

# Event Safety Advisory Group Meeting - Minutes



Date: Thursday 1<sup>st</sup> May 2025

Time: 13:00

TEAMs Call:

Chair: [Redacted], Head of Festivals and Events, LCC

Present: [Redacted], Network Manager, LCC  
[Redacted], Emergency Planning, ICB  
[Redacted], PREVENT Coordinator, LCC  
[Redacted], Festival and Event Team Manager, LCC  
[Redacted], De Montfort Hall, LCC  
[Redacted], St Johns Ambulance  
[Redacted], Traffic Management, LCC  
[Redacted], Resilience Manager, LCC  
[Redacted], Tourism Officer, LCC  
[Redacted], Transport Development Officer, LCC  
[Redacted], Network Management, LCC  
[Redacted], Parks, LCC  
[Redacted], Leicester Fire & Rescue Service  
[Redacted], Network Management, LCC  
[Redacted], Planning Development and Transportation, LCC  
[Redacted], Licensing, Leicestershire Police  
[Redacted], Emergency Management & Planning, LCC  
[Redacted], APR Manager, EMAS  
[Redacted], Emergency Preparedness Officer, UKHSA  
[Redacted], Leicestershire Police  
[Redacted], Finance, LCC

Apologies: [Redacted], Food Safety Team Manager, LCC  
[Redacted], Planning Development and Transportation, LCC  
[Redacted], Registration Services, LCC  
[Redacted], Neighbourhood & Environmental Services, LCC  
[Redacted], Neighbourhood & Environmental Services, LCC  
[Redacted], Licensing, LCC  
[Redacted], Planning Development and Transportation, LCC  
[Redacted], Leicestershire Police  
[Redacted], EPRR Manager  
[Redacted], Corporate Health & Safety, LCC  
[Redacted], Senior Festival and Event Officer, LCC  
[Redacted], Neighbourhood & Environmental Services, LCC  
[Redacted], Planning Development & Transportation, LCC  
[Redacted], Senior Health and Safety Advisor, LCC  
[Redacted], Neighbourhood & Environmental Services, LCC

Minutes: [Redacted], Festival and Event Assistant, LCC

Item	Action
<p><u>Minutes from previous meeting and actions</u> Leicester City Council circulated minutes to attendees prior to this meeting.</p> <p>Actions from previous meeting:</p>	

- VE/VJ Day, 08.05.2025 and 15.08.2025 – F&E to give update on VE/VJ Day celebrations at next ESAG
- Rathyatra, 22.06.2025 – F&E to share event documentation/MA meeting invite with PK
- Leicester Caribbean Carnival, 02.08.2025 – JS requested updated contact information for organisers to be added to listing

### City Centre Schemes

SDB on behalf of SR

- There are some reinstatement works associated with the new HVA street furniture on St Martins which will be completed by 12.05.2025. There are also minor works associated with the scheme on Freeschool Lane. Whilst the bollards will become operational there will be some works to complete after this date, but we do not anticipate that this will adversely affect the bollard operation
- Humberstone Gate West: the new trees have been planted and tree guards to be installed
- There are currently no other planned works in the city centre
- Automated bollards are currently down across the city centre whilst the new system is being rolled out

### 2025

#### Events Updates

CH

- Old Town Festival: Roman Edition, 26.04.2025-27.04.2025 – all positive feedback. Estimated figures between 10-15,000 in the lead up to the event via workshops at Highcross
- Vaisahki, 27.04.2025 – parade in the city centre and another standalone festival on Spinney Hill Park. Estimated parade numbers around 2,500 which is lower than traditional historic figures due to only one temple taking part in the parade.

Brief update given of events across the city between May – September 2025.

- Sporting fixtures – various fixtures mentioned across the city to include Leicester Tigers, Leicester Riders, Uptonsteel Cricket Club and Leicester City Football Club
- Peaceful Protest, 05.05.2025 – Police have classed as local engagement, Sergeant [REDACTED] contacting organiser for an update. LCC colleagues at Town Hall Square and security staff are aware of the event. BS requested more detail regarding the event, CH noted that Police will provide further information for circulation
- Belgrave Community Weekend, -RS looking over event documents and it's estimated up to 200 people at any one time. LCC F&E had a site visit and identified a few trip hazards, no further comments from LCC Parks colleagues
- Eid and Leicester Riverside Festival, 07.06.2025 – LCC F&E aware that they're falling on the same day and put plans in place for support
- Royal Air Force Show, 15.06.2025 – current conversations between LCC F&E and the event organisers, update to be shared at a later date
- Summer Lovin Live, 13.06.2025-15.06.2025 – multi agency and traffic group meetings have been taking place for this. Discussions around the traffic and travel plans to be brought up at next MA
- Queens Road Fair, 15.06.2025 – annual event. JS has a draft TM and requests an updated EMP plan from event organiser
- Rathyatra, 22.06.2025 – first MA meeting has concluded, and all plans seem to be in place
- Halal Food Festival – no issues reported previously
- Rave Rewind, 19.07.2025-20.07.2025 – first MA held, ticket sales were under 100 sold and another MA in place to get updated attendee numbers

### Leicester Riverside Festival 2025 Update

CH

Brief update given of the event programme to date shared with the group.

- 07.06.2025 – 08.06.2025
- Main event sites expansion this year to Bede Park, Piazza, Western Boulevard, River Soar, Castle Gardens, DMU, The Newarke including surrounding buildings

- Main site activities:  
Bede Park: licensed bars, food traders, funfair, bookbus, creative and information stalls, sports activities, face painting, museums informational point, programme tpee  
Piazza: main stage [HQ 2funky Eava FM] and more  
Western Boulevard: arts and craft market, art on the river, food traders, licensed bar, bike park, community information point
- **NR** commented on the use of canons for the reenactment attracting the Explosives Act to be enforced and requests an update on the usage of these
- **PK** requested oversight on a medical plan update, **CH** reassured **PK** that plans will be shared at the upcoming MA meeting, but a copy will be shared in advance to **PK** for comment

### VE/VJ Day 2025 Update

**CH**

Full update given of the event programme regarding LCC plans for VE Day, 08.05.2025 and VJ Day, 15.08.2025.

