

Agenda item	13.1
Report no	HLC/58/26

THE HIGHLAND COUNCIL

Committee: THE HIGHLAND LICENSING COMMITTEE

Date: 12 May 2026

Report title: Application for the renewal of a public entertainment licence – Culcabock & Drakies Community Hall, Grebe Avenue, Inverness (Ward 16, Inverness Millburn)

Report by: Principal Solicitor – Regulatory Services

1. Purpose/Executive Summary

1.1 This report relates to an application for the renewal of a public entertainment licence.

2. Recommendation

2.1 Members are asked to determine the application in accordance with the Council's hearing procedure.

3. Background

3.1 On 09 September 2026 an application for the renewal of a public entertainment licence was received from the Culcabock & Drakies Community Hall in respect of Culcabock & Drakies Community Hall.

3.2 In terms of the Civic Government (Scotland) Act 1982 (the Act) the Licensing Authority have nine months from receipt of the application to determine the same, therefore this application must be determined by 08 June 2026. Failure to determine the application by this time would result in the application being subject of a 'deemed grant' which means that a licence would require to be issued for a period of 1 year. The application is before this Committee as this is the last meeting before the determination date expires.

4. Process

4.1 Following receipt of the application a copy was circulated to the following Agencies/Services for consultation:

- Police Scotland
- Scottish Fire and Rescue Service
- Highland Council Environmental Health Service
- Highland Council Building Standards Service
- Highland Council Planning Service
- Highland Council Environment and Infrastructure Roads Section

4.2 All Agencies and Services have responded to confirm that they have no objections other than the Environmental Health Service who have advised that they require the following documents/certificates before they can sign off the application:

- Up-to-date satisfactory Electrical Installation Condition Report (EICR).
- General Health and Safety Risk Assessment.

4.3 The following documents also require to be submitted by the applicants before the application can be finalised.

- Certificate of Compliance
- Health & Safety Policy Statement
- Child Protection Policy
- Portable Appliance Test Certificate (PAT)

4.4 Until the above outstanding matters have been addressed, the Principal Solicitor - Regulatory Services is not in a position to issue the licence under delegated powers. As detailed in paragraph 3.2, the application requires to be determined by 08 June 2026.

5. Determining issues

5.1 Paragraph 5(3) of Schedule 1 of the Act states that a licensing authority shall refuse an application to grant or renew a licence where:

(a) the applicant or anyone else detailed on the application is not a fit and proper person;

(b) the activity would be carried out by a person other than the applicant who, if he had made the application himself, would have been refused;

(c) where the licence applied for relates to an activity consisting of or including the use of premises or a vehicle or vessel, those premises are not or, as the case may be, that vehicle or vessel is not suitable or convenient for the conduct of the activity having regard to

(i) the location, character or condition of premises or the character or condition of the vehicle or vessel,

(ii) the nature and extent of the proposed activity,

(iii) the kind of persons likely to be in the premises, vehicle or vessel,

(iv) the possibility of undue public nuisance, or

(v) public order or public safety; or

(d) there is other good reason for refusing the application.

5.2 If required, the Principal Solicitor – Regulatory Services will offer particular advice on the criteria relating to this particular application.

6. Options

6.1 If Members are minded, they could grant the application with an additional condition attached to the same to the effect that no public entertainment activities should take place until the documents have been received and are deemed satisfactory.

6.2 Alternatively, the Committee could grant delegated powers to the Principal Solicitor to refuse the application if these documents have not been received by 8 June 2026.

7. Policies

7.1 The following policies are relevant to this application:

7.2 Standard public entertainment licence conditions. A copy of these can accessed at http://www.highland.gov.uk/directory_record/738741/public_entertainment/category/498/entertainment_and_public_events

or a hard copy can be supplied where requested.

8. Implications

8.1 Not applicable.

Date: 21 April 2026

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Background Papers: Civic Government (Scotland) Act 1982