

# AGENDA ITEM 9

## POLICY, FINANCE AND ADMINISTRATION COMMITTEE

17 APRIL 2012

### REPORT OF THE HEAD OF COMMUNITIES & NEIGHBOURHOODS

#### OLYMPIC TORCH RELAY & OLYMPIC TORCH RELAY DRESS REHEARSAL EVENT

##### 1.0 PURPOSE OF REPORT

- 1.1 To update members as to detailed plans of the Olympic Torch visiting the Borough of Melton on 3<sup>rd</sup> July 2012 and also hosting part of the national dress rehearsal event on 20<sup>th</sup> April 2012.
- 1.2 Members approve a supplementary estimate of £30,000 to cover costs incurred due to hosting the Olympic Torch and the dress rehearsal event.

##### 2.0 RECOMMENDATIONS

- 2.1 **Members approve plans and request for a supplementary estimate of £30,000 to budget for the Olympic Torch Relay Event from the working Balance.**

##### 3.0 KEY ISSUES

###### 3.1 Background

- 3.2 The Borough of Melton was selected in the summer of 2011 as being one of the districts nationally that would receive the Olympic Torch. Melton Borough Council was formally notified in November 2011 and due to confidentiality clauses have been unable to discuss details of the planned event through Melton Borough until 19<sup>th</sup> March 2012.
- 3.3 In the Olympic Torch travelling through part of the Borough gives us an opportunity to market our Borough and especially Melton Mowbray. Additionally organising such a large event also creates many challenges however we believe we have plans in place which mitigate these barriers. The actual torch route is attached in Appendices A and B respectively.
- 3.4 The organising committee of the London 2012 Games (LOCOG) aims to bring the torch to 95% (within one hour of any torch relay event) of the British population in order to inspire people and leave a legacy that will remain for generations.
- 3.5 The event has been rigorously planned with all the key agencies being involved however it must be noted that while the torch is in our Borough Melton Borough Council are responsible for the management of the event.
- 3.6 This includes security, health and safety, crowd management, traffic management and a variety of other logistical issues, whilst still trying to ensure the event is a successful one and promotes the town and borough.
- 3.6 Some of the events that are being planned are:

- Football

- Athletics
- Golf
- BMX
- Scootering
- Skateboarding
- Badminton
- Volleyball
- Zumba
- Dance
- Tennis
- Torch medal and flag making
- Jewellery making
- Re-cycled musical instrument making
- Circus skills
- Live DJ- Music
- Balloon making

3.7 In addition we are planning to organise the event so that over 3,000 primary aged children will be able to see the Olympic Torch event across the Borough.

#### 4.0 **POLICY AND CORPORATE IMPLICATIONS**

4.1 The event poses some considerable corporate implications for Melton Borough Council. A large amount of staff resources and time has been invested in organising both the dress rehearsal and actual torch relay.

4.2 The Town Centre Management Team and People Team have both been leading on the organisation of the event along with half of the Council's Management Team.

4.3 The event will require Melton Borough Council staff working on the event on both days. This may impact on the service that can be offered on both those days and other services such as waste management, grounds maintenance and repairs may also be affected if work is undertaken at the same time as that of the torch passing on its route.

#### 5.0 **FINANCIAL AND OTHER RESOURCE IMPLICATIONS**

5.1 A budget of £30,000 from the working balance to the 'Sports' budget within the Communities and Neighbourhoods Service is being requested to cover the management of the event and activities related to both days. The majority of expenditure relates to the safety and security of the event whilst it is in the Borough of Melton.

#### 6.0 **LEGAL IMPLICATIONS/POWERS**

6.1 There are no other legal implications directly arising from this report.

#### 7.0 **COMMUNITY SAFETY**

7.1 There are a number of Community Safety issues related to the event which are addressed in local risk assessments and plans of other organisations especially the Police.

**8.0 EQUALITIES**

8.1 A detailed Event management plan has been developed as part of the event planning and this will take into account any equality issues, however, overall the event has identified a number of positive impacts.

**9.0 RISKS**

9.1 A detailed Risk management Plan has been developed as part of the overall Event management Plan which highlights the risks that are being managed. The risks are considered in the table below

**Probability**



Very High A				
High B				
Significant C				
Low D			1,3	
Very Low E			2	
Almost Impossible F				
	IV Negligible	III Marginal	II Critical	I Catastrophic

→  
**Impact**

Risk No.	Description
1	The event is disrupted due to a major incident.
2	Severe weather disrupts the event leading to cancellation
3	Crowds visiting the event become unmanageable

**10.0 CLIMATE CHANGE**

10.1 There are no climate change issues directly arising from this report.

**11.0 CONSULTATION**

11.1 Consultation has been held with all key agencies across Leicestershire which includes Health, Police, Fire & Rescue, Leicestershire County Council, East Midlands Ambulance Service, Highways Agency, Metropolitan Police and other district Councils.

11.2 Locally Longfield School has been a key partner to the development of our plans. In addition to Longfield we have consulted with every school in the Borough and involved them more recently in our plans.

## 12.0 **WARDS AFFECTED**

12.1 All wards affected.

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Contact Officer: Keith Aubrey – Strategic Director  
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Date: 26/03/12

Appendices: Appendix A Asfordby Rout map  
Appendix B Melton Mowbray Route map

Background Papers: Melton Olympic Torch Event Manual

Reference: