

# ◆ EDINBURGH ◆

LICENSING BOARD

## NOTICE OF MEETING

MONDAY 26<sup>th</sup> JULY 2021

Start time: 9.30am

**NOTE – meeting to be conducted remotely, in terms of section 133 of the 2005 Act, as amended by the Coronavirus (Scotland) Act 2020**

## AGENDA

1. Preliminary matters
2. Minutes of meeting of 28<sup>th</sup> June 2021
3. Applications - details as set out in separate list
4. Requests for extension of provisional premises licence:-
  - 42 St Stephen Street
  - 57-59 High Street
5. Premises Licence Annual Fees – 2020/21 and 2021/22

Nick Smith  
Clerk of the Licensing Board

# ◆ EDINBURGH ◆

## LICENSING BOARD

Licensing Board membership:

Councillor Steve Burgess	Councillor Derek Howie
Councillor Lezley Marion Cameron	Councillor David Key
Councillor Cammy Day	Councillor Callum Laidlaw
Councillor Gillian Gloyer	Councillor Joanna Mowat
	Councillor Norman Work (Convener)

General information about the Licensing Board's meeting dates, Policies, etc is available online:-

<https://www.edinburgh.gov.uk/licences-permits/edinburghs-licensing-board/1>

# ◆ EDINBURGH ◆

LICENSING BOARD

## MINUTES OF MEETING

MONDAY 28<sup>th</sup> JUNE 2021

**Members present: Councillors Norman Work (Convener); Steve Burgess; Lezley-Marion Cameron; Derek Howie; Gillian Gloyer; Callum Laidlaw; Joanna Mowat**

**Apologies: Councillor David Key**

**Police: Sergeant Marc Copland**

**Council Officers: Tom Veitch (Acting Regulatory Operations Manager); Colin McCulloch (Senior Building Standards Surveyor); Nick Fraser (Depute Clerk)**

**NOTE – meeting conducted remotely, in terms of section 133 of the 2005 Act, as amended by the Coronavirus (Scotland) Act 2020**

### 1. Preliminary matters

The Board agreed in terms of paragraph 12(2) of schedule 1 of the 2005 Act that it was not possible to hold the meeting in public because of reasons connected with coronavirus. The Board also agreed in terms of section 133 of the Act that hearings would proceed on the basis of videoconferencing for similar reasons.

### 2. Minutes of meeting of 31<sup>st</sup> May 2021

The minutes of the meeting of 31<sup>st</sup> May 2021 were approved.

### 3. Applications - decisions as set out in separate list

Applications for major variations and provisional premises licences were approved as detailed in the attached lists.

### 4. Request for extension of provisional premises licence:-

Co-operative Group, Raeburn Place, Edinburgh – Board agreed to extend the provisional premises licence period by six months, with a new expiry date of 1<sup>st</sup> January 2022.

◆ EDINBURGH ◆  
LICENSING BOARD

## DECISIONS – 28 JUNE 2021

### MAJOR VARIATION APPLICATIONS

No	Reference	Applicant	Agent Details	Premises	On Sale	Off Sale	On & Off Sale	Remarks	Decision
1.	449547	The Co-Operative Group Food Limited	Hill Brown Licensing RWF House, 5 Renfield Street, Glasgow, G2 5EZ	114 Dalry Road, Edinburgh, EH11 2EZ	No	Yes	No	Include home delivery service and ancillary customer services within and outwith licensed hours.  CC	GRANTED
2.	451321	The Co-Operative Group Food Limited	Hill Brown Licensing RWF House, 5 Renfield Street, Glasgow, G2 5EZ	141 St John's Road, Edinburgh, EH12 7SD	No	Yes	No	Include home delivery service and ancillary customer services within and outwith licensed hours.  CC BSR	GRANTED  Capacity confirmed – 73.41m shelving
3.	449521	The Co-Operative Group Food Limited	Hill Brown Licensing RWF House, 5 Renfield Street, Glasgow, G2 5EZ	28 Frederick Street, Edinburgh, EH2 2JR	No	Yes	No	Include home delivery service and ancillary customer services within and outwith licensed hours.  CC LSO	GRANTED

