



## NOTICE OF MEETING

*18 March 2026*

**A MEETING of the CLACKMANNANSHIRE LICENSING BOARD will be held in the COUNCIL CHAMBER, KILNCRAIGS, ALLOA, on THURSDAY 26 MARCH 2026 at 9.30 AM.**



**DALE BELL**

**Depute Clerk to the Clackmannanshire Licensing Board**

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1. Apologies	--
2. Declarations of Interest	--
<p>Elected Members are reminded of their obligation to declare any financial or non-financial interest which they may have in any item on this agenda in accordance with the Councillors' Code of Conduct. A Declaration of Interest Form should be completed and passed to the Committee Services Officer.</p>	
3. Confirm Minute of Meeting of the Clackmannanshire Licensing Board held on 2 December 2025 (Copy herewith)	05
4. <b>Licensing (Scotland) Act 2005 – List of Applications</b>	
(i) Application for a Variation of Premises Licence - Application Form (Copies herewith)	09
<p><b>Premises:</b> Co-operative Group Food Limited, 23/25 Main Street, Clackmannan, FK10 4JA</p> <p><b>Applicant:</b> Co-operative Group Food Limited, 1 Angel Square, Manchester, M60 0AG</p>	
(ii) Application for Premises Licence - Application Form, Application Form Updated, Operating Plan, Layout Plan, Planning Certificate, Building Certificate, Environmental Health Certificate, Disabled Access and Facilities Statement, Confirmation of site notice, LSO Report and Police Scotland Response (Copies herewith)	15
<p><b>Premises:</b> Mansfield Premier, 36B Mansfield Avenue, Sauchie, FK10 3LG</p> <p><b>Applicant:</b> Attiq Ur Rehman, Penicuik</p>	

5.	General Extension of Licensing hours – FIFA World Cup 2026 – report by the Clerk to the Clackmannanshire Licensing Board (Copy herewith)	45
6.	Proposed Changes to Scheduled Meetings of the Clackmannanshire Licensing Board – report by the Clerk to the Clackmannanshire Licensing Board (Copy herewith)	79
7.	AOCB	--

## Clackmannanshire Licensing Board – Board Members 8 (Quorum 4)

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### Councillors

### Wards

Councillor	Kenneth Earle (Chair)	4	Clackmannanshire South	LABOUR
Councillor	Mark McLuckie (Vice Chair)	1	Clackmannanshire West	LABOUR
Councillor	Darren Lee	1	Clackmannanshire West	CONSERVATIVE
Councillor	Graham Lindsay	1	Clackmannanshire West	SNP
Councillor	Donald Balsillie	2	Clackmannanshire North	SNP
Councillor	Martha Benny	2	Clackmannanshire North	CONSERVATIVE
Councillor	William Keogh	2	Clackmannanshire North	LABOUR
Councillor	Fiona Law	2	Clackmannanshire North	SNP

The quorum for the Board by virtue of Schedule 1 paragraph 12(1) of the Licensing (Scotland) Act 2005 is 4 members





**MINUTES OF MEETING of the CLACKMANNANSHIRE LICENSING BOARD held in the COUNCIL CHAMBER, KILNCRAIGS, ALLOA, on TUESDAY 2 DECEMBER 2025 at 9.30 am.**

**PRESENT**

Councillor Kenneth Earle (Chair) (Via Teams)  
Councillor Donald Balsillie  
Councillor Fiona Law  
Councillor Graham Lindsay

**IN ATTENDANCE**

Dale Bell, Solicitor, Legal and Governance (Clerk to the Board)  
Shaun Carroll, Licensing Paralegal  
Lezli-Anne Sharp, Licensing Administrator  
Paul Fair, Licensing Standards Officer  
Melanie Moore, Committee Services  
Gillian White, Committee Services (Minute)

**1.0 APOLOGIES**

Apologies were received from Councillor Martha Benny, Councillor William Keogh, Councillor Darren Lee and Councillor Mark McLuckie.

**2.0 DECLARATIONS OF INTEREST**

None.

**3.0 MINUTES OF MEETING OF CLACKMANNANSHIRE LICENSING BOARD HELD ON 30 SEPTEMBER 2025**

The minutes of the meeting of the Clackmannanshire Licensing Board held on Tuesday 30 September 2025 were submitted for approval.

**Decision**

The minutes of the meeting of the Clackmannanshire Licensing Board held on Tuesday 30 September 2025 were agreed as a correct record and signed by the Chair.

**4.0 CHIEF CONSTABLE'S REPORT TO THE CLACKMANNANSHIRE LICENSING BOARD FOR THE PERIOD 2024-2025**

**Attending**

Chief Inspector Garry Smith (Local Area Commander), Police Scotland  
Sgt David Bellingham, Police Scotland (Licensing Officer)

The Chief Constable, Police Scotland, submitted the Annual Licencing Report for 2024/25, in accordance with Section 12(A) of the Licensing (Scotland) Act 2005.

Sergeant Bellingham apologised for the submission of the annual report being later than planned and advised that this was due to staff absence. He advised the Board that within the report, Chief Inspector Katrina Thompson is listed as the Local Area Commander. However, after the submission of the report, there had been a change in the area command structure within the area. Chief Inspector Garry Smith is now in the role of Local Area Commander. He thanked the Board and Licensing Team for their support to Police Scotland throughout the licensing period.

The Board heard presentations from Sergeant David Bellingham and Chief Inspector Garry Smith on the Chief Constable's report and had the opportunity to put questions to them.

### **Motion**

To note the information provided in the Chief Constable's Report to the Clackmannanshire Licensing Board 2024-2025.

Moved by Councillor Kenneth Earle. Seconded by Councillor Donald Balsillie.

### **Decision**

Having commented on and challenged the report as appropriate and having had the opportunity for questions, the Board agreed to note the information provided in the Chief Constable's Report to the Clackmannanshire Licensing Board 2024-2025.

## **5.0 LICENSING (SCOTLAND) ACT 2005:**

### **i. Application for Non Minor Variation for Tesco Alloa Extra, Auld Brig Road, Alloa, FK10 1EG**

The application was presented by Mr Shaun Carroll, Licensing Paralegal.

#### **Attending**

Mr Paul Fair, Licensing Standards Officer (LSO)

Ms Hardish Purewal, Licensing Manager, Tesco (Applicant)

The Board heard from the Licensing Standards Officer who advised that the application sought to make an application for a non minor variation to make amendments to the operating plan, reflecting the way the business will operate in the future. He had no concerns with the application and following discussions with the Applicant had made slight changes to the terms of the proposed conditions to allow for the way that their business operates. He had provided an amended Appendix A with proposed amended licensing conditions which had been circulated to the Licensing Board prior to the start of the meeting. The Board had the opportunity to ask questions of Mr Fair.

The Board also heard from Ms Purewal who advised that members of their teams are trained in age restricted sales as well as making sure anything to do with licencing or the compliance is in place and adhered to. Ms Purewal highlighted the process for their rapid delivery operation that's coming in. The Board had the opportunity to ask questions of Ms Purewal.

### **Motion**

Having considered all the information presented to it and having had opportunity for questions, that the Board grants the application for the Non Minor Variation of Licence subject to applying the Local Conditions for Home Delivery of Alcohol (as amended).

Moved by Councillor Fiona Law. Seconded by Councillor Graham Lindsay.

### **Decision**

Having considered all the information presented to it and having had opportunity for questions, the Board granted the application for the Non Minor Variation of Licence subject to applying the Local Conditions for Home Delivery of Alcohol (as amended), namely:

#### **Local Conditions for Home Delivery of Alcohol**

1. A written Age Verification Policy (AVP) must be kept and applied to all sales of alcohol for delivery to any place off the premises. This AVP must set out the steps that are to be taken to establish the age of a person attempting to take delivery of alcohol ("the customer") if it appears to the person making delivery of the alcohol that the customer appears to be less than 25 years of age (or such older age as may be specified in the policy).

2. Information must be provided to customers whether online or in store that Alcohol will only be left at the delivery address with a person who can prove that they are over 18 years of age.
3. Premises Licence holders must ensure that all persons involved in the delivery of alcohol from the premises have received appropriate training in the content and application of the Age Verification Policy to be applied to all deliveries.
4. A record of all persons trained in relation to the Age Verification Policy will be available from the premises and made available to the Licensing Standards Officer and any Constable of Police Scotland.
5. A copy of the training record referred to in No 4 above should be supplied to delivery agent on completion of the training by the provider.
6. Licence holders will ensure that all persons involved in the delivery of alcohol from the premises have received appropriate training to ensure that deliveries of alcohol are not made to persons who are or appear to be drunk.
7. Licence holders using independent delivery drivers will ensure that only an age verified delivery option is utilised that requires any package containing alcohol to be left with an adult over 18 at the specified delivery address and at no other place.
8. The premises licence holder will ensure that records of all alcohol deliveries are available from the premises and that those records contain the following information, the forename and surname of the purchaser, the delivery address, the quantity and type of alcohol delivered and the purchase price.
9. All records, electronic or written, made in relation to the delivery of alcohol will be kept on the premises for at least 12 months and will be made available on demand to a Licensing Standards Officer for the area where the premises are located or to a Constable of Police Scotland.

**Action**

Clerk to the Board

**ii. Application for Non Minor Variation for Menteith Court Mini Market, Menteith Court, Alloa, FK10 1EG**

The application was presented by Mr Shaun Carroll, Licensing Paralegal.

**Attending**

Mr Paul Fair, Licensing Standards Officer (LSO)

The Applicant, Mr Jabbar Ali, Premises Licence Holder, was unable to attend the Board in person or via MS Teams due to a family bereavement, therefore he had submitted a written submission which was circulated to the Board.

The Board heard from the Licensing Standards Officer who advised that the application sought to make an application for a non minor variation to make amendments to the operating plan including the home delivery of alcohol. The LSO had no concerns with the application and the Applicant, Mr Ali had no concerns relating to the conditions, recognising that these conditions are necessary and confirmed he is happy to comply with these conditions during the delivery process. The Board had the opportunity to ask questions of Mr Fair.

