

## City of Edinburgh Council – New charging model for events 2024/25

**Start date: Applications received from 1<sup>st</sup> October 2024**

### Event categories and level of cost recovery

The invoicing for the services in scope of this model will be collated and issued via the public spaces team and income apportioned appropriately thereafter. Please contact [publicspaces@edinburgh.gov.uk](mailto:publicspaces@edinburgh.gov.uk) for more information.

Category	Description	Cost recovery
Commercial	Events including any commercial activities such as concessions, funfairs, charging for entry, etc.	100%
Council-supported	Events receiving grant funding, or funding via contract from City of Edinburgh Council for the event activity.	50%*
Community/Charity/Civic/Ceremonial including marches and parades with commercial activities	Events wholly for the community or a charity which are run on a not-for-profit basis	50%*
Community/Charity/Civic/Ceremonial with no commercial activities, including marches, parades, demonstrations and rallies	Events wholly for the community or a charity, or a march/parade notification, or a civic event which have no commercial activities	0%**
March/Parade/Procession	A March, Parade or Procession only. Events which have elements additional to this should be categorised separately for those elements.	0%***

\* Staffing costs are exempt from discount. Where the council has historical evidence of damage, e.g. reinstatement costs to a public space for a previous event, then cost recovery will be charged for all future events in addition to the reinstatement bond.

\*\* A reinstatement bond commensurate with the scale of the event may be required to cover potential damage and any clean-up costs. This will be reimbursed in full if the public space is returned in the state it was found (or better) as per public spaces guidance. Where the council has historical evidence of damage, e.g. reinstatement costs to a public space for a previous event then cost recovery will be charged for all future events in addition to the reinstatement bond.

\*\*\* In line with [Scottish Government guidance](#) and a position statement issued by [COSLA](#), where [Article 11 rights](#) are not being exercised or the parade is commercial in nature then the local authority reserves the right to recover costs in full.

## Events Fees & Charges list

Team	Service provided	100% charge	50% charge
Building Standards	Provision of building warrants and their fees are set separately and are therefore not part of this model. Applicable to events over 28 days in duration.	See building standards web page: <a href="#">Building Standards – The City of Edinburgh Council</a>	
Licensing and other regulatory services, incl. Environmental Health, Licensing Enforcement and Trading Standards	Provision of licences and/or written orders via licensing process, including inspections. Fees are set separately and are therefore not part of this model.	See licensing web page: <a href="#">APPLICATION TYPES, CATEGORIES &amp; FEES (edinburgh.gov.uk)</a>	
Parking Enforcement	Removal truck (including one on board PA) per hour Monday to Saturday 0700 to 2359 hrs	£45	£22.50
	Removal truck (including one on board PA) per hour Monday to Saturday 0000 to 0700hrs	£65	£32.50
	Removal truck (including one on board PA) per hour Sunday 0700 to 2359hrs (min. 6 hour shift)	£60	£30
	Removal truck (including one on board PA) per hour Sunday 0000 to 0700hrs (min. 6 hour shift)	£75	£37.50
	Removal truck (including one on board PA) per hour Public Holidays (min. 6 hour shift)	£85	£42.50
	Parking Attendants (PAs) per hour Monday to Saturday 0700 to 2359 hrs	£17.50*	
	Parking Attendants (PAs) per hour Monday to Saturday 0000 to 0700hrs	£25*	
	Parking Attendants (PAs) per hour Sunday 0700 to 2359hrs (min. 6 hour shift)	£22.50*	
	Parking Attendants (PAs) per hour Sunday 0000 to 0700hrs (min. 6 hour shift)	£30*	
	Parking Attendants (PAs) per hour Public Holidays (min. 6 hour shift)	£35*	
Parking Attendant Supervisor (Needed when 2+ PAs) per hour	£20*		