- Static floral display at Town Hall Square with signing book for memories by the members of public
- Leicester Cathedral hosting a special evening service for VE Day
- Central Library and Leicester Museum to host specific activities within their venues

### Any other business

**CH**

- **Martyn's Law** – **CH** commented that there will be an agenda point in future ESAG meetings as conversations are currently ongoing between LCC colleagues to discuss a joint approach. **SW** commented that insurers will be asking for updates so looking forward to updates on this matter. **BS** attended prevent practitioner workshops at Leicester County Hall over the past few weeks and an agenda item specific to protect duty was raised by Police representatives. **BS** action point from the meeting was to raise issue of the incoming protect duty at LLR Prevent Steering Group later in May. Acknowledging that the legislation/act has only just been given royal assent and is in a 24 month implementation stage
- **100 Mile Cycle** – request an update from **AS** at next SAG

**JS**

- Leicester Tigers potentially hosting the playoff game the same weekend as Leicester Riverside Festival. **CH** commented that this has occurred in previous years and generally adds to the number of attendees for the event in a positive way

AS

Next ESAG Meeting scheduled for Thursday 12<sup>th</sup> June 2025 – 13:00.

Event Safety Advisory Group Meeting - Minutes



Date: Thursday 12<sup>th</sup> June 2025

Time: 13:00

TEAMs Call:

- Chair:** [REDACTED], Head of Festivals and Events, LCC
- Present:**
- [REDACTED], Emergency Planning, ICB
  - [REDACTED], Planning Development and Transportation, LCC
  - [REDACTED], City Warden, LCC
  - [REDACTED] PREVENT Coordinator, LCC
  - [REDACTED], Festival and Event [REDACTED]
  - [REDACTED], De Montfort Hall, LCC
  - [REDACTED] St Johns Ambulance
  - [REDACTED], Traffic Management, LCC
  - [REDACTED], Licensing, LCC
  - [REDACTED], Resilience Manager, LCC
  - [REDACTED], Tourism Officer, LCC
  - [REDACTED], Network Management, LCC
  - [REDACTED], Parks, LCC
  - [REDACTED], Network Management, LCC
  - [REDACTED], Planning Development and Transportation, LCC
  - [REDACTED], Licensing, Leicestershire Police
  - [REDACTED], APR Manager, EMAS
  - [REDACTED], Neighbourhood & Environmental Services, LCC
  - [REDACTED], Emergency Preparedness Officer, UKHSA
  - [REDACTED], Insurance Services, LCC
- Apologies:**
- [REDACTED], Food Safety [REDACTED]
  - [REDACTED], Leicestershire Police
  - [REDACTED], Neighbourhood & Environmental Services, LCC
  - [REDACTED], Transport Development Officer, LCC
  - [REDACTED] Corporate Health & Safety, LCC
  - [REDACTED], Planning Development & Transportation, LCC
  - [REDACTED] Senior Health and Safety Advisor, LCC
- Minutes:** [REDACTED], Festival and Event [REDACTED]

Item	Action
<p><b><u>Minutes from previous meeting and actions</u></b></p>	
<p>Leicester City Council circulated minutes to attendees prior to this meeting.</p>	
<p><b>Actions from previous meeting:</b></p>	
<ul style="list-style-type: none"> <li>- Royal Air Force Show, 15.06.2025 – current conversations between LCC F&amp;E and the event organisers, update to be shared at a later date</li> </ul>	[REDACTED]
<ul style="list-style-type: none"> <li>- Queens Road Fair, 15.06.2025 – annual event. JS has a draft TM and requests an updated EMP plan from event organiser</li> </ul>	[REDACTED]
<ul style="list-style-type: none"> <li>- 100 Mile Cycle – request an update from AS at next SAG</li> </ul>	[REDACTED]
<p><b><u>City Centre Schemes</u></b></p>	
<p>GC on behalf of SR</p>	
<ul style="list-style-type: none"> <li>- No updates/schemes to share</li> </ul>	

**2025**

**Events Updates**

**CH**

Brief update given of events across the city between June – October 2025.

- **Sporting fixtures** – various fixtures mentioned across the city to include Leicester Tigers, Leicester Riders, Uptonsteel Cricket Club and Leicester City Football Club
- **Leicester Riverside Festival, 07.06.2025-08.06.2025** – all positive feedback. Estimated figures between 60-65,000, due to mixed weather conditions the 07.06.25 was slower
- **Eid Prayers/Eid in the Park, 06.06.2025-08.06.2025** – all positive feedback. Estimated figures 2,500 for prayers and 12,500 over the weekend, which is slower than previous years but organiser commented on adverse weather impacting  
**KS** commented that the cleansing was more effective and efficient than previously, F&E pleased as this point was brought up in event planning
- **Royal Air Force Show, 15.06.2025** – 10 stalls, interactive cockpit for audiences to engage with. No inherent risks shared from Police/LCC
- **Summer Lovin Live Weekend, 13.06.2025-15.06.2025** – event build to begin this week. Ticket sales around 8,000 for Friday: Criag David and Saturday: UB40, fewer tickets sold for Sunday as it's a mixed line-up also clashes with Father's Day. MA meetings held throughout the planning  
**PK** requested updated version of medical plan for oversight
- **Queens Road Fair, 15.06.2025** – annual event with road closure. Various local stalls and funfair rides, event is managed by local councillor
- **Rathyatra, 22.06.2025** – planning meetings taking place, no concerns raised
- **Armed Forces Day, 28.06.2025** – locations High Street and Jubilee Square for the parade. Event ran by LCC Civic Team
- **Open Streets, 29.06.2025** – event taking place at Town Hall Square. Estimated figures in hundreds rather than thousands. No further updates.
- **Halal Food Festival, 28.06.2025-29.06.2025** – organisers have cancelled this event at Victoria Park
- **An Indian Summer, 04.07.2025-06.07.2025** – no concerns raised. Estimated figures at 2,000 across the weekend not at any one time. Locations used Jubilee Square, Leicester Botanical Gardens and Curve Theatre
- **MKSI, 05.07.2025** – annual procession through the city centre. Locations Every Street, Horsefair Street, Gallowtree Gate, High Street and Jubilee Square finish. Estimated figures at 400  
**BS** commented whether this was linked with Charter Street procession **JP** confirmed this is a different event. **RS** to give verbal update to colleagues involved ahead of next MA meeting
- **Cosmopolitan Arts Festival, 12.07.2025** – various locations across the city centre. 500 people max per licenced site, no concerns raised. F&E awaiting event documentation
- **Rave Rewind, 19.07.2025-20.07.2025** – numbers are increasing but estimated numbers at 3,000. F&E to give an update at next ESAG
- **ReAction Festival, 26.07.2025-27.07.2025** – CH requested an update from organisers, SDB confirmed ArtReach will attend July ESAG
- **Leicester Caribbean Carnival, 02.08.2025** – the event is being ran by a community group and have appointed a new event manager. MA, Security and Highways meetings have been ongoing, all event documents will be available in the DropBox shared folder
- **England vs Spain, 03.08.2025** – event happening at the date as Caribbean Carnival. **CH** contacted LCC Sports SAG, Police and EMT to notify of procession/road closure as these go past the train station and impacts sports attendee route to the stadium
- **Leicester Food Festival, 09.08.2025-10.08.2025** – tickets currently on sale and due to increase in price shortly. **PK** has requested estimated attendees
- **Family Fun Day, 10.08.2025** – located at Leicester Racecourse. F&E to gain information on this event and share accordingly as event can impact the highway
- **Music in the Trees, 10.08.2025** – located at Knighton Park. Estimated figures of 50
- **Leicester Mela, 16.08.2025-17.08.2025** - medical provider 'Trail Med' has been appointed and documentation being sent directly to **PK** for comment. Estimated figures between 5,000-10,000 across both days

