**SANDWELL SAFETY AT PUBLIC EVENTS GROUP**  
**TUESDAY 13 SEPTEMBER 2016**  
**11.00 am**  
**CONFERENCE ROOM SANDWELL PARK FARM**

Present:  
- Parks Facilities Manager  
  - (Sandwell MBC)  
- Events Co-ordinator  
  - (Sandwell MBC)  
- Highways Engineer  
  - (Sandwell MBC)  
- West Midlands Police

1. **Apologies**

   - Cabinet Member for Leisure  
   - Admin Assistant  
   - West Midlands Fire Service  
   - SMBC Highways Group Manager  
   - SMBC Highways Technical Clerk  
   - National Express

2. **Notes of Meeting from Tuesday 9th August 2016**

   Read and Agreed

3. **Review of Past Events**

   3.1 **Summer in the Valley**  
      - Event went well inc Bank Hol Monday Market – very busy due to weather.

   3.2 **Six Towns Challenge**  
      - Event went well. Debrief this evening (13/09).

   3.3 **Fun Day Victoria Park**  
      - Event went well – quieter than normal.

   3.4 **Smile for Joel Run**  
      - Event went well.

4. **Future Major events**

   4.1 **Tipton Carnival** – 16, 17 and 18 September 2016  
      - All forms, insurance and RA are in place.


   4.3 **Dog Show SV** – 16th September – 27th September – all paperwork in place

[IL1: PROTECT]
4.4 Vic Smethwick Fireworks – 4th November – ongoing planning meetings with all SMBC depts. Involved – fireworks and entertainment with catering confirmed. No fair.

4.5 Dartmouth Park Bonfire and Fireworks – 5th November – ongoing planning meetings with all SMBC depts. Involved – fireworks, entertainment, catering and bonfire confirmed. No fair.

4.6 Remembrance Day Details TBC – meeting Thurs 15th September

4.7 Nagar Kirtan – 20th November – some paperwork but no event app

5 Future Minor Events

5.1 Red House Park Orienteering – 17th September – Forms all in.

5.2 Wildlife Trust Family Day Bury Hill Park – 29th September – Awaiting RA and PLI

5.3 Decathlon Fun Run SV – 9th October – Forms all in.

5.4 Arty Barkers, Haden Hill – 9th October – Forms all in.

5.5 Girl’s Brigade Remembrance Parade – 13th November – Forms in but Road Closure? Not familiar with event – need advice — will speak to $ at meeting on 15th September about previous years

5.6 Tipton Harriers XC Country Race SV – 3rd December – Forms all in.

6. Fairs and Circuses

6.1 Powke Lane – K Fair – 30/09-02/10 – paperwork is outstanding.

7. West Midlands Police Issues Impacting Upon Sandwell

7.1 Reorganisation happening in November including an increase in number of neighbourhood police in 6 towns.

8. West Bromwich Albion Match Day Traffic Plan and Parking Issues

8.1 2016/17 Home Games:
   15/10 Spurs 1500
   29/10 Man City 1500
   21/11 Burnley 2000
   03/12 Watford 1500
   13/12 Swansea 1945
   17/12 Man Utd 1500
   02/01 Hull 1500
   21/01 Sunderland 1500
   04/02 Stoke 1500
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9. **SAPE Event Questionnaire/Park Booking Form**
   
   9.1 Complete and being utilised

10. **Any Other Business**
   
   Nothing to report

11. **Date of Next Meeting**
   
   Date: Tuesday 11 October 2016
   Time: 13.00
   Venue: Sandwell Valley Park Farm Conference Room