

Licensing Committee

8 February 2017

Report title	Temporary Events Notices and the Educational Role of the Licensing Authority	
Wards affected	All	
Accountable director	Kevin O'Keefe, Governance	
Originating service	Licensing Services	
Accountable employee(s)	Rob Edge	Section Leader - Governance
	Tel	01902 550106
	Email	rob.edge@wolverhampton.gov.uk
Report to be/has been considered by		

Recommendations:

The Committee is requested to:

1. To note the update contained within this report.

1.0 Purpose

- 1.1 The system of permitted temporary activities is intended as a light touch process, and as such, the carrying on of licensable activities does not have to be authorised by the licensing authority on an application. Instead, a person wishing to hold an event at which such activities are proposed to be carried on (the “premises user”) gives notice to the licensing authority of the event (a “temporary event notice” or “TEN”).
- 1.2 A Temporary Event Notice (TEN) is required if a specific licensable activity is not included in the terms of a licence, for example holding a wedding reception at a community centre, or if the premises does not currently hold a premises licence.
- 1.3 The event must have fewer than 500 people, including staff running the event, and last no more than 168 hours (7 days) and the TEN user must be at least 18 to apply for a TEN.

2.0 Objections

- 2.1 Only the Police or Environmental Health (“relevant persons” for the purposes of TENs) may object to prevent such an event taking place by sending an objection to the licensing authority, which the licensing authority must consider based on the statutory licensing objectives and decide whether the event should go ahead.
- 2.2 A relevant person may also intervene by agreeing a modification of the proposed arrangements directly with the TENs user. If a relevant person sends an objection, this may result in the licensing authority imposing conditions on a TEN but only where the venue at which the event is to be held has an existing licence. When giving a TEN, the premises user should consider the promotion of the four licensing objectives. The licensing authority may only otherwise intervene if the statutory permitted limits on TENs would be exceeded.

3.0 The Educational Role of the Licensing authority

- 3.1 The Licensing Authority provides advice and guidance to TEN users and premises on the processes for seeking permissions under the Licensing Act 2003. Applicants are encouraged to contact the Licensing Authority to seek clarification prior to submitting notices. Comprehensive guidance is also included within the TEN which is also available to download via the gov.uk website.

4.0 Financial implications

- 4.1 There are no financial implications associated with the recommendation in this report as Committee is asked only to note the update provided. The fee for a Temporary Event Notice is £21.00. [GE/06010217/J]

5.0 Legal implications

- 5.1 There are no direct legal implications arising from this report. [SH/13012017/X]

6.0 Equalities implications

6.1 There are no equalities implications to this function

7.0 Environmental implications

7.1 There are no environmental implications to this function.

8.0 Human resources implications

8.1 There are no Human resources implications to this function.

9.0 Corporate landlord implications

9.1 There are no landlord implications to this function.

10.0 Schedule of background papers

10.1 Not applicable