

## **COVID-19 - Advice for event organisers on gatherings such as entertainment events**

During the COVID-19 pandemic in England, if you are looking to organise a gathering of more than 30 people such as for an entertainment event, then you will need to comply with the latest Coronavirus Regulations.

When national restrictions are in place, gatherings of more of 30 people for activities such as entertainment, are not allowed. When national restrictions are lifted, Local COVID Alert Levels (Medium, High, Very High) will apply to local authority areas and entertainment events are allowed following strict guidelines. For details of the current restrictions please go to [gov.uk/coronavirus](https://www.gov.uk/coronavirus) and Surrey's Local COVID Alert Levels can be found at [surreycc.gov.uk/people-and-community/emergency-planning-and-community-safety/coronavirus/alert-levels-and-local-outbreak-plan](https://surreycc.gov.uk/people-and-community/emergency-planning-and-community-safety/coronavirus/alert-levels-and-local-outbreak-plan)

Organised events, such as entertainment, for gatherings of more than 30 people will need to:

- Be organised by a business, charitable, benevolent or philanthropic institution, a public body, or a political body
- Have a COVID-19 risk assessment
- Have adequate COVID-19 secure arrangements in place following government guidance

To meet these requirements, you as the event organiser will need to carry out a suitable COVID-19 risk assessment for your event. Please see the Health and Safety Executive web page at: [hse.gov.uk/coronavirus/working-safely/](https://www.hse.gov.uk/coronavirus/working-safely/) for guidance and information on how to do this.

Further sector advice is available at [gov.uk/coronavirus](https://www.gov.uk/coronavirus) and on the Events Industry Forum website at [eventsindustryforum.co.uk/](https://www.eventsindustryforum.co.uk/)

You as the event organisers must prepare the COVID-19 risk assessment as part of planning your event, and then implement and manage it for the duration of your event. You must make your COVID-19 risk assessment readily available upon request by an authorised officer of the Council. A checklist has been developed to guide you through the COVID-19 secure arrangements that need to be in place for an event. This checklist should also be completed and signed off by you as part of your event application. The checklist is at [surreycc.gov.uk/people-and-community/emergency-planning-and-community-safety/coronavirus/coronavirus-support-for-businesses/help-for-businesses](https://surreycc.gov.uk/people-and-community/emergency-planning-and-community-safety/coronavirus/coronavirus-support-for-businesses/help-for-businesses)

As a significant public safety issue of concern, you should send a copy of your risk assessment and the checklist with any application or notification you make. We may review your risk assessment and give feed-back. The Council will not sign off your event.

If you do not send a suitable COVID-19 risk assessment and checklist with your application or any element of the risk assessment or associated controls do not meet current Coronavirus law or guidance, your application and event will likely:

- 1) attract objections; and / or
- 2) be referred for review by the Director of Public Health (who may direct the closure, cessation and prevention of activities that may affect public health).

This may result in your application being refused and/or the event not being allowed to go ahead.

In the event of an increase in the local COVID-19 infection rates, it is possible that events that have already been agreed may be subject to suspension and / or cancellation.

The event organiser will be solely liable for all financial and other liabilities incurred because of a suspension and / or cancellation resulting from an increase in the COVID-19 infection.