

EVENTS ON COUNCIL LAND

Application to use Council land

- 1 Where an organiser wishes to hold an event in a public park or other public outdoor space, permission to use the land must be obtained from the Council.
- 2 The schedule below lists the key public outdoor spaces within Bath & North East Somerset and outlines the type of events that will be appropriate for each location. Where an event is proposed which falls outside of the permitted uses for a particular space, the organiser must satisfy the Council that his/her proposals are appropriate to the nature and scale of the space.
- 3 Application fees are set annually by the Council and include a discretionary discount for charitable events. A site bond is required by the Parks Team to cover the costs of any reinstatement works should the event result in damage to Council land or property or if the site is not left in the same condition as prior to hire. The bond will be returned if no additional costs have been incurred as a result of the event e.g. damage to ground, litter generated by the event.
- 4 An application will not be accepted unless the organiser has taken out adequate public liability insurance, with a minimum cover of £5,000,000. Furthermore, the organiser must be able to show that he/she has undertaken a risk assessment appropriate to the scale of the event.
- 5 Applications to use public land will be determined by reference to the following criteria:
 - a) The suitability of the event to the proposed location, taking into account the nature and duration of the event, the surrounding area, and, for events in Bath, the city's World Heritage status.
 - b) Whether the proposed event will conflict with other activities taking place in the locality, or have an adverse effect on the highway network
 - c) The need to allow reasonable intervals between events, to allow the land to recover and/or limit the impact of noise on local residents.
 - d) The organiser's past record of event management.
 - e) The social, economic and environmental impact of the proposed event. Detailed guidance on this is provided in Defra's '*Sustainable Events Guide*'. Event organisers are strongly encouraged to address this component before making a formal application. Factors to consider include, but are not limited to:
 - i. Transport. Any large event is likely to lead to additional traffic on the roads as people travel to and from the venue. Measures should be put in place to reduce the use of cars and encourage alternative means of transport. These could include providing a shuttle bus service or publicising public transport routes.
 - ii. Waste management and recycling. The Council strongly supports the principle of "reduce, reuse and recycle" and event organisers must keep to a minimum the proportion of litter and waste or refuse going to landfill sites.

- iii. Energy use and CO2. Bio-diesel powered generators, wind or solar power should be used wherever possible. If renewable sources are not available, modern and well maintained generators will be the most energy efficient option.
- iv. Social wellbeing. Events may bring additional benefits to the community, whether by raising money for charity, promoting a good cause, or encouraging neighbours to get to know one another.

Consultation with the Safety Advisory Group for Events (SAGE)

- 6 Major Events, as defined in paragraph 6.1 of the Events Policy, must be referred to SAGE. See Appendix 1 SAGE Terms of Reference. A dialogue with SAGE should be initiated no later than 26 weeks before the event to allow the organiser time to address any concerns raised. Consultation with SAGE and compliance with its recommendations are conditions of the Licence for Land Hire.

Cancellation of Licence for Land Hire

- 7 The Council reserves the right to revoke the Licence for Land Hire in either of the following circumstances:
- a) If the event is one which, under paragraph 6.1 of the Events Policy, must be referred to SAGE and:
 - i. the organiser fails to consult SAGE, or
 - ii. the organiser fails to comply with the recommendations of SAGE is satisfied there is a risk to public safety.
 - iii. The organiser fails to submit full documentation 8 weeks prior to the event
 - b) If the Council are satisfied that the weather conditions (whether current or forecast) would pose a risk to the health and safety of persons attending the event or of damage to the land.
- 8 If the Council or the SAGE believes it is necessary to revoke the Licence for Land Hire, they will make a recommendation to the Divisional Director of Environmental Services who will decide whether the agreement should be revoked. The Divisional Director may authorise another officer of the Council to make the decision in his/her absence.
- 9 The decision of the Divisional Director of Environmental Services or authorised officer is final. The Council will not be liable for any costs incurred by the organiser arising from revocation of the land use agreement in accordance with this policy.

COUNCIL CONTROLLED GREEN SPACES

Site	Ward/Parish	Type/Size
Alexandra Park	Widcombe	Neighbourhood
Alice Park	Lambridge	Neighbourhood
Beacon Field	Peasedown St John	Neighbourhood
Beazer Maze, Weir & Riverbank	Abbey	Local
Carrs Wood	Twerton	Neighbourhood
Clandown Recreation Ground	Radstock	Neighbourhood
Green Park	Kingsmead	Local
Hedgemoor Park	Lansdown	Neighbourhood
Henrietta Park	Abbey	Neighbourhood
The Hollies	Midsomer Norton	Doorstep
Kensington Meadows	Walcot	Neighbourhood
Keynsham Memorial Park	Keynsham N/E/S	District
Norton Radstock Greenway	Midsomer Norton	District
Parade Gardens	Abbey	Local
Queen Square	Kingsmead	Doorstep
Royal Victoria Park	Kingsmead	District
Saltford Recreation Ground	Saltford	Neighbourhood
Sydney Gardens	Bathwick	Neighbourhood

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Type	Size	Permitted Uses
District	<p>Over 10 ha</p> <p>Site functions / features designed in such a way to not cause unreasonable nuisance to neighbours.</p>	<p>The following is an indication but by no means an exhaustive list of the type of events that may be suitable for spaces of this size:</p> <ul style="list-style-type: none"> • Open air concerts, theatre, cinema, opera and music festivals • Trade shows • Car and caravan shows • Sporting events • Historic re-enactments • Fireworks displays • Processions, marches and carnivals • Religious events and public outdoor meetings • Fairs and circuses
Neighbourhood	<p>Over 2 ha</p> <p>Site functions / features designed in such a way to not cause unreasonable nuisance to neighbours. Can sometimes be of national historic landscape importance as well as local importance.</p>	<p>The following is an indication but by no means an exhaustive list of the type of events that may be suitable for spaces of this size:</p> <ul style="list-style-type: none"> • Small scale open air concerts, theatre, cinema, opera and music festivals • Trade shows • Car and caravan shows • Local sporting events • Horse, dog and agricultural shows • Historic re-enactments • Fireworks displays • Processions, marches and carnivals • Religious events and public outdoor meetings • Fairs and circuses
Local and Doorstep	<p>Under 2 ha</p> <p>Site functions / features designed in such a way to not cause unreasonable nuisance to neighbours.</p>	<p>The following is an indication but by no means an exhaustive list of the type of events that may be suitable for spaces of this size:</p> <ul style="list-style-type: none"> • Fetes and fairs • Local sporting events • Local processions, marches and carnivals • Religious events and small public outdoor meetings