

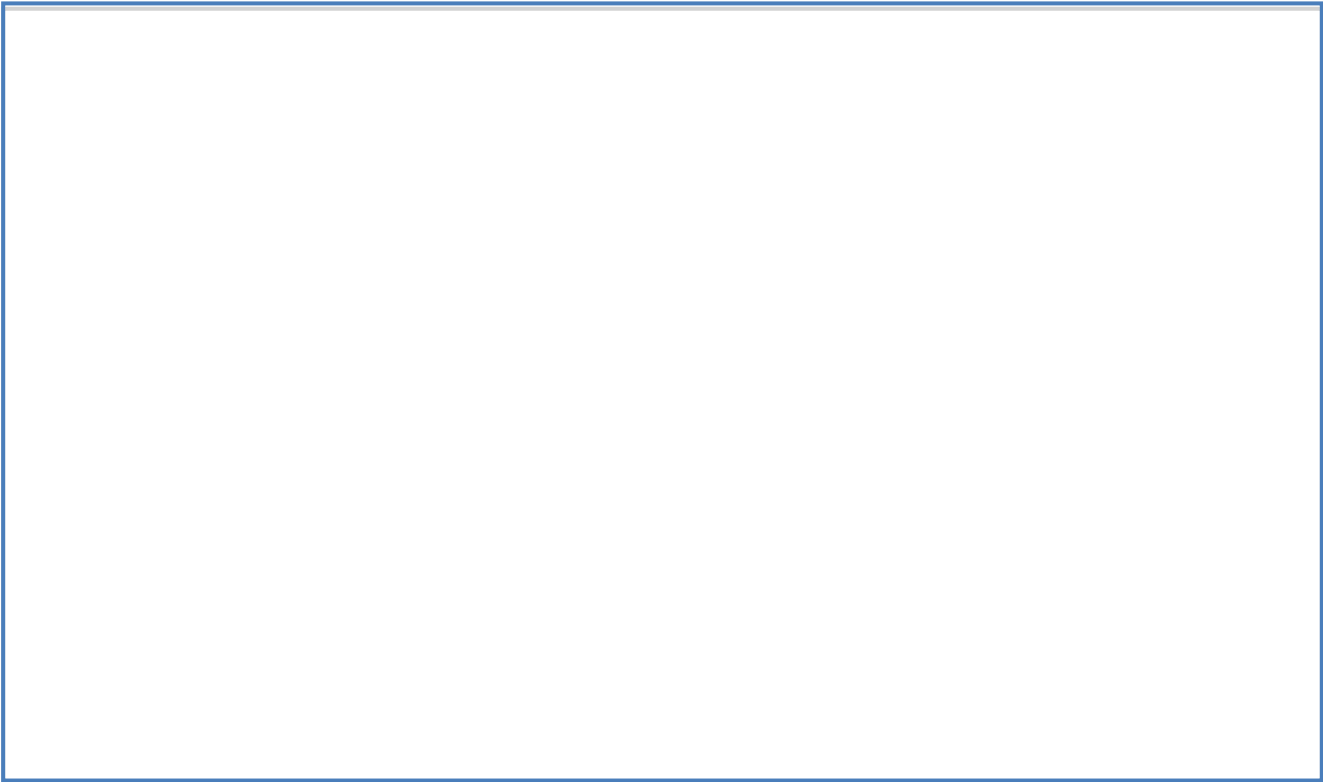


# Festivals and Events Topic Information Sheet 201



Development and Infrastructure Services - Social Enterprise Team  
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#### Demonstrations

Consider any sensitive issues associated with the event and liaise with local Police.

#### Environmental Health

For general enquiries please contact your local Environmental Health office using the [online enquiry form](#) or you can email Environmental Health [PAWS@argyll-bute.gov.uk](mailto:PAWS@argyll-bute.gov.uk) please provide full details of your enquiry together with your name and contact telephone number. Advice should be sought from the Council Environmental Health Officer for your area. Local contact details are included in the Useful Contacts section of this document.

#### Disabled Access

You need to think about disabilities and how you can help to prevent problems before they happen, i.e.

## Cleaning

You will be held responsible for the clear up after an event. Have you thought about providing bins, volunteer litter pickers arranging a special collection after the event? All of which are lots cheaper if you plan them before your event than an unexpected bill after!

