Events and Filming Fees Pricing Policy

1. Purpose

This policy sets out the framework for charging fees for events and filming activities taking place on public land, heritage sites, or council-managed venues. It ensures that pricing is consistent, transparent, and aligned council policy.

2. Objectives

- Ensure fair and consistent pricing for all users.
- Generate income to support the maintenance and enhancement of public spaces.
- Encourage high-quality, inclusive and sustainable events and productions.
- Minimise disruption to residents, businesses, and the environment.

3. Scope

Applies to supporting and facilitating events in relation to:

- Commercial and community events (e.g. festivals, markets, performances)
- Filming and photography (e.g. TV, film, advertising, influencer content)
- Use of council-owned land, buildings, and heritage assets

4. Pricing Structure

Events

Type of Event	Fee Basis	Notes
Small Event - Up to 100 Up to 500	£30 not involving the highway £40 Involving use of the highway £31 not involving the highway £41 Involving use of the highway	
Large Community Event- > 500	£77 not involving use of the highway £99 Involving use of the highway	Includes setup/derig time
Council owned park Event – Bond	Agreed individually	Refundable after event if returned in Previous condition

Type of Event	Fee Basis	Notes
Banner & Signs Penalty Charge	£100	For failure to remove one week post event
Utility Charge	£10	Flat fee for use of utilities in parks
Parking suspension	On Street £22.00 per bay/day Off Street £12.00 per bay/day	Rate agreed with and provided by parking services
Suspended bay official notice	£50	
Large Commercial Event (i.e. funfair/circus)	Variable	Dealt with on an individual basis Depending on size and length of event and impact to public

Filming & Photography

Type of Production	Fee Basis	Notes
Student/Educational	£25.00 (Plus VAT)	Proof required
Commercial Filming	£50-£300 per film permit (Plus Vat)	Based on crew size and impact – 4 levels stated on application T&Cs Crews of over 150 are prices are negotiated due to the potential impact on area
Traffic Notices	£75	Non- refundable once sealed
Drone Filming	£50 (Plus Vat)	Subject to CAA regulations
Outdoor Location Hire	Variable - agreed per production	Based on production size etc
Indoor Location Hire	Variable - agreed per production	As above
Parking suspension	On Street £22.00 per bay/day	Rate agreed with and provided by parking services

Type of Production	Fee Basis	Notes
	Off Street £12.00 per bay/day	
Suspended bay official notice	£50	

5. Additional Charges (see T&Cs):

- **Admin Fees**: Amendment after the permit has been issued.
- **Site Supervision**: Charged if council staff are required on-site @ officer's hourly rate
- **Clean-up/Damage Deposit**: Refundable, based on post site assessment
- **Late Applications**: May incur an admin surcharge of 20%
- **Extra Licenses**: Cherry Pickers etc £50-£200
- **Amendment prior to the issuing of a Permit** – additional 50% of the permit application fee.
- **Amendment following the issuing of a Permit** – additional 75% of the permit application fee.

6. Payment Terms / Payment Methods:

- The permit application fees (Table 1) are applicable from the time an application is submitted.
- Payment terms and methods are included on the invoice. Invoices include an IN number, which must be referenced.

7. Review and Governance

- Fees reviewed annually and in line with Council process.
- Oversight by the Service Manager.
- Stakeholder consultation will inform any significant changes to price increases.

.

8. Communication

- All fees published on the council website.
- Clear guidance provided during the application process.

9. Cancellation

Events -

- Organisers giving more than 4 weeks' notice will be issued a full refund of the licence fee.
- Less than 2 weeks notice will be issued 75%.
- 1 weeks notice a 50% refund will be issued.
- Less than 1 week will be subject to a 100% cancellation fee.
- Other fees will be dependant on external factors.

Filming –

- Please read the pricing schedule for details relating to non-refundable items*

- A cancellation fee of 50% of the total sum owed is payable (once a permit is issued) if more than 48 hours' notice is provided before the shoot start time.
- If less than 48 hours' notice is given in writing, the full sum is payable.

**We know that filming and event requirements can change regularly and at short notice, and we will do our upmost to ensure flexibility. However, depending on the application, costs may have been incurred that will need to be covered, we will endeavour to inform you of these as soon as possible.*