

Licensing Sub-Committee of the Regulatory Committee

9.30am, Monday, 8 August 2022

Request for Fee Waiver – Public Entertainment Licence – Armed Forces Day 2022

Item number

Report number

Executive/routine

Council Commitments

N/A

Wards

City Centre (11)

Executive Summary

A Public Entertainment Licence application has been received for Armed Forces Day 2022. Armed Forces Day was 25 June 2022. The former Lord Provost has written to request that the Licensing Sub-Committee considers waiving the fee for this Public Entertainment Licence, in recognition of the contribution that members of the Armed Forces make to our society.

Request for Fee Waiver – Public Entertainment Licence – Armed Forces Day 2022

1. Recommendations

- 1.1 It is recommended that the Committee:
 - 1.1.1 Determines the appropriate level of fee for this event.

2. Background

- 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 took place on Saturday 25 June 2022.
- 2.2 The Culture and Communities Events team works with veterans' charities and associations to help with the event planning and organisation.
- 2.3 This request is being sent to Committee for consideration as officers are required to ensure full cost recovery for all licences and have no delegation to waive fees.

3. Main report

- 3.1 A Public Entertainment Licence fee for this type of event is required, at a cost of £173. The former Lord Provost wrote to the former Convener to request that the Committee considers waiving the fee for the Public Entertainment Licence for this event. A copy of the licence application is attached at Appendix 1 and the letter from the former Lord Provost is attached at Appendix 2.
- 3.2 The charge for Public Entertainment Licences is used to offset the costs which are incurred in dealing with Licensing issues in the city.
- 3.3 A representative of the applicant will be invited to address the Committee on the request for the fee refund.

4 Measures of success

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

5 Financial impact

- 5.1 The cost of the Armed Forces Day parade and associated events are met by the Council.
- 5.2 The Council's scale of fees for licensing applications was approved with effect from 1 April 2022.
- 5.3 The 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 licence fee will be met from the Licensing budget.

6 Risk, policy, compliance and governance impact

- 6.1 The process outlined takes account of the relevant statutory provisions.
- 6.2 The fee structure was agreed by Council in April 2022. Any reduction risks setting a precedent. However, the Committee has discretion to waive fees where it considers this appropriate.

7 Equalities impact

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

8 Sustainability impact

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

9 Consultation and engagement

- 9.1 None.

10 Background reading/external references

- 10.1 None

Andrew Mitchell

Head of Regulatory Services

Contact: Andrew Mitchell, Head of Regulatory Services

E-mail: andrew.mitchell@edinburgh.gov.uk | Tel: 0131 529 4042

Contact: Catherine Scanlin, Licensing Manager

E-mail: catherine.scanlin@edinburgh.gov.uk | Tel: 0131 529 4201

11 Appendices

11.1 Appendix 1 – Application Form

11.2 Appendix 2 - Letter from the Lord Provost dated 14 April 2022