**Motion**

Having considered all the information presented to it and having had opportunity for questions, that the Board grants the application for the Non Minor Variation of Licence subject to applying the Local Conditions for Home Delivery of Alcohol.

Moved by Councillor Fiona Law. Seconded by Councillor Kenneth Earle.

## **Decision**

Having considered all the information presented to it and having had opportunity for questions, the Board granted the application for the Non Minor Variation of Licence subject to applying the Local Conditions for Home Delivery of Alcohol, namely:

### **Local Licensing Conditions for Home Delivery Of Alcohol**

1. A written Age Verification Policy (AVP) must be kept and applied to all sales of alcohol for delivery to any place off the premises. This AVP must set out the steps that are to be taken to establish the age of a person attempting to take delivery of alcohol ("the customer") if it appears to the person making delivery of the alcohol that the customer appears to be less than 25 years of age (or such older age as may be specified in the policy).
2. Information must be provided to customers whether online or in store that Alcohol will only be left at the delivery address with a person who can prove that they are over 18 years of age.
3. Premises Licence holders and Premises Managers must ensure that all persons involved in the delivery of alcohol from the premises have received appropriate training in the content and application of the Age Verification Policy to be applied to all deliveries.
4. A record of all persons trained in relation to the Age Verification Policy will be kept on the premises and made available to the Licensing Standards Officer and any Constable of Police Scotland.
5. A copy of the training record referred to in No 4 above should be supplied to delivery agent on completion of the training.
6. Licence holders and Premises Managers will ensure that all persons involved in the delivery of alcohol from the premises have received appropriate training to ensure that deliveries of alcohol are not made to persons who are or appear to be drunk.
7. Licence holders using Royal Mail, a private postal service, a courier service or independent delivery drivers will ensure that an age verified signed for delivery option is utilised that requires any package containing alcohol to be left with an adult over 18 at the specified delivery address and at no other place.
8. The premises licence holder will ensure that records of all alcohol deliveries are retained on the premises and that those records contain the following information, the forename and surname of the purchaser, the delivery address, the quantity and type of alcohol delivered and the purchase price.
9. All records, electronic or written made in relation to the delivery of alcohol will be kept on the premises for at least 12 months and will be made available on demand to a Licensing Standards Officer for the area where the premises are located or to a Constable of Police Scotland.

## **Action**

Clerk to the Board

## **6.0 AOCB**

The Chair closed the meeting by apologising for his non-attendance in person and wished everyone a very Merry Christmas.

Ends: 10.18 am



## Licensing (Scotland) Act 2005, Section 29 Application for Variation of Premises Licence

To:

Clerk to the Licensing Board  
Clackmannanshire Council  
Kilncraigs  
Alloa  
FK10 1EB

If you are Completing this Form by Hand, Please Write Legibly in Block Capitals using **BLACK INK**. Please Ensure the Completed Application is Signed by the Applicant, Dated and Returned to the Above Address along with the Fee and the Original Licence or a Statement of Reasons as to why the Original Licence Cannot be Produced.

### APPLICANT INFORMATION

#### Question 1

Name, Address, Postcode and Licence Number of Premises.

Co-operative Group Food Limited  
23/25 Main Street  
Clackmannan  
FK10 4JA

Licence Number: CC0004

#### Question 2

Full Name, Address, Postcode, Telephone Number and Email Address of the Current Licensee or the Applicant if Different.

# Licensing Board



Clackmannanshire  
Council

www.clacksweb.org.uk

Co-operative Group Food Limited  
1 Angel Square  
Manchester  
M60 0AG

## DETAILS OF VARIATION

### Question 3

Brief Details of Variation (Continue on Separate Sheet if Necessary)

Major Variation to the Layout Plan to account for an internal reconfiguration of the premises, per proposed Layout Plan P9F3. This application also seeks to increase the capacity figure from 18.03m<sup>2</sup> to 18.24m<sup>2</sup> to account for the correction of a historic capacity error.

## OPERATING PLAN

### Question 4

Do you Propose to Vary any of the Information Within the Operating Plan Contained in the Licence?

**YES/NO**

If Yes Please Complete and submit New Operating Plan to include the Proposed Variations.

# Licensing Board



**Clackmannanshire  
Council**

www.clacksweb.org.uk

## LAYOUT PLAN

### Question 5

Do you Propose a Variation to the Layout Plan Contained in the Licence?

**YES/NO**

If Yes Please Supply **6 Copies** of the New Layout Plan Conforming to Paragraph 5 of The Premises Licence (Scotland) Regulations 2007.

## CONDITIONS

### Question 6

Do you propose a variation to any of the conditions to which the licence is subject?

**YES/NO**

If Yes please give details of the proposed variation below

Please Note That You Cannot Vary any Condition Which Is on Your Licence By Virtue Of Section 27(1) Of The Licensing (Scotland) Act, 2005 (Mandatory Conditions).

## PREMISES MANAGER

### Question 7

If you Propose to Vary the Information Contained in the Licence Relating to the Premises Manager . Please Provide the following information.

Name, Address and Personal Licence Details (Number and Issuing Board) of the Existing Premises Manager

# Licensing Board



**Clackmannanshire  
Council**

[www.clacksweb.org.uk](http://www.clacksweb.org.uk)

If only the existing Premises Manager's Personal Details have Changed  
Please Provide details

If there is a Change of Premises Manager Please Provide the following:-.

Name and Address of the Proposed Premises Manager

Date and Place of Birth of the Proposed Premises Manager

Email Address and Telephone Number of the Proposed Premises Manager

# Licensing Board



**Clackmannanshire Council**

www.clacksweb.org.uk

## Personal Licence

Date of Issue	Name of Licensing Board Issuing	Reference No. Of Personal Licence

Is the Variation Relating to the change of Premises Manager to Take Effect During the Application Period

**YES/NO**

If the Answer to the Above Question is NO Please Provide Below the Date the Variation is to Take Effect.

### **DECLARATION BY APPLICANT OR AGENT ON BEHALF OF APPLICANT**

**If Signing on Behalf of the Applicant Please State in What Capacity.**

The Contents of This Application Are True to the Best of my Knowledge and Belief.

Signature.....[REDACTED]..... Date 24th July 2025.....

\* (See Note Overleaf)

Capacity ..... **APPLICANT/AGENT** .....  
(Delete as appropriate)

Telephone Number and Email Address of Signatory [REDACTED]

Audrey Junner, Hill Brown Licensing  
.....  
The Forsyth Building, 5 Renfield Street  
.....  
Glasgow G2 5EZ  
.....

# Licensing Board



**Clackmannanshire  
Council**

[www.clacksweb.org.uk](http://www.clacksweb.org.uk)

**\* Data Protection Act 1998**

The Information on this Form May be Held on an Electronic Public Register Which May be Available to Members of the Public on Request

**Clackmannanshire Licensing Board has a duty to protect public funds that it administers and may use this information for the prevention and detection of fraud. For more details, please contact The Councils, Senior Auditor, on telephone number 01259 452047**

<b>Checklist</b>	
Fee enclosed	
Application signed/dated	
Original Licence enclosed or a Statement of reasons for failing to produce the Licence	
New Operating Plan Enclosed	
New Layout Plan Enclosed	



## Licensing Board

### Licensing (Scotland) Act 2005 Application for a Premises Licence or Provisional Premises Licence

#### APPLICANT INFORMATION

##### Question 1

Name, Address and Postcode of Premises to be Licensed

Mansfield Premier  
36B Mansfield Avenue  
Sauchie  
FK10 3LG

##### Question 2

Particulars of Applicant

**2(a)** Where Applicant is an Individual, Provide Full Name, Date and Place of Birth, and Home Address including Postcode.

Attig Ur Rehman

**2(b)** Where Applicant is a Partnership, please provide Full Name, and Postal Address of Partnership.

**2(c)** Where Applicant is a Company, please provide Name, Registered Office And Company Registration Number.

**2(d)** Where the Applicant is a Club or Other Body, please provide Full Name, and Postal Address of Club or Other Body.

**2(e)** Where Applicant is a Partnership, Company, Club or Other Body, please Provide the Names, Dates and Places of Birth and Home Address of Connected Persons\*

**\*Connected Person is defined in section 147(3) of the Licensing (Scotland) Act 2005**

For the Purposes of this Act, a person is, in relation to a partnership, a company, a club or other body (whether incorporated or unincorporated), a connected person if the person-

- (a) in the case of partnership is a partner,
- (b) in the case of a company-
  - (i) is a director, or
  - (ii) has control of the company
- (c) in the case of a club, is an office bearer of the club,
- (d) in any other case, is concerned in the management or control of the body or the Purposes of subsection (3)(b)(ii) and this subsection, a person is taken to have control of a company if-
  - (a) any of the directors of the company, or of any other company having control of the company, is accustomed to act in accordance with the person's directions or instructions, or
  - (b) the person is entitled to exercise, or to control the exercise of, at least one third of the voting power at any general meeting of the company or of any other company having control of the company.

**Question 3**

Previous Applications

Has the Applicant been refused a Premises Licence under section 23 of the Licensing (Scotland) Act 2005 in respect of the same Premises? **No**

If Yes – Provide Full Details

**Question 4**

Previous Convictions

Has the Applicant or any Connected Person ever been Convicted of a relevant or Foreign Offence (a) **No**

If Yes – Provide Full Details

For the Purpose of this Act, a Conviction for a Relevant Offence of Foreign Offence is to be disregarded if it is Spent of the purpose of the Rehabilitation of Offenders Act 1974

Name & Position (if Applicable)	Date of Convictions or Sentence	Court	Offence	Penalty

(a) In Addition to any convictions held by the applicant at the time of application, applicant should also familiarise themselves with the contents of section 24(1) of the Licensing (Scotland) Act 2005 in respect of any convictions for relevant or foreign offences which they may receive during the period beginning with the making of the premises licence application and ending with determination of the application.

### **Applicant's Duty to Notify Licensing Board of Convictions**

- (1) This section applies where any of the persons specified in subsection (2) is convicted of a relevant or foreign offence during the period beginning with the making of a premises licence application and ending with determination of the application.
- (2) Those persons are-
  - (a) the applicant, and
  - (b) where-
    - (i) the applicant is neither an individual nor a council, or
    - (ii) the premises in respect of which the licence is sought are used wholly or mainly for the purposes of a club.
 any connected person.
- (3) The applicant must, no later than one month after the date of the conviction give notice of the conviction to the Licensing Board to which the application was made.
- (4) A notice under subsection (3) must specify-
  - (a) the nature of the offence, and
  - (b) the date of the conviction.