## DECISIONS – 28 JUNE 2021

4.	449370	The Co-Operative Group Food Limited	Hill Brown Licensing RWF House, 5 Renfield Street, Glasgow, G2 5EZ	4 Bughtlin Market, Edinburgh, EH12 8XP	No	Yes	No	Include home delivery service and ancillary customer services within and outwith licensed hours. CC	GRANTED
5.	449982	Co-operative Group Food Stores Limited	Hill Brown Licensing RWF House, 5 Renfield Street, Glasgow, G2 5EZ	5-7 Earl Grey Street, Edinburgh, EH3 9BN	No	Yes	No	Include recorded music; include home delivery service and ancillary customer services within and outwith licensed hours.  CC LSO BSR	GRANTED  Capacity confirmed – 50.5m shelving
6.	449551	Co-operative Group Food Stores Limited	Hill Brown Licensing RWF House, 5 Renfield Street, Glasgow, G2 5EZ	8 Mcdonald Road, Edinburgh, EH7 4LU	No	No	Yes	Include home delivery service and ancillary customer services within and outwith licensed hours.  CC LSO BSR	GRANTED  Capacity confirmed – 72.13m shelving

## DECISIONS – 28 JUNE 2021

No	Reference	Applicant	Agent Details	Premises	On Sale	Off Sale	On & Off Sale	Remarks	Decision
7.	450166	Co-operative Group Food Stores Limited	Hill Brown Licensing RWF House, 5 Renfield Street, Glasgow, G2 5EZ	8a Milton Road West, Edinburgh, EH15 1LF	No	Yes	No	Include home delivery service and ancillary customer services within and outwith licensed hours.  CC LSO	GRANTED

## DECISIONS – 28 JUNE 2021

No	Reference	Applicant	Agent Details	Premises	On Sale	Off Sale	On & Off Sale	Remarks	Decision
8.	449629	Edinburgh Academical Football Club	TLT LLP Gf, 80 Hanover Street, Edinburgh, EH2 1EL	124c Raeburn Place, Edinburgh, EH4 1HG	No	No	Yes	Delete conditions 2,3 and 4 (Club conditions) on the Provisional Licence, update description of premises, amend wording in Seasonal Variations and Outdoor drinking, add corporate, charity, community events including auctions, dance, educational events, promotions, sporting events, competitions, events linked to rugby and sport as activities, reduce capacity and submit amended layout plan.  LSO BSR	GRANTED  Capacity 210 (when changing rooms used for sporting events); 290 (when changing rooms not in use)



## DECISIONS – 28 JUNE 2021

No	Reference	Applicant	Agent Details	Premises	On Sale	Off Sale	On & Off Sale	Remarks	Decision
9.	452057	Macadam Leisure Ltd	Macdonald Licensing Bf, 21 Rutland Square, Edinburgh, EH1 2BB	130 High Street, Edinburgh, EH1 1QS	No	No	Yes	Increase on sales and off sale hours, add Seasonal Variations, Takeaways and Deliveries as activities, allow certain activities outwith core hours, amend details to children and young persons access to premises and amend description of premises.  CC LSO	GRANTED  Agreeing to attach condition to licence controlling times of disposal of glass/waste
10.	452038	Polmex Edinburgh Limited	Hill Brown Licensing The Forsyth Building, 5 Renfield Street, Glasgow, G2 5EZ	23b Shandwick Place, Edinburgh, EH2 4RG	Yes	No	No	Increase on sale hours and add bar meals as an activity. Basement Premises within residential and retail area  CC LSO BSR	GRANTED  Capacity – 180 persons

## DECISIONS – 28 JUNE 2021

No	Reference	Applicant	Agent Details	Premises	On Sale	Off Sale	On & Off Sale	Remarks	Decision
11.	451316	Lidl Great Britain Limited	Licensing Team Lidl Distribution Centre, Palmer Avenue, Severn Beach, Bristol, BS35 4DF	155 Slateford Road, Edinburgh, EH14 1NZ	Yes	No	No	Increase in capacity for sale of alcohol following a remerchandising of the store.  CC BSR	GRANTED  Capacity – 162.48m (plus 5.28m seasonal) shelving
12.	430259	Edinburgh Real Ale Ltd	Edinburgh Real Ale Ltd 26 Brougham Street, Edinburgh, EH3 9JH	26 Brougham Street, Edinburgh, EH3 9JH	No	No	Yes	To add outdoor drinking as an activity, submit new layout plan showing outdoor drinking area and increase capacity.  CC LSO BSR	GRANTED  No outdoor drinking beyond 2200

## DECISIONS – 28 JUNE 2021

No	Reference	Applicant	Agent Details	Premises	On Sale	Off Sale	On & Off Sale	Remarks	Decision
13.	452058	Gregor Properties Limited	Macdonald Licensing Bf, 21 Rutland Square, Edinburgh, EH1 2BB	38 Shore, Edinburgh, EH6 6QU	Yes	No	No	Increase on sales, add off sales, clarify that Seasonal Variations will cover Festival & Festive periods, add deliveries, takeaways and Televised Sport as activities, allow certain activities outwith core hours and amend details to children and young persons access to premises.  CC LSO	GRANTED
14.	443777	Your Local Group Ltd	Your Local Group Ltd 260-262 Leith Walk, Edinburgh, EH6 5EL	Balfour Bar, 260-262 Leith Walk, Edinburgh, EH6 5EL	No	No	Yes	Transfer, change of manager, increase terminal hour for children to 22:00 or whenever kitchen closes, which ever is earlier  CC x2 LSO	GRANTED  Licence holder advised to ensure operating plan contained previously agreed condition regarding outdoor drinking terminal hours (2100 between 1 <sup>st</sup> June and 31 <sup>st</sup> August; 2000 remainder of year)

## DECISIONS – 28 JUNE 2021

No	Reference	Applicant	Agent Details	Premises	On Sale	Off Sale	On & Off Sale	Remarks	Decision
15.	449480	Deaf Action	Morton Fraser LLP 2 Lister Square, Edinburgh, EH3 9GL	49-51 Albany Street, Edinburgh, EH1 3QY	Yes	No	No	Increase on sale hours, include Edinburgh Festival in Seasonal Variations, increase capacity, allow certain activities outwith core hours, add restaurant facilities, bar meals, theatre & outdoor drinking as activities, amend details to children & young persons access to premises, submit layout plan showing amended licensed area, amend description of premises, amend manager address CC LSO BSR	CONTINUED to 26 JULY 2021, at agent's request

## DECISIONS – 28 JUNE 2021

No	Reference	Applicant	Agent Details	Premises	On Sale	Off Sale	On & Off Sale	Remarks	Decision
16.	448811	Himalayan Centre Edinburgh Limited	TLT LLP Gf, 80 Hanover Street, Edinburgh, EH2 1EL	Dr Bell's Swimming Pool, 121 Great Junction Street, Edinburgh, EH6 6JB	No	No	Yes	Increase on sale hours, add off sales, add Market Events both indoors and outdoors and televised sport as activities and submit new layout plan.  CC LSO BSR	GRANTED  Capacity confirmed – 164 persons
17.	451630	Five Guys JV Limited	Brodies LLP 15 Atholl Crescent, Edinburgh, EH3 8HA	12 Frederick Street, Edinburgh, EH2 2HB	No	No	Yes	Add off sales and also add deliveries as an activity.  CC LSO	GRANTED  Sunday off sales commence 1100
18.	451632	Five Guys JV Limited	Brodies LLP 15 Atholl Crescent, Edinburgh, EH3 8HA	6 Kinnaird Park, Edinburgh, EH15 3RD	No	No	Yes	Add off sales and also add deliveries as an activity.  CC LSO	GRANTED  Sunday off sales commence 1100
19.	451631	Five Guys JV Limited	Brodies LLP 15 Atholl Crescent, Edinburgh, EH3 8HA	Unit C6, Fountain Park, 130 Dundee Street, Edinburgh, EH11 1AF	No	No	Yes	Add off sales and also add deliveries as an activity. CC LSO O x2	GRANTED  Sunday off sales commence 1100