- Zippo Circus, 18.08.2025-25.08.2025 – new event for the city this year. A static circus located at Victoria Park

#### Provisional event dates

- Christmas Light Switch On, 19.11.2025 – looking to launch Christmas tree, Christmas market, Ice Rink, Town Hall light installation, wheel of light all in place at the same time. Planning is ongoing so date is provisional
- Abbey Park Bonfire + Firework Display, 01.11.2025 – provisional date
- Diwali Day, 20.10.2025 – current discussions around plans for celebration. F&E to update accordingly

#### Any other business

- Martyn's Law – CH commented that there will be an agenda point in future ESAG meetings as conversations are
- Home Grown Leicestershire, 23.08.2025 – updates from social media only at present, F&E to source further information from organiser
- [REDACTED], further ESAG updates to be shared by [REDACTED]
- A warm welcome to [REDACTED] who recently joined Leicester City Council as [REDACTED], taking over from his predecessor [REDACTED]
- Requested Dark Horses Ladies Day at Leicester Racecourse be added to event listing
- Commented on the impact regarding number of attendees as this was a larger number than expected. CH confirmed overall total was across both dates and will seek advice from EMAS regarding medical provisions in future event planning
- AS commented a CCTV camera monitoring the Silver Street bridge, useful to note the numbers for future planning. CH noted DMU also have the crowd monitoring equipment also
- Aylestone Park Football Club, 28.06.2025 – event proposed. CH to organise MA meeting to discuss highway and policing elements
- Leicester City vs Fiorentina, 03.08.2025 – friendly match at home. CH requested SDB add to event listing
- Open Streets – May event seen thousands in attendance due to collaboration with Graffwerk and seek to continue building on the success by hosting the event across various neighbourhoods across Leicester City.  
SW commented images on social media showing cones in the road and whether considerations are made for the August event as the road is busy and may require further mitigation due to considerations around crowd management
- Noted one year anniversary of the Southport attack [29.07.2025] happening in between ReAction Festival + Leicester Caribbean Carnival dates, reiterated the need for vigilance in prevention of this in the local area. No central government advisory but notes need for consideration  
CH noted to add to the city centre diary to note for potential bookings
- Leicester Riverside Festival – received a complaint regarding use of explosives at the event. [REDACTED] gave comment and mutual understanding was sought

Next ESAG Meeting scheduled for Thursday 7<sup>th</sup> August 2025 – 13:00.

Event Safety Advisory Group Meeting - Minutes

Date: Thursday 3<sup>rd</sup> July 2025

Time: 13:00

TEAMs Call:

Chair: [REDACTED], Head of Festivals and Events, LCC

Present: [REDACTED], Planning Development and Transportation, LCC  
 [REDACTED] PREVENT Coordinator, LCC  
 [REDACTED] Festival and Events [REDACTED]  
 [REDACTED] LCC  
 [REDACTED], De Montfort Hall, LCC  
 [REDACTED], St Johns Ambulance  
 [REDACTED] Art Reach  
 [REDACTED], Resilience Manager, LCC  
 [REDACTED], Tourism Officer, LCC  
 [REDACTED], Planning Development and Transportation, LCC  
 [REDACTED], Transport Development Officer, LCC  
 [REDACTED], Parks, LCC  
 [REDACTED], Network Management, LCC  
 [REDACTED], Planning Development and Transportation, LCC  
 [REDACTED], Emergency Management, LCC  
 [REDACTED] APR Manager, EMAS  
 [REDACTED], Festival and Events Senior Officer, LCC  
 [REDACTED], Emergency Preparedness Officer, UKHSA

Apologies: [REDACTED], Food Safety Team [REDACTED] LCC  
 [REDACTED], Emergency Planning, ICB  
 [REDACTED], Planning Development and Transportation, LCC  
 [REDACTED], Licensing, LCC  
 [REDACTED], Neighborhood and Environmental Services, LCC  
 [REDACTED], Network Management, LCC  
 [REDACTED], Leicestershire Police  
 [REDACTED], Corporate Health & Safety, LCC  
 [REDACTED], Insurance Services, LCC  
 [REDACTED], Senior Health and Safety Advisor, LCC

Minutes: [REDACTED], Festival and Events [REDACTED]

Item	Action
<p><b><u>Minutes from previous meeting and actions</u></b>            Leicester City Council circulated minutes to attendees prior to this meeting.</p>	
<p><b>Actions from previous meeting:</b></p> <ul style="list-style-type: none"> <li>- <b>MKSI, 05.07.2025</b> – annual procession through the city centre, estimated figures at 400. <span style="border: 1px solid red; padding: 0 2px;">RS</span> to give verbal update to colleagues involved ahead of next MA meeting</li> <li>- <b>Rave Rewind, 19.07.2025-20.07.2025</b> – F&amp;E confirmed event is cancelled</li> <li>- <b>ReAction Festival, 26.07.2025-27.07.2025</b> – ArtReach will attend July ESAG to provide update</li> <li>- <b>Family Fun Day, 10.08.2025</b> – located at Leicester Racecourse. F&amp;E to gain information on this event and share accordingly as event can impact the highway</li> <li>- <b>Home Grown Leicestershire, 23.08.2025</b> – updates from social media only at present, F&amp;E to source further information from organiser</li> </ul>	<div style="background-color: black; width: 20px; height: 20px; margin: 0 auto;"></div>

## City Centre Schemes

JA

- Freeschool Lane – final sign and hoops to be fitted to bollards
- Cank St/Cheapside – installing planters on Cheapside to prevent vehicles accessing the PPZ after 11:00, this means access to Cank Street will be via Market Place rather than High Street
- Church Gate – some utility works happening to do with the old Matalan site development
- Granby Street – possible remedial works and surfacing happening w/c 08.08.2025 for up to three weeks on Granby Street and Dover Street

## 2025

### Events Updates

CH

Brief update given of events across the city between July – October 2025.

