

POLICY TITLE

Tower Gardens Events

REVISION DATE

February 2019

REPLACES POLICY

New Policy

POLICY AIM

To provide a clear framework for events in Tower Gardens to increase participation from all sectors of the community and enhance the quality of life for residents and visitors alike. To encourage investment, jobs and prosperity to the local economy.

EXECUTIVE SUMMARY

Skegness Town Council are committed to making Tower Gardens available to organisers to provide safe, enjoyable events that preserve and enhance the historic and natural environment of Tower Gardens whilst respecting the covenants which affect or limit the lands use.

POLICY STATEMENT

Anyone wishing to hold an event in Tower Gardens should apply to Skegness Town Council, as landowner, for written permission. Any event organiser must be able to demonstrate the benefit to the community of the proposed event.

Permission will not be given without evidence of an adequate risk assessment and insurance in place. Tower Garden's is a Grade II registered historic garden due to its special historic interest. Skegness Town Council will help promote and facilitate safe events that protect the environment and are of benefit to the Town.

The following lists are provided as guidance, if you have any questions regarding the suitability of your event please contact Skegness Town Council to discuss your individual requirements.

Permitted Events

- Civic Events
- Arts & Cultural Events
- Recreational Events
- Health & Wellbeing Events
- Children's Events
- Pet Shows
- Charity Events
- Religious Events (except for those regarded as extreme, cults or outlawed).

Special Consideration Events – these events may be subject to licensing and/or need referring to East Lindsey Events Safety Advisory Group to ensure all health & safety requirements are being met.

- Large Scale Events
- Musical/Entertainment Events (including plays/films)
- Firework Displays
- Historic Reenactments
- Beer Festivals (or any alcohol sales)
- Fairground/Circus Events
- Ticketed Events (public access to Tower Gardens shall remain free of charge, as per the covenant on the land and legislation)
- Food Events/Stalls
- Events continuing after 9pm at night
- Events which include inflatables
- Commercial BBQ's

Prohibited Events & Activities

- Any event that is likely to provoke public disorder, cast doubt on the integrity of the Council or bring the Council into disrepute
- Political Events
- Bonfires
- Portable/Personal BBQ's
- Balloon and Chinese Lantern Release (for environmental reasons)
- Any event that would break the covenants placed on the land
- Performing Animals (except those regarded as domesticated in the UK i.e. horse, dogs, cats, birds used in falconry displays, caged birds and rabbits).

Notice of you Event

Please give as much notice as possible, you are advised to submit applications at least twelve weeks prior to the event. Failure to do this may result in your event being refused due to lack of time to process and refer to East Lindsey Events Safety Advisory Group, if necessary.

Charges

No hire charge will be made to charitable, non-profit making and community organisations. It is expected that the event organiser makes arrangements, at their own expense, to clear the site of any litter and debris, failure to do so may result in a clear up charge.

Safeguarding the Gardens and the People that use it

The protection of the park, wildlife and features will take precedence when events are being considered. The Council shall ensure that all event organisers comply with relevant legislation around health & safety, noise control and protection of the environment.

In the case of severe weather the Council reserve the right to cancel any event on safety grounds and will not be liable for any costs. In the case of wet ground conditions the

Council may require the organiser to introduce ground protection measures to protect the lawns. Such requirements would be at the organisers expense.

Event Promotion

Organisers remain responsible for the promotion of their event. Skegness Town Council will keep a list of events and help promote them through the website, social media and notice boards (where space permits). Flyposting for events is not permitted.

IMPLEMENTATION

Larger and/or more complex events will be referred to the East Lindsey Events Safety Advisory Group. Once all documentation has been received and reviewed the Town Clerk will issue written permission or otherwise for the event, including any terms and conditions placed upon that event.

MONITORING

The policy will be monitored in the following ways:

- Changes in legislation
- As a result of any other significant change or event.

FURTHER INFORMATION

Further information on the requirements around event organising can be found on the following websites:

[ELDC Event Licensing](#)
[Lincolnshire Event Safety Partnership](#) (includes templates for risk assessments)

POLICY APPROVAL

Approved at meeting of Council on 6th February 2019. Minute C175.

POLICY REVIEW

This policy will be reviewed annually, next due March 2020

RELATED POLICIES & LEGISLATION

Historic Buildings & Ancient Monument Act 1953
Health & Safety Policy
Licensing Act 2003
Live Music Act 2012