



# Bristol Parks Forum

representing resident led  
park groups and citywide organisations  
involved in protecting and improving  
Bristol's green spaces

## Review of Park Permit - Views of BPF Working Group

To: Peter Watts - Events Licensing

Peter,

As you are aware, it has been a long held view of the BPF that the process to allow the holding of small community events in Bristol's Parks should be simplified and charges eliminated for events aimed at promoting parks and park groups.

The BPF committee made the following statement in March 2009:

"The Bristol Parks Forum Committee are opposed to the the current practice whereby Bristol City Council charge Park Groups for a licence for holding small scale events on their 'own' parks. These events are primarily aimed at promoting the parks and the groups. We feel that it us wrong to charge for these events which would help to achieve the aims set out in the Parks & Green Spaces Strategy to encourage use of parks."

The introduction of the Park Permit scheme; the £20 fee for community events and the inclusion of insurance cover within the fee has been a welcome step in the right direction. We believe that further steps could be taken without without sacrificing safety at events.

The issues that need to be resolved are:

1. The level of paperwork is discouraging groups from organising events.
2. Events are being held without BCC's knowledge.
3. There is a degree of resentment that park groups are charged for organising events that promote parks and park groups activities since these are a benefit to Bristol's parks and support Bristol City Council's objectives.
4. Events officers' time would be better spent dealing with higher risk large or medium events rather than small community events which have a very low risk but take a disproportionate time to license.

The BPF Working Group believes that to address these issues the Park Permit scheme should be simplified and the limit on numbers attending be increased.

The maximum attendance level for events to be covered by the Park Permit scheme should be increased to 300 people on site at any one time.

The scheme should be monitored during 2011 and the limit increased to 500 for 2012 if no serious safety issues are reported at Park Permit events.

The limit on numbers for the community insurance scheme should be the same as for the Park Permit.

The paperwork for the Park Permit should be reduced to a one page site booking form.

The risk assessment, map and other information currently requested in addition to the form should be replaced by a statement from the event organiser setting out how the event will be organised, how it is being publicised and who is expected to attend. Example statements should be made available on the website.

The event organiser should sign to confirm that adequate insurance is in place and that he or she has considered the possible risks.

The terms and conditions for Park Permits should be reviewed and simplified as far as possible.

No bond should be required for Park Permit events since we do not believe these can be enforced given that there are insufficient resources for BCC to inspect sites before and after each event.

No charges should be made for small events to be held by Park Groups who are working to promote and enhance Bristol's green spaces. A list of groups who are members of the BPF can be seen at [www.bristolparksforum.org.uk/directory.htm](http://www.bristolparksforum.org.uk/directory.htm)

Yours,

Rob Acton-Campbell  
on behalf of the BPF Events Working Group  
4th March 2011  
[info@bristolparksforum.org.uk](mailto:info@bristolparksforum.org.uk)

## **Bristol Parks Forum**

Bristol Parks Forum was established by Bristol Parks as an umbrella organisation for community park groups and organisations in the city with an interest in their local parks and green spaces.

The forum is supported by Bristol City Council but acts independently and is the only 'community voice' that is dedicated to all of Bristol's green spaces. The forum's three main roles are to:

- offer an opportunity to share ideas and experience
- act as a consultation body for the Bristol Parks service and other agencies
- influence decision-making, including the allocation of resources

Bristol Parks Forum [www.bristolparksforum.org.uk](http://www.bristolparksforum.org.uk)