### **DESCRIPTION OF PREMISES** Licensing (Scotland) Act 2005, section 20(2)(a)

#### **Question 5**

Description of Premises (where Application is Submitted by a Member's Club please also complete question 6)

**Question 6**

**To be completed by Member's Club Only**

Do the Club's Constitution and Rules Conform to The requirements of regulation 2 of the Licensing (Clubs) (Scotland) Regulations 2007	<b>Yes/No*</b>
*Delete as appropriate	
A Copy of the Club's Constitution & Rules <b>MUST</b> Be Included With The Application	

**DECLARATION BY APPLICANT OR AGENT ON BEHALF OF APPLICANT**

**If Signing on Behalf of the Applicant please State in what Capacity**

The contents of this Application are true to the best of my knowledge and belief.

Signature .....\* (see note below)

Date ..... 19/5/21

Capacity ..... **APPLICANT/AGENT**  
(delete as appropriate)

Telephone number and email address of signatory .....

Macdonald Licensing  
21a Rutland Square  
Edinburgh, EH1 2BB

0131 229 6181  
alistair@macdonaldlicensing.com

I Have Enclosed the Relevant Documents with this Application – Please Tick the Relevant Boxes	
Operating Plan	✓
Layout Plan	✓
Planning Certificate	✓
Building Standards Certificate	✓
Food Hygiene Certificate	✓

**\*Data Protection Act 1998**

The Information on this Form may be held on an Electronic Public Register which may be available to Members of the Public on Request

**FOR USE BY THE LICENSING BOARD ONLY**  
**APPLICATION CHECKLIST**

DATE RECEIVED	
FEE AMOUNT	
RECEIPT NUMBER	
RECEIVED BY (INITIALS)	
CONSIDERATION DATE	
LAST DATE FOR CONSIDERATION	
DATE OF INITIAL HEARING	
DATE GRANTED/REFUSED (delete as appropriate)	

**FOR USE BY THE LICENSING BOARD ONLY**  
**IF APPLICATION IS FOR A PREMISES LICENCE**  
**DOCUMENTS REQUIRED**

OPERATING PLAN	
LAYOUT PLAN	
PLANNING CERTIFICATE	
BUILDING STANDARDS CERTIFICATE	
FOOD HYGIENE CERTIFICATE	

**FOR USE BY THE LICENSING BOARD ONLY**  
**IF APPLICATION IS FOR A PROVISIONAL PREMISES LICENCE**  
**DOCUMENTS REQUIRED**

PROVISIONAL PLANNING CERTIFICATE	
OPERATING PLAN	
LAYOUT PLAN	

For the Purpose of this Act, a Conviction for a Relevant Offence of Foreign Offence is to be disregarded if it is Spent of the purpose of the Rehabilitation of Offenders Act 1974

Name & Position (if Applicable)	Date of Convictions or Sentence	Court	Offence	Penalty

- (a) In Addition to any convictions held by the applicant at the time of application, applicant should also familiarise themselves with the contents of section 24(1) of the Licensing (Scotland) Act 2005 in respect of any convictions for relevant or foreign offences which they may receive during the period beginning with the making of the premises licence application and ending with determination of the application.

### **Applicant's Duty to Notify Licensing Board of Convictions**

- (1) This section applies where any of the persons specified in subsection (2) is convicted of a relevant or foreign offence during the period beginning with the making of a premises licence application and ending with determination of the application.
- (2) Those persons are-
  - (a) the applicant, and
  - (b) where-
    - (i) the applicant is neither an individual nor a council, or
    - (ii) the premises in respect of which the licence is sought are used wholly or mainly for the purposes of a club.
 any connected person.
- (3) The applicant must, no later than one month after the date of the conviction give notice of the conviction to the Licensing Board to which the application was made.
- (4) A notice under subsection (3) must specify-
  - (a) the nature of the offence, and
  - (b) the date of the conviction.

### **DESCRIPTION OF PREMISES** Licensing (Scotland) Act 2005, section 20(2)(a)

#### **Question 5**

Description of Premises (where Application is Submitted by a Member's Club please also complete question 6)

**Convenience Store located in single Storey detached building on Mansfield Avenue**

## OPERATING PLAN

Licensing (Scotland) Act 2005, section 20(2)(b)(i)

**Name, address and postcode of premises to be licensed.**

36B Mansfield Avenue  
Sauchie  
FK10 3LG

**Question 1**

*STATEMENT REGARDING ALCOHOL BEING SOLD ON PREMISES/OFF PREMISES OR BOTH*

<i>1(a) Will alcohol be sold for consumption solely ON the premises?</i>	NO
<i>1(b) Will alcohol be sold for consumption solely OFF the premises?</i>	YES
<i>1(c) Will alcohol be sold for consumption both ON and OFF the premises?</i>	NO
<i>*Delete as appropriate</i>	

**Question 2**

*STATEMENT OF CORE TIMES WHEN ALCOHOL WILL BE SOLD FOR CONSUMPTION ON PREMISES*

<i>Day</i>	<i>ON Consumption</i>	
	<i>Opening time</i>	<i>Terminal hour</i>
<i>Monday</i>		
<i>Tuesday</i>		
<i>Wednesday</i>		
<i>Thursday</i>		
<i>Friday</i>		
<i>Saturday</i>		
<i>Sunday</i>		

**Question 3**

STATEMENT OF **CORE** TIMES WHEN ALCOHOL WILL BE SOLD FOR CONSUMPTION **OFF** PREMISES

<i>Day</i>	<i>OFF Consumption</i>	
	<b>Opening time</b>	<b>Terminal hour</b>
<i>Monday</i>	10am	10pm
<i>Tuesday</i>	10am	10pm
<i>Wednesday</i>	10am	10pm
<i>Thursday</i>	10am	10pm
<i>Friday</i>	10am	10pm
<i>Saturday</i>	10am	10pm
<i>Sunday</i>	10am	10pm

**Question 4**

SEASONAL VARIATIONS

<i>Does the applicant intend to operate according to seasonal demand</i>	<i>NO</i>
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*\*If YES – provide details*

**Question 5**

PLEASE INDICATE THE OTHER ACTIVITIES OR SERVICES THAT WILL BE PROVIDED ON THE PREMISES IN ADDITION TO SUPPLY OF ALCOHOL

<b>COL. 1</b> <i>5(a)</i> <b>Activity</b>	<b>COL. 2</b> <i>Please confirm</i> <b>YES/NO</b>	<b>COL. 3</b> <b>To be provided during core licensed hours – please confirm</b> <i>YES/NO</i>	<b>COL. 4</b> <b>Where activities are also to be provided outwith core licensed hours please confirm</b> <i>YES/NO</i>
<i>Accommodation</i>	No	N/A	N/A
<i>Conference facilities</i>	No	No	No
<i>Restaurant facilities</i>	No	No	No
<i>Bar meals</i>	No	No	No
<b>5(b) Activity</b> <i>Social functions including:</i>	<i>Please confirm</i> <b>YES/NO</b>	<b>To be provided during core licensed hours – please confirm</b> <i>YES/NO</i>	<b>Where activities are also to be provided outwith core licensed hours please confirm</b> <i>YES/NO</i>
<i>Receptions including Weddings, funerals, birthdays, retirements etc.</i>	No	No	No
<i>Club or other group meetings etc.</i>	No	No	No
<b>5(c) Activity</b> <i>Entertainment including:</i>	<i>Please confirm</i> <b>YES/NO</b>	<b>To be provided during core licensed hours – please confirm</b> <i>YES/NO</i>	<b>Where activities are also to be provided outwith core licensed hours please confirm</b> <i>YES/NO</i>
<i>Recorded music – see 5(g)</i>	Yes	Yes	Yes
<i>Live performances – see 5(g)</i>	No	No	No
<i>Dance facilities</i>	No	No	No
<i>Theatre</i>	No	No	No
<i>Films</i>	No	No	No
<i>Gaming</i>	No	No	No
<i>Indoor/outdoor sports</i>	No	No	No
<i>Televised sport</i>	No	No	No

<b>5(d)</b> <b>Activity</b>	<b>Please confirm</b> <b>YES/NO</b>	<b>To be provided</b> <b>during core licensed</b> <b>hours – please</b> <b>confirm</b> <b>YES/NO</b>	<b>Where activities are</b> <b>also to be provided</b> <b>outwith core licensed</b> <b>hours please confirm</b> <b>YES/NO</b>
<i>Outdoor drinking facilities</i>	No	No	No
<b>5(e)</b> <b>Activity</b>	<b>Please confirm</b> <b>YES/NO</b>	<b>To be provided</b> <b>during core licensed</b> <b>hours – please</b> <b>confirm</b> <b>YES/NO</b>	<b>Where activities are</b> <b>also to be provided</b> <b>outwith core licensed</b> <b>hours please confirm</b> <b>YES/NO</b>
<i>Adult entertainment</i>	No	No	No

Where you have answered YES in respect of any entry in column 4 above, please provide further details below.

The shop may open from (7am) providing a range of goods and services but no alcohol will be sold or supplied until the commencement of licensed hours. Certain Activities may take place during this period.
--

5(f) any other activities

If you propose to provide any activities other than those listed in 5(a) – (e) please provide details or further information in the box below.

