

Bath & North East Somerset Council

MEETING/ DECISION MAKER:	Cllr Bob Goodman, Cabinet Member for Development and Neighbourhoods	
MEETING/ DECISION DATE:	On or after 16 Dec 2017	EXECUTIVE FORWARD PLAN REFERENCE: E3020
TITLE:	Events Policy Review and Update 2017	
WARD:	All	
AN OPEN PUBLIC ITEM		
List of attachments to this report:		
<ul style="list-style-type: none">• Appendix 1 - Events Policy and Associated Appendices – Updated November 2017• Appendix 2 - Events Policy Amendments Table		

1 THE ISSUE

1.1 The current Events Policy was agreed by Cabinet on 9 November 2011. The document was revised and approved, via Single Member Decision on 31 March 2015 and a further revision is required to update the process for events across Bath and North East Somerset, 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. See Appendix 4 Events on Council Controlled Land for details.
- (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. See Appendix 1 for SAGE Terms of Reference.

2 RECOMMENDATION

The Cabinet Member is asked to;

2.1 Approve the Events Policy Review – November 2017, to take immediate effect.

3 RESOURCE IMPLICATIONS (FINANCE, PROPERTY, PEOPLE)

3.1 A varied programme of events contributes to the Council objectives including a strong economy and growth. This report updates the Council policies relating to Events in Bath and North East Somerset. There are no additional financial implications for the Council

4 STATUTORY CONSIDERATIONS AND BASIS FOR PROPOSAL

4.1 The Events Policy brings together information and guidance on a range of statutory responsibilities in relation to Events which are separately enforced by a number of statutory agencies.

5 THE REPORT

5.1 Bath and North East Somerset Council has built an enviable reputation for presenting major high profile events over the last 4 years, alongside an established events advice and support service, acting as the single point of contact, for over 200 events across the area, to a wide range of event organisers.

5.2 In addition, the Council performs a number of diverse roles in relation to the support and regulation of events. For example these include those in Licensing, Highways, statutory functions relating to health and safety, food safety and, more recently, issues of security and preventative measures to mitigate such risks. Facilitating events can place a considerable demand on Council resources and officer time. By providing a framework for event organisers and clearly defining the roles of various Council departments, the Events Policy will allow resources to be directed to the more complex issues.

5.3 The Events Policy for the Council was approved in 2015, with a refresh due, when there is a change in legislation or working practices within the Authority. The Policy provides practical guidance on safe event delivery.

5.4 Our ambition is to:

- 1) encourage local community, city and rural events, which support and enhance the well-being of its communities providing a service of support and advice where required
- 2) facilitate a year-round Festivals and Markets programme and develop opportunities to spread the benefits of tourism to surrounding rural areas
- 3) Attract and host major events of national and regional significance, ensuring linked community engagement programmes to provide an on-going legacy
- 4) Generate significant economic benefit for Bath and North East Somerset
- 5) Help make the area vibrant and lively all year round

6 RATIONALE

6.1 The adoption of the revised Events Policy will continue to provide a comprehensive framework for event organisers when applying to hold an event within Bath and North East Somerset.

7 OTHER OPTIONS CONSIDERED

7.1 None

8 CONSULTATION

8.1 Cabinet Member for Development and Neighbourhoods, the Council's legal advisor and S151 officer.

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.

Contact person	<i>Lynda Deane – 01225 396428</i>
Background papers	<i>E2268 - Events Policy for Bath & North East Somerset Cabinet Report, 9 November 2011</i> <i>E2750 – Events Update – Single Member Cabinet Decision, 31 March 2015</i>
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