- **Sporting fixtures** – various fixtures for women and men divisions mentioned across the city to include Leicester Tigers, Leicester Riders, Uptonsteel Cricket Club and Leicester City Football Club
- **Summer Lovin Live Weekend, 13.06.2025-15.06.2025** – no concerns raised. Friday ticket sales around 9,500. Saturday ticket sales around 9,000. Sunday ticket sales slightly less partly due to it also being Father's Day.  
Further planning with organisers around bringing the festival back next year with a range of guests such as Sean Paul, Garage Classics Orchestra and Madness
- **Palestine March, 12.07.2025** – started at Victoria Park down to Humberstone Gate West. Estimated numbers of 1,500-2,000 on the march with 500 people staying for the speeches.  
BS commented no disorder from the police report, though one national speaker which Police had concerns over took opportunity to repeat the chant from Glastonbury Festival.
- **An Indian Summer, 04.07.2025-06.07.2025** – no concerns raised. Estimated figures at 2,000 across the weekend not at any one time. Locations used Jubilee Square, Leicester Botanical Gardens and Curve Theatre
- **Dark Horses Ladies Day, 05.07.2025** – no concerns raised. Ticket sales going as expected, Showsec providing security for this event
- **MKSI, 05.07.2025** – annual procession through the city centre. Locations: Every Street, Horsefair Street, Gallowtree Gate, High Street and Jubilee Square finish. RS noted MA approach with Police, Highways and organisers to ensure event runs smoothly  
KS commented on the clash of timings between the procession and the Indian Summer on Jubilee Square, RS noted both events are aware of each other and procession to stop on the High Street sees conflict mitigated
- **Malabar Food Festival, 06.07.2025** – annual event with road closure. Various local stalls and funfair rides, event is managed by local councillor
- **Cosmopolitan Arts Festival, 12.07.2025** – annual event in the city centre. Locations: Jubilee Square, High Street, St. Peters Square, Clock Tower and St. Martins Square
- **Race for Life, 13.07.25** – annual event across the city, no concerns raised
- **LOROS Stomp Around Leicester** – trail based event across the city
- **African Festival, 19.07.2025** – located at Humberstone Gate West, no concerns raised
- **Leicester Caribbean Carnival, 02.08.2025** – final MA meeting planned for this week with the tabletop exercise to follow 18.07.25, any colleagues wishing to attend to contact F&E for the invite
- **Street Garba, 02.08.25** – new application received, LCC TM team to assess whether permission is given due to other factors around the area
- **Spinney Hill Community Fun Day, 02.08.2025-03.08.25** – located at Spinney Hill Park. event information and documents now received by LCC F&E/Parks teams, GC wanting further information on promotion material for this event
- **England vs Spain, 02.08.2025** – event happening at the date as Caribbean Carnival. LCC shared travel and highway plans with the stadium and rugby union to put out communications for match day attendees, noting the Caribbean Carnival event also happening

- **Curve on the Square, 08.08.25-10.08.25** – located at Orton Square and Curve Theatre. F&E and TM team to converse around safety of the site due to ongoing scaffolding work in the area before granting permissions
- **Leicester Food Festival, 09.08.2025-10.08.2025** – returning for a second year and ticket sales going well. No concerns raised
- **Leicester Mela, 16.08.2025-17.08.2025** – ongoing MA meetings going well with no concerns raised. Estimated figures between 5,000-10,000 across both days
- **Diwali Day, 20.10.2025** – F&E attended various meetings regarding the format of the event this year. Event to run on Belgrave Road, with road closure in place. No activity, stage or fireworks planned for Cossington Park at present. MA meeting and sub-group meetings to take place soon with updates accordingly

### ReAction Festival, 26.07.2025-27.07.2025

**EL**

ReAction Festival is returning to the city centre since it's last event in 2023. Full update given on planned programme for ReAction Festival 2025.

- Event documents shared with F&E/LCC teams already and are available for sharing wider
- **Timings** – 11:00-17:00 each day. Estimated numbers at 499 at any one time on either site
- **Locations** – Jubilee Square main site and smaller activities on Humberstone Gate West, with artwork installation on Silver Street
- **Programme** – Jubilee Square – main festival site with food vendors, rolling performances and marquee for creative corner with activities within aimed at children and families  
Humberstone Gate West – hosting small photographic exhibition and screening of documentary made with Nirvana FC, also hosting a pop up penalty shootout area  
Silver Street – commissioned Kala Arts for an artwork installation to be suspended along Silver Street, LCC Lighting Team have given permission  
Town Hall Square – Open Street event to link in with ReAction Festival, providing rickshaw rides and bike park on Jubilee Square for Sunday only
- Production managed [REDACTED], security managed by AGL Security and first aid support managed by Medic One
- **EL** commented on whether there is additional Police presence around the city on Saturday evening due to the nightlife activity from the bars and clubs within proximity. **CH** noted a Police presence is often in the city centre over the weekends but reiterated to **EL** to call 999 if an emergency arose
- **JS** commented on vehicle access points within the city centre regarding new bollard system, **SDB** noted that F&E will be overseeing the vehicle permits/permissions for this event
- **KS** requested a copy of RA for Jubilee Square
- **EL** requested a key contact list from ESAG members in order to add to the EMP documents, F&E to be main point of contact and will signpost to externals where necessary. F&E to supply list highlighting cleansing officers, highways etc

### Any other business

- Commented on how ESAG gets notified of protests around the city, **CH** noted that protests/demonstrations are often last-minute and organisers go through the Police, whom then share with LCC who then updated ESAG listings where applicable
- **Leicester Pride, 30.08.25** – commented on the parade route through the city centre and requested an update. **CH** confirmed first MA on 09.07.25 where **JS** can raise issues

Next ESAG Meeting scheduled for Thursday 7<sup>th</sup> August 2025 – 13:00.