Deliveries (which may include alcohol) Take-aways (which may include alcohol)
--

5(g) Late night premises opening after 1.00am

Where you have confirmed that you are providing live or recorded music, will the decibel level exceed 85dB?	YES/NO*
---	---------

When fully occupied, are there likely to be more customers standing than seated?	YES/NO*
*Delete as appropriate	

**Question 6 (On-sales only)**

*CHILDREN AND YOUNG PERSONS*

6(a)	<i>When alcohol is being sold for consumption on the premises will children or young persons be allowed entry</i>	YES/NO*
	<i>*Delete as appropriate</i>	

6(b) *Where the answer to 6(a) is YES provide statement of the **TERMS** under which they will be allowed entry*

6(c) *Provide statement regarding the **AGES** of children or young persons to be allowed entry*

6(d) *Provide statement regarding the **TIMES** during which children and young persons will be allowed entry*

6(e) *Provide statement regarding the **PARTS** of the premises to which children and young persons will be allowed entry*

**Question 7**

*CAPACITY OF PREMISES*

*What is the proposed capacity of the premises to which this application relates?*

Off Sales – 3.39 sqm

**Question 8**

*PREMISES MANAGER (NOTE: not required where application is for grant of provisional premises licence)*

*Personal details*

8(a) *Name*

Attiq Ur Rehman

8(b) *Date of birth*

[Redacted]

8(c) *Contact address*

[Redacted]

8(d) *Email address*

[Redacted]

8(e) *Personal licence*

<i>Date of issue</i>	<i>Name of Licensing Board issuing</i>	<i>Reference no. of personal licence</i>
21 January 2025	Midlothian Licensing Board	MID 1720

**DECLARATION BY APPLICANT OR AGENT ON BEHALF OF APPLICANT**

**If signing on behalf of the applicant please state in what capacity.**

The contents of this operating plan are true to the best of my knowledge and belief.

Signature ..... \* (see note below)

Date ..... 19/5/09

Capacity ..... APPLICANT/AGENT (delete as appropriate).

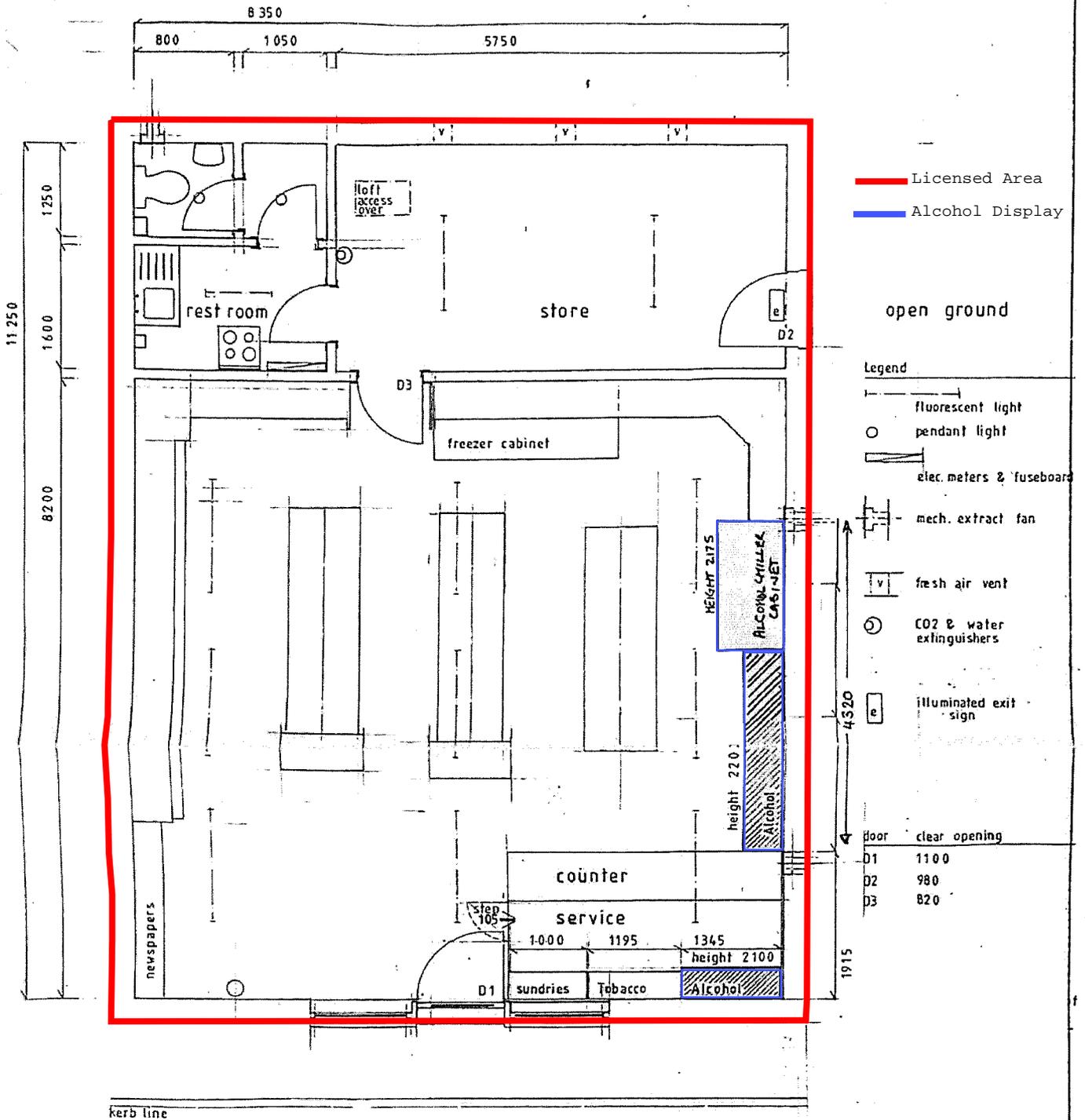
Telephone number and email address of signatory .....

Macdonald Licensing  
21a Rutland Square  
Edinburgh, EH1 2BB

0131 2296181, alistair@macdonaldlicensing.com

**\* Data Protection Act 1998**

The information on this form may be held on an electronic public register which may be available to members of the public on request.



mansfield cover

36b Mansfield Avenue  
Sauchie. FK10 3LG  
Licensing Board  
Layout Plan

Scale 1:50



**CLACKMANNANSHIRE**  
**COUNCIL**

**LICENSING (SCOTLAND) ACT 2005**  
**SECTION 50**

**PLANNING CERTIFICATE**

***36B Mansfield Avenue, Sauchie, Alloa, FK10 3LG***

I hereby certify that the above named premises referred to in the application dated the 20<sup>th</sup> March 2025, has planning permission under the Town and Country Planning (Scotland) Act 1997 (as amended), in respect of the development in connection with the proposed use as a licensed premises.

The Planning Authority therefore raise no objections.

Date: 7<sup>th</sup> April 2025

Signed: J.Muff

**JACOB MUFF**  
**PRINCIPAL PLANNER**  
**CLACKMANNANSHIRE COUNCIL**



**Clackmannanshire  
Council**

**LICENSING (SCOTLAND) ACT 2005**  
**SECTION 50**

**BUILDING CERTIFICATE**

**Mansfield Premier, 36B Mansfield Avenue, Sauchie, FK10 3LG**

On behalf of the Development Services,

Clackmannanshire Council,

As this application is for a new licence holder only and no alterations have been undertaken to the shop, I hereby certify that permission for the temporary occupation or use of the premises is not required under section 21(3) of the Building (Scotland) Act 2003.

Date: 26<sup>th</sup> March 2025

Signed:



For the Local Authority

**WARNING – This Section 50 Certificate (Building Standards) does not exempt you from obtaining other Section 50 Certificates that may be necessary, such as from the Council's Planning and Environmental Health Teams. Consult the local authority if in doubt.**



**Clackmannanshire  
Council**

**LICENSING (SCOTLAND) ACT 2005**  
**SECTION 50**

**ENVIRONMENTAL HEALTH CERTIFICATE**

On behalf of the Head of Development and Environment Services,

Clackmannanshire Council,

I hereby certify that the premises subject to an application made by

**Attiq Ur Rehman**

in relation to grant of a Food Hygiene Certificate

at

**Mansfield Premier, 36B Mansfield Avenue, Sauchie, FK10 3LG**

Are regularly inspected by this department and

Found to comply with the requirements of the

Food Hygiene (Scotland) Regulations 2006

with respect to construction, layout, drainage, ventilation, lighting, water supply, and the provision of sanitary and washing facilities.

Date: 7 April 2025

Signed: 

**STEPHEN BALLANTYNE**  
**ENVIRONMENTAL HEALTH OFFICER**

**DISABLED ACCESS AND FACILITIES STATEMENT**

*Licensing (Scotland) Act 2005, section 20(2)(b)(iia)*

**Question 1**

**Disabled access and facilities**

1(a)	Is there disabled access to the premises	YES
1(b)	Do you have facilities for those with a disability	YES
1(c)	Do you have any other provisions available to aid the use of the premises by disabled people	YES
*Delete as appropriate		

If you have answered Yes to any of the questions above please complete, as appropriate, the following sections.

**Question 2**

**Disabled access to, from and within the premises**

Please provide clear and detailed description of how accessible the premises are for disabled people. e.g. ramps, accessible floors, signage.

There is a small ridge in order to enter the property (see photo attached) but access should be possible by someone in a wheelchair. Perhaps with assistance. They do have a ramp in order to facilitate this.

**Question 3**

**Facilities available**

Please describe in detail the facilities provided for disabled people. e.g. disabled toilets, lifts, accessible tables.

The aisles are wide enough for a wheelchair, but the vast majority of those coming into the shop are regulars and live nearby in the scheme. The clients know them and access the products for them. They are more than happy to provide this facility.

**Question 4**

**Other provisions**

Please provide details of any other provisions made to aid the use of the premises by disabled people. e.g. assistance dogs welcome, large print menus.

Once again this matter has been brought to the attention of our clients and they will now do an assessment of what facilities they may be able to provide, and in particular assistance for other types of disability, beyond mobility difficulties, including mental health, sight, hearing and other types of illness.

It is hoped to provide staff with guidance as to how to identify such people and what assistance can be provided.

**DECLARATION BY APPLICANT OR AGENT ON BEHALF OF APPLICANT**

**If signing on behalf of the applicant please state in what capacity.**

The contents of this disabled access and facilities statement are true to the best of my knowledge and belief.

Signature ..  ..... \* (see note below)

Date ..... 19/5/25 .....

