

OCC 185/23

East Lothian Council
Licensing

EAST LoTHIAN LICENSING BOARD 15 MAR 2023

APPLICATION FOR OCCASIONAL LICENCE

Received

28th may

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LSO

REFERRAL NOTES FOR COMPLETING APPLICATION FORM:-

1. Application to be sent to: Clerk to the Licensing Board
Licensing Division
John Muir House
Haddington
East Lothian EH41 3HA
2. The application requires to be lodged not later than **42 days** prior to the date of the function together with the fee payable of **£10.00**.
3. For marquee or outside events - 4 copies of a detailed plan should be lodged with the application, showing the area and grounds which are required to be licensed.
4. The Board can only consider applications for Occasional Licence applied for by such person whom are listed below:
 - i) the holder of a premises licence
 - ii) the holder of a personal licence and
 - iii) a representative of any voluntary organisation
5. Applicant should advise Council's Environment and Consumer Services Department on 01620 827365 of any intention to prepare and serve food at the function. Applicant should also advise what toilet facilities are to be provided.
6. Applicant should advise Council's Environmental Protection Department on 01620 827365 if they are intending to have live or amplified music.
7. It is the policy of the Licensing Board that events that are predominantly organised for children should not necessarily attract the need for an alcohol licence to be granted in relation to it. Therefore, applicants for events mainly focused towards children and families, where the majority of attendees will be children, young persons and families, will be required to justify why an alcohol licence is required and may be required to attend a Licensing Board hearing for a determination.

AdveA 24/3

3a

Occasional Licence and Supplementary Information Form

EAST LoTHIAN LICENSING BOARD

APPLICATION FOR OCCASIONAL LICENCE

Before completing this form please read the guidance notes at the end of the form.

If you are completing this form by hand, please write legibly in block capitals. In all cases ensure that your answers are inside the boxes and written or typed in black ink. Use additional sheets, if necessary.

You may wish to keep a copy of the completed form for your records.

1. LICENCE DETAILS (see note 1)	
Premises licence number (if applicable)	2008/0167/PREM
Personal licence number (if applicable)	MID0302
Name of voluntary organisation (if applicable)	

2. PERSONAL DETAILS			
TITLE (delete as appropriate): Mr Mrs Miss Ms Other (please state)			
Surname	Stewart		
Forenames	Steven John		
DATE OF BIRTH	Day	Month	Year
	[REDACTED]		
ADDRESS WHERE ORDINARILY RESIDENT TO BE USED FOR CORRESPONDENCE PURPOSES			
[REDACTED]			
Post town	Loanhead	Post code	EH20 9LZ
TELEPHONE NUMBERS			
Daytime	[REDACTED]		
Evening	[REDACTED]		
Mobile	[REDACTED]		
FAX NUMBER			

E-MAIL ADDRESS (if you would prefer us to correspond with you by e-mail)

jo@stewartbrewing.co.uk

3. THE PREMISES

Description of premises

Tented village hosted on grounds of Pinkie School, Musselburgh

Description of activities to be carried on in the premises – (including number of persons expected to attend)

The tented village is an area for Edinburgh Marathon Festival participants and their supporters where they can change, shower, see their charities and relax with something to eat and drink whilst watching the activities on stage.

Stewart Brewing will operate a beer, cider and wine bar from under a marquee. The bar will be situated underneath a starshade marquee.

It is anticipated that up to 20,000 people will pass through the area during the day.

Soft drinks and water will also be available, and children will not be allowed within one metre of the bar area.

Full postal address of premises which this application refers to

Pinkie St Peter's Primary School, 44 Pinkie Road, Musselburgh, EH21 7HA

4. DURATION OF LICENCE

From: Sunday 28th May @ 10:00

To: Sunday 28th May @19:00

5. Is alcohol to be sold on & off the premises YES/NO* - Provide relevant details as to hours requested when alcohol will be sold on/off the premises-* delete as appropriate

Times for sale of alcohol for consumption on premises

10am-7pm

Times for sale of alcohol for consumption off premises

10am-7pm

Statement of the times at which any activities other than the sale of alcohol will be carried on in the premises

6. CHILDREN (see note 2)	
This section must be completed where alcohol is for sale for consumption on the premises	
Are children or young persons permitted entry? YES/NO (if answered yes the remainder of this section must be completed)	
Ages of children or young persons permitted entry Although the marathon is open to over 18s only, some supporters will be family members including children. Under 18s will have access to the licensed area but not to the bar area.	Times at which children or young persons permitted entry 10am-7pm
Parts of premises to which children or young persons permitted entry All areas apart from the Stewart Brewing Marquee area. We will be operating a clearly marked 'Challenge 25' policy.	