## DECISIONS – 28 JUNE 2021

### NEW PROVISIONAL PREMISES LICENCE APPLICATIONS

No	Reference	Applicant	Agent Details	Premises	On Sale	Off Sale	On & Off Sale	Remarks	Decision
1.	424532	The Royal Edinburgh Military Tattoo	The Royal Edinburgh Military Tattoo 1-3 Cockburn Street, Edinburgh, EH1 1BP	1-3 Cockburn Street, Edinburgh, EH1 1BP	No	Yes	No	A souvenir shop that sells Scottish & Royal Edinburgh Military Tattoo products as well as tickets for main event, Will also include sale of alcohol provided by sponsors.  CC x2 LSO BSR	GRANTED  Capacity – 28m shelving
2.	443629	Mr Artur Wonsik	Macdonald Licensing Bf, 21 Rutland Square, Edinburgh, EH1 2BB	65 West Harbour Road, Edinburgh, EH5 1PW	No	No	No	Retail premises located within warehouse building, within Granton Retail Park  CC x2 LSO BSR	GRANTED  Amplified music condition – no audible nuisance  Capacity – 72m shelving

## DECISIONS – 28 JUNE 2021

3.	451818	Lateral City Limited	Macdonald Licensing Bf, 21 Rutland Square, Edinburgh, EH1 2BB	329 High Street, Edinburgh	No	No	Yes	<p>Serviced apartments on upper floors with the Reception on the ground floor. Also on the ground floor is a Restaurant/Bar with mezzanine level and a retail area for the sale of items for apartment guests/tourists, including alcohol. The lower ground floor which can be accessed by guests of the apartments only from Roxburgh's Court contains toilets and back of house areas for the Restaurant/Bar, including the kitchen.</p> <p>CC x2 LSO BSR</p>	<p>GRANTED</p> <p>Confirming children to be accompanied by adult in restaurant and bar areas of premises</p> <p>Amplified music condition – no audible nuisance</p> <p>No outdoor drinking beyond 2200</p> <p>Capacity – 290 persons</p>
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## DECISIONS – 28 JUNE 2021

4.	451891	Mr Pankaj Rawat	Macdonald Licensing Bf, 21 Rutland Square, Edinburgh, EH1 2BB	82 Walter Scott Avenue, Edinburgh, EH16 5RL	No	No	Yes	Takeaway/ Cafe located on ground floor of building on Walter Scott Avenue.  CC x2 LSO BSR	GRANTED  During seasonal variations – children 2300, young persons 0100  Amplified music condition – no audible nuisance  Capacity – 20 persons
5.	451896	Boe Gin Ltd	Macdonald Licensing Bf, 21 Rutland Square, Edinburgh, EH1 2BB	35a High Street, South Queensferry, EH30 9HW	No	Yes	No	Retail premises located in former singlestorey bank building, on the High Street in South Queensferry.  CC x2 LSO BSR	GRANTED  Amplified music condition – no audible nuisance  Capacity – 94.3m shelving



