



# **BOGNOR REGIS TOWN COUNCIL EVENT CHARGING POLICY**

**Adopted by the Council at its Meeting held on 2<sup>nd</sup> November 2020**

Notwithstanding the provisions of the General Power of Competence, the Town Council has the power to provide entertainment including support for the arts, including festivals and celebrations, by virtue of the Local Government Act 1972 s145.

Bognor Regis Town Council utilises public funds to provide an events programme for the benefit of not only the local community but also visitors to the Town. The Council fully recognises that regular outdoor events provide a valuable amenity function, improving community well-being and visitor enjoyment.

Events can also be very important to a community's sense of identity. They may provide a community focus that brings people together and there is evidence that this can have widespread effects in supporting community well-being.

In addition to supporting local events through the provision of Grant Aid, the Town Council also directly organises a varied range of community events throughout the year.

### **Charging for Events**

The Town Council's annual event programme will be free to enter.

However, there may be circumstances when a level of charging will be necessary, and this policy sets out the points for consideration when determining if charging is appropriate.

#### 1. Charges for elements within a free to enter event

Where a third-party provider agrees to bring in a specific attraction/activity for a reduced cost to the Town Council with the proviso that they may charge.

This will be applicable where the cost of buying in the attraction is not viable within the event budget, but its inclusion adds to the amenity value and success of the event.

Prior to any booking confirmation, consideration must be given to the amount to be charged by the third-party to ensure it is reasonable and appropriate.

#### 2. Charges for entry to an open-air event within the 5 Wards of Bognor Regis

As the Town Council does not own any land on which to hold events, permission to hold an event on land owned by Arun District Council must comply with their own Events Policy and Procedures which is available on the ADC website or by using this [link](#).

Section 5.1 (Table 1) of ADC's policy states that private/all ticket events are generally not permitted on ADC owned land to ensure that whole or part of public open spaces may be retained for public enjoyment.

Therefore, this may restrict the ability of the Town Council to charge for their events on District Council land including Hotham Park, West Park, Promenade, Place St Maur, Hampshire Avenue Recreation Ground and Waterloo Square Gardens.

Under their Policy, ADC will give consideration where ticketing of a whole site is paramount to ensuring public safety/security for an event that they deem as appropriate and it would be necessary for the Town Council to demonstrate the need and benefit of the planned event.

If ADC were to give permission for ticketing of an open-air event, charges to enter the event may be calculated to cover the production costs and any additional costs associated with ticketing i.e. security, fencing, retailing of tickets online etc.

### 3. Charges for entry to events in other venues

The Town Council may decide to provide an event/entertainment that requires the hiring of a venue other than land owned by ADC. An example of this could be the hiring of the Alexandra Theatre.

The nature of the event, the benefit to the local community and/or visitors to the Town would need to be demonstrated and the proposals considered and approved by Council.

It would also be necessary to evidence that any production did not conflict with the event programmes of existing local organisations.

In these circumstances, charges to enter the event may be calculated to cover the cost of hiring the venue, production costs and any additional costs associated with ticketing i.e. retailing of tickets online etc.