**Event Safety Advisory Group Meeting - Minutes**

Date: Thursday 3<sup>rd</sup> July 2025

Time: 13:00

TEAMs Call:

**Chair:** [Redacted], Festival and Events [Redacted]

**Present:** [Redacted], Planning Development and Transportation, LCC  
 [Redacted], Emergency Planning, ICB  
 [Redacted], Development and Transportation, LCC  
 [Redacted], Senior Wardens Management, LCC  
 [Redacted], PREVENT Coordinator, LCC  
 [Redacted], Registrations, LCC  
 [Redacted], Noise and Pollution, LCC  
 [Redacted], De Montfort Hall, LCC  
 [Redacted], St Johns Ambulance  
 [Redacted], Licensing, LCC  
 [Redacted], Planning Development and Transportation, LCC  
 [Redacted], Transport Development Officer, LCC  
 [Redacted], Parks, LCC  
 [Redacted], Leicestershire Fire and Rescue  
 [Redacted], Network Management, LCC  
 [Redacted], Leicestershire Police  
 [Redacted], Corporate Health and Safety, LCC  
 [Redacted], Planning Development and Transportation, LCC  
 [Redacted], Resilience Officer, LCC  
 [Redacted], APR Manager, EMAS  
 [Redacted], Operational Planning, Leicestershire Fire and Rescue  
 [Redacted], Emergency Preparedness Officer, UKHSA  
 [Redacted], Leicestershire Police  
 [Redacted], Senior Health and Safety Advisor, LCC  
 [Redacted], Leicestershire Police

**Apologies:** [Redacted], Food Safety [Redacted]  
 [Redacted], Festival and Events [Redacted]  
 [Redacted], Head of Festivals and Events, LCC  
 [Redacted], Leicestershire Police  
 [Redacted], Insurance Services, LCC

**Minutes:** [Redacted], Festival and Events [Redacted]

Item	Action
<p><b><u>Minutes from previous meeting and actions</u></b>            Leicester City Council circulated minutes to attendees prior to this meeting.</p>	
<p><b>Actions from previous meeting:</b></p> <ul style="list-style-type: none"> <li>- <b>Leicester Caribbean Carnival, 02.08.2025</b> – final MA meeting planned for this week with the tabletop exercise to follow 18.07.25, any colleagues wishing to attend to contact F&amp;E for the invite</li> <li>- <b>Street Garba, 02.08.25</b> – new application received, LCC TM team to assess whether permission is given due to other factors around the area</li> </ul>	<p>[Redacted]</p> <p>[Redacted]</p>

- **Spinney Hill Community Fun Day, 02.08.2025-03.08.25** – located at Spinney Hill Park. event information and documents now received by LCC F&E/Parks teams, GC wanting further information on promotion material for this event
- **Curve on the Square, 08.08.25-10.08.25** – located at Orton Square and Curve Theatre. F&E and TM team to converse around safety of the site due to ongoing scaffolding work in the area before granting permissions

### City Centre Schemes

JA

- **Cank St/Cheapside** – installing planters on Cheapside to prevent vehicles accessing the PPZ after 11:00, this means access to Cank Street will be via Market Place rather than High Street
- **Church Gate** – some utility works happening to do with the old Matalan site development
- **Granby Street/Dover Street** – remedial works and surfacing happening w/c 26.08.2025 for up to two weeks
- **Granby Street** – surfacing happening 07-08.09.2025

### 2025

#### Events Updates

SDB

Brief update given of events across the city between August – October 2025.

- **Sporting fixtures** – various fixtures for women and men divisions mentioned across the city to include Leicester Tigers, Leicester Riders, Uptonsteel Cricket Club and Leicester City Football Club
- **Leicester Caribbean Carnival, 02.08.2025** – event concluded with debrief session planned for next month, e-invite to circulate to all MA teams involved shortly.  
KS commented regarding infrastructure left onsite following the event, RS to chase organisers to arrange collection
- **Street Garba, 02.08.25** – new application received, LCC TM granted permission. No concerns raised
- **Curve on the Square, 08.08.25-10.08.25** – located at Orton Square and Curve Theatre. F&E and TM team to converse around safety of the site due to ongoing scaffolding work in the area before granting permissions
- **Leicester Food Festival, 09.08.2025-10.08.2025** – returning for a second year and ticket sales going well. Event built to start 07.08.25 with F&E presence across the weekend for support to new organiser
- **St. Matthews Community Fun Day, 15.08.2025** – annual event located at Bushy Park. No concerns raised
- **VJ Day, 15.08.2025** – located at Leicester Cathedral and Town Hall Square. A memorial book, site dressing and floral display located at Town Hall Square from 15.08.2025-18.08.2025
- **For the Love of Jazz Festival, 16.08.2025** – annual event located at Jubilee Square and St. Martins Square. No concerns raised
- **Zippo's Circus, 18.08.2025-25.08.2025** – organisers first time bringing the event into the city, located at Victoria Park. F&E to support organisers, no concerns raised
- **Leicester to Gaza Walk, 23.08.2025** – located at Spinney Hill Park with minimal numbers. No concerns raised
- **Brew Beat, 29.08.2025-31.08.2025** – annual event by BID Leicester, located at Jubilee Square. Event build to start 29.08.2025 and de-rig 01.09.2025. No concerns raised
- **Leicester Pride, 30.08.2025** – final SAG meeting planned for 13.08.2025 e-invites shared to key partners
- **Open Streets, 31.08.2025** – annual summer programme for the city, located at GraffWerk HQ. Free family based activities with various activities on offer
- **Knighton Park Festival, 07.09.2025** – annual event located at Knighton Park. F&E and LCC Parks service support the organisers with planning, no concerns raised
- **Taste the Caribbean, 13.09.2025** – located at Victoria Park. Organisers planning MA meeting to discuss, RS requests that any key partners who would like to be involved contact F&E for details  
KS requested further specifics on the type of event, RS commented predominantly a food festival with a stage element and meeting invitation to follow for further confirmation on event specifics
- **Shine a Light Walk, 18.09.2025** – annual event located at Victoria Park. No concerns raised

