

Derby LIVE

LIVE performances, events and festivals

Outdoor Entertainment – Principles and Guidelines (Events in Outdoor Spaces)

Derby LIVE is committed to helping create a vibrant city centre in Derby and actively encourages the staging of events by organisations and individuals.

Derby LIVE has a variety of ways in which it could become involved in a proposed event:

Productions (and Co-productions): involve significant input from Derby LIVE in terms of designing, resourcing and realising the content and form of key elements within the Derby LIVE programme.

In association: involves a level of in-kind contribution from Derby LIVE and may also involve some input from Derby LIVE in terms of designing, resourcing and realising the content and form of the product.

Promotions: involve Derby LIVE providing the venue/outdoor space and absorbing the hire charge into the financial deal with the agent, promoter or event manager. Promotions generally involve Derby LIVE buying/commissioning product and accepting an element of risk. Financial deal examples include the payment of a guaranteed fee, first calls and a range of splits on the box office takings.

Hires: involve the payment of a hire fee to Derby LIVE for the use of the venue or outdoor space. Hirers can be commercial promoters, individual artists or local organisations and amateur groups. Reduced hire rates can be offered to support local organisations, charities and performances/events which support Derby LIVE's mission.

In assessing a proposal for an event in an outdoor space and deciding how Derby LIVE might be involved, the following criteria are used: Quality, Innovation, Diversity and Sustainability.

Health and Safety

All event applications are subject to scrutiny by Derby City Council's Health & Safety and Emergency Planning teams. Each event is assessed and scored against the Event Assessment matrix and, if deemed necessary, attendance at a Safety Advisory Group meeting will be required.

Evidence of Public Liability Insurance with a minimum limit of indemnity of £5m will be required.

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As a minimum in terms of Health and Safety documentation, a risk assessment will be required at least one month prior to the event; this is a legal requirement. Site plans, method statements and management plans are highly desirable.

Entertainment must not contain hate speech or support extremist views.

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