



In partnership with



Events on Council Owned or Managed Land
Greenspaces & Leisure
FEES AND CHARGES 2023.2024

SUBMISSION FEE

DESCRIPTION	FEE	NOTES
Submission Fee (non-refundable)	Per Application	Not applicable for community or charity applications (based on applicant status). * See discounts and negotiated rates Fees are not subject to VAT Payable upon submission of application
	£80.73	

HIRE OF LAND

DESCRIPTION	FEE			NOTES
Trading Days Events	Scale of Event	Fee (£ per day)	C&C Fee *w. 80% discount (£ per day)	'Scale' is based on maximum anticipated DAILY attendance onsite (throughout the day), incl. Visitors/staff/suppliers. 'Commercial Events' will be subject to a negotiated rate. * See discounts and negotiated rates Fees are not subject to VAT Payable upon acceptance of application
	1-100	£342.94	£68.59	
	101-1000	£768.42	£153.69	
	1001-2500	£1,029.18	£205.84	
	2501-5000	£1,372.12	£274.43	
	5000+	*		
Trading Days Funfairs	Funfairs	Fee (£ per day)		* See discounts and negotiated rates Fees are not subject to VAT Payable upon acceptance of application
	Rides			
	Present (Number)			
	0-5		£426.89	
	6-12		£768.41	
13-19	£1,366.06			
20+	*			
Non-trading days (authorised)	Scale of Event	Fee (£ per day)	C&C Fee *w. 80% discount (£ per day)	'Commercial Events' will be subject to a negotiated rate. * See discounts and negotiated rates Fees are not subject to VAT Payable upon acceptance of application
	1-100	£257.21	£51.45	
	101-1000	£576.32	£115.27	
	1001-2500	£771.89	£154.38	
	2501-5000	£1,029.09	£205.82	
	5000+	*		
Non-trading days (unauthorised)	As trading days (Associated discounts may not apply)			Payable on invoice



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SUPPLEMENTARY FEES AND CHARGES

The Applicant will be advised of supplementary charges in writing; where possible final fees will be provided but in some instances an estimation or quote will be given.

DESCRIPTION	FEE	NOTES						
Officer Time	<table border="1"> <thead> <tr> <th>Per Hour</th> </tr> </thead> <tbody> <tr> <td>£31.61</td> </tr> </tbody> </table>	Per Hour	£31.61	<p>Additional Officer Time is charged at the discretion of the Head of Greenspaces, in the interest of safety, onsite management/monitoring or for complex/large scale applications where further work is required (e.g., complex consultations, multiagency planning, events which require a premises licence).</p> <p>Fees are subject to VAT</p>				
Per Hour								
£31.61								
Late Application	<table border="1"> <thead> <tr> <th>Application received</th> <th>Per Application</th> </tr> </thead> <tbody> <tr> <td>Within 4 weeks of a small – medium* event</td> <td>£59.20</td> </tr> <tr> <td>Within 12 weeks of a medium** - large event</td> <td>£134.55</td> </tr> </tbody> </table>	Application received	Per Application	Within 4 weeks of a small – medium* event	£59.20	Within 12 weeks of a medium** - large event	£134.55	<p>Late applications will be accommodated at the discretion of the Head of Greenspaces.</p> <p>*Up to 2499 attendance **>= 2500 attendance</p> <p>Fees are subject to VAT</p>
Application received	Per Application							
Within 4 weeks of a small – medium* event	£59.20							
Within 12 weeks of a medium** - large event	£134.55							
Additional Services	POA	<p>Fees may be charged for additional services, such as provision of water, grass cutting or tree pruning, as applicable.</p> <p>Fees are subject to VAT</p>						
Reinstatements	POA	<p>Fees may be charged for reinstatement works or costs incurred by the Council as a result of a hire.</p> <p>Fees are subject to VAT</p>						
Lost Keys	<table border="1"> <thead> <tr> <th>Per Key</th> </tr> </thead> <tbody> <tr> <td>£50.00</td> </tr> </tbody> </table>	Per Key	£50.00	Fees are subject to VAT				
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Banners	<table border="1"> <thead> <tr> <th>Per Banner / Per week</th> </tr> </thead> <tbody> <tr> <td>£35.39</td> </tr> </tbody> </table>	Per Banner / Per week	£35.39	Fees are subject to VAT				
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Deposits	<table border="1"> <thead> <tr> <th>Event Scale</th> <th>Per Event</th> </tr> </thead> <tbody> <tr> <td>Small – medium* event</td> <td>£500.00</td> </tr> <tr> <td>Medium** - large event</td> <td>£3500.00</td> </tr> </tbody> </table>	Event Scale	Per Event	Small – medium* event	£500.00	Medium** - large event	£3500.00	<p>An advance deposit may be required at the discretion of the Head of Greenspaces where there are increased risks e.g., significant or unusual infrastructure or activities, vehicles onsite, new or one-off events. The deposit will be returned following the event period, less reinstatements incurred, any additional charges will be invoiced separately.</p> <p>*Up to 2499 attendance **>= 2500 attendance</p>
Event Scale	Per Event							
Small – medium* event	£500.00							
Medium** - large event	£3500.00							



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DISCOUNTS AND NEGOTIATED RATES

Discounts and negotiated rates are as defined in the Events Policy. They are dependent on Applicant status (proof of status may be required).

NOTE: Discounts and negotiated rates will apply to the **'Hire of Land'** element of the fees ONLY (NOT 'Supplementary Fees').

DESCRIPTION	MAX DISCOUNT	NOTES
Community & Charity Events (C&C)	80% Discount	<p>Community events e.g., friends-of groups, voluntary groups, not-for-profit (NFP) organisations, schools (except fee-paying schools), places of worship</p> <p>Charity events are those organised by a locally registered charity.</p> <p>Note: Applicants must also be local i.e., registered to an address in the London Borough of Barnet</p>
Civic Events	Up to 100% Discount	<p>Civic events e.g., memorial/commemoration events, events of civic importance.</p>
Negotiated Rates	POA	<p>Events may be subject to negotiated rates where one or more of the following applies:</p> <ol style="list-style-type: none"> 1. Commercial events 2. All events with a daily attendance of 5000+ 3. Multiple sites in use 4. Significant or atypical infrastructure or activities, incl. Funfairs (w. 20 + rides) & Circuses

All queries should be directed to the Council's Events Service: barnet@theeventumbrella.com