- Navratri, 22.09.2025-01.10.2025 – annual religious celebration, event is incompatible with LCC park spaces but will proceed within indoor venues across the city
- Diwali Day, 20.10.2025 – SAG/TM/Security meetings are in progress and recommendations followed to conclude event located on Belgrave Road with a road closure in place for the evening. No activity, stage or fireworks planned for Cossington Park at present. Further updates to follow accordingly. RS requests colleagues to contact F&E for meeting invitations
- Leicester Half Marathon/ Leicester 10K, 26.10.2025 – annual event located at Victoria Park. No concerns raised from TM/F&E at present
- Abbey Park Fireworks and Bonfire and Fireworks Display, 01.11.2025 – annual event organised by F&E. Event update to be shared with ESAG at a later date
- Remembrance Parade and Service, 09.11.2025 – annual event held within the city centre. Event specifics to be shared at a later date
- Nagaar Kirtan, 16.11.2025 – annual event with procession. SAG planning meetings in progress and event specifics to be shared at a later date
- Christmas in Leicester, 19.11.2025 – event to include Ice Rink, Big Wheel and Christmas light switch on. Planning in progress and F&E to provide update at a later date
- Hannukah Light Switch On,

#### Any other business

CB

- De Montfort Hall – estimated numbers shared across the outdoor cinema events to be updated onto listings
- Confirmation that the De Montfort Hall is still under renovation, to re-open end of September 2025

SDB

- Journey's Festival, 10.10.2025 – organised by ArtReach. Event dates are provisional and event specifics to be confirmed

BS

- Probable Protest, 09.08.2025 – anti-asylum/far right group planned protest within the city centre. MC commented that no police presence required as numbers are very minimal, no further comments raised

PK

- Leicester Mela, 16.08.2025-17.08.2025 – shared comments with event organisers regarding medical plans but yet to have a respond. RS to chase organisers for further comment

KS

- Potential, BBQ on Bede Park, 16.08.2025 – commented for any further updates regarding permission to go ahead. RS commented no digital footprint relating to the event and no organiser contact details within printed flyers posted around the area. LCC/ Police/ TM/ Parks commented they have no updates and have not received any information further to information on printed flyers. RS to shared flyer with Police colleagues

JS

- Leicester Market Redevelopment – LCC tentatively discussing proposed plans for the redevelopment of the market place which will come with a lot of restrictions around the market site, Market Place North/South and traffic movement within vicinity. Further specifics to be shared at a later date

Next ESAG Meeting scheduled for Thursday 4<sup>th</sup> September 2025 – 13:00.

**Event Safety Advisory Group Meeting - Minutes**

Date: Thursday 4<sup>th</sup> September 2025

Time: 13:00

TEAMs Call:

**Chair:** [REDACTED], Head of Festivals and Events, LCC

**Present:** [REDACTED], Senior Wardens Management, LCC  
 [REDACTED], Festival and Events [REDACTED]  
 [REDACTED], De Montfort Hall, LCC  
 [REDACTED] St Johns Ambulance  
 [REDACTED], Licensing, LCC  
 [REDACTED], LCC  
 [REDACTED], Planning Development and Transportation, LCC  
 [REDACTED], Transport Development Officer, LCC  
 [REDACTED] Parks, LCC  
 [REDACTED] Network Management, LCC  
 [REDACTED] Leicestershire Police  
 [REDACTED] Planning Development and Transportation, LCC  
 [REDACTED] Leicestershire Police  
 [REDACTED] Resilience Officer, LCC  
 [REDACTED]  
 [REDACTED] Noise and Pollution, LCC  
 [REDACTED] Emergency Preparedness Officer, UKHSA  
 [REDACTED] Senior Health and Safety Advisor, LCC

**Apologies:** [REDACTED] Planning Development and Transportation, LCC  
 [REDACTED] Emergency Planning, ICB  
 [REDACTED] Planning Development and Transportation, LCC  
 [REDACTED], Leicestershire Police  
 [REDACTED], PREVENT Coordinator, LCC  
 [REDACTED], Noise and Pollution, LCC  
 [REDACTED], Corporate Health and Safety, LCC  
 [REDACTED] APR Manager, EMAS  
 [REDACTED], Operational Planning, Leicestershire Fire and Rescue  
 [REDACTED], Festival and Events [REDACTED]  
 [REDACTED], Insurance Services, LCC  
 [REDACTED], Leicestershire Police

**Minutes:** [REDACTED], Festival and Events [REDACTED]

Item	Action
<p><b><u>Minutes from previous meeting and actions</u></b>            Leicester City Council circulated minutes to attendees prior to this meeting.</p>	
<p><b>Actions from previous meeting:</b></p> <ul style="list-style-type: none"> <li>- Taste the Caribbean, 13.09.2025 – [RS] requests that any key partners who would like to be involved contact F&amp;E for details, KS required further specifics</li> <li>- Diwali Day – F&amp;E to give an update</li> </ul>	[REDACTED]
<p><b><u>City Centre Schemes</u></b></p> <p>[JA]</p>	

- Granby Street/Dover Street – remedial surfacing works, streets closed on 07.09.2025
- Fleet Street – near Lee Circle, works to start 22.09.2025
- Mansfield St/Abbey Street – lighting and trenching works start 20.10.2025, further conversations with CH around LCC events at Abbey Park 2025

2025

### Events Updates

CH

Brief update given of events across the city between August – December 2025.