Capacity ..... APPLICANT/AGENT

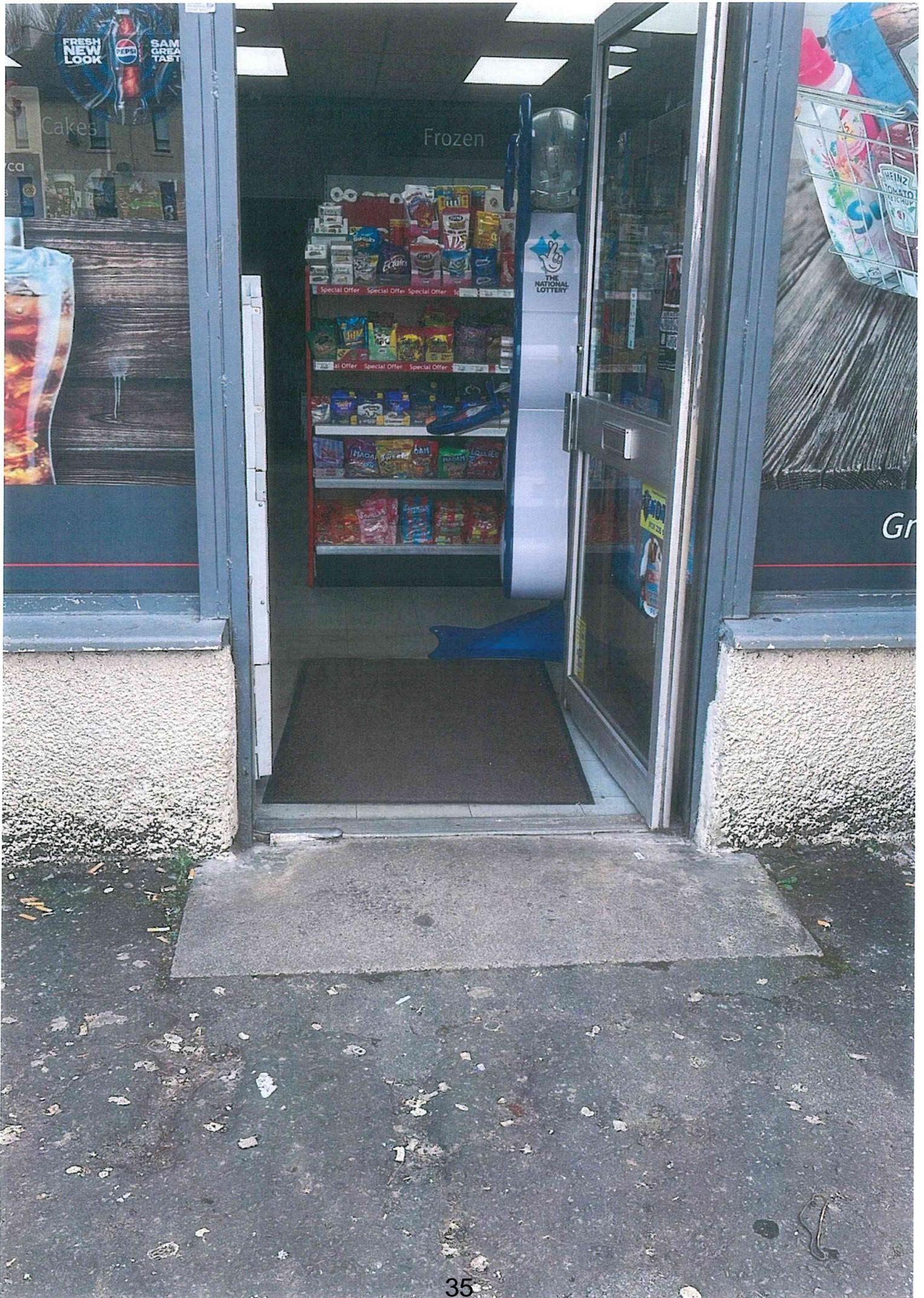
Telephone number and email address of signatory.....

Macdonald Licensing  
21a Rutland Square  
Edinburgh, EH1 2BB

0131 229 6181, Alistair@macdonaldlicensing.com

**\* Data Protection Act 1998**

The information on this form may be held on an electronic public register which may be available to members of the public on request."



FRESH NEW LOOK

SAM GREAT TASTE

Cakes

Frozen

THE NATIONAL LOTTERY

Special Offer Special Offer Special Offer

Special Offer Special Offer Special Offer

Gr



## LICENSING (SCOTLAND) ACT 2005

### CONFIRMATION OF SITE NOTICE

Full name of Applicant/Agent & Address (include postcode)	Macdonald Licensing 21a Rutland Square Edinburgh, EH1 2BB
Name & Address of Premises (include postcode)	Mansfield Premier 36B Mansfield Avenue Sauchie FK10 3LG

A notice regarding an application for a premises licence or for variation of such a licence is required to be displayed for a period of not less than 21 days. If the Licensing Board is not satisfied that this has taken place, it may order the display of the notice for a further 21 days.

Should the notice without any fault or intention of the applicant be removed, obscured or defaced before the end of the 21 days for which it must be displayed, the applicant must take reasonable steps for its protection and if need be its replacement. If this had happened, the applicant must note it and set out what he or she has done to correct the situation (in the box below).

--

### CONFIRMATION OF DISPLAY OF NOTICE

I (Full Name of Applicant)	
Confirm that a notice regarding an application for a premises licence licence/variation of such a licence has been displayed as prescribed for a period of not less than 21 days.	
The dates of display being	16.06.2025 - 07.07.2025
Applicant's Signature	
Date	08.07.2025



**Partnership and Performance**

Kilncraigs, Greenside Street, Alloa, FK10 1EB  
Telephone: 01259 450000

## Memo

To: **The Clerk to the Licensing Board  
Greenfield  
Alloa  
FK10 2AD**

From: **Paul Fair  
Licensing Standards Officer**

Extension: **2091**

Email: **pfair@clacks.gov.uk**

Our Ref: **PF/LSO/NPL/REP/CC**

Your Ref:

Date: **12 March, 2026**

Subject: **Licensing (Scotland) Act, 2005. Section 29  
Application for a Premises Licence  
Mansfield Premier  
36B Mansfield Avenue, Sauchie, FK10 3LG**

1. Having considered the content of the application and the representation made by Police Scotland I have the following comments to make, these comments should be treated as a representation in the terms of section 22 of the Licensing (Scotland) Act, 2005.
2. The application to be determined is an application for a new premises licence.
3. The premises were previously licensed however that licence was formerly surrendered by the licence holder in January 2025.
4. The circumstances leading up to and surrounding the surrender of the previous licence are relevant to this application, and the Board are asked to consider these circumstances when making their determination.
5. Without going into the full detail of the history, I can report that between on 28 February 2022, and the date of surrender, the premises licence was held by an individual unconnected to this application.
6. That same individual was also named as the premises manager, however at the time he appointed himself as premises manager for the shop, he was already a premises manager at Licensed premises in Edinburgh.
7. The effect of this was that there was no premises manager at 36 B Mansfield Avenue, for a period of almost 3 years.
8. During a telephone conversation with the licence holder, he advised me that he had sold the premises to an individual he referred to as Bilal.
9. I have subsequently confirmed that Bilal, is one and the same as Mian Muhammad Bilal Anwar Born [REDACTED], who is the holder of a Personal Licence No. 485275 granted by Edinburgh Licensing Board on the 01/11/2022.
10. According to the previous licence holder, the sale/transfer of the premises took place in about at some time in 2023, in a conversation in January 2025, with me he described

the time scale as “about 2 years ago”, and the licence holder believed that Bilal would handle the transfer of the premises licence and appoint himself as premises manager.

11. No transfer ever took place. At this stage Bilal had never made contact with Clackmannanshire Licensing Board in relation to the Licence.
12. The previous licence holder stated that he had nothing to do with the shop after the sale to Bilal.
13. On 1 October, 2024 the Premises Licence annual fee became due and was not paid. There was no response to reminders sent to the premises licence holder at that time.
14. On 12 December, 2024, I attended at the shop to make enquiries into the still unpaid annual fee.
15. The member of staff in the shop at that time, confirmed that he did not know the previous licence holder and that he worked for a man named Bilal. This staff member had received no mandatory staff training and was not a personal licence holder.
16. He was unable to produce a staff training record.
17. He advised me that Bilal was the shop owner and the manager.
18. I carried out a compliance inspection in the shop and found a number of alcohol products being offered for sale below minimum unit price.
19. That day I made enquiries with Edinburgh Licensing Board and uncovered the fact that the previous licence holder was a premises manager in another premises in Edinburgh on the date of his nomination in February, 2022
20. I was unable to contact the Previous licence holder that day
21. On 13 December 2024 I served a section 14 Notice on the premises licence holder – the notice related to the unpaid fee, the MUP breach, the lack of premises manager, and the use of untrained staff.
22. Bilal was present when I served the notice and explained to me that he was the manager and claimed not to be the holder of a personal licence. This statement was later found to be untrue.
23. He further claimed that the previous licence holder/premises manager made regular visits to the premises, however had been unwell and sat in the back shop, and that is why no other staff member was of aware of him. This claim was strenuously denied by the previous licence holder.
24. It was clear however that Bilal oversaw the shop and managed the day-to-day operation, he later confirmed this in numerous emails to me where he describes the premises as his shop and his business.
25. On the evidence now available it is clear that the shop is under the full control of Bilal, during the period between February, 2024 and todays date (12 March, 2026).
26. On balance of probabilities it can be said that Bilal is a major contributor to the licensing failures resulting in the service of the Section 14 notice, which was subsequently breached.

