

Bath & North East Somerset Council		
MEETING/ DECISION MAKER:	Cllr David Dixon, Cabinet Member for Neighbourhood Services Cllr Paul Crossley, Leader of the Council	
MEETING/ DECISION DATE:	On or after 28th March 2015	EXECUTIVE FORWARD PLAN REFERENCE: E 2750
TITLE:	Update of Event Policy - 2015	
WARD:	All	
AN OPEN PUBLIC ITEM		
<p>List of attachments to this report:</p> <ul style="list-style-type: none"> • Events Policy 2015 <ul style="list-style-type: none"> ○ Appendix 1 - SAGE Terms of Reference ○ Appendix 2 - Contact Details ○ Appendix 3 - Timescales for Planning an Event ○ Appendix 4 - Events on Council Controlled Land ○ Appendix 5 - Events on the Public Highway ○ Appendix 5a - Road Closures in B&NES ○ Appendix 6 - Sources of Information ○ Appendix 7 - Licenses in B&NES <p>Please list all the appendices here, clearly indicating any which are exempt and the reasons for exemption</p>		

1 THE ISSUE

1.1 Bath & North East Somerset plays host to a large number of events every year, from established fixtures including the half marathon and music festival, to one-off occasions such as the Olympic Torch Relay, Special Olympics GB and The Tour of Britain. Cultural events and festivals can, at their best, be powerful agents of social cohesion, providing opportunities for celebration, pride in a place or locality, participation, and involvement of diverse groups. A varied programme of events contributes to:

- (1) Economic development
- (2) Social/cultural regeneration
- (3) Cultural vibrancy
- (4) A strong tourism base

- (5) Cultural and community provision
 - (6) Local priorities which seek to encourage vibrant sustainable communities that are active, lively and inclusive.
- 1.2 This Events Policy seeks to promote a consistent proactive and integrated approach to the provision of support services and regulatory functions for events.

2 RECOMMENDATION

- 2.1 To approve and adopt the Events Policy 2015 and supporting appendices.

3 RESOURCE IMPLICATIONS (FINANCE, PROPERTY, PEOPLE)

- 3.1 The events covered within this policy will incur costs to the Council. Some of these are for statutory items and fees will be charged according to approved rates; others are for additional advice and support by a range of Council services, these fees will be in line with currently published rates where these are available, others are in the process of being updated in order to ensure that Council costs are covered. Amendments in fees will be approved through a formal decision, which is planned to be later in 2015.

4 STATUTORY CONSIDERATIONS AND BASIS FOR PROPOSAL

- 4.1 Bath and North East Somerset Council has a legal duty to ensure that events which occur on its land or on the public highway are safe and legal.

5 THE REPORT

- 5.1 Bath & North East Somerset Council performs a number of diverse roles and functions in relation to the support of events. Not only is the authority keen to encourage a range of events, a number of different services are involved including Licensing, Highways (responsible for the authority's infrastructure and traffic operation) as land owner and landlord, organiser of cultural and recreational activities, and performer of statutory functions in relation to health and safety, and food safety.

- 5.2 For their part, event organisers must comply with a variety of statutory duties and local requirements, each overseen by different regulatory bodies.

- 5.3 This policy builds on and updates the procedure for planning events which was reviewed by the Enterprise and Economic Development Overview and Scrutiny panel in July 2010. The first Events Policy was approved by Cabinet on 9 November 2011. It seeks to promote a consistent, proactive and integrated approach to the provision of support services and regulatory functions for events by:

- (1) Specifying the requirements that event organisers must meet in order to run a safe, legal event which benefits the community

(2) Identifying Council controlled spaces, highlighting the type of events that will be suitable for each space and setting out the criteria by which applications to use Council land will be judged

(3) Defining Terms of Reference for the Safety Advisory Group for Events (SAGE) and outlining the process by which an event may be refused should it not meet minimum standards

5.4 The Policy provides clear and concise advice to event organisers, residents, businesses and Members and identifies the Council's policies and procedures which must be followed, to permit events on its land or the public highway.

6 RATIONALE

6.1 Bath and North East Somerset Council are responsible for ensuring that events which occur on their land or impacts on the public highway are safe and legal.

7 OTHER OPTIONS CONSIDERED

7.1 None

8 CONSULTATION

8.1 Consultation has taken place with internal colleagues, including Environmental, Development Control, Community Regeneration, Emergency Planning and Strategy & Performance Services, Place Strategic Director, S151 Officer, Legal Services

9 RISK MANAGEMENT

9.1 A risk assessment related to the issue and recommendations has been undertaken, in compliance with the Council's decision making risk management guidance.

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Background papers	<i>None</i>
Please contact the report author if you need to access this report in an alternative format	