



# Events Policy & Suitability of Events

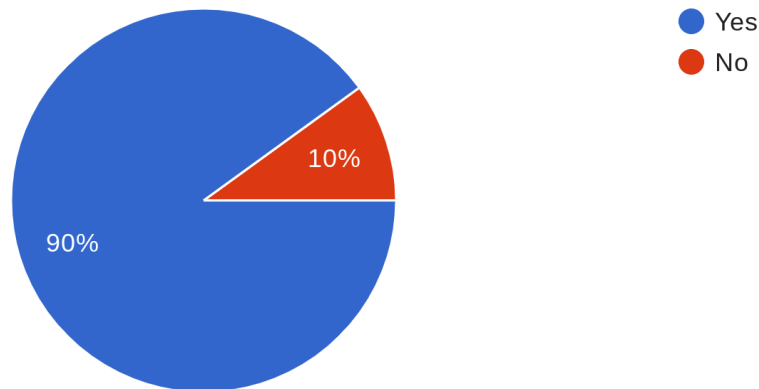
End of Consultation Document

2021

The consultation questions were sent to those who have organised events in Thanet on Thanet District Council land. The consultation period was for a total of 4 weeks and a total of 10 responses were received.

Do you feel the Events Policy is clear to understand?

10 responses



If you have stated no. Please can you explain why?

Event Organisers Comments	Response
<p>The 14 week and 8 month times scales are unreasonable given the information that is required. This means, in many cases, that provisional planning only has been undertaken and as such may event organisers do not even know the general and finer details of their event. The finer details such as ESP, RA and site plans are only prepared/amended as the planning continues and as such TDC is risking only getting scant, or inaccurate, information.</p>	<p>The 14 weeks has been set due to KCC Highways requiring a minimum of 12 weeks standard notification for utility works on the highways. The additional two weeks is so that the application can be submitted, the Events team can coordinate the documentation and follow up on any missing detail and check availability.</p>
<p>Another factor is that the policy requirement of 14 weeks is not met by SAG engagement which does not appear to focus on an event until close to the date which actually brings into question why the time scale is in place.</p>	<p>Amendment has been made to the policy that SAG is required to respond to the event within a minimum of 4 weeks before the event date. Page 6, J. Event Policy.</p>

For example:

A question was raised on Traffic management for the Folk week 4 weeks from the event which means that, following the 14 week rule it was sat on for 10 weeks.

The fireworks organiser was invited to a SAG meeting on 1/7 to discuss the first event on 21/7 (3 week before) when the 14 week rule had been followed and probably 2 SAG meetings had been held within that time with no issues raised.

In respect of Food Festival we are now 5 weeks for the event but other than a query on medical no other feedback has been received.

In all cases any changes arising would have had to been completed in an unnecessarily short space of time.

If a time scale is being imposed then the SAG members must engage far earlier to give organisers more time to respond. Can I suggest that the policy places a time scale on SAG members to raise a query – say no later 4 weeks after submission (or after first SAG) which event is the soonest. It is not unreasonable that an event should receive a SAG focus at the first meeting after submission.

I appreciate that many SAG members will argue that they are dealing with multiple events as they have a country focus but to an organiser such delays are frustrating and stressful and quite simply put they are unsympathetic to this. SAG expects the information in early it is not unreasonable to receive early feedback.

The 14 week time scale is a significant problem which should be reduced to a more workable time limit of no greater than 10 weeks and 6 months with an expectation

SAG meetings are always held in advance of an event. However in this circumstance due to the pandemic, this organiser was invited in due to the uncertainty around the current restrictions at the time.

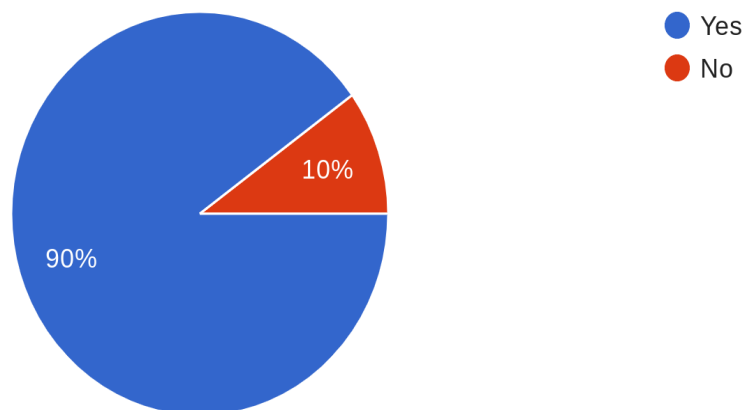
Yearly legacy events with no changes may not have any comments due to them being reviewed year on year.

Amendment - Page 6, J. Event Policy.

that not all details requested will be available.	
On another matter if you are moving towards the event app there is a difficulty around this for large events when the level of paper work and associated safety systems are significantly greater than a small event and as such I get around this by attaching the document and simply not using the boxes provided. The event app is not a good mechanism for larger events. Just something to be aware of.	Event App is an established system that is used by various councils in the county. These comments will be feedback to the Event App team to see if they can provide a solution.