27. As a direct result of the breach of the terms of the section 14 notice, I eventually managed to contact the previous licence holder. He confirmed the matters attributed to him in the previous paragraphs.
28. After a lengthy discussion around the premises licence review process, the previous licence holder asked for time to take legal advice and later that day surrendered the premises licence (31 January, 2025).
29. On 19 May 2025 the application subject of this report was lodged with Clackmannanshire Licensing Board.
30. For a variety of reasons processing of this application has been delayed.
31. The application was lodged on behalf of Attiq Ur Rehman, by Macdonald Licensing, of Edinburgh.
32. Licensing administration staff have advised that communication with the applicant has been difficult with several emails going unanswered.
33. To clarify some matter in relation to this report I called the applicant on 11 March, 2026.
34. To my surprise, Mr Rehman appeared unaware that the application lodged in his name was for a premises licence. He explained that he thought he was to be the “manager” and that a company owned by Bilal would hold the premises licence.
35. He identified that company as Mansfield Premier Limited.
36. Mr Rehman confirmed that company belonged to Bilal.
37. Mr Rehman was unaware of who owned the building and was unaware of who had authorised him to apply for the premises licence.
38. Mr Rehman has no lease for the building and is not connected to it in anyway.
39. Mr Rehman stated that if the licence is granted, he will “go into partnership” with Bilal, and he will be working at the premises every day.
40. When asked about the business model, and his involvement with Bilal, he became evasive and terminated the call. I was unable to call him back as the phone appeared to be switched off.
41. In all the circumstances I am satisfied that this business is owned and operated by Mr Mian Muhammad Bilal Anwar (Bilal) and it is clear that Bilal is an “interested party” for the purposes of Section 22(1A)(c) of the 2005 Act.
42. I am concerned that Bilal is trying to distance himself from the business, and that he has lied to me during a number of important enquiries.
43. Bilal’s denial that he was a personal licence holder in my view was an attempt to distance himself from liability for the licensing breaches identified at the premises in December 2024.
44. As a direct result of these breaches, and the subsequent failure to acknowledge responsibility for them, I am concerned that Bilal is not a fit and proper person.
45. I have further concerns that this application for a premises licence has been lodged in the name of an individual who appears to have no natural connection to the premises.

46. The concern is increased by the applicants own statement during enquiries into the matter, that he believed he was only being appointed as premises manager. Mr rehman denied instructing Macdonald licensing to Act on his behalf and advised that the “solicitor is Bilal’s solicitor” and that “Bilal deals with him”.
47. Mr Rehman confirmed that Bilal’s company will pay any expenses connected with the application.
48. The only other matter of significance connected to this application is that the answer to Question 5(f) indicated that the premises would offer “deliveries (which may include alcohol)”.
49. I have assumed that this is a reference to “home delivery”.
50. The Clackmannanshire Licensing Board Statement of Licensing Policy 2023-2028 (the Policy) confirms at page 19 that the Board will require all premises seeking to make home deliveries of alcohol to have this specified on their operating plan.
51. The Policy goes on to indicate that home delivery of alcohol should be robustly managed and is likely to attract additional local conditions where the Licensing Board think it is necessary and expedient for the purposes of the licensing objectives.
52. In this case, I would suggest that to support compliance with the licensing objectives contained within the Licensing (Scotland) Act, 2005, that if the Board decide to grant the licence, they should apply additional local conditions of the type suggested in the Policy.
53. At **Appendix A** I have drafted proposed conditions for the benefit of the Licensing Board that I believe will adequately address the common concerns that surround the home delivery of alcohol.
54. I would suggest that these proposed conditions are necessary and expedient for the purposes of the licensing objectives.
55. Those concerns are deliveries being made to underage persons, or to persons who are drunk or at serious risk of harm from drinking alcohol, and deliveries being made by untrained individuals, or by couriers that do not have robust age verification measures in place.
56. The board are asked to consider all the available information prior to making a determination of the application. They are asked to consider whether an interested party namely Mian Muhammad Bilal Anwar is a fit and proper person.
57. In the event that the licence is granted, it is suggested that the local licensing conditions detailed in appendix A are necessary and expedient to secure compliance with the licensing objectives.

*Paul Fair*

Licensing Standards Officer.

## **Appendix A**

### **Draft Local | Conditions Home Delivery Of Alcohol**

1. A written Age Verification Policy (AVP) must be kept and applied to all sales of alcohol for delivery to any place off the premises. This AVP must set out the steps that are to be taken to establish the age of a person attempting to take delivery of alcohol ("the customer") if it appears to the person making delivery of the alcohol that the customer appears to be less than 25 years of age (or such older age as may be specified in the policy).
2. Information must be provided to customers whether online or in store that Alcohol will only be left at the delivery address with a person who can prove that they are over 18 years of age.
3. Premises Licence holders and Premises Managers must ensure that all persons involved in the delivery of alcohol from the premises have received appropriate training in the content and application of the Age Verification Policy to be applied to all deliveries.
4. A record of all persons trained in relation to the Age Verification Policy will be kept on the premises and made available to the Licensing Standards Officer and any Constable of Police Scotland.
5. A copy of the training record referred to in No 4 above should be supplied to delivery agent on completion of the training
6. Licence holders and Premises Managers will ensure that all persons involved in the delivery of alcohol from the premises have received appropriate training to ensure that deliveries of alcohol are not made to persons who are or appear to be drunk.
7. Licence holders using Royal Mail, a private postal service, a courier service or independent delivery drivers will ensure that only an age verified signed for delivery option is utilised that requires any package containing alcohol to be left with an adult over 18 at the specified delivery address and at no other place.
8. The premises licence holder will ensure that records of all alcohol deliveries are retained on the premises and that those records contain the following information, the forename and surname of the purchaser, the delivery address, the quantity and type of alcohol delivered and the purchase price.
9. All records, electronic or written, made in relation to the delivery of alcohol will be kept on the premises for at least 12 months and will be made available on demand to a Licensing Standards Officer for the area where the premises are located or to a Constable of Police Scotland.



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**Report to the Licensing Board**

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**Date of Meeting: 26 March, 2026**

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**Subject: General Extension of Licensed Hours – FIFA World Cup 2026**

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**Report by: Clerk to the Licensing Board**

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**1.0 Purpose**

- 1.1. The purpose of this report is to enable the Licensing Board (The Board) to consider and agree its approach to licensed hours for premises in Clackmannanshire during the FIFA World Cup 2026.

**2.0 Recommendations**

- 2.1. It is recommended that the Board:
- 2.2. Determine whether a general extension to licensed hours is available to all on sales licensed premises that have “televised sport” authorised in their operating plan be granted.
- 2.3. Approve the communication strategy in relation to the match Scotland v Haiti, to be played on Sunday 14 June, 2026, which kicks off at 0200hrs, in Appendix C.

**3.0 Considerations**

- 3.1. In May 2026 Fifa’s World Cup event will be hosted by United States of America. This means that a number of matches will be held in the early hours necessitating a possible extension to premises licences.
- 3.2. On 17 February 2026 an informal meeting of the Licensing Board took place to determine how to proceed with the issue of licensed premises holders. This followed initial consultation with premises licence holders to inform interest in extending opening hours. The Board members considered the implications of various decisions and considered input from Police Scotland. Furthermore, they weighed up the impact on the Licensing Objectives, namely:
- preventing crime and disorder,
  - securing public safety,

- preventing public nuisance,
  - protecting and improving public health, and
  - protecting children and young persons from harm.
- 3.3. The Licensing Board considered the contents of the 14 responses received from the consultation with Premises Licences holders. This consultation demonstrated that there was an interest locally from licence holders who wished to show the Scotland matches to patrons. The Board considered that the 02:00 kick off time for the Scotland v Haiti match on **Sunday 14 June, 2026** would be best managed using individual extended hours applications. The Board felt this was necessary to ensure the licensing objectives are upheld within Clackmannanshire. This approach will allow each venue who wishes to show the Scotland v Haiti match to be considered on an individual basis.
- 3.4. To this end, it is recommended that there is a general extension and communication strategy as outlined in paragraphs 3.2 and 3.3 above.
- 3.5. A general extension would permit the sale of alcohol for a period of 15 minutes after the conclusion of all Scotland matches scheduled to kick off within normal core hours. This covers the scheduled matches V Morocco and Brazil, and any further matches involving the Scotland team as the competition progresses out of the group stages.
- 3.6. The communication strategy in the appendix details the process and invites interested parties to apply for extended hours on an individual basis where they wish to televise any game that is scheduled to kick off after the end of core licensed hours.
- 3.7. There is no obligation on any qualifying premises to take advantage of these extended hours if they do not wish to do so.
- 3.8. Any premises which wish to remain open beyond the hours stated in paragraph 2.2 and 2.3 above will require to make an application for extended hours under Section 68 of the 2005 Act.
- 3.9. All qualifying premises which wish to open in accordance with the terms of this general extension outlined in recommendation 2.3 are reminded that the conditions of their premises licence remain in force whilst they are open and appropriate risk assessments should be undertaken to seek to ensure compliance with the 5 licensing objectives during the extended hours. N.B. The Board does not intend to ask premises to enforce the minimum entry charge in these circumstances

#### **4.0 Sustainability Implications**

- 4.1. None

#### **5.0 Resource Implications**

- 5.1. *Financial Details*

5.2. The full financial implications of the recommendations are set out in the report. This includes a reference to full life cycle costs where appropriate. Yes

5.3. Finance have been consulted and have agreed the financial implications as set out in the report. Yes

5.4. *Staffing*

## 6.0 Exempt Reports

6.1. Is this report exempt? Yes  (please detail the reasons for exemption below) No

## 7.0 Declarations

The recommendations contained within this report support or implement our Corporate Priorities and Council Policies.

### (1) Our Priorities

Clackmannanshire will be attractive to businesses & people and ensure fair opportunities for all

Our families; children and young people will have the best possible start in life

Women and girls will be confident and aspirational, and achieve their full potential

Our communities will be resilient and empowered so that they can thrive and flourish

### (2) Council Policies

Complies with relevant Council Policies

## 8.0 Impact Assessments

8.1 Have you attached the combined equalities impact assessment to ensure compliance with the public sector equality duty and fairer Scotland duty? (All EFSIAs also require to be published on the Council's website)

Yes

8.2 If an impact assessment has not been undertaken you should explain why:

## 9.0 Legality

- 9.1 It has been confirmed that in adopting the recommendations contained in this report, the Council is acting within its legal powers. Yes

## 10.0 Appendices

- 10.1 Please list any appendices attached to this report. If there are no appendices, please state "none".

