

# SALISBURY CITY COUNCIL

## Report

**Subject** : Christmas and New Year Events 2020/2021  
**Committee** : Full Council  
**Date** : 29 Jun 2020  
**Author** : Joanna Wood, Business Manager

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### 1. Report Summary:

1.1. This report considers options for events at Christmas and New Year in 2020/2021.

### 2. Background:

- 2.1. The Coronavirus pandemic has significantly affected holding public events including markets in the UK since March 2020.
- 2.2. This has meant that SCC has had to reconsider entirely its offering for a Christmas & New Year event programme 2020/2021.
- 2.3. Following a review of the budget by the Chairman/Vice Chairman of the Finance and Governance committee with the Clerk and the Leader of the Council, the budget allocated for city events has been revised from £155,000 to £100,000. This is part of a range of budgetary management measures that need to be put in place following the impact of CV19 on the council's income and expenditure in order to ensure the council operates prudently. A full report will be presented to Finance and Governance Committee on Mon 13 Jul 2020.
- 2.4. Of this £100,000 revised budget, £80,000 of this is contractual spend to put up the City Christmas Lights and to support the event management of the Christmas Lights Switch On event. £6,000 is allocated to the Charter Fair and £6,000 for St Georges Day 2021. The final £8,000 is unallocated funds for contingency and other emerging priorities.

### 3. Ice Rink:

- 3.1. Due to the costs of delivery and the significant risk to income, it is strongly recommended that the Council does not operate an ice rink on the Guildhall Square during Christmas and New Year.

### 4. Christmas Fayre 2020:

- 4.1. It may not be possible due to restrictions, nor viability due to decreased footfall, to run a Christmas Fayre in the same format as last year.
- 4.2. The Business Manager has developed three options for consideration and these are shown in detail at Annex A. In Summary:

- 4.2.1. **Option 1** - A Christmas Fayre with bar and chalets as 2019 but utilising the whole GH square rather than Queens Street. This could be cost neutral but is dependent on selling 50 chalets. This is a high cost, high risk project which could be severely affected if CV19 restrictions were imposed again due to a second wave of infection. This option is not recommended.
- 4.2.2. **Option 2** - Christmas Tree Extravaganza - A selection of around 15 trees dotted around Salisbury City Centre each with a different theme. The costs for this could be offset in part by not holding a Lights Switch On event and some of the contracted costs could be re-allocated towards this event. If this option is approved this will require further negotiation and consideration by the Business Manager.
- 4.2.3. This Christmas Tree event could carry on with CV19 restrictions in place and would involve the community and the whole city. This is the preferred option.
- 4.2.4. If this is approved further investigations can be carried out to ascertain if this fits within budget. Additional funds will be used from the business' budget to produce a map and any supporting activities from the unallocated £8,000.
- 4.2.5. **Option 3** – Santa's Grotto – with social distancing measures taken. This could be run at a small cost if sufficient tickets are sold.

## 5. Other Christmas Projects:

- 5.1. **Christmas in Salisbury Brochure** – it is suggested that £5,000 be allocated towards the production of a Christmas in Salisbury brochure. It is hoped that advertising revenue will also be collected to offset the production cost estimated to be £23,000.
- 5.2. **Christmas in Salisbury Website** – it is suggested that £1,500 be allocated toward the support of the Christmas in Salisbury website, working in partnership with the BID.
- 5.3. The budget shown in para 5.1 and 5.2 will be drawn from the existing Business Team budget for events (as shown above).
- 5.4. **Horse and Carriage Rides** – this project is not recommended due to social distancing regulations likely impact on feasibility and viability.

## 6. Christmas Lights Switch On Event:

- 6.1. The Christmas lights will be erected in the city in the usual manner. However the Light Switch On Event will need to change to meet any CV19 restrictions in place.
- 6.2. If the Christmas Tree Extravaganza option is agreed the Christmas Light Switch On will be reshaped to fit in with this event and within the budget allocated.
- 6.3. If other options are agreed, then SCC will continue to work on the Lights Switch On event to ensure any contracted sums are spent to the best effect within the CV 19 restrictions.

## 7. Recommendations:

It is recommended that the council:

- 7.1. Agree that SCC will not operate an ice rink in 2020/2021 as part of the Christmas Events programme.

- 7.2. Agree which option is to be taken forward by the Council and further developed by officers
- 7.3. Note the draft budget allocations in para 5 of this report
- 7.4. Instruct officers to provide regular reports on progress to the Business Working Group and Full Council.

8. **Wards Affected:** All

9. **Background Papers:** Christmas 2020 Options - A confidential Report by Business Manager (Doc 79135).

**10. Implications:**

- 10.1. **Financial:** As shown in the report
- 10.2. **Personnel:** To be determined
- 10.3. **Environmental Impact:** Nil in relation to this report
- 10.4. **Equalities Impact Statement:** Nil in relation to this report.