Does the suitability of events document clearly set out how the council makes decisions on events?

10 responses



If you have stated no. Please can you explain why?

Event Organisers Comments	Response
The timescales are not clear for responses from TDC to event organisers. There needs to be recognition from TDC and SAG how long events take to organise. It is clear that	Amendment has been made that TDC will have all comments from the Safety Advisory Group sent to the organiser a minimum of 4 weeks before the date of the event. Page 6,

it is the SAG makes the decision but there are no guarantees how long it will take to respond to the Event Notification form. Folk Week finished on 13 August. We need to submit an Event Notification form asap because we start organising the 2022 festival - 5 -12 August 2022 now.

As we have hired the Memorial Rec, which is not on your list of event sites, we will need to hear from the Estates management team if we are able to do this again for 2022 and need approval in writing from them before we submit the Event Notification form.

The Event Notification form also requires information far in advance which we endeavour to do. There is also mention of debrief and evaluation. Is there a timescale attached to this? Within a month of the event ending? If we need to submit an Event Notification form with all the required information, we need to have feedback from SAG so that any comments or problems can be addressed before we submit it. Otherwise, forms are submitted without any formal feedback from TDC and then the organiser only gets to hear about the issues when the Event Safety plan comes up for discussion for the next year, delaying the process.

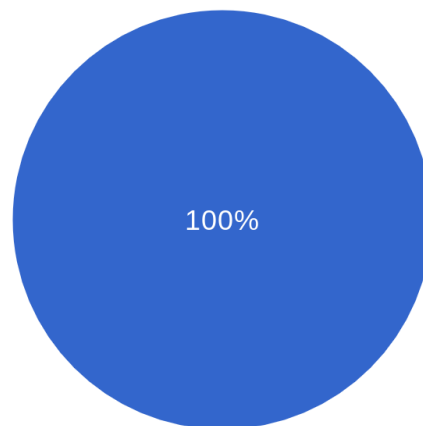
J. Event Policy.

If you wish to have an event site added to the list you will need to email [events@thanet.gov.uk](mailto:events@thanet.gov.uk) to discuss this with the team.

Amendment made pg 8, M - Event Policy. If any concerns are raised regarding your event you will be notified via a SAG debrief meeting or a debrief document within 2 months of your event.

Do you feel the new charging system is easy to understand?

1 response



● Yes  
● No

Please add any additional comments on fees and charges here:

Event Organisers Comments	Response
<p>The charges are easy to understand, but there is no commitment from TDC to hire the land in good order. For example that sites will be hired out with keys and padlocks that fit and haven't been changed and any facilities such as electrical boxes are in a good state and have been inspected prior to the event organiser hiring out the site. A formal inspection of the site needs to be done to ensure that damage from a previous hirer of a site is not blamed on the next. I assume this is being done at the moment. Also, TDC expects the event organiser to run a safe event, if there is a problem with a facility, such as the electrics then what is the policy for 24 hour/weekend call-out? This needs to be clarified by TDC.</p>	<p>Inspections of green spaces are undertaken by the open spaces. If you find any problems with the site please let us know. Once we are made aware of the issue we will try to rectify the problem. All electrical boxes are checked by our electrician before each event.</p> <p>All keys will be checked prior to the event by the community team.</p>

Please enter any other comments or suggestions here:

Event Organisers Comment	Response
<p>I like that there is a clearly defined cost scale based on size of events</p>	
<p>1. To charge charities these excessive fees and not the Armed Forces is most unfair and grasping on behalf of TDC - especially for the smaller charities.</p> <p>2. If you are charging these large fees to local community groups and charities, 14-weeks / 8-months / 12-months notice is excessive and indeed ridiculous. Whilst covid19 is still with us, how can groups</p>	<p>Charities have been charged as per the events policy 2016- 2020.</p> <p>The timelines are based on the size of the event. The larger the event the more notice TDC will need due to the impact it will have on the surrounding communities for example; for large events, we have</p>

