

**Section 89 of the Civic Government (Scotland) Act 1982
 APPLICATION FOR PERMIT TO ERECT / PERMIT TO USE A
 RAISED STRUCTURE**

1.	Name and Address of Applicant	Address: Post Code: Tel No: Email:
2.	Name and Address of Agent (if applicable)	Address: Post Code: Tel No: Email:
3.	Address and location of raised structure	Address:
4.	Title & Brief Description of Event	
5.	Description of how raised structure will be utilised. (Stage, seating, exhibition display area, office area, etc.?)	
6.	How will access be controlled to the raised structure? (performers, free public access or stewarded, or guests by invitation only?)	
7.	Maximum occupant capacity of raised structure or loading requirements	
8.	Period of time which the raised structure will be erected (excluding erection & dismantling time)	From: To: No of Days:
9.	Date(s) of actual Event	
10.	Date and time raised structure will be available for final inspection prior to use Refer to Guidance Notes	Date: Time: Fee Paid:

Guidance Notes

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1. This application must be accompanied with a fee The fee payable for inspection is **£272**. For inspections required outwith office hours additional fees may apply. For applications received less than 14 days from the event, additional fees may apply.
2. No person shall use or permit the use of a “raised structure” for the purpose of providing for himself or others raised seating or standing accommodation, unless such use has been approved by the local authority in whose area the raised structure is situated. Raised structure means platform, stand, stage, staging or other similar structure over 600mm high.
3. If the raised structure is to remain in its completed state for a period exceeding 28 consecutive days, or for a number of days exceeding 60 days in any 12 month period, it will be necessary to make an application for a Building Warrant as required under Section 8 of the Building (Scotland) Act 2003.
4. Approval will be granted for the use of a raised structure if the East Renfrewshire Council are satisfied that it has been safely constructed and secured and that it has sufficient means of entrance and exit, including means of escape in case of fire or other emergency.
5. A detailed plan / calculations must be submitted with the application. The plan should include details of ground conditions, slopes, underground services, existing over-ground cabling and any other factors which might affect the stability or safety of the structure.
6. The detailed plan should indicate exit signs and, where necessary, individual lighting points which should be powered by a maintained electrical system. East Renfrewshire Council reserves the right to have the applicant install additional emergency lighting and exit signage upon final inspection of the raised structure.
7. Access provision for those with special needs must be indicated on the plans where appropriate.
8. East Renfrewshire Council may when granting approval of the use of a raised structure, impose by notice served on the person to whom approval is being granted such conditions as may be necessary relative to the maximum number of persons permitted to use the raised structure and a prohibition on its use for the period for which the conditions contained in the notice remain outstanding.

**FURTHER INFORMATION ON THE APPLICATION PROCESS FOR A
SECTION 89 PERMIT CAN BE OBTAINED BY CONTACTING THE BUILDING
STANDARDS SERVICE ON 0141 577 3001**

IMPORTANT THIS APPLICATION FORM MUST BE RETURNED AT LEAST 14 DAYS PRIOR TO USING THE RAISED STRUCTURE.

I/We hereby make application for permission to erect a raised structure in the above terms and certify that the information given is true and correct.

I/We understand that the raised structure must not be used until such times as **Permission to Use** is issued by Building Standards Service.

Signature..... **Date**.....

Please complete the information below if you are submitting the form online.

Declaration name:

Declaration date:

Please tick here to complete the declaration

Payment has been made by - debit/credit card

If your application has been submitted successfully online you will receive an automated response

Ways to pay by credit or debit card:

Online- www.eastrenfrewshire.gov.uk/buildingstandardspayments

Phone - You can contact the Payment Contact Centre on 0141 577 3008, Monday to Friday, 9.00am to 4.15pm

Applications received without the appropriate fee will not be processed.

ADDRESS TO WHICH YOU SHOULD SEND YOUR APPLICATION

East Renfrewshire Council, Environment Department, 2 Spiersbridge Way, Spiersbridge Business Park, Thornliebank, East Renfrewshire, G46 8NG Telephone: 0141 577 3001

Data Protection Act 2018

The information you supply on this form will be used by East Renfrewshire Council to process your application. We may also use your information to verify your identity where required, contact you by post, email or telephone and to maintain our records. The council will use this information because we need to do so to perform a task carried out in the public interest. The information may be shared with other Council services and agencies who may be consulted on the application. You can find out more about how we handle this information and your rights in respect of it by going to <http://www.eastrenfrewshire.gov.uk/planning-and-building-privacy-notice>. If you do not have access to a computer and wish a paper copy please let us know by contacting us at buildingstandards@eastrenfrewshire.gov.uk or by telephone at 0141 577 3001.