help to alleviate issues.

19. Legal implications: The objects of the West Ham Park charity are to for ever maintain and preserve the park in a proper and ornamental condition as open public grounds and gardens for the resort and recreation of adults and as a playground for children and youth.

20. Under section 76 of the Public Health Acts Amendment Act 1907 (as amended by section 56 of the Public Health Act 1925 and applied to West Ham Park by section 4 of the City of London (Various Powers) Act 1933) the City of London Corporation may expressly also:

- Set apart any part of West Ham Park for the purpose of any game or recreation, charge reasonable sums for its use and exclude the public from the part set apart while it is in actual use for that purpose;
- Provide any apparatus for games and recreations, and charge for their use, or let the right of providing any such apparatus to any person;
- Provide and maintain pavilions or other buildings and conveniences and charge for admission.

Conclusion

21. The proposal to hold a 4 day funfair in the park would add to the park's calendar of events and generate much needed income whilst helping to deliver its charitable objects and contribute towards the City's Corporate plan and Open

Spaces business plan. Careful choice of location will minimise potential negative impacts. The pricing and range of rides has been selected to ensure that the event is affordable and inclusive to the community surrounding the park.

Appendices

- Appendix 1 – Proposed layout of event
- Appendix 2 – Location of event within West Ham Park

Background Papers

- West Ham Park Events Policy (Part Two – Site Specific), July 2019
- Bringing Communities Together event feedback and future proposal, October 2019

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