

Appendix 3 – Suggested responses to key issues raised in the consultation on the draft events policy

Feedback	Suggested response/amendment to draft policy and procedure	Amend
Definition of an event for purpose of the policy?	<p>For clarity the policy/process seeks to cover:</p> <ul style="list-style-type: none"> • Outdoor events that are open to the general public that have licensable activities (street trading or alcohol or entertainment) or require a road closure. • Events that are held on public land, city streets, council owned parks that have licensable activities (street trading or alcohol or entertainment), require a road closure or need advice from the Lichfield District Safety Advisory Group, to ensure the event management plan is fit for purpose and adequate and risk assessments have been carried out. 	Yes. Amend the policy wording to make clear to which type of events the policy applies and does not apply.
Are there any exceptions to the policy?	It is suggested that the policy should not apply in the case of street parties for national celebrations nor street play/games which can help bring communities together and aid people to lead active lives.	Yes. Add suitable wording to the policy to reflect these exceptions.
Will extraordinary events or short notice events be considered?	In very exceptional circumstances, subject to officer panel availability, applications will be considered.	Yes. Add suitable wording to the policy
When will special events for 2022 be considered	With 2022 being a special year in terms of the Queens Platinum celebrations an additional EOI window will be opened in early 2021 for applications relating to this celebration.	No change to the policy required.

<p>The evaluation criteria may exclude events that are important for civic pride and traditional events that require to have a set date, could you reconsider the evaluation criteria.</p>	<p>It is not considered that the evaluation criteria would exclude proper consideration being given to events such as those listed.</p>	<p>No change required to the policy.</p>
<p>What experience dose the cross service officer panel have to evaluate event applications?</p>	<p>The panel includes officers from the key areas across the council that have either been involved in supporting events, such as licensing and food/health and safety, hiring the park to event organisers or have experience of running large events.</p>	<p>No change to the policy required.</p>
<p>This draft policy does not align to the District Councils existing street trading policy</p>	<p>As a result of the new events policy some changes will be required to the Street Trading Policy to ensure that they are fully aligned.</p>	<p>No change required to the policy</p>