

Coronavirus (Covid -19): Events Sector Guidance

Briefing Note - Small Indoor Seated Live Events

Following the release of the latest Scottish Government Events Sector Guidance we would like to take this opportunity to clarify the current Highland Council position with respect to Small Indoor Seated 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.

IMPORTANT

Small indoor seated live events are currently only permitted in Local Protection Levels 0 and Level 1. Whilst Highland Council is currently in Level 1, 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.

Small Indoor Seated Live Events (Local Protection Level 1)

The following is a summary of the main considerations and requirements:-

- Attendees must have allocated seats for the duration of the event – either physical seats or marked areas of the ground within which households must sit. Examples include music concerts, plays, comedy shows, opera, sporting events and business conferences and dinners. Please note that the showing of broadcast sport should not be regarded as an "event". (See [Scot Gov Tourism & Hospitality Guidance FAQs](#))
- The event itself requires to be the focus of attention for the attendees. For example, a comedian on a stage, a musician performing, or a conference speaker. A live band playing in the background of a hospitality venue would not be considered an event for this purpose.
- Event organisers must ensure that seating allows for adherence to **2m physical distancing**.

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- Attendees must be able to enter and exit the event at fixed points only so numbers can be controlled and contact details collected.
- Event organisers should ensure that attendees do not congregate in certain areas (such as toilets, entry/exit or refreshment points) which could make physical distancing difficult.
- Capacity should be calculated based on ensuring 2m physical distancing up to a limit of 100
- Event organisers should NEVER simply adopt the maximum limit. The limit should be set based upon a Covid 19 risk assessment for the event. This should take into account matters such as ventilation system, pinch points, transport, performance type, local circumstances and length of event to determine appropriate numbers for the event which might be below the upper limit of 100.
- Discussions on restricted numbers should take place between the local authority and venue and / or event organiser at least 14 days in advance of any proposed event.
- Event organisers should take reasonably practicable steps to ensure attendees are not travelling to the event from areas that are in a higher Level Protection Area to Highland (i.e from Level,2,3 & 4). To suppress the spread of COVID-19 it is essential that, with limited exceptions, there is no travel to or from areas where higher numbers of people may be carrying the virus.
- Event organisers should take 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*)

Full Guidance from Scottish Government:

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

- I. Events Guidance - <https://www.gov.scot/publications/coronavirus-covid-19-events-sector-guidance/>
- II. Performing Arts guidance - <https://www.gov.scot/publications/coronavirus-covid-19-guidance-for-the-performing-arts-and-venues-sector/>
- III. Tourism & Hospitality Guidance <https://www.gov.scot/publications/coronavirus-covid-19-tourism-and-hospitality-sector-guidance/pages/overview/>
- IV. Face covering guidance - <https://www.gov.scot/publications/coronavirus-covid-19-phase-3-staying-safe-and-protecting-others/pages/face-coverings/>

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Health and Safety – Covid 19 Advice

For further advice event organisers should refer to the following HSE publications:-

- I. Covid 19 Risk Assessment - <https://www.hse.gov.uk/coronavirus/working-safely/risk-assessment.htm>
- II. Social Distancing in workplace - <https://www.hse.gov.uk/coronavirus/social-distancing/index.htm>
- III. Ventilation - <https://www.hse.gov.uk/coronavirus/equipment-and-machinery/air-conditioning-and-ventilation.htm>

Relevant Contacts at Highland Council:

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