**Appendix A** - Report on consultation with Premises Licence Holders.

**Appendix B** - Licensing (Scotland) Act 2005 - Section 142: guidance for Licensing Boards – FIFA World Cup 2026

**Appendix C** – Communication Strategy

**Appendix D** - Equality and Fairer Scotland Impact Assessment (EFSIA)

## 11.0 Background Papers

- 11.1 Have you used other documents to compile your report? (All documents must be kept available by the author for public inspection for four years from the date of meeting at which the report is considered)

Yes  (please list the documents below) No

### Author(s)

NAME	DESIGNATION	TEL NO / EXTENSION
Dale Bell	Depute Clerk to the Licensing Board	2086

### Approved by

NAME	DESIGNATION	SIGNATURE
Sarah Goldberg	Team Leader	

## Licensed business plans for World Cup coverage

This consultation was sent to all Premises Licence Holders in Clackmannanshire who have permission to show live televised sports as per their Operating Plan. To encourage participation, it was also publicised on Social Media platforms and picked up by the Alloa Advertiser. Please find below a report that has been produced which breaks down the responses to the consultation.

This report was created on Monday 16 February 2026 at 10:03

The activity ran from 30/01/2026 to 15/02/2026

Responses to this survey: **14**

### Premises name

#### **Premises name**

There were 14 responses to this part of the question.

### Premises address

#### **Premises address**

There were 14 responses to this part of the question.

### Premises Licence Number

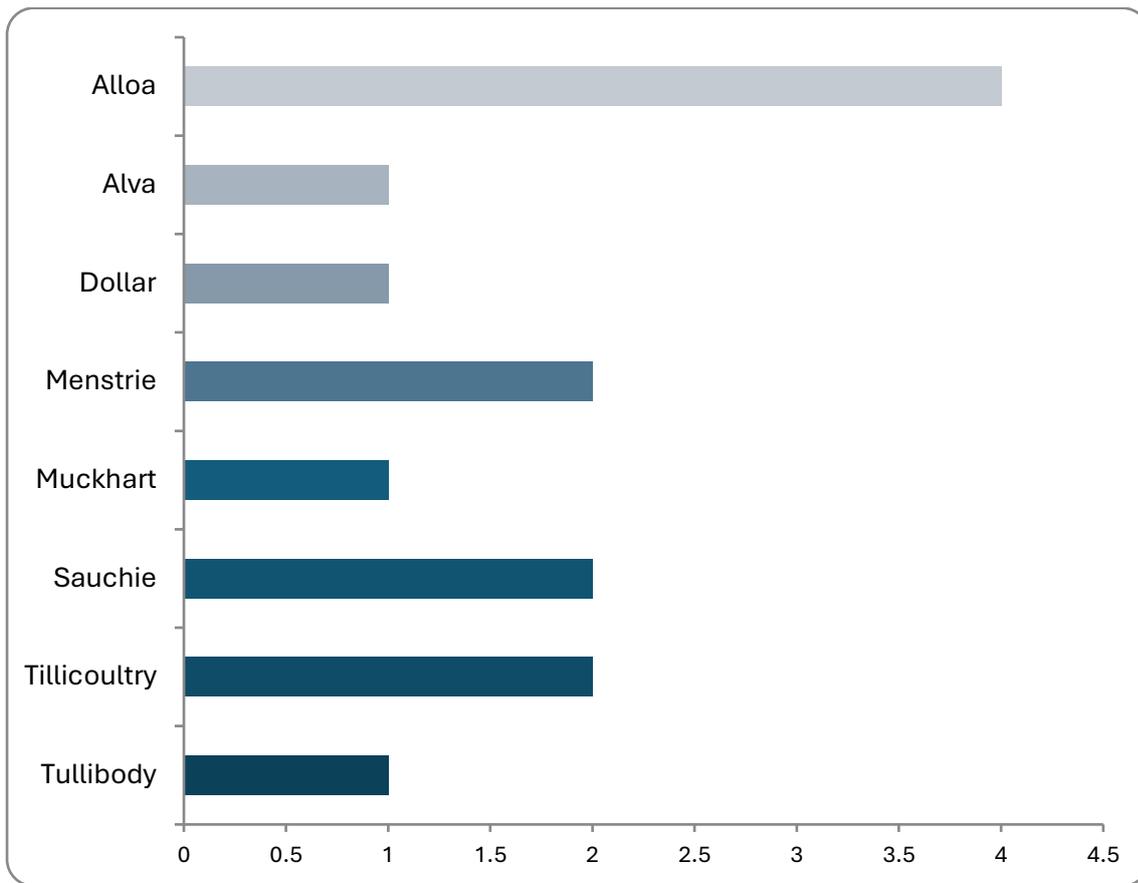
#### **Premises licence number**

There were 14 responses to this part of the question.

### Premises location

#### **Premises location**

There were 14 responses to this part of the question.



Option	Total	Percent
Alloa	4	28.57%
Alva	1	7.14%
Cambus	0	0.00%
Clackmannan	0	0.00%
Coalsnaughton	0	0.00%
Devon Village	0	0.00%
Dollar	1	7.14%
Fishcross	0	0.00%
Forestmill	0	0.00%
Glenochil Village	0	0.00%
Helensfield	0	0.00%
Kennet	0	0.00%
Marchglen	0	0.00%
Menstrie	2	14.29%
Muckhart	1	7.14%
Sauchie	2	14.29%
Tillicoultry	2	14.29%
Tullibody	1	7.14%
Other (please state below)	0	0.00%
Not Answered	0	0.00%

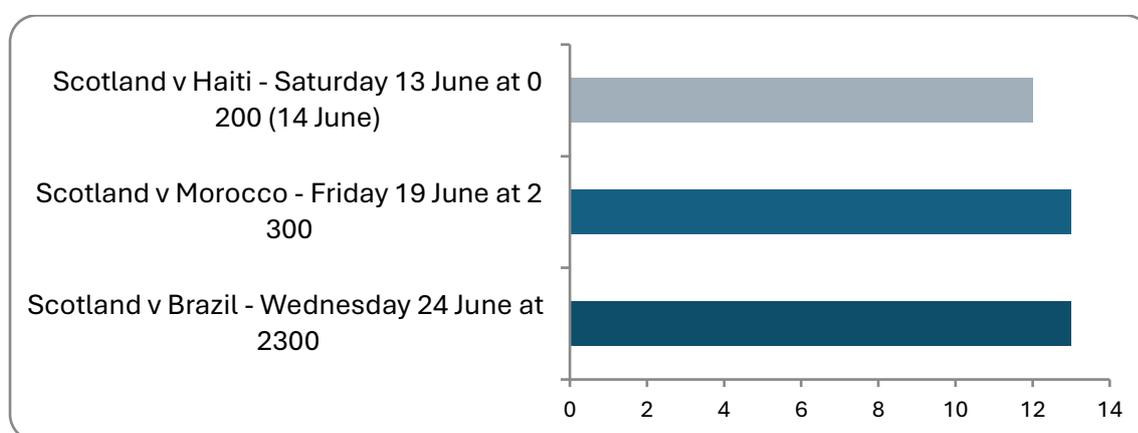
### Other place name

There were 0 responses to this part of the question.

Scotland's group games are to kick off at 0200 and 2300 hours. Which games would you be likely to televise?

### What games are you likely to televise

There were 14 responses to this part of the question.

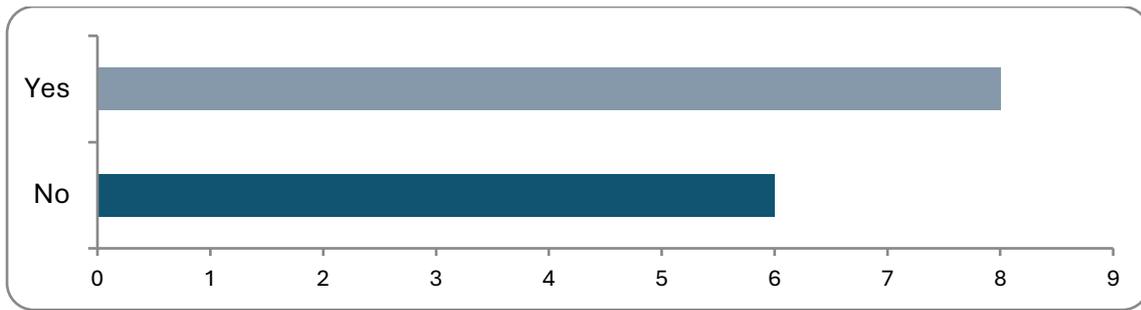


Option	Total	Percent
Scotland v Haiti - Saturday 13 June at 0200 (14 June)	12	85.71%
Scotland v Morocco - Friday 19 June at 2300	13	92.86%
Scotland v Brazil - Wednesday 24 June at 2300	13	92.86%
Not Answered	0	0.00%

Would you consider employing SIA accredited stewards for the games?

### Would you consider SIA accredited stewards

There were 14 responses to this part of the question.

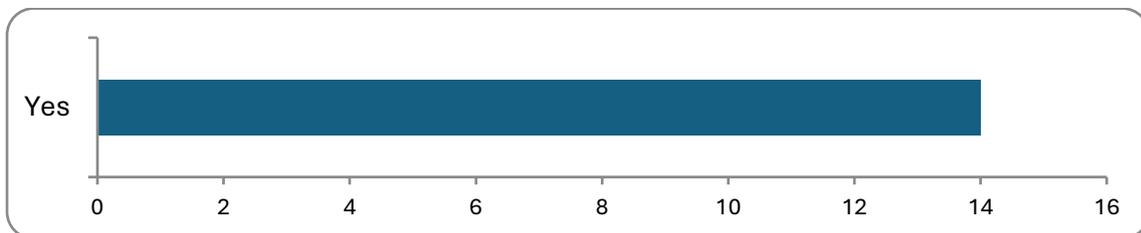


Option	Total	Percent
Yes	8	57.14%
No	6	42.86%
Not Answered	0	0.00%

Would you consider issuing/selling tickets to ensure maximum capacity is controlled?

**Would you consider issuing/selling tickets to ensure maximum capacity is controlled**

There were 14 responses to this part of the question.