- Sporting fixtures – various fixtures for women and men divisions mentioned across the city to include Leicester Tigers, Leicester Riders, Uptonsteel Cricket Club and Leicester City Football Club
- Leicester Food Festival, 09.08.2025-10.08.2025 – second year held at Abbey Park, estimated figures at 15,000 across the weekend. Organisers looking to host annually at the same location
- Fake Festival, 09.08.2025 – located at Victoria Park, on it's tenth year at this location
- Leicester Mela, 16.08.2025-17.08.2025 – currently on its third year located at Abbey Park
- Zippo's Circus, 18.08.2025-25.08.2025 – first time held in the city. Feedback from organisers was good relating to number of attendees, F&E in discussion around long term contract for organisers to return to the city
- Brew Beat, 29.08.2025-31.08.2025 – annual event by BID Leicester, located at Jubilee Square. Weather disadvantage throughout the weekend but generally well attended
- Leicester Pride, 30.08.2025 – estimated figures at 10,000. Weather disadvantage throughout the day but generally good feedback
- Knighton Park Festival, 07.09.2025 – annual event located at Knighton Park, no concerns raised
- Leicester Communities Together, 13.09.2025 – event ran by LCC F&E, located at Jubilee Square
- Taste the Caribbean, 13.09.2025 – located at Victoria Park, estimated figures at 2,000. Organisers first time hosting in Leicester but have a good track record for delivery in cities across the UK
- Shine Night Walk, 18.09.2025 – annual event located at Victoria Park, no concerns raised
- Peace and Love Festival, 20.09.2025 – currently on third year, estimated figure at 400 at any one time
- Navratri, 22.09.2025-01.10.2025 – annual religious celebration, event is incompatible with LCC park spaces but will proceed within indoor venues across the city
- Black History Month – varied programme across the city, hosted within multiple indoor venues [Serendipity, Opal22, African Caribbean Centre, The Y Theatre, Curve and more]
- Diwali Day, 20.10.2025 – full road closure of Belgrave Road and associated streets. No activity, stage or fireworks planned for Cossington Park at present. Further updates to follow accordingly with planning meetings specifically discussing public safety. Any colleagues wanting further information to contact F&E
- Leicester Half Marathon/ Leicester 10K, 26.10.2025 – annual event located at Victoria Park. F&E team to assist in control room
- Abbey Park Fireworks Display, 01.11.2025 – annual event organised by F&E. Current issues around badger activity within the park so further update to be shared with ESAG at a later date
- Remembrance Parade and Service, 09.11.2025 – annual event held within the city centre. Event specifics to be shared at a later date
- Nagaar Kirtan, 16.11.2025 – annual event with procession. LCC teams working with the organisers to progress plans for the event
- JS noted procession safety at Jubilee Square with the Ice Rink in place, CH commented Ice Rink will be within a sterile zone as to not impact procession route/audiences of procession
- Christmas in Leicester, 19.11.2025 – event to include Christmas Market, Ice Rink, Big Wheel and Christmas light switch on.
- JS asked if Clock Tower, East Gates and Humberstone Gate West is being occupied for this due to Nagaar Kirtan procession date potentially falling on the same date, F&E to catch up with JS

### Any other business

AS

- 
- **Ride Leicester Festival** – held in August (40+ mostly minor events & rides – All well attended): included accessible ‘Elephant Rides’ for LOROS for around 150+ people from families and disability groups
  - **Open Streets/Bike Fest Events** – estimated figures of attendees at 1,200 across both events despite adverse weather, next event scheduled for 28.09.2025
  - **Bike Parks** – delivered at St Matthews Parks Day, Leicester Caribbean Carnival, Western Park Beer Festival and more as requested
  - **Upcoming Bike Parks** – planned for Leicester Marathon, Abbey Pumping Station Food Festival, Diwali, Abbey Park Fireworks and more
  - There’s a [£300 cycle challenge](#) available to cover the cost of this provision Event Organisers should fill in to get on the list, if wanted. Guided Cycle Tours details remain busy (mostly 20-30+ group sized) – All logged at [www.letsride.co.uk](http://www.letsride.co.uk) – Event-specific rides can be arranged on request

CH

- **Abbey Park** – some issues with members of the public using street and residential areas for unauthorised car parking have been alleviated and LCC seeing a reduction in this issue. CH noted positive feedback from a resident at Wolsey Way for LCC implementing extra stewarding and parking mitigation within the area
- **Leicester Caribbean Carnival** – event debrief scheduled for 03.09.2025. No complaints come from the residents around Victoria Park, due to prior concerns raised being alleviated by the reconfiguration of the site layout
- **Ganesh Festival Events** – LCC noted an increase in requests for these events over the past few weeks. F&E are liaising with Neighbourhood and Police colleagues around actions. F&E also meeting with LCC Parks and Highways to discuss unauthorised events on parks and highways as there’s been a considerable increase of both

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Next ESAG Meeting scheduled for Thursday 2<sup>nd</sup> October 2025 – 13:00.

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Event Safety Advisory Group Meeting - Minutes

Date: Thursday 2<sup>nd</sup> October 2025

Time: 13:00

TEAMs Call:

Chair: [REDACTED], Festival and Events [REDACTED]

Present: [REDACTED], Planning Development & Transportation, LCC  
 [REDACTED], De Montfort Hall, LCC  
 [REDACTED], St Johns Ambulance  
 [REDACTED], Planning Development and Transportation, LCC  
 [REDACTED], Licensing, LCC  
 [REDACTED] Resilience Manager, LCC  
 [REDACTED], Tourism Project Officer, LCC  
 [REDACTED], Planning Development and Transportation, LCC  
 [REDACTED], Festival and Events Senior Officer, LCC  
 [REDACTED], Parks, LCC  
 [REDACTED], Network Management, LCC  
 [REDACTED], Leicestershire Police  
 [REDACTED], Corporate Health and Safety, LCC  
 [REDACTED], APR Manager, EMAS  
 [REDACTED], Leicestershire Fire and Rescue Services Operational Planning  
 [REDACTED], Festival and Events [REDACTED]  
 [REDACTED], Noise and Pollution, LCC  
 [REDACTED], Emergency Preparedness Officer, UKHSA  
 [REDACTED], Insurance Services, LCC  
 [REDACTED], Health and Safety Advisor, LCC

Apologies: [REDACTED], Planning Development and Transportation, LCC  
 [REDACTED], Emergency Planning, ICB  
 [REDACTED], Senior Wardens Management, LCC  
 [REDACTED], Registration Services, LCC  
 [REDACTED], Noise and Pollution, LCC  
 [REDACTED], Neighbourhood & Environmental Services, LCC  
 [REDACTED], Head of Festivals and Events, LCC  
 [REDACTED], Transport Development Officer, LCC  
 [REDACTED], Emergency Management and Planning, LCC  
 [REDACTED], De Montfort Hall  
 [REDACTED], Operational Planning, Leicestershire Fire and Rescue  
 [REDACTED] UKHSA

Minutes: [REDACTED], Festival and Events [REDACTED]

Item	Action
<p><b><u>Minutes from previous meeting and actions</u></b></p>	
<p>Leicester City Council circulated minutes to attendees prior to this meeting.</p>	
<p><b>Actions from previous meeting:</b></p>	
<ul style="list-style-type: none"> <li>- Diwali Day, 20.10.2025 – any colleagues wanting further information to contact F&amp;E</li> </ul>	[REDACTED]
<ul style="list-style-type: none"> <li>- Nagaar Kirtan, 16.11.2025 – to discuss whether any issues have arisen since last conversations</li> </ul>	[REDACTED]
<ul style="list-style-type: none"> <li>- Abbey Park Fireworks Display, 01.11.2025 – annual event organised by F&amp;E. Current issues around badger activity within the park so further update to be shared with ESAG at a later date</li> </ul>	

## City Centre Schemes

JA

- Fleet Street/Lee Circle – works started on site now until Christmas 2025
- Mansfield Street – works to start at the junction with Abbey Street from 13.10.2025 for two weeks
- Granby Street – New auto bollards are being installed just south of Northampton St, on site works from 27.10.2025 but bollards not operational until late November/early December
- Market Place – auto bollards to be installed in the new year (2026)
- Abbey Gate Underpass – street lighting works to begin 13.10.2025, with a break in between to avoid APBF25 event
- CH asked whether there was an update on Market Place site yet, JA hopes to have an update for the group ahead of ESAG next month
- RF asked whether notification of bollards at Granby Street/Market Street have been sent to LFR or is RF to raise it internally as a new member of staff. JA confirmed the new bollards will be accessible with the current access code which has been previously shared

## 2025

### Events Updates

RS

Brief update given of events across the city between October – December 2025.