**APPLICATIONS TO BE CONSIDERED**  
**26<sup>th</sup> JULY 2021**

**VARIATION APPLICATION – CONTINUED FROM 28<sup>th</sup> JUNE 2021**

No	Reference	Applicant	Agent Details	Premises	On Sale	Off Sale	On & Off Sale	Remarks	Decision
1.	449480	Deaf Action	Morton Fraser LLP 2 Lister Square, Edinburgh, EH3 9GL	49-51 Albany Street, Edinburgh, EH1 3QY	Yes	No	No	Increase on sale hours, include Edinburgh Festival in Seasonal Variations, increase capacity, allow certain activities outwith core hours, add restaurant facilities, bar meals, theatre and outdoor drinking as activities, amend details to children and young persons access to premises, submit new layout plan showing amended licensed area, amend description of premises	

**APPLICATIONS TO BE CONSIDERED**  
**26<sup>th</sup> JULY 2021**

**VARIATION APPLICATIONS**

No	Reference	Applicant	Agent Details	Premises	On Sale	Off Sale	On & Off Sale	Remarks	Decision
1.	452673	Mitchells & Butlers Retail Ltd	Hill Brown Licensing The Forsyth Building, 5 Renfield Street, Glasgow, G2 5EZ	114-116 St John's Road, Edinburgh, EH12 8AX	Yes	No	No	Add off sales, also add outdoor drinking, receptions, home deliveries and takeaways as activities, allow certain activities outwith core hours, allow children and young persons access to outside area and submit new layout plan.	

**APPLICATIONS TO BE CONSIDERED**  
**26<sup>th</sup> JULY 2021**

No	Reference	Applicant	Agent Details	Premises	On Sale	Off Sale	On & Off Sale	Remarks	Decision
2.	451772	The Fruitmarket Gallery	Mr David Hossack 2 Lister Square, Edinburgh, EH3 9GL	45 Market Street, Edinburgh, EH1 1DF	No	No	Yes	Gallery and art space with café and retail area Redesign premises to incorporate premises at 36-39 Market street over 2 floors; Include off sale; amend hours for sale of alcohol; include seasonal variations; include bar meals, receptions, dance facilities, films, indoor/outdoor sports as activities; amend rules for children/young persons; increase capacity	

**APPLICATIONS TO BE CONSIDERED**  
**26<sup>th</sup> JULY 2021**

No	Reference	Applicant	Agent Details	Premises	On Sale	Off Sale	On & Off Sale	Remarks	Decision
3.	452612	The Co-Operative Group Food Limited	Hill Brown Licensing The Forsyth Building, 5 Renfield Street, Glasgow, G2 5EZ	49-49a South Clerk Street, Edinburgh, EH8 9NZ	No	Yes	No	Add Home deliveries. Alcohol will only be delivered in terms of and in compliance with the relevant provisions of the Licensing (Scotland) Act 2005 and allow certain activities outwith core hours.	
4.	452611	The Co-Operative Group Food Limited	Hill Brown Licensing The Forsyth Building, 5 Renfield Street, Glasgow, G2 5EZ	8 Bridge Road, Colinton, Edinburgh, EH13 0LF	No	Yes	No	Add Home deliveries. Alcohol will only be delivered in terms of and in compliance with the relevant provisions of the Licensing (Scotland) Act 2005 and allow certain activities outwith core hours.	

**APPLICATIONS TO BE CONSIDERED**  
**26<sup>th</sup> JULY 2021**

No	Reference	Applicant	Agent Details	Premises	On Sale	Off Sale	On & Off Sale	Remarks	Decision
5.	451172	Iceland Foods Limited	TLT LLP Gf, 80 Hanover Street, Edinburgh, EH2 1EL	8-10 Easter Road, Edinburgh, EH7 5RG	No	Yes	No	Add recorded music as an activity, allow certain activities outwith core hours, increase capacity and submit new layout plans.	
6.	451309	Stonegate Pub Company Limited	Hill Brown Licensing The Forsyth Building, 5 Renfield Street, Glasgow, G2 5EZ	Gf - Bf, 113-115 George Street, Edinburgh, EH2 4JR	No	No	Yes	Amend commencement hour to 10:00 hrs daily for both On and Off Sales Upmarket restaurant/bar on the ground floor of a commercial building in George Street	

