

# Coronavirus (Covid -19): Events Sector Guidance Briefing Note

Following the latest update of the Scottish Government Events Sector Guidance and the publishing of the Stadia and Live Events Guidance, we would like to take this opportunity to clarify the current Highland Council position with respect to Live Events and to provide some additional guidance on the factors that require to be considered. Depending on the nature of what is planned, the Scottish Government's "Performing Arts and Venues" and "Tourism & Hospitality" Guidance may also be applicable.

It is the responsibility of the event organisers to ensure that any event complies with the current regulations and guidance in relation to Coronavirus restrictions. Whilst the Environmental Health team will be able to offer advice and guidance, Highland Council will not formally be approving events except those for which a public entertainment license is required.

Contact details and useful links to the relevant guidance can be found at the end of this briefing note.

## Definition

To assist organisers decide if their proposed activity constitutes an event, the Scottish Government's Event Sector Guidance defines an 'event' as:

'Organised gatherings or activities of limited duration that bring people together for the primary purpose of watching or participating in a community, cultural, commemorative, recreational, sporting, art, educational, entertainment, worship or business experience. This does not include weddings or other family/social gatherings. This also does not include minor sporting events being organised where there are no spectators permitted'.

## IMPORTANT

The Highland Council is currently in Local Protection Level 1.

### In Level 1

- Indoor events are permitted with a maximum capacity of 200\*
- Outdoor seated events are permitted with a maximum capacity of 1000\*
- Outdoor free-standing events are permitted with a maximum capacity of 500\*

\* For venues which can accommodate larger audiences, whilst remaining compliant with 2 metre physical distancing, an event planner/venue organiser can apply for an exception from The Highland Council.

The above numbers are the maximum capacities, but all events, small, medium or large, must be compliant with 2-metre physical distancing. Capacity can be calculated using the [Scottish Government's physical distancing guidance](#)

- Small events fall under local event planning and require self-assessment within capacity limits and events must be planned and undertaken in line with existing processes and procedures.
- Medium events also fall under local event planning and require a request for consideration to the Highland Council if the proposal is to hold an event above the attendance limits. A risk assessment and the existing event approval/licensing process must be followed, and advice and views should be sought from the Highland Council.
- For large events, advice should be immediately sought from the Highland Council.

We would urge all event organisers to carefully consider all aspects of the guidance prior to committing to organising an event and for you to decide whether it is appropriate or not at this time. Only where such events can be held safely and in full compliance with the guidance should they be considered.

### **Events (Local Protection Level 1)**

- Examples of Outdoor Seated Events include plays, comedy shows, opera and other live music, acts of worship and sporting events.
- Examples of Outdoor Free-Standing events include golf events, music concerts, firework displays, or where attendees move around different stalls/exhibits.
- Examples of Indoor Events include music concerts, plays, comedy shows, opera, sporting events, trade fairs and exhibitions, business conferences and dinners.
- For Seated Events, attendees must be seated in allocated seats – either physical seats, or areas marked out on the ground, within which, households must sit. Seating must comply with the 2 metre physical distancing guidance.
- Entry and exit for events must be at fixed points, so that numbers can be controlled and contact details taken.
- Organisers must manage physical distancing, with particular care taken in areas where congregation may occur, such as refreshment/toilets/entrances.
- Event organisers should take all reasonably practicable steps to inform and ensure attendees do not attend the event if they have any symptoms of Covid 19 (i.e high temperature, a new, continuous cough and a loss or change to sense of smell or taste).
- It should be noted that for hospitality venues wishing to hold an event, they must revert to the 2 metre physical distancing requirement, and not the 1 metre physical distancing requirement available for hospitality employing enhanced protective measures. Further information for hospitality venues wishing to show Euro 2020 football, can be found via the following link [Scottish Beer and Pub Euro 2020 Guidance](#)

**For further advice and guidance event organisers should refer to the following publications:-**

- I. [Events Guidance](#)
- II. [Stadia and Live Events Guidance](#)
- II. [Performing Arts guidance](#)
- III. [Tourism & Hospitality Guidance](#)
- IV. [Physical Distancing Guidance](#)
- V. [Scottish Beer and Pub Euro 2020 Guidance](#)
- VI. [Covid 19 Risk Assessment](#)
- VII. [Social Distancing in workplace](#)
- VIII. [Ventilation](#)

**Relevant Contacts at Highland Council:**

For any further advice from Highland Council then please contact our Environmental Health team at: [envhealth@highland.gov.uk](mailto:envhealth@highland.gov.uk)