- Sporting fixtures – various fixtures for women and men divisions mentioned across the city to include Leicester Tigers, Leicester Riders, Uptonsteel Cricket Club and Leicester City Football Club
- Black History Month – widely varied indoor venues with programmed events across the entire month, more information can be found online via Serendipity or Visit Leicester
- Protests/Demonstrations/Vigils – numerous notifications received to Police about events taking place, F&E have shared any events with Police Op Planning. MC confirmed Police contingency is in place if needed and is in contact with organisers across these events and no concerns have been raised
- Journeys Festival International, 10-11.10.2025 – hosted by Art Reach, multiple indoor venues being used
- Leicester 10K/Shine Night Walk, 18.10.2025 – annual event through the city centre with final stop at Victoria Park. No concerns raised
- Diwali Day, 20.10.2025 – CH shared overview of Leicester's Diwali celebrations presented to MA to include a full history of Diwali events, plans for 2026 and rationale of changes up to present. Various emergency SAG/planning meetings held with ward councillors, Belgrave business association and SAG throughout the season with recommendations that see the removal of any activity which impacts crowd density – removal of main stage/ Diwali village at Cossington Park, street traders, funfair and fireworks display to ensure that the current event remains safe and fit for purpose. Planned programme for 2026 sees the event contained to Belgrave Road and provisions to include – wheel of light, rangoli exhibition open across the Diwali weekend at the Belgrave neighbourhood centre and small children's funfair located on Abbey Park car park. Provisions still include – blue light services, full control room at City Hall with CCTV monitoring, lost child officers, park and ride service, cleansing services, signage around site/roads, information about safety, drone exclusion zone
- Leicester Half Marathon/Leicester 10k, 26.10.2025 – ticket sales almost sold out, up to 5,000 runners. Annual event located at Victoria Park, through the city and county returning back to Victoria Park. F&E member will be in the control room throughout this event
- Leicester Racecourse Fireworks Festival, 01.11.2025 – annual event at Leicester Racecourse. No concerns raised
- Remembrance Parade and Service, 09.11.2025 – annual event held within the city centre and main event at Victoria Park. Event specifics to be shared at a later date
- Nagaar Kirtan Procession, 16.11.2025 – annual event with procession through the city centre. Estimated number of attendees at 10,000 along the route. Build for Christmas market and funfair planned for the same day, F&E in discussion with funfair operator to ensure enough space along Humberstone Gate West is maintained. SAG planning meetings in progress and further event planning meetings to specifics to be shared at a later date

- **BID Festive Jams, 20.11.2025-20.12.2025** – various outdoor spaces across the city centre
- **Christmas Light Switch On, 19.11.2025** – event to include Ice Rink, Big Wheel and Christmas light switch on. Planning in progress and F&E to provide update at a later date. Ice Rink won't be in place for the CLSO event, but they will start their build that week
- **KS** asked if Wygston's House were aware of the dates of Ice Rink as they use the outdoor space, **CH** confirmed they get advance notice and outdoor seating area is LCC event space given to pub for use out of courtesy

### Update: Abbey Park Fireworks Display 2025

**KB**

Brief update given of programme and event planning, further specifics to be shared later.

- **Date/Time** – 01.11.2025, 17:00-21:00
- **Theme** – Halloween
- **Ticketing** – advance ticket sales only, no cash sales at the gates. Gates advertised to close at 19:00 but **EMP** highlights real time closure of 19:30 to allow queues formed to disperse
- **Key Timings**
  - 17:00 – gates open, event live
  - 19:30/20:00 – gates close/last admissions
  - 17:00-20:00 – platform stage live
  - 17:00-21:00 – funfair, bar, food, glow products all open for sale
  - 18:45 – children/quiet fireworks display and bonfire lit
  - 20:00 – main fireworks display
  - 21:00 – event ends
- **Programme highlights**
  - Main stage is hosted by BBC Radio Leicester bringing their mascot for Children in Need (Pudsey Bear)
  - 60 minute set for local performances by 2Funky Arts
  - Rave at the Grave theatre showcase, followed by music acts which will pause during fire and sparks pyrotechnics display
  - Roman entertainment, Halloween themed, roaming acts throughout the evenings
  - Bonfire built by a third party organiser who will handle the build and remove debris from site after event
  - Security in place to secure site overnight and throughout the event
  - Fireworks by Bright Sparks – a reduction to two staged firing instead of three due to low water levels on the lake, which sees the main firing point moved to the back of the lake
  - Four main ticketed gates (A-D) which each have four search teams + one security supervisor, two queue management security and F&E personnel**
- **Build Schedule**
  - 30.10.2025 - park/event site to close in the evening
  - 31.10.2025 – site build/ catering units set up
  - 01.11.2025 – tow path closure from 10:00 from Abbey Park Road bridge to St Margarets Way
    - park area across the bridge towards the café to close from 14:00, consideration for additional security
    - Abbey Park Road to remain open throughout the event due to new roadworks/ TM in place to restrict waiting/on street parking
- **Screen content** – any agencies wanting to advertise to get information over by 24.10.2025
- **KS** commented regarding lake works at Abbey Park and **KB** confirmed ongoing conversations with planning team to discuss options/alternatives. MA meeting planned for 13.10.2025, colleagues to contact F&E for invitations

### Any other business

**CH**

- Asked **JA** whether there was an update on Market Place site yet, **JA** hopes to have an update for the group ahead of ESAG next month

AS

- Requested any update on the Market Place site/availability of use. CH commented it's still under construction and awaiting further updates from the project lead to highlight planning schedule which CH will share from November onwards

**Next ESAG Meeting scheduled for Thursday 6<sup>th</sup> November 2025 – 13:00.**

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