**APPLICATIONS TO BE CONSIDERED****26<sup>th</sup> JULY 2021****NEW PROVISIONAL PREMISES LICENCE APPLICATIONS**

No	Reference	Applicant	Agent Details	Premises	On Sale	Off Sale	On & Off Sale	Remarks	Decision
1.	451299	Lidl Great Britain Limited	Harper MacLeod LLP 45 Gordon Street, Glasgow, G1 3PE	1-17 Glasgow Road, Edinburgh, EH12 8HW	No	Yes	No	The premises will trade as a Lidl Supermarket within a new retail development at Corstorphine Retail Park, Edinburgh.	
2.	451627	NMS Enterprises Limited	Ms Caroline Loudon Gf, 80 Hanover Street, Edinburgh, EH2 1EL	Boardroom & Bute Room, 44a Chambers Street, Old Town, Edinburgh, EH1 1JD	No	No	Yes	Boardroom and Bute Room located in and part of the National Museum of Scotland.	
3.	451629	NMS Enterprises Ltd	Ms Caroline Loudon Gf, 80 Hanover Street, Edinburgh, EH2 1EL	The Tower, 44a Chambers Street, Old Town, Edinburgh, EH1 1JD	No	No	Yes	Roof top restaurant and roof terrace located in and part of the National Museum of Scotland.	
4.	451886	Slice One Edinburgh Ltd	Macdonald Licensing Bf, 21 Rutland Square, Edinburgh, EH1 2BB	187 St John's Road, Edinburgh, EH12 7SL	No	No	Yes	Small restaurant/takeaway located in the ground floor of a building on St John's Road, Corstorphine, Edinburgh	

**APPLICATIONS TO BE CONSIDERED**  
**26<sup>th</sup> JULY 2021**

5.	451935	The Eco Larder CIC	Macdonald Licensing Bf, 21 Rutland Square, Edinburgh, EH1 2BB	200 Morrison Street, EH3 8EB	No	Yes	No	Retail Premises Located on the Ground floor of tenement on Morrison Street, Edinburgh	
6.	451944	Hipsch Group Limited	Macdonald Licensing Bf, 21 Rutland Square, Edinburgh, EH1 2BB	1-7 Montrose Terrace, Edinburgh, EH7 5DJ	No	No	Yes	Cafe with retail element which includes outside seating area on ground and first floors of a two storey building on Montrose Terrace, Edinburgh.	
7.	451963	D M Marketing Limited	Macdonald Licensing Bf, 21 Rutland Square, Edinburgh, EH1 2BB	80 Nicolson Street, Edinburgh, EH8 9EW	Yes	No	No	Restaurant/take away premises located on the basement and ground floors of a tenement property on Nicolson Street.	

## APPLICATIONS TO EXTEND PROVISIONAL PERIOD

### 1. Purpose

- 1.1 To ask the Board to consider applications to extend the provisional periods for a provisional premises licences.

### 2. Main Report

- 2.1. In terms of section 45(6) of the Licensing (Scotland) Act 2005, a provisional premises licence is granted for a period of four years from the date of issue of the licence. If not confirmed before the end of the provisional period, the licence is revoked, by operation of the Act. Confirmation is obtained upon receipt by the Licensing Board of clear section 50 certificates (Planning, Building Standards and, where necessary, Food Hygiene).
- 2.2. In terms of section 45(7) of the Act, a provisional premises licence holder may apply to the Board before the end of the provisional period, requesting an extension by such further period as the Board considers appropriate.
- 2.3. In granting such an extension, the Board must be satisfied in terms of section 45(8) of the Act that (a) completion of the construction or conversion of the premises to which the licence relates has been delayed and (b) the delay has been caused by factors outwith the premises licence holders' control.
- 2.4. The Coronavirus (Scotland) Act 2020 provides for a six month extension to the provisional period where it is the first such extension and where it is for coronavirus-related reasons. Neither of the attached requests are first-time extensions, but the Board may still wish to consider the impact of the coronavirus pandemic upon completion of provisional premises licences.

