

# Licensing Sub-Committee of the Regulatory Committee

2.30pm, Monday, 17 June 2019

## Request for Fee Waiver – Public Entertainment Licence – Armed Forces Day 2019

Item number

Report number

Executive/routine

Council Commitments

N/A

Wards

City Centre (11)

### Executive Summary

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A Public Entertainment License application has been received for Armed Forces Day 2019. Armed Forces Day is 22 June 2019. The Lord Provost has written to request that the Regulatory Sub-Committee consider waiving the fee for this Public Entertainment License, in recognition of the contribution that members of the Armed Forces past, present and future make to our society.

## Request for Fee Waiver – Public Entertainment Licence – Armed Forces Day 2019

### 1. Recommendations

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- 1.1 It is recommended that the Committee:
  - 1.1.1 Hears from the licence holder; and
  - 1.1.2 Determines the appropriate level of fee for this event.

### 2. Background

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- 2.1 Armed Forces Day is an annual event, recognising the contribution that members of the Armed Forces make to society. This community event and parade are planned for Saturday 22 June 2019 from 10.30am to 3.00pm.
- 2.2 The Culture and Communities Events team work with Veterans Charities and Associations to help with the event planning and organisation.

### 3. Main report

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- 3.1 A Public Entertainment License fee for this type of event is required, at a cost of £155.
- 3.2 The Lord Provost has written to the Convener to request that Committee consider waiving the fee for the Public Entertainment License for this event.
- 3.3 A copy of the License application is attached in appendix 1 and the letter from the Lord Provost is attached in appendix 2. Appendix 3 shows the plan for St Andrew Square, where the community event will take place.
- 3.4 The charge for Public Entertainment Licenses is used to offset the significant infection costs which are incurred in dealing with Licensing issues in the city.
- 3.5 A representative of the applicant will be invited to address the Committee on the request for the fee refund

### 4 Measures of success

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- 4.1 The premises are licensed in a proportionate and effective manner.

## **5 Financial impact**

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- 5.1 The cost of the Armed Forces Day parade and community event is met by the Council.
- 5.2 The Council's scale of fees for licensing applications was approved with effect from 1 April 2019.
- 5.3 Committee should note that the Council approved the following as part of the Budget Motion approved in February 2019:
  - 5.3.1 The Administration will adopt a policy of full cost recovery for major events in the city delivered by third parties. We will increase cost recovery through charges levied for licensing and regulatory services, road occupation licences and consents, where permitted by legislation.
- 5.4 The cost of waiving the license fee will be met from the Licensing budget.

## **6 Risk, policy, compliance and governance impact**

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- 6.1 The process outlined takes account of the relevant statutory provisions.
- 6.2 The fee structure was agreed by Council in February 2019. Any reduction risks setting a precedent. However, Committee has discretion to waive fees where it considers this appropriate.

## **7 Equalities impact**

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- 7.1 There is no equalities impact arising from the contents of this report.

## **8 Sustainability impact**

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- 8.1 There is no environmental impact arising from the contents of this report.

## **9 Consultation and engagement**

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- 9.1 None.

## **10 Background reading/external references**

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- 10.1 None

**Andrew Mitchell**

Regulatory Services Manager

Contact: Andrew Mitchell, Regulatory Services Manager

E-mail: [andrew.mitchell@edinburgh.gov.uk](mailto:andrew.mitchell@edinburgh.gov.uk) | Tel: 0131 529 4042

Contact: Catherine Scanlin, Licensing Manager

E-mail: [catherine.scanlin@edinburgh.gov.uk](mailto:catherine.scanlin@edinburgh.gov.uk) | Tel: 0131 529 4201

## 11 Appendices

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- 11.1 Appendix 1 – Application Form
- 11.2 Appendix 2: Letter from the Lord Provost dated 23 May 2019.
- 11.3 Appendix 3 – Site Plan