

EVENT CHECK LIST

Stockton Borough Council's maintains an Independent Safety Advisory Group (ISAG) which considers plans for large scale public events to ensure that risk to public safety is minimised and events are delivered safely and successfully.

In general, "large scale public event" will be treated as being an event where more than 500 people are expected to attend, although smaller events may require the involvement of the SAG depending on the event and the types of activities.

You need to inform us if you are planning an event and...

- Your event will take place on the highway; or
- Your event will be in a public place such as a park, high street or open space and will attract more than 500 people; or
- Your event is in a private venue but because of its size or the type of activities planned there may be a threat to the safety of those attending or people nearby, this may include use of:
 - Pyrotechnics/Fireworks
 - Live Entertainment
 - Use of generators and other electrical equipment
 - Potable Staging and other temporary structures
 - Inflatable Structures, e.g. bouncy castles
 - Horses/Donkeys and other animals
 - Alcohol and food concessions
 - Fairground Equipment
 - Bonfire/Barbecues
- Typical events we will consider include, but are not limited to:
 - Fetes and fairs
 - Open air concerts and music festivals
 - Trade shows
 - Sporting Events
 - Horse show, agricultural shows, dog shows, caravan shows
 - Open air entertainment including theatre, opera and historic re-enactments
 - Firework displays
 - Large scale company parties
 - Processions, marches and carnivals
 - Street Parties
 - Religious events

[SPECIAL NOTE: Stockton Borough Council's ISAG is not responsible for giving permission to use Council land or granting licenses for events. If any organisation or community group wishes to use any park or open space that is managed by the Council they should request permission from](#) Stockton Borough Council's Event

Team Tel 01642 527344