7. CHECKLIST	
I have - Please tick for yes	
<ul style="list-style-type: none"> Made or enclosed payment of the fee for the application 	X

8. Signature and declaration by applicant (see note 3)	
DECLARATION	
The contents of this Application are true to the best of my knowledge and belief.	
SIGNATURE <i>Joanne Stewart</i>	DATE 27/02/2023

NOTES

1. Section 56 of the Licensing (Scotland) Act provides that only: –

- The holder of a premises licence;
- The holder of a personal licence; or
- A representative of any voluntary organisation

is eligible to apply for an occasional licence

2. Where alcohol is to be sold for consumption on the premises, the Act requires that a clear statement be made as to whether children or young persons are to be allowed entry and, if they are, a statement of the terms on which they are allowed entry

3. Data Protection Act 1998

The information on this form may be held on an electronic register which may be available to members of the public on request.

4. Information on the Licensing (Scotland) Act 2005 is available on the website of OPSI (<http://www.opsi.gov.uk/legislation/scotland/acts2005/20050016.htm>)

PLEASE SUBMIT THIS SHEET WITH YOUR OCCASIONAL LICENCE APPLICATION FORM

SUPPLEMENTARY INFORMATION

<p>1. Event</p> <p>(a) Please detail the type of event (e.g. birthday party, anniversary celebration, ceilidh, etc.)</p> <p>(b) What entertainment, if any, will be provided? (e.g. live music, recorded music etc.)</p>	<p>(a) Marathon</p> <p>(b) N/A</p>
<p>2. Attendance</p> <p>(a) Approximately how many people are expected to attend?</p> <p>(b) How is this figure obtained? (e.g. previous events, ticket sales, capacity of venue)</p> <p>(c) In the main, what age group will form the majority of those attending? Tick one box.</p> <p>(d) How is access gained to the event? (e.g. ticket purchased in advance, ticket purchased at the door, private invitation)</p>	<p>20,000</p> <p>Estimated from previous years</p> <p><input type="checkbox"/> Under 18</p> <p><input checked="" type="checkbox"/> 18 - 30</p> <p><input type="checkbox"/> 30 - 50</p> <p><input type="checkbox"/> over 50</p> <p>Runners enter the marathon via placed purchased in advance</p>

<p>3. <u>Stewarding</u></p> <p>Please note it is an offence under the Private Security Industry Act 2001 to <u>employ</u> unlicensed door stewards.</p>	
<p>Unpaid volunteers performing this function are not covered by the Act, however. More information can be found at <u>Security Industry Authority</u>.</p> <p>(a) Please state the number, if any, of stewards to be employed at the event.</p> <p>(b) Of that number, please state how many will be SIA registered stewards and how many will be volunteers.</p>	<p>(a) N/A (Security is supplied by the Edinburgh Marathon Team)</p> <p>(b) N/A</p>
<p>4. <u>Layout Plans</u></p> <p>Please indicate if -</p> <p>(a) there is a plan attached to a Public Entertainment Licence issued for the premises; or</p> <p>(b) the premises relate to a members club which has been issued with a premises licence; or</p> <p>(c) if neither of the above, please attach a detailed layout plan of the venue with the application</p>	<p>(a)</p> <p>(b)</p> <p>(c) X</p>
<p>5. <u>Applications Lodged by Voluntary Organisations or Members Clubs Only</u></p> <p>Please list the dates of previous occasional Licences granted by the Board between 1 January and 31 December</p>	

6. Will alternatives to glass receptacles be provided?	We serve in plastic pints and half pints
7. To what standard those serving alcohol be trained? Please provide details of any training certificate held	Personal license holder will be present, and all team members will have received standard licensing and challenge 25 training.

LICENSING OBJECTIVES **

All holders of occasional licences must demonstrate how they will promote the 5 Licensing Objectives. Please provide practical examples of what you plan to do to comply with each objective.

