

Appendix A – Rationale for the Events Policy

Key features of the Policy and rationale for their inclusion

Having a clear framework will improve consistency and simplify the process for event organisers.

Part 1 – Regulatory Requirements and Highlighting Best Practice

Well run events play an important part in enhancing residents' quality of life and contributing to vibrant, inclusive communities. However, organisers are faced with numerous statutory requirements when arranging an event. This can be off putting, particularly to non-professional organisers such as residents' associations and voluntary groups who tend to put on low-key, local events. As a result, a considerable amount of officer time is spent giving detailed advice to organisers and following it up to secure compliance. There is also a significant risk that requirements will be fulfilled too late for the statutory timescales, or be missed all together.

By setting out all the legal requirements in one 'plain English' framework, the Policy will support organisers to meet their obligations, thereby simplifying the process for them while reducing the risk of non-compliance and saving officer time.

The same section highlights and encourages best practice with regard to waste management, recycling, accessibility, and consultation with local residents.

Parts 2 and 3 – Events on Council Controlled Land and on the Highway

These parts codify the Council's approach to events held on the highway or in public open spaces. These principles have developed piecemeal and some are currently unwritten; collating them into one document will ensure consistency of service delivery and improve event organisers' understanding of the processes involved.

Part 4 – Safety Advisory Group's Terms of Reference

Following a number of serious incidents including the Bradford City fire and the Hillsborough tragedy, it was recommended by Lord Justice Taylor that each local authority create a Safety Advisory Group (SAG) to give free advice to event organisers. The Council's Safety Advisory Group has been in existence for over 10 years and it exists to consider the public safety arrangements of major public events within the authority and to foster good working relationships with organisers to ensure high standards of spectator and participant safety.

The Group is currently chaired by a Senior Officer from within the Council who is qualified in Health and Safety. The membership of the group consists of representatives from partner agencies such as Avon & Somerset Police, Great Western Ambulance Trust, Avon Fire and Rescue as well as officers from many departments within the Council, such as Building Control, Public Protection, and Traffic and Safety.

The group needs to have sufficient information from the event organiser in order to give sufficient advice and comment. Whilst there is no statutory obligation to attend SAG meetings or to follow a SAG's advice, SAGs are considered to represent best practice and

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event organisers may be seen to be acting irresponsibly if any recommendations are not actioned. Each member of the SAG has their own regulatory role and may exercise their powers independently. However, due to the short duration of many events, this may not always be practical.

Although the group functions well in terms of decision making, it is not well supported due to its lack of formal recognition within the Council. The function of the SAG has risen in visibility over the last few months, however the group needs to function in a more defined and independent role. Ratifying the Terms of Reference set out in this policy will mandate the SAG to carry out its duties with the full support of the Council.