<p>possibly plan 8 or 12 months in advance. Surely these groups would be paying for better Customer Service than this.</p> <p>3. TDC should be encouraging local groups to hold events that will encourage visitors to Thanet - TDC makes money from parking, and should be helping businesses to stay afloat and thus be able to pay the high business rates!</p> <p>4. As always, TDC's short-sightedness will cause problems for the very people who are trying their best to make Thanet a better place to live and visit.</p>	<p>Southeastern Rail sit on the SAG as additional train services may be needed. The larger events require more documentation which the SAG need to review in its entirety which takes additional time. At present, there are no covid 19 restrictions in place for events in the UK. TDC has been working with organisers throughout the pandemic and if any restrictions come into play in the future if this changes we will continue to help to find an alternative date.</p>
<p>TDC have yet again put unnecessary pressure on event organisers by demanding deposits on top of admin fees etc. This is going to put volunteers and community groups of using TDC land and look to work with private land owners. We are already discussing how we can avoid using TDC land for most of our events next year due to the demand of deposits etc outlined in the policy. I understand that if a organisation is making profits from the events then charges etc should be demanded. But, most community groups do it for the love of the community. However, I feel this will fall on deaf ears as I have raised this many times. The fact that voluntary groups get charged at all whereas close by districts continue to do this for free. I urge you to reconsider charging charities, voluntary and community groups where the events are free of charge and for the good of the community.</p>	<p>Deposits and admin fees remain unchanged from the previous policy.</p> <p>Both Dover District Council and Canterbury City Council charge for community events as outlined in the benchmarking for <a href="#">fees and charges</a>.</p>
<p>I am pleased you have included three new sites for Westgate as this will make a huge difference to enquiries for the Town for events. I am hopeful that we can resolve the vehicular access for the Green next to the Community Centre on Lymington Road; is this possible to add as a site but specify no vehicular access? I wondered if it might be helpful to mention road closures and the difference between TPC and TTRO and under which circumstances each should be used? Thank you for the opportunity to comment. Kind regards Gill - Town Clerk for WoSTC</p>	<p>This can be located in the event guidance in the event application pack.</p> <p>If you wish to have an event site added to the list you will need to email <a href="mailto:events@thanet.gov.uk">events@thanet.gov.uk</a> to discuss this with the team.</p>

<p>The issue of timescales and responses from SAG needs to be clarified for event organisers.</p> <p>The Draft states that 'once SAG members are confident and satisfied with all relevant documentation agreement may be granted,' but there is no indication of how long this will take.</p> <p>It is understandable that the council needs to be sure that their sites are not water-logged before an event but the statement that the event can be cancelled 2 weeks prior to the event beginning needs a price attached to it via insurance for the organiser, and this is likely to be prohibitive for many event organisers.</p> <p>The classification of size of event is also an issue for festivals like Folk Week who run a free to the public element - such as the Craft Fair on Victoria Gardens, morris dancing on the parade etc. Free events attract thousands of people. It would be good if TDC could apply for funding to carry out a survey - preferably an Economic benefit survey that details and estimates the visitors to events. KCC carried out an independent survey on Folk Week in 2012, which estimated that Folk Week benefits the local economy by £2.3 million. This sort of information helps both the council and the festival to attract more grants and sponsorship. It can also help inform the support of events.</p> <p>Which brings me onto toilets. I know there was a coastal plan to ensure that the beaches and facilities were not overwhelmed by crowds in 2021. Why were the toilets at the bandstand closed earlier than the others in Broadstairs? It seems particularly short-sighted as they are public toilets and to penalise an event by charging a festival for longer opening times is not very supportive.</p> <p>Ticketed events that take place on land hired from TDC have smaller audiences than the free events, so when communicating this to SAG it sometimes causes misunderstandings as the members need to understand the difference between</p>	<p>Amendment added - Page 6, J. Event Policy.</p> <p>Minimum for 4 weeks prior to the event as per SAG's last comment -Page 6, J. Event Policy.</p> <p>No change has been made to cancellations these terms are currently in place with all events.</p> <p>Classification will be assessed on a case by case basis.</p> <p>Toilets are not a compulsory service offered by TDC as part of events. If an organiser wishes to hold an event on public land it is their responsibility to provide adequate facilities. We will provide the service if we have the resources available.</p>
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<p>a Folk audience profile in our ticketed events and the general public on holiday in Broadstairs and enjoying free music.</p> <p>We would like a clearer understanding of who to contact and when they are available if any problems arise on TDC sites.  Questions - could you define where it is appropriate to supply First Aid services?  And are school fields considered private land?  Please can you let Folk Week know when we can formally apply for use of the Memorial Rec in Broadstairs in 2022 and do you have any feedback on this year's festival?  Thank you.</p>	<p>Contact <a href="mailto:events@thanet.gov.uk">events@thanet.gov.uk</a> or 01843 577735 as per the website this is restrictive to office hours.</p> <p>We are unable to recommend services.</p>
<p>Thank you for sight of this.</p> <p>Re. Events Policy Terms and Conditions Page 7 j Indemnity and Insurance.....the statement that the Hirer can indemnify against all of the topics is quite unrealistic. The Hirer can only indemnify against insurable risks, their liability insurance covers only matters eg about damage to TDC properly by providing cover if the hirer is responsible for the damage. Hence your wording needs to be reviewed.</p> <p>Bob Prebble  Club Secretary  Thanet Lions Club (CIO)  Most of our events at other venues are dog friendly as long as they are well behaved, and on a lead - could there be exceptions as dogs are often considered to be part of the family and our events are largely family friendly</p>	<p>No change has been made to the terms and conditions these are currently in place and have been reviewed by our legal team.</p> <p>There are no restrictions on dogs being on public land (apart from beaches).</p>