8. How will you prevent Crime and Disorder at the event?	<p>No customers will be permitted to take open containers of alcoholic or soft drinks from the premises.</p> <p>All staff will be briefed on how to contact site security.</p> <p>Any customers displaying inappropriate behaviour will be refused service and removed from the area by sit security.</p>
9. How will you secure Public Safety at the event?	<p>A licence holder will always be present and ensure all staff are appropriately trained about emergency and general safety precautions and procedures.</p> <p>Rubbish will be removed from public areas on a regular basis.</p> <p>All risk assessments and safety certificates will be on site and available for inspection.</p>
10. How will you prevent Public Nuisance at the event?	<p>Staff will regularly patrol the premises and supervise the orderly conduct of patrons.</p> <p>All drinks will be served in plastic</p> <p>Signage advising patrons to drink responsibility will be displayed in the bar area.</p>

<p>11. How will you promote and protect Public Health at the Event?</p>	<p>Free drinking water will be available at all times.</p> <p>Signage advising patrons to drink responsibility will be displayed in the bar area.</p> <p>Appropriate first aid equipment will be available in the bar area and all staff briefed on how to contact site medics.</p>
<p>12. How will you protect Children from Harm at the Event?</p>	<p>We will operate a Challenge 25 and only accept ID that is PASS accredited, passport or photo driving licence.</p> <p>We will display appropriate Challenge 25 signage in the bar area.</p> <p>No one under the age of 18 will be permitted within bar area.</p>

SIGNATURE AND DECLARATION BY APPLICANT DECLARATION

IT IS AN OFFENCE TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION

(Criminal Law (Consolidation)(Scotland) Act 1995 Section 44(2)(b))

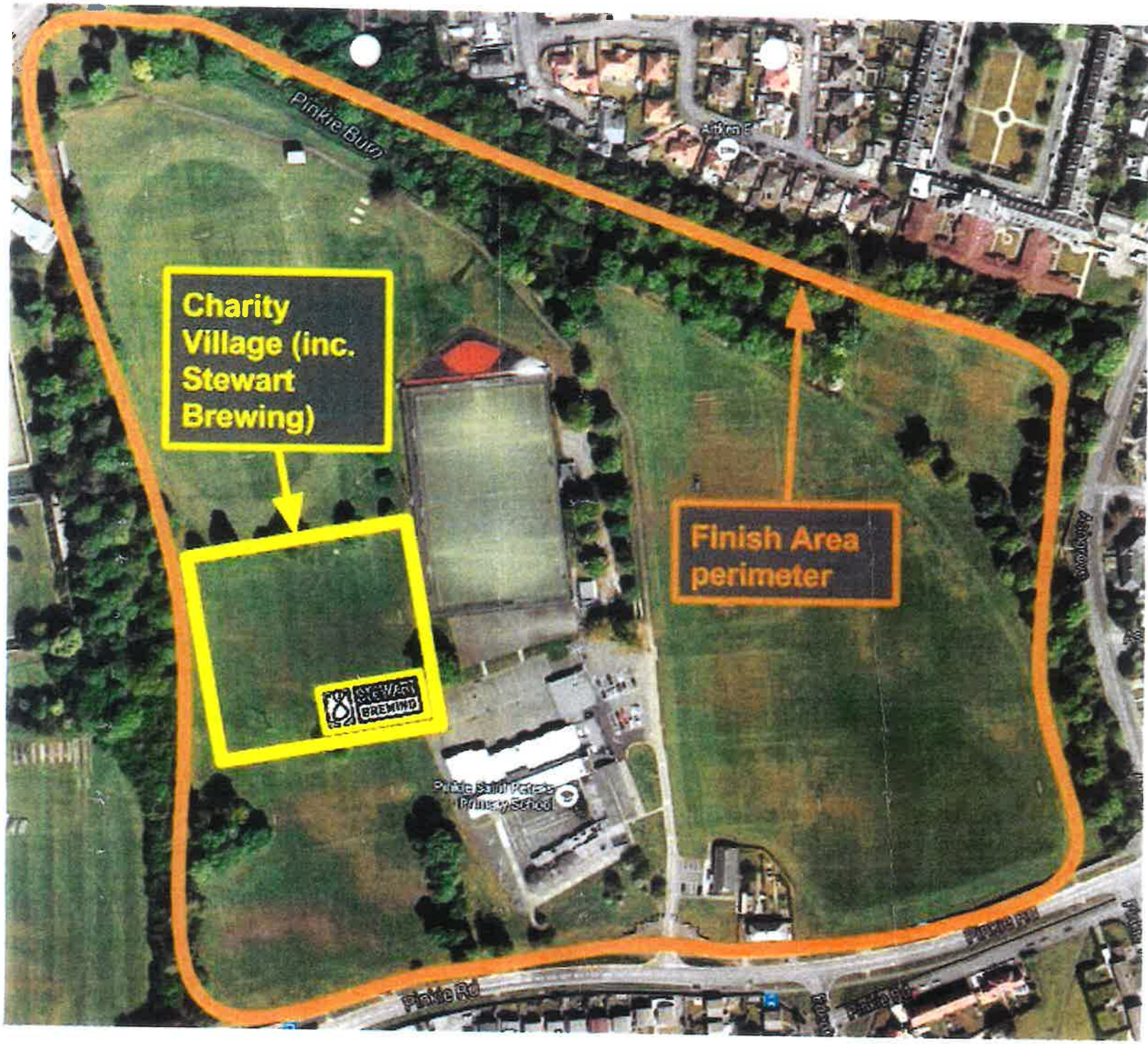
The contents of this Application are true to the best of my knowledge and belief.

