
Suitability of Events

Thanet District
Council

How we make decisions on Suitability?

a. Criteria

Thanet District Council ('TDC' or 'the Council') takes into account many factors during the decision making process for events on Council land:

- i. To ensure fair use of sites, the Council will look at the event proposal and take into consideration the nature of the event, suitability of the site and the proposed date.
- ii. In most circumstances, the TDC will operate a first come, first served policy when it comes to reserving and granting permission to occupy for events on Council land. In the instance of multiple requests for an event location, the Council will consider the following:

Factors TDC Consider	
Size	TDC will consider whether the size of each event is suitable for the area the organiser wishes to hire
Strategic fit	TDC will assess the suitability of the type of event, the event site, and external environment
Established event	If the event has established itself on this site, and has used the site previously on multiple occasions
Historical performance of event	TDC will review events and if the external environment has been affected due to complaints, disturbances, litter/waste etc. after each event has finished
Existing Events	New events need to consider existing events and the site usage when proposing a request.

b. Venue Suitability for Events

Thanet District Council has a range of parks, open spaces of which many host a wide range of commercial and community events throughout the year. Each of the sites in the area offer different facilities and experiences for audiences. There is a list of potentially available sites that you will find on the [TDC website](#).

When planning an event, Event Organisers need to consider the venue in relation to:

- i. Size
- ii. Facilities
- iii. Location
- iv. Audience footfall
- v. Environmental effect/impact

The hirer must at all times take good care of the venue and will be responsible for any damage to:

- i. any part of the venue or
- ii. any equipment or other property of the Council within the venue or in the area surrounding the venue, whether by the hirer, event participants or other associated persons or contractors.
- iii. If it is a wet season, an Event Organiser may be given **two weeks' notice** from TDC that they will not be able to use the site. This condition is included in the [Event Policy Terms and Conditions](#).
- iv. On certain high usage sites, events will be spaced out with two or three weeks in between enabling the surface to recover.
- v. If an event is on a highway then Kent County Council will grant permission on the condition that the Event Organiser completes and provides the correct documentation to Thanet District Council, and that this is approved.

c. Event Venues

The following venues are designated Event Sites by TDC. Further information about each site can be found on the [TDC website](#). These are the Council sites in Thanet that can, in principle, be used for events

Town/Village	Address - Click to view	Type of Event
Ramsgate		
Government Acre	Government Acre, Royal Esplanade, Ramsgate CT11 0HE	Small to large Enthusiast, Charity, Commercial, Community, Active Recreational and Fun Fairs.
Ramsgate Harbour/Pier Yard/Turning Circle	Ramsgate Royal Harbour, Ramsgate CT11 9RN/Clock House Pier Yard, Harbour Parade, Ramsgate CT11 8LS/Turning Circle, Harbour Parade, Ramsgate CT11 8LP	Small to large Enthusiast, Commercial, Community and Fun Fairs
Ellington Park	Ellington Park, Park Road, Ramsgate CT11 9TL	Small to large Enthusiast, Charity and Community
King George VI Park	King George V1 Memorial Park, Montefiore Avenue, Ramsgate CT11 8BD	Small to large Enthusiast, Charity, Commercial and Community
Ramsgate Main Sands	Main sands, Marine Esplanade, Ramsgate CT11 8LX	Small to large Enthusiast, Charity, Commercial, Community and Active Recreation
Eastcliff Bandstand	Eastcliff Bandstand, Plains of Waterloo, Ramsgate CT11 8JL	Enthusiast, Community

