



Parks and open spaces

QEII Arena, Telford Town Park

Event Information

Event capacity:

- Up to 12'000 people
- Subject to event specific risk assessment

Facilities:

- Purpose built outdoor event arena with sloped grass banks
- 3 x Power boxes with 32amp 3 phase & Single phase power outlets (charges may apply)
- Thousands of parking spaces & Hundreds of hotel beds within walking distance
- Tarmac road around main audience area & hard standing at traditional "Stage end"
- Drinking water tap in locked box by main steps

Access:

- Vehicle access via Dark Lane/Hinkshay Road (Security barrier remote controlled from visitor centre)
- Vehicle access via Telford International centre delivery gate (Adjacent to Holiday Inn)
- Multiple pedestrian access routes

Things to consider:

- The QEII Arena is a very large space that may not be suitable for small community/charity events
- Noise issues for local residents – a full noise management plan will be required.
- Arena will need to be fenced off for closed/ticketed events
- Permission must be sought from Southwater events group to use TIC entrance
- War memorial at top of bank should be looked after/stewarded.
- Park must be reinstated post event at cost to organiser (a reinstatement bond may be required)
- Telford & Wrekin council must be consulted on any proposed major events
- All event paperwork must be submitted **at least** 6 weeks prior to event

Licences:

- Telford & Wrekin council hold a premises licence (BTWPRM0450) for their own events.
- Street trading consent is held by Telford & Wrekin Council
- Commercial events may be required to apply for their own licences.
- Sales of alcohol will require a Temporary Event Notice (TENs) for each bar

Enquiries: events@telford.gov.uk

Charges & conditions

| EVENT CHARGES (all + VAT) | Small Event Hire Fee | Large Event Hire Fee | Small Event Set Up Charge | Large event set up/tear down day charge |
|--------------------------------------|-------------------------------------|-------------------------------------|--|--|
| COMMUNITY/CHARITY | N/A | £400 | N/A | £200 |
| FAIRS/CIRCUSES | N/A | £500 | N/A | £250 |
| COMMERCIAL | N/A | £1250 | N/A | £650 |

- An event application is purely provisional until a contract has been issued.
- When applying for an event you must allow a minimum of 6 weeks for Telford and Wrekin Council to process applications and review all documentation.
- In order for your documents to be processed in time to promote your events earlier submission is recommended.
- Telford and Wrekin Council will only give permission for events if they are satisfied that the event will be run safely and considerately.
- All required documents including: licenses, road closures, risk assessments and health and safety documents will need to be processed.
- Failure to comply with these conditions may result in your application being declined.

Map of Arena