Signature	<i>Joanne Stewart</i>	Date	27/02/2023
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STEWART BREWING TENT
IN REUNION AREA



- Legend**
- Finishing Straight
 - Runner's Exit
 - Emergency Vehicle Lane
 - Charities A-Z Meeting Point
 - Merchandise
 - Meeting Area
 - Viewing Areas
 - Music & Entertainment
 - First Aid
 - Shower & Changing
 - Baggage Area
 - Catering
 - Crossing Point
 - Help Desk
 - Charity Village Info
 - Charity Cheer Sections (Admission to this area by invitation only)
 - Runner Only Zone
 - Toilets
 - Beer Tent
 - Photographer



KEY
 ORANGE =
 FULL CIRCLED AREA
 YELLOW =
 CHARITY VILLAGE IN
 WHICH STEWART
 BREWING IS
 SITU.

EAST LoTHIAN COUNCIL

LICENSING STANDARDS

From: Karen Harling
Licensing Standards Officer

To: C. Grilli
Clerk to the Licensing Board

Date: 29th March 2023

Subject: LICENSING SCOTLAND ACT 2005
REPORT - OCCASIONAL LICENCE APPLICATION OCC185/23
Steven Stewart of Stewart Brewing, for Edinburgh Marathon Festival, Pinkie School, Musselburgh, East Lothian

I refer to the above subject and can confirm that the event organiser for the Edinburgh Marathon Festival has liaised with the LSO during the Safety Advisory Group.

The applicant is Steven Stewart who is a personal licence holder. Application has been made for an occasional licence for the Edinburgh Marathon Festival on Saturday 28th May 2023. A bar from Stewart brewing is proposed to be situated in the tented village area. It is anticipated by the applicant that 20,000 people will pass through the area during the day.

The requested hours are 1000-1900 for on and off sales of alcohol.

I refer the board to section 17.1 and 17.4 of the East Lothian Licensing Board's Statement of Licensing Policy:-

17.1 For applications relating to premises licences and occasional licences, the Board's general policy on the licensed hours for the sale of alcohol for consumption on the premises is: -

11.00 am to 11.00 pm Monday to Wednesday (inclusive)

11.00 am to 1.00 am Thursday to Saturday (inclusive)

11.00 am to 12.00 midnight on Sunday

17.4 Should an application be received in respect of opening earlier than 11am, the Board will expect the applicant to justify their request and demonstrate measures that promote the five licensing objectives.

Suitable measures have been provided by the applicant and event organisers in relation to the five licensing objectives. Consideration has been given to the licensed area, which is contained within the playing fields, and stewards will be at entrance and exit points. A personal licence holder will be present during the whole event and a full Event Manual has been produced and submitted to the Safety Advisory Group. The Licensing Standards Officer Supports this application and the measures to be implemented.

In line with board policy above, I refer the application to the Licensing Board for determination if the measures detailed by the applicant are sufficient to justify their request for on sales before 11am (10am) and if the measures demonstrate and promote the five licensing

objectives for the grant of the occasional licence.

K. Harling
Licensing Standards Officer

Licensing

From: Natasha Gregory <Natasha.Gregory@scotland.police.uk>
Sent: 17 March 2023 12:55
To: Licensing
Subject: REF 185
Attachments: OCC185.23 OCCASIONAL LICENCE APPLICATION - STEWART BREWING 28TH MAY
- EDINBURGH MARATHON FESTIVAL.PDF

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NO POLICE OBJECTION