	Monday to Saturday 0700 to 2359 hrs		
	Parking Attendant Supervisor (Needed when 2+ PAs) per hour Monday to Saturday 0000 to 0700hrs		£30*
	Parking Attendant Supervisor (Needed when 2+ PAs) per hour Sunday 0700 to 2359hrs (min. 6 hour shift)		£30*
	Parking Attendant Supervisor (Needed when 2+ PAs) per hour Sunday 0000 to 0700hrs (min. 6 hour shift)		£35*
	Parking Attendant Supervisor (Needed when 2+ PAs) per hour Public Holidays (min. 6 hour shift)		£40*
<b>Team</b>	<b>Service provided</b>	<b>100% charge</b>	<b>50% charge</b>
Parking	Fuel/oil spillages	£130	
	Parking dispensation – per vehicle, per day	£14	£7
Parking Bay suspension – cost recovery based on hourly P&D rates for all operating hours during the period of suspension.	Parking Bay suspension – per bay, per hour George Street, St Andrew Square, Charlotte Square, Queen Street, Market Street and Cockburn Street	£8.20	£4.10
	Parking Bay suspension – per bay, per hour Stafford St and Melville St area, Morrison St to Shandwick Place, Old Town (including East Market Street)	£7.20	£3.60
	Parking Bay suspension – per bay, per hour West End (Palmerston Place area), Moray Place, South Side/ Nicholson St, Tollcross/Fountainbridge, Heriot Row	£6	£3
	Parking Bay suspension – per bay, per hour New town – Northumberland St to St Stephen St and Royal Crescent	£5.40	£2.70
	Parking Bay suspension – per bay, per hour Bruntsfield, Sciennes, St Leonard’s, Dumbiedykes, Stockbridge, Dean	£4.10	£2.05
	Parking Bay suspension – per bay, per hour Quality Bus Corridor	£4.10	£2.05
	Parking Bay suspension – per bay, per hour South Queensferry	£1.30	£0.65

	Parking Bay suspension – per bay, per hour Extended Controlled Zone	£3.80	£1.90
<b>Team</b>	<b>Service provided</b>	<b>100% charge</b>	<b>50% charge</b>
Parks & Greenspaces	Park Rangers attendance per hour (Overtime cost outwith park opening hours)	£75*	
	Vehicle access fee – per day	£135	£70
	Hire of Princes Street Gardens – Small/Medium Event – Full Day	£1225	£610
	Hire of Princes Street Gardens – Small/Medium Event – Half Day	£610	£305
	Hire of Princes Street Gardens – Large/Major Event – Full Day	£3455	£1725
	Hire of Princes Street Gardens – Large/Major Event – Half Day	£1725	£865
	Hire of Premier Park site – Small/Medium Event – Full Day (including The Meadows & Bruntsfield Links, Calton Hill, Inverleith Park, Leith Links, Saughton Park and Lauriston Castle)	£525	£265
	Hire of Premier Park site – Small/Medium Event – Half Day	£265	£135
	Hire of Premier Park site – Large/Major Event – Full Day	£840	£420
	Hire of Premier Park site – Large/Major Event – Half Day	£420	£210
	Hire of City Park site – Small/Medium Event – Full Day (including Sighthill Park, Gyle Park, Roseburn Park, Victoria Park and Pilrig Park)	£315	157.50
	Hire of City Park site – Small/Medium Event – Half Day	£160	£80
	Hire of City Park site – Large/Major Event – Full Day	£525	£262.50
	Hire of City Park site – Large/Major Event – Half Day	£265	£132.50
<b>Team</b>	<b>Service provided</b>	<b>100% charge</b>	<b>50% charge</b>
Planning	Provision of planning approval and the associated fees are set separately and are therefore not part of this model. Applicable to events over 28 days in duration.	See planning web page: <a href="#">Planning – The City of Edinburgh Council</a>	
Public Safety	Section 89 permit for raised structure – complex or up to 3 simple structures	£660	£330

	Section 89 permit for raised structure – simple structure	£330	£165
	General Safety Certificate – Designated Stadia	£720	£360
	Special Safety Certificate – Capacity 30,000 or below	£1000	£500
	Special Safety Certificate – Capacity of 30,001 or higher	£2500	£1250
Public Spaces	Administration fee (collating and issuing joint invoice)	£70 fee for all chargeable events	
	Reinstatement bond	From £500 - Agreed per event	
	Penalty Charge (not adhering to lease agreement)	£1000	
	Missives/Lease including terms and conditions for use of Princes Street Gardens	£300	£150
	Missives/Lease including terms and conditions for use of all other parks	£250	£125
	Missives/Lease including terms and conditions for use of other public spaces (and parks where no rental fee has been applied)	£100	£50
	City Dressing installation – 2 person crew per hour	£100	£50
	City Dressing installation – 4 person crew per hour	£200	£100
	City Dressing installation – 6 person crew per hour	£299	£150
	City Dressing installation – 8 person crew per hour	£399	£200
	Hire of banners and fixings (heraldic or city) per unit/week	£45	£22.50
	Hire of 2 yard flag per unit/week	£5.30	£2.65
	Hire of 3 yard flag per unit/week	£10.50	£5.25
	Hire of 10 yard flag per unit/week	£61	£30.50
	Hire of Bunting (per 200 metres) per unit/week	£16	£8
	Hire of Square/Hex concrete block and pole per unit/week	£155	£77.50
	Hire of flagpole in pavement socket per unit/week	£155	£77.50
	Access to electrical distribution boxes	£75	£37.50

<b>Team</b>	<b>Service provided</b>	<b>100% charge</b>	<b>50% charge</b>
Roads Events	Existing Event Temporary Traffic Regulation Order (TTRO)	£2,000	£1,000
	Existing Advertising Costs	£300 - £2,500	N/A
	Proposed Event Temporary Traffic Regulation Order (TTRO) + Advert	£3,000	£1,500
	Temporary Traffic Regulation Notice (TTRN)	£641	£320.50
	Transport Officer – Overtime rate	£34.11*	
	Events Technician – Overtime rate	£28.99*	
Roads Permits	Event infrastructure per location/site	£472	£236
Street Lighting	Electrician in attendance – First hour	£90.28*	
	Electrician in attendance – Thereafter (0600-2100hrs)	£45.15*	
	Electrician in attendance - Thereafter (2100-0000hrs)	£48.57*	
	Electrician in attendance – Thereafter (0000-0600hrs)	£49.93*	
	Electrician in attendance – Overtime rate	£67.71*	
Transport	Traffic signals on/off – Mon to Fri during working hours	£157.50	
	Traffic signals on/off – Mon to Fri outwith normal working hours, weekends and public holidays	£315	
	Traffic signals on/off – Short notice/anti-social hours	£425	
	Traffic signals on/off – Delayed switch on/off cost per hour	£157.50	
<b>Team</b>	<b>Service provided</b>	<b>100% charge</b>	<b>50% charge</b>
Usher Hall (Ross Bandstand)	Standard Hire (Event Day)	£4890	£2445
	Standard Hire (Set Up Day)	£630	£315
	Standard Hire (Hourly rate – min. 2 hours)	£630	£315
	Technical staff per hour	£41	

Team	Service provided	100% charge	Team
Waste & Cleansing, incl. public conveniences	Staff costs per officer/hour – Grade 3 to Grade 10	£22.92 to £46.94*	
	Vehicle costs per hour - MSC	£41.50	£20.75
	Vehicle costs per hour – Scarab Minor	£32.50	£16.25
	Vehicle costs per hour – Schmidt	£36	£18
	Vehicle costs per hour – Small Mechanical Sweeper	£23	£11.50
	Vehicle costs per hour – 3.5 tonne vehicle	£13.50	£6.75
	Vehicle costs per hour – Graffiti vehicle	£14.50	£7.25
	Vehicle costs per hour – Bulk vehicle	£18.50	£9.25
	Vehicle costs per hour – Litter Press	£38.50	£19.25
	Vehicle costs per hour – Litter Bin vehicle	£12.50	£6.25
	Vehicle costs per hour – Cage vehicle	£5.50	£2.75
	Vehicle costs per hour – Car/Van	£8.50	£4.25
	Vehicle costs per hour – Water Butt	£30.50	£15.25
	Vehicle costs per hour – Beach cleaner	£27.50	£13.75
	Tipping costs per tonne	£130	£65

## Parks Ticket Levy Charge

In addition to the charges and fees noted above, the below levy charges are applicable to premier park sites.

West Princes Street Gardens; incl. use of Ross Bandstand, Meadows and Brunstfield Links, Calton Hill, Inverleith Park, Leith Links, Saughton Park and Lauriston Castle Grounds.

The charges collected will be held within a protected budget with the public spaces team and used to fund improvements such as eco-friendly power points, lighting and other facilities.

<b>Event Capacity</b>	<b>Ticket Price</b>	<b>Charge</b>
> 20,000	£50 or over	£3 per ticket
	£10 to £49	£2 per ticket
> 5,000	£50 or over	£2 per ticket
	£10 to £49	£1 per ticket
500 to 4,999	£50 or over	£1 per ticket
	£10 to £49	£0.50 per ticket
Less than 500, or ticket price £9 or less		No charge
Community/Charity (no commerciality)		No charge