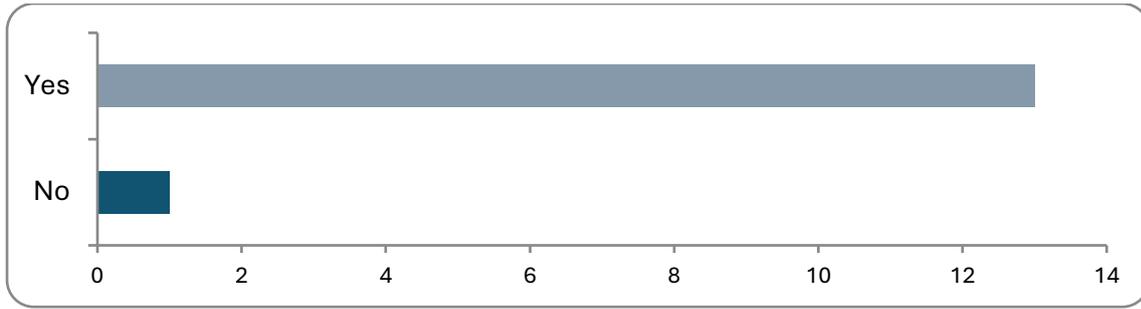


Option	Total	Percent
Yes	14	100.00%
No	0	0.00%
Not Answered	0	0.00%

Would you be wanting to show other games throughout the tournament?

**Show other games throughout the tournament**

There were 14 responses to this part of the question.



Option	Total	Percent
Yes	13	92.86%
No	1	7.14%
Not Answered	0	0.00%

# **Licensing (Scotland) Act 2005 Section 142 Guidance for Licensing Boards -**

## **Licensing Board powers to determine a general extension of hours - FIFA World Cup 2026**

## Introduction

Under section 142 of the Licensing (Scotland) Act 2005 (“the 2005 Act”), the Scottish Ministers may issue guidance to Licensing Boards as to the exercise of their functions under the 2005 Act. Section 142 of the 2005 Act requires Licensing Boards to have regard to the guidance. Any guidance is intended to assist Licensing Boards as they carry out their responsibilities under the 2005 Act.

The Scottish Government published [updated section 142 guidance in January 2023](#).

This guidance is temporary supplementary guidance and relates to consideration of relevant issues to help facilitate a Licensing Board being able to determine extensions to licensed hours for games during the FIFA World Cup 2026.

The Men’s World Cup will take place in Canada, Mexico and the United States of America between 11 June 2026 – 19 July 2026.

Scotland play three games in their group:

Sunday 14 June 2026: Scotland vs Haiti – UK kick off time 0200

Friday 19 June 2026: Scotland vs Morocco – UK kick off time 2300

Wednesday 24 June 2026: Scotland vs. Brazil – UK kick off time 2300

Each of these games will likely finish beyond licensed hours for many, if not all, licensed premises within an area.

The issue arises due to UK kick off times for each of Scotland’s games being times that may lead to an issue with licensed premises usual opening hours. In particular, the game on Sunday 14 June is not expected to finish until approximately 0415-0430 (exact time dependent on a number of variables including additional time added by the referee etc.). However, the two other games will also not likely finish until 0115-0130 which will also create issues in terms of many licensed premises usual opening hours.

Licensing Boards may also want to consider extension of hours for further Scotland games if the team qualifies from the Group. The dates and times of such matches are of course still to be confirmed.

In addition to Scotland games, Licensing Boards may also wish to give consideration to allowing licensed premises to stay open to show other games during the World Cup with many late night/early morning kick offs UK time.

Where decisions have already been made, there is no need for re-taking of decisions in light of this guidance. However, for decisions yet to be made, the Scottish Government is keen to see a proportionate approach being taken by Licensing Boards across Scotland which would allow premises, where appropriate, to allow people to come together to watch games in a social environment by remaining open later than normal for the purpose of screening games, whilst maintaining public safety and minimising the risk of public nuisance or disorder.

While the licensing system is decentralised so that local communities are those that influence decisions through Licensing Boards, the 2005 Act envisages a role for Scottish Ministers to assist Licensing Boards in how they carry out functions under the 2005 Act. While not written into section 142 of the 2005 Act itself, where an issue is of national relevance then it may be considered there may be merit in Scottish Ministers providing further guidance to Licensing Boards as to the exercise of their functions in that regard.

The following information is intended to assist Licensing Boards in approaching consideration of determinations to grant extension of hours to on-sales of alcohol within Licensing Board areas during the World Cup.

## **Historic achievement of national significance**

The qualification of the Scotland Men's team to the World Cup represents the first time this century that the team has qualified. This is a significant achievement by the team that people across Scotland are very proud of and it is the first time under the 2005 Act where consideration can be given to determining extension of licensed hours for the on-sale of alcohol in the context of Scotland being involved in the Men's World Cup.

Section 67 of the 2005 Act provides a power for Licensing Boards to grant general extensions to licensed hours in connection with special events of local or national significance if they consider it appropriate to do so.

Scotland qualifying for the World Cup clearly represents an event with national significance.

The Scottish Ministers are clear that the people of Scotland should be given as much opportunity as possible to watch Scotland play including in places where they can come together with fellow fans to enjoy the games. Given many licensed premises already allow fans of many different sports to come together to socialise while watching sport, the issue that arises is, given the times these games are being shown, whether action should be taken to allow relevant premises to be open when games are taking place.

## **2005 Act Framework**

In considering whether to allow licensed premises in their locality to stay open later during the World Cup, Licensing Boards should have regard to the licensing objectives of the 2005 Act, and their Statements of Licensing Policy.

The five licensing objectives are:

- preventing crime and disorder;
- securing public safety;

- preventing public nuisance;
- protecting and improving public health; and
- protecting children and young persons from harm.

Each objective is equally important. No one licensing objective carries more weight than any other and it is always a matter for Licensing Boards to weigh up these objectives when making decisions under the 2005 Act.

## **General extension of hours – section 67 of the 2005 Act**

In the section 142 guidance published by the Scottish Government in January 2023, general extensions of licensing hours is covered as follows:

“9.25 The licensed hours for occasional licences require to be set out in the application for the licence and incorporated into the licence if granted. Section 67 of the 2005 Act provides Licensing Boards with a power to grant general extensions to licensed hours in connection with special events of local or national significance. However, licensed premises are not obliged to remain open for the period of any such extension. Section 68 of the 2005 Act which makes provision for extended hours applications does not apply to occasional licences.”

The 2005 Act refers to a Licensing Board making a ‘determination’ to grant general extensions to licensed hours.

A determination can apply to –

- the whole of the Licensing Board's area or only to specified parts,
- licensed hours generally or only to specified descriptions of those hours, and
- all licensed premises in the Licensing Board's area or only to specified descriptions of such premises.

The Scottish Parliament approved these powers to be contained within the 2005 Act so that they were ready to be considered for use as needed for special events of local or national significance as they occur.

The Scottish Ministers would expect each Licensing Board to consider whether to extend hours.

The decision in each board area is a matter for the Licensing Board, but given the national significance of the Scotland team’s achievement, the Scottish Government would guide Licensing Boards to consider use of the powers in section 67 of the 2005 Act as a matter of course.

It should be noted that where an extension of hours is granted, such a determination does not require any licensed premises to be open for the sale of alcohol during any or all of the period of extension hours specified. The effect of granting an extension means that individual premises can make their own decision whether to remain

open, but that if they wish to do then they do not require to make their own individual request for extended hours.

This flexibility of approach would give greater freedom to licensed premises to make their own decision on opening while reducing the bureaucratic burden falling on business (by avoiding the need to apply for extended hours).

It is a matter for Licensing Boards to decide on how they further publicise the granting of a general extension of hours. At a minimum the Licensing Board may wish to post details on its website.

Licensing Boards are under a statutory duty to notify the chief constable and the appropriate licence holders to whom the determination applies.

Separate to notification once a determination has been made, we would guide Licensing Boards to consider what engagement they should undertake prior to making a decision on a determination.

Although section 67 of the 2005 Act does not require such engagement, it is considered appropriate to do with, as a suggested minimum, the chief constable given a general extension of hours in the early hours will have relevance for the operation of policing.

## **Conditions/ safeguards for licensed premises**

Licensing Boards may wish to consider the extent to which later opening can be supported in meeting the licensing objectives by appropriate controls, and whether this is best addressed through a co-ordinated approach within a licensing board area or through premises-specific applications determined on their merits.

Issues that Licensing Boards may wish to consider before permitting a licensed premises to stay open later to show matches could include:

- The licensed premises where relevant, has appropriate permissions obtained to broadcast sports.
- Ticketed entry to support monitoring of maximum capacity.
- Last entry aligned with match kick off times.
- Sufficient SIA approved stewarding.
- Use of reusable plastic cups for the duration of the extended licence.
- No under 18's permitted on the premises out with their normal approved hours
- Continued adherence to existing external licensing conditions, for example, beer gardens.
- Premises to close no later than 30 minutes after the final whilst to allow appropriate dispersal.
- Any additional local considerations specific to problematic premises or relevant intelligence.
- Having regard to the availability of local public transport provision .

Section 27A of the 2005 Act allows Licensing Boards to make a variation of premises licence conditions where they are satisfied that it is necessary or expedient for the purposes of any of the licensing objectives. Such a variation may apply to all licensed premises, particular licensed premises, licensed premises within a particular area or of a particular description. Further detail about the publication and notification requirements can be found in paragraphs 8.64-8.65 of the 2023 guidance.

Licensing Boards may wish to consider whether any variation of licensed conditions is appropriate if granting an extension for these purposes. Examples of possible draft conditions/ safeguards that Licensing Boards may wish to consider for licensed premises showing matches are attached as an **Annex** to this guidance.

These draft conditions/ safeguards are provided to support a proportionate approach for later opening which focuses on possible key risks and how to mitigate them.

## **Extended hours applications – section 68 of the 2005 Act**

Alternatively, section 68 of the 2005 Act provides a power for Licensing Boards, on the application of a premises licence holder, to grant extensions to licensed hours for the premises to cater for special events or occasions.

A premises licence holder may apply for extended hours authorising the premises to remain open later than the time specified in the premises licence.

Such applications are determined by a Licensing Board having regard to the licensing objectives and the Licensing Boards Policy and may be granted or refused. Where granted, the Licensing Board may vary the licence conditions as it considers necