



Charity number 1197599

Event Policy for Brereton Big Local CIO (events)

Introduction

Brereton Big Local CIO dedicates focus and planning around the areas 'People, Places and Projects', very much listening to the residents of Brereton and what they would like to happen in their community and in addition, what they need from their community. Consultations have taken place, alongside valuable time spent in local primary schools, community groups and other groups. Events are organised and planned based on resident led needs and requests with consideration to providing a diverse programme of events.

As an active area for events Brereton Big Local aim to host events that:

- Act as celebrations, particularly mirroring national/global events, and celebrations.
- Build on economic development.
- Bring communities together.
- Provide education, skills, and opportunities.
- Raise funding to inject back into the local community.

Examples of Events and their Focus

Brereton Big Local CIO host events throughout the year, they can range from small events, parades, to large events hosting as many as 4000 – 6000 people. Examples of events:

- Farmers Markets – In response to financial restraints in the community, providing fresher, cheaper products. In addition, supporting local farmers.
- Parades – In response to family and children related community spirit and working alongside schools and community groups.
- Carnivals – In response to providing a village feel, bringing the community together and supporting family events.
- Street Parties – In response to keeping up with tradition and preserving the heritage of our village.
- Celebrations in line with national or global celebrations or events – In response to bringing the community together, providing a sense of belonging not only within the local area but the wider sense of belonging. To be part of future historical events.

Brereton Big Local CIO hold a robust set of policies and procedures to enable successful planning, organising and execution of events:

- Event Management Policy
- Health and Safety Policy
- Fire Safety Policy and procedure
- Marshalling Policy
- Lost Child Policy
- Drugs, Alcohol, Energy Drinks and Smoking Policy
- Anti-harassment Policy
- Toilet Policy
- Exhibitor Policy
- Cancellation policy
- Marquee and Rental Hire Policy
- Attraction Policy
- Disability Policy
- Communication Policy
- Incident Policy



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- Waste Management Policy
- Event Risk assessments
- Event Management Plan (Inside Spaces)
- Event Management Plan (Outside Spaces)

To be reviewed and signed at the next AGM.

Signed & Agreed by all Trustees on date:	Policy version:	Review Date:
	V.1 11-22	11/2023

