

Licensing Sub-Committee of the Regulatory Committee

10.00am, Friday, 17 February 2017

Request for Fee Reduction – Temporary Public Entertainment Licence – Hidden Door

Item number	5.1
Report number	
Executive/routine	
Wards	Leith Walk (Ward 12)

Executive Summary

An agent for the applicant has requested a reduction in the fee due for a temporary Public Entertainment Licence. The fee due for an event with a premises capacity of between 201 and 1,000 is £1,481. The applicant seeks a discount on the basis that Hidden Door is a not-for-profit organisation supporting community arts.

Links

Coalition Pledges	N/A
Council Priorities	N/A
Single Outcome Agreement	N/A

Request for Fee Reduction – Temporary Public Entertainment Licence – Hidden Door

1. Recommendations

- 1.1 It is recommended that the Committee:
 - 1.1.1 notes the terms of the request; and
 - 1.1.2 refuses the request to reduce the fee for the temporary Public Entertainment Licence application.

2. Background

- 2.1 A representative of Hidden Door has requested that the application fee normally charged for a temporary Public Entertainment Licence should be reduced for the application for 3 – 4 March 2017.

3. Main report

- 3.1 A representative of Hidden Door has submitted a written request seeking that the application fee due for a temporary Public Entertainment Licence for an event from 3 - 4 March 2017 should be reduced. A copy of the relevant correspondence is attached to this report in Appendix 1.
- 3.2 The fee structure for 2016/2017 was agreed with effect from 1 April 2016. The applicable Public Entertainment Licence application fee for this event is £1,481. This is the fee applicable for premises which have a capacity of 201 – 1,000 people.
- 3.3 Historically, fee reductions or refunds for large public entertainment events of this type have only been granted if the organiser is a charity or a community group. The company is a community based company but not a charity.
- 3.4 The Committee agreed a reduced application fee of £500 for the event in 2015, and refused to grant a fee reduction in 2016.
- 3.5 A representative of Hidden Door will be invited to address the Committee on the request for the fee reduction.

4. Measures of success

- 1.1 The event is licensed in a proportionate and effective manner.

5. Financial impact

- 5.1 The Council's scale of fees for licensing applications was approved with effect from 1 April 2016. Any reduced fee would be required to be absorbed by the licensing budget for 2016/17.

6. Risk, policy, compliance and governance impact

- 6.1 The fee structure was agreed by full Council. Approving a reduction risks setting a precedent, however, the Committee has discretion in this matter.

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 Officers of the Council have discussed the licensing requirement with the event organiser.

10. Background reading/external references

- 10.1 [City of Edinburgh Council licence application fees list 2016/17](#)

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Executive Director of Place

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11. Links

Coalition Pledges	N/A
Council Priorities	N/A
Single Outcome Agreement	N/A
Appendices	Appendix 1 – Notification form