### 3. Recommendation

- 3.1 In the event the Board is satisfied with the reasons given, the Board is asked to reach a decision on the duration of any extension of the provisional premises licence.

### 4. Background Papers

- 4.1 Extension request – 42 St Stephen Street – due to expire 31<sup>st</sup> August 2021
- 4.2 Extension request – 57-59 High Street – due to expire 31<sup>st</sup> August 2021

**Depute Clerk of the Licensing Board**



## PREMISES LICENCE ANNUAL FEES – (1) UPDATE ON 2020-21 FEES AND (2) PROCEDURE FOR 2021-22 FEES

### 1. Purpose

- 1.1 To advise the Board of the up to date position with collection of annual fees due from premises licence holders for the period 2020-21.
- 1.2 To inform the Board of the procedures to be taken to notify licence holders of fees due for the period 2021-22.

### 2. Main Report

- 2.1. The Licensing (Fees) (Scotland) Regulations 2007 place a requirement on premises licence holders to pay an annual fee, calculated according to the premises' rateable value. The Licensing (Scotland) Act 2005 makes it a mandatory condition of licence that the fee is paid. Ordinarily, notification of annual fees is sent out to licence holders prior to the date upon which they become due. The fees are charged in advance, and become due in October in each year.

#### **Annual Fees 2020-21**

- 2.2. In recognition of the potential difficulties some sectors of the licensed trade were encountering as a result of the Covid-19 pandemic, the Board asked for financial information to be provided to enable consideration to be given on the fees being charged for the 2020-21 period. The notification process was put on hold in the meantime. Following detailed discussion of financial information provided by Council officers at a meeting held on 12<sup>th</sup> November 2020, the Board agreed to proceed with the delayed notification of annual fees to licence holders, with the position to be monitored and an update provided.
- 2.3. The majority of licence holders have paid their 2020-21 annual fees, and an update will be provided to the Board on the number of premises and fees outstanding for that period, at the Board's July meeting.
- 2.4. Steps have been taken to remind licence holders of the requirement to pay their outstanding fees. Ordinarily the next step would be for licence holders to be served with compliance notices by LSOs, to enable the Board to consider premises review proceedings. Such action has not yet been taken, in part because of workload pressures in current times and also the ongoing impact of the coronavirus pandemic on the licensed trade. Efforts are continuing to be made to encourage licence holders to pay their outstanding fees, and a further report will be provided to the Board at a later meeting.

#### **Annual Fees 2021-22**

- 2.5. The 2021-22 annual fees will become due for payment from 4<sup>th</sup> October 2021. Notification will be sent out to premises licence holders at least 30 days in advance, as required by the 2007 Regulations.

## PREMISES LICENCE ANNUAL FEES – (1) UPDATE ON 2020-21 FEES AND (2) PROCEDURE FOR 2021-22 FEES

Standard procedures for collection of these fees will follow in the usual way, with the Board being advised of levels of unpaid fees, later in the year.

### **Next Steps**

- 2.6. The Board is asked to note the details of the outstanding 2020-21 annual fees, with a view to premises-specific details being provided at a later meeting.
- 2.7. The Board is asked to note that arrangements are being made for notification of the 2021-22 fees, with details about payment of these fees to be submitted to the Board later in the year.

### **3. Recommendation**

- 3.1 The Board is asked (a) to note the details of the number of premises for which fees remain outstanding for 2020-21 and the amount of said fees; and (b) to note that arrangements will be made for notification of the 2021-22 fees, following the statutory timetable.

### **4. Background**

- 4.1 Schedule 3, Licensing (Scotland) Act 2005 – [Mandatory Condition 10](#)
- 4.2 The Licensing (Fees) (Scotland) Regulations 2007 – link [here](#)

**Depute Clerk of the Licensing Board**