

INFORMATION REPORT

TO: Chair and Members Planning Committee	WARD(S) AFFECTED: CITY WIDE
COMMITTEE DATE: May 17, 2011	
SUBJECT/REPORT NO: Licensing Requirements for Festivals/Special Events (PED10205(a)) (City Wide)	
SUBMITTED BY: Tim McCabe General Manager Planning and Economic Development Department	PREPARED BY: Kelly Barnett 905-546-2424 ext 1344
SIGNATURE:	

Council Direction:

In 2007, City Council approved 48 recommendations arising from an Operational Review of the (former) Standards and Licensing Section of the Planning and Economic Development Department. Many of these recommendations related to improving the City's Licensing program, including the need for proactive inspections and enforcement.

Information:

As a result of the recommendations, proactive enforcement efforts commenced for all business licensing activities, including those associated with Special Events. For Special Events, attention focused only on licensing requirements of mobile refreshment vehicles and amusement rides. However, there are other licence and permit requirements that could be associated with special events such as Transient Trader Licences, Vendors, Lottery Licences, Noise and Temporary Signs.

Licensing and permit requirements for Festivals and Special Events in Hamilton are not new, but most requirements were never applied or enforced in the past and there was either little or no awareness among event organizers of the full range of requirements.

In 2010, in addition to being proactive on mobile refreshment vehicles and amusement rides, staff supported event organizers by responding to their concerns and enforcing such things as illegal vendors. Event organizers for the Winona Peach Festival reported that "the service and level of support was excellent and hope to continue the good relationship on into the future."

In Report PED10205 Licensing Requirements for Festivals and Special Events, staff advised that to allow event organizers time to prepare operationally and financially, 2010 would be a transitional year, such that there would be no new proactive enforcement except for immediate safety issues or complaints. As well, Council had directed the Community Services Department to prepare a Festival and Events Strategy for the City of Hamilton and simultaneously a strategic review of the Special Event Advisory Team (SEAT) process is being undertaken.

This Report is to inform Committee/Council that staff intends to extend the transition through 2011 and will not be initiating any new proactive enforcement efforts at least until the SEAT Operational review by Community Services is completed. Municipal Law Enforcement staff will continue to work with event organizers through 2011 and will report back on licensing enforcement for Special Events once the SEAT Operational Review is complete, hopefully, in early 2012.

KB:dt