Hugin Site/Pegwell Bay	Hugin Site, Sandwich Road, Cliffsend, Ramsgate CT12 5HY	Small to large Enthusiast, Charity, Active Recreation or Community
Spencer Square	Spencer Square, Ramsgate, CT11 9LD	Small Community and Charity
Winterstoke Palace	Victoria Parade, Ramsgate, CT11 8AJ	Small Community and Charity
Warre Recreation Ground	Warre Recreation Ground, Newington Road, Ramsgate CT11 0QX	Small to large Enthusiast, Charity, Commercial and Community
Margate		
Margate Main Sands	Margate Main Sands, Marine Terrace, Margate CT9 1XJ	Small to large Community, Charity and Commercial
Palm Bay Recreation Ground	Palm Bay Recreation Ground, Palm Bay Avenue, Margate CT9 3NR	Small to medium Community, Charity, Enthusiast, Commercial and Active Recreation Sessions
Palm Bay Green	Palm Bay, Sacketts Gap, Margate CT9 3NR	Small to large Community, Charity, Active Recreation Sessions, Enthusiast and Commercial
Fort Crescent (Area next to Winter Gardens)	Fort Crescent, Margate CT9 1HX	Small to medium Community, Charity, Active Recreation Sessions and Commercial
Northdown Park	Northdown Park, Margate CT9 3TP	Small to medium Community, Charity, Active Recreation Sessions and Commercial
Millmead Green	Dane Valley Road, Margate CT9 3RU	Small to large Community, Charity, Active Recreation Sessions and Commercial
Garlinge Recreation Ground	Garlinge Recreation Ground, Caxton Road, Margate CT9 5NR	Small to medium Community, Charity, Active Recreation Sessions and Commercial
Royal Esplanade Green	Royal Esplanade Green, Royal Esplanade, Margate CT9 5EN	Small to medium Community, Charity, Active Recreation Sessions and Commercial
Marine Gardens	Marine Gardens, Margate, Kent, CT9 1UP.	Small to medium Community, Charity, Active Recreation Sessions and Commercial
Broadstairs		
Victoria Gardens	Victoria Gardens, Victoria Parade, Broadstairs CT10 1QS	Small to large Community, Active Recreation Sessions, Charity, Enthusiast and Commercial
Promenade	The Promenade, Victoria Parade, Broadstairs CT10 1QS	Small to large Community and Charity
Viking Bay	Viking Bay, Harbour Street, Broadstairs CT10 1EU	Small to large Community, Active Recreation Sessions and Charity
Joss Bay	Joss Bay, Joss Gap, Broadstairs CT10 3PG	Small to medium Community, Active Recreation Sessions, Commercial and Charity

St Peters Recreation Ground	St Peters Recreation Ground, Callis Court Road, Broadstairs CT10 3AE	Small to large Community, Active Recreation Sessions, Commercial and Charity
Kitty's Green	Reading Street, Broadstairs CT10 3DQ	Small Community and Charity
Westgate		
Ethelbert Square	Ethelbert Square, Westgate-on-sea, CT8 8SR	Small to medium Community, Charity, Active Recreation Sessions
Adrian Square	Adrian Square, Westgate-on-sea, CT8 8TE	Small to medium Community, Charity, Active Recreation Sessions
West Bay Green	Sea Rd, Westgate-on-Sea CT8 8QA	Small to large Community, Active Recreation Sessions, Commercial and Charity
Birchington and Villages		
The Dip, Minnis Bay	The Dip, The Parade, Minnis Bay, Birchington CT7 9LX	Small to medium Community, Charity, Commercial and Active Recreation Sessions
Minnis Bay Green	The Parade, Birchington CT7 9QP	Small to medium Community, Charity, Active Recreation Sessions

d. Beach Events

Thanet has 19 miles of stunning coastline therefore it attracts thousands of visitors and we have many large groups that wish to visit over the summer. If your group (*A number of people which are together in one place at one time*) comprises **50 people** or more, and/or you are planning to **bring hot food and drink, or play music** you will need to follow the events process and complete the [Event Notification Form](#).

To preserve Thanet beaches, wildlife and the environment events will be considered on a case-by-case basis only on the sites listed in the [table](#) on pg.2 & pg.3

Groups of **under 50 people** *including children* need to notify TDC of your visit by completing the [Organised Group Visits Form](#). This is so we can inform the RNLI in advance and ensure beach safety.

For further advice and guidance and information:

- View all our [beaches](#) and their facilities
- Rules on using [BBQs](#) responsibly
- [Tide times](#) for Thanet bays
- RNLI lifeguarded [beaches](#)
- Check if any [events](#) are taking place

- Take part in a [two minute beach clean](#) or organise a [group beach clean](#)

e. Brand promotions

Thanet is a popular place for the promotion of brands with many businesses wanting to promote their brand at the coast. All applicants will be required to submit the following:

- Event notification Form (£75)
- Public liability insurance minimum of £5,000,000
- Risk assessment
- A site map of the area in which you wish to hire

Once the application has been submitted it will be assessed and approved by one of the following departments; Foreshores, Estates, or Open spaces. Applications will be approved within **6 weeks** from the date of submission of all documents listed above. You will be charged to hire TDC land please see our fees and charges.

f. Environment standards

Event organisers need to consider the site in which they are hosting the event, and the surrounding area making sure that it is not adversely affected by the event. Thanet District Council works with event organisers to ensure good practices are put in place to help; encourage great working relationships, maintain event sites, and offer sustainable events that will benefit local communities, businesses and visitors to Thanet.

a. Minimum standards required

- i. Event site or surrounding area is not damaged
- ii. The event does not cause a nuisance to local residents, and/or businesses, and/or local wildlife
- iii. The event is not creating smoke or odour pollution
- iv. During the event a waste management plan is in place to ensure the control of litter and all rubbish is cleared after the event
- v. Use of silent running generators should be considered
- vi. Reduce the use of plastics and recycle where possible to protect the environment
- vii. **The following activities will not be permitted by the council:**
 1. Lantern releases
 2. Balloon releases, except where the materials used are fully biodegradable
 3. Circuses or other events must not include live animal acts

4. Firework displays; unless prior permission is sought and granted, in writing. Event organisers will adhere to the Fireworks Act 2003 (as amended or replaced from time to time) and are advised to contact the RSPCA for best practices to minimise fear and distress to animals. A residential letter drop is also required.
5. Bonfires, unless prior permission is sought and granted, in writing
6. Weddings
7. Private events & parties

g. Event Categories

Thanet District Council will categorise events into the following categories:

Category	Description
Enthusiast	Specialist interest subjects such as motor vehicles and re-enactments. It could also cover specialist sports events. Likely to have small scale commercial activity.
Charity (Regional or National)	Events operated by regional or national charities for the purpose of raising the profile and fundraising for the benefit of the charity.
Commercial/ Brand promotions	These events provide a commercial benefit to a profit making business or operation including product launches, corporate events, music festivals, concerts, and fun fairs as the principle component of the event, one-off boot fairs and trade shows. Any activity that involves the promotion of a brand this includes but is not limited to; sample giving, advertising, and product demonstrations.
Community	Any event organised by community, CIC's or voluntary groups that directly benefit the residents and visitors to the district and do not provide significant advertising or other commercial benefit to a profit-making business or organisation. They are aimed at a social group, specific locality and have a common cultural or heritage link. There is no principle entry fee, activities are free or at reasonable costs and no pitch fees are charged. This includes village fetes, parades (Carnival and Remembrance Day), community sports (fun runs, taster days), fireworks, holiday celebrations and parades.
Active Recreation	These activities encourage those who regularly participate in active lifestyles to engage in activities such as active play, recreational walking, running or cycling. Where there are organised group activities on TDC land or KCC Highways these need to go through the Estates Team.
Armed Forces	Armed Forces commemorations of national significance or those with a long standing local history the organiser will be charged the application fee however, there will not be a land hire fee, this will be waived. Events involving the armed forces that involve a degree of commercial activity or where the involvement of the armed forces forms a minority of the overall event, or where the event does not constitute one of 'national significance' or 'longstanding local history of overwhelming significance', will be charged the standard fees.

h. Event Size

Events will be categorised by size:

Event Size	Number of Participants
Small	0-499
Medium	500-999
Large	1000-4999
Major	5000+

i. Granting or refusing permission

Once all documents have been submitted and reviewed by the Safety Advisory Group, the Council will decide whether to grant or refuse permission to occupy Council land for an event. The following criteria for approval will be considered. Please note that this is an indicative, but not exhaustive, list:

Refusing Permission	Granting Permission
Public safety and security issues, including feedback from SAG with regard to safety of the event	The ability of the organisers to plan, manage and control the event effectively, including managing the financial requirements of the event
The permission of the landowner for the event, where the land concerned is managed, but not owned, by the Council	The receipt of sufficient documentation, including insurance, from the organiser within the required timeframe
Legal constraints including whether any covenants, planning restrictions or licensing limitations may be affected by a proposed event	The payment of the application fee, any invoice for a deposit and/or fee for the use of the land has been promptly paid
Impacts upon the environment and damage limitation	Compliance with conditions specific to the event location
Whether the event or the event organiser has attracted genuine complaints to the Council in the past, or the Council holds a reasonable belief that such complaints may occur in respect of a proposed event.	The creation of opportunities for local participation
The number of events that are similar in one category over the year and at a site	The ability of the event organiser to mitigate potential statutory nuisances e.g. noise, odour and smoke.
Impacts transport or traffic infrastructure to support the event for example road closures, parking and use of public transport	The planned event is in the interest of the local authority and the public

Impacts regular users of public spaces, stakeholders and local residents	Supporting new innovative events as well as familiar, traditional and long standing events.
Whether the proposed event complies with equality and discrimination legislation	Provision of diverse and interesting events and activities brought into the area which fits in with the regeneration efforts being made