

PUBLIC ENTERTAINMENT LICENCE

The premises at (ENTER PREMISES DETAILS) are licensed for the purposes of

(N.B. in these conditions “premises” means any building, venue or land on which the licensed event is being held)

GENERAL LICENCE CONDITIONS

1. It is the duty of the licence holder to comply with the conditions of a Public Entertainment Licence and in particular to co-operate with the Council and other statutory bodies and officers thereof in the interest of the health and safety.
2. The Council may, in addition to the conditions described in this document, stipulate further conditions to apply to any particular licence application.
3. These conditions may be reviewed by the Council periodically or when the need to incorporate additional or strengthened conditions arises. They may also be reviewed following any changes to relevant legislation.
4. The licence holder shall have in effect for the duration of the licence Public Liability Insurance with a minimum of £5 million cover.
5. DVLA Licence details are required by Police Scotland to complete background checks on the applicant.
6. The licence holder must comply with any requirements of Scottish Fire and Rescue Service in respect of the Fire (Scotland) Act 2005 as amended and Fire Safety (Scotland) Regulations 2006.
7. The licence holder shall ensure that they comply with the requirements of the Health and Safety at Work etc. Act 1974, and all relevant Regulations thereunder.
8. The licence holder shall ensure that suitable and sufficient recorded risk assessments are undertaken in regard to all activities covered by the licence.
9. The licence holder shall ensure that the electrical installation for the premises shall be inspected, tested and maintained in accordance with BS7671 by a competent person as defined in the Electricity at Work Regulations 1989 and are members of an organisation such as the National Inspection Council for Electrical Installation Contracting (NICEIC) or the Electrical Contractors Association (ECA, trading as SELECT). The Inspection Certificate shall be kept at the premises and made available for inspecting officers.
10. The licence holder shall ensure that all gas appliances and installations at the premises shall be maintained and inspected for safety at intervals not exceeding 12 months by a Gas Safe Registered engineer. The Inspection Certificate shall be kept at the premises and made available for inspecting officers.
11. The licence holder shall ensure that the premises are kept clean and in a good state of repair.
12. The licence holder shall ensure that they have a suitable trade waste contract in place and that they retain the waste transfer notes for at least 2 years.
13. All entrances and exits whether for emergency purposes or not will be clearly marked by signs that comply with the Health and Safety (Safety Signs and Signals) Regulations 1996 and kept clear of all obstruction.

14. The licence holder will ensure that at all times an adequate system of monitoring and controlling numbers of those permitted entry is in place and that the licensed capacity is not exceeded.
15. The licence holder shall ensure that there is a First Aid Kit, which is readily available and appropriately stocked on the premises at all times.