

CHRISTMAS PANTOMIME AT THE OAK LEAF SPORTS COMPLEX

AGENDA ITEM No. 9

MEETING: EVENTS SUB-COMMITTEE

DATE: 5TH OCTOBER 2022

REPORT BY: HEAD OF LEISURE AND EVENTS and SPORTS COMPLEX
MANAGER

1.0 Purpose of the Report

1.1 The purpose of the report is to request members to formally agree to a Christmas family pantomime taking place at the Oak Leaf Sports Complex.

2.0 Background to the Report

2.1 The Sports Complex Manager received information from Chaplin's Entertainment regarding available dates for a touring panto production; Aladdin.

2.2 The pantomime is suitable for children aged 3 to 12 year-olds and runs for 2 hours (including a 20-minute break) with a cast of 5. The company would bring lighting, back drops and have confirmed that the pantomime is suitable for any venue.

2.3 The Sports Complex Manager has previously been tasked by the Council with diversifying and increasing the usage of the Sports Complex, especially the sports hall, with other non-sporting activities.

2.4 After consulting with the spokespeople of the three political groups, agreement was given allowing the Manager to book the production pending a retrospective report to seek formal approval.

3.0 Current Situation

3.1 Following an email sent to all spokespeople and the return of positive feedback from all parties, the Sports Complex Manager has made a booking for the production to take place at the Oak Leaf Sports Complex on Monday 19th December 2022 at 6pm.

3.2 Risk assessments and insurance cover have been reviewed by officers and a non-refundable £200 deposit has been paid to secure the booking. Staff are now in the planning stages for the event.

3.3 The total cost of the pantomime is £1,125 plus VAT. The price also includes posters, tickets and flyers, plus downloads.

3.4 The Sports Complex has an internal events budget which has not yet been used this year.

3.5 However, the Sports Complex Manager is confident that the event will be self-sustainable and that the booking fee could be more than offset, via tickets sales and secondary income through bar/catering and confectionary sales during the event.

3.6 The sports complex has 180 chairs and could hire in extra if required, if the initial 180 tickets are sold. It is suggested that staff could start selling or marketing the event whilst giving out the wrist bands for the fireworks display when there is a captive audience coming through the doors of the complex.

3.7 The event may also bring potential new customers and users into the facility.

4.0 Impact on Great Aycliffe Town Council

4.1 This event is something not available anywhere else in Great Aycliffe and would provide members of the local community an accessible, affordable entertainment option this Christmas on their doorstep and an alternative to traveling off the town for a festive pantomime.

4.2 There is a potential financial risk that the event may not break even, however, this is something new that the complex has never tried before and there is an allocated budget for such events at the Sports Complex.

5.0 Policy Implications

5.1 Consideration of this report will assist the Town Council with the delivery of the following Strategic Aims:

No. 2 To manage the Council's finances and assets in a responsible manner.

No. 3 To provide accessible, affordable leisure facilities and opportunities.

6.0 Staffing Implications

6.1 None.

7.0 Financial Implications

7.1 The Oak Leaf Sports Complex has an internal events budget which will support this event. However, it is hoped the event will be self-funding.

8.0 Crime and Disorder Implications

8.1 The numbers attending will be restricted by ticket sales, there is always the possibility of disorder at large gatherings of people. However, this is a family fun event and therefore the risk of disorder is reduced.

9.0 Equal Opportunities Implications

9.1 The event is hoped to bring an opportunity to the local community to access affordable seasonal entertainment.

10.0 Environmental and Climate Change Implications

10.1 None

11.0 Risk Assessment

11.1 It is not considered that the matters contained in this report pose a risk to health and safety of staff or to the financial or public standing of the Council to a degree that a risk assessment should be appended to this report.

12.0 General Data Protection Regulations (GDPR)

12.1 Is any personal or sensitive data required for this proposal which may have any implications for GDPR? **NO**

13.0 Recommendations

13.1 It is recommended that Members receive the report and formalise retrospective approval to grant the Sports Complex Manager permission to host the event at the Oak Leaf Sports Complex.

Responsible Officers

Judith Thexton
Head of Leisure and Events

Andrew Clark
Sports Complex Manager