## Sanitation

If you are bringing in large numbers of additional people to an area unlikely there will be sufficient permanent public conveniences at the site. You may need to hire extra facilities. Hire companies can advise you on the numbers you may require

## Protection of Children/Vulnerable Adults

You need to ensure that individuals who may have direct contact with these groups have been properly vetted. This will include first aiders, those staffing the lost children tent and any supervised play areas. More information at <http://www.argyll-bute.gov.uk/social-care-and-health/argyll-and-bute-child-protection-committee> For child protection training <https://www.argyll-bute.gov.uk/childrens-services/training> For protecting vulnerable adults (pvg) <https://www.argyll-bute.gov.uk/aptraining>

## Equipment Hire

You may need to hire marquees, matting, PA systems, toilets, heating, lighting etc. There are several companies who provide these as a consolidated package, or you might try to use some local contacts. e.g. Building contractors use toilets and generators and you might even manage to get some local sponsor support for your event.

## Venue

Ensure the venue is suitable for the purpose, size, location, access, parking etc. Argyll and Bute Council's halls and community facilities can be hired <http://www.argyll-bute.gov.uk/bookit> the council can also help with providing barriers, tables etc. for small outdoor events. Some venues will need to be booked through the Live Argyll website <http://www.liveargyll.co.uk/>

## Security

Depending on the size of the crowd you expect, this may require an additional police presence. This can incur a cost, you may be able to hire private security personnel to help with crowd control and deal with any disturbances. With a small event you may wish to utilise your own staff/volunteers to steward the crowd.

## Sewards

Ensure they are clearly identified and have a clearly defined responsibility. It is good practice to have a control point and a person in charge that can be contacted easily

## Funding

The Social Enterprise Team compiles a monthly Funding List. A wide ranging list of current funding opportunities. Find information on Argyll and Bute Council's funding webpage access and download the latest news [www.argyll-bute.gov.uk/community-life-and-](http://www.argyll-bute.gov.uk/community-life-and-)



### Argyll & Bute Website

Events are publicised on the [What's on page](#). The Council promotes events that happen throughout Argyll & Bute. Find out more on the [Argyll and the Isles website](#). Check out our Arts & Entertainment pages [www.argyll-bute.gov.uk/community-life-and-leisure/artsand-entertainment](http://www.argyll-bute.gov.uk/community-life-and-leisure/artsand-entertainment)

### Creative Scotland

Creative Scotland is the national leader for Scotland's arts, screen and creative industries. Their aim is to make it as clear and straightforward as possible for people and organisations working in the arts, screen and creative industries to apply for funding to make great ideas happen, to give people across Scotland the chance to experience culture and creativity [www.creativescotland.com/](http://www.creativescotland.com/)

### Health and Safety Guides Books

Here are some detailed Health and Safety Guide Books that may offer help. <http://www.argyll-bute.gov.uk/sites/default/files/community-life-and-leisure/hsg195%20Event%20Safety%20Guide%20updated.pdf>

[http://www.argyll-bute.gov.uk/sites/default/files/community-life-and-leisure/entertainment\\_and\\_assembly.pdf](http://www.argyll-bute.gov.uk/sites/default/files/community-life-and-leisure/entertainment_and_assembly.pdf)

Don't forget to check out the Health and Safety Executive web pages for more helpful information. <http://www.hse.gov.uk/>

### Impact Assessment Toolkits

There are many toolkits and guides that focus on gathering information with a particular focus, i.e. tourism, hotel bed nights etc. Have a look at this guide written by Volunteer Scotland

[http://www.argyll-bute.gov.uk/sites/default/files/good\\_practice\\_guide\\_-\\_measuring\\_the\\_impact\\_of\\_volunteering.pdf](http://www.argyll-bute.gov.uk/sites/default/files/good_practice_guide_-_measuring_the_impact_of_volunteering.pdf)

Events have the power to inspire and change people's lives in a number of different ways. [eventIMPACTS](http://www.eventimpacts.com/) provides a toolkit of resources to help event organisers improve their evaluation of the impacts associated with staging sporting and cultural events. <http://www.eventimpacts.com/calculator>



Introduction

There are funders for community development depending on the aim of the project. The main issues around projects are sustainability and ensuring that







	<p>vary from around £500 per annum up to £5,000 per annum, for a maximum of three years.</p>		
<p>Scottish Sea Farms Heart of the Community Trust (HCT) Tel: 01786 445521 <a href="https://www.scottishseafarms.com/community/head-of-the-community/">https://www.scottishseafarms.com/community/head-of-the-community/</a></p>	<p>The average award is currently between £4,000 and £5,000.</p>	<p>Applications may be submitted at any time</p>	<p>Constituted organisations established on a notforprofit basis. They do not need to be registered charities</p>



GRANTnet is a straightforward free to use service from GRANTnet provided by Argyll & Bute Councils as a tool for community and voluntary groups, sports and other clubs, schools, social enterprises and small businesses to search across a huge range of funding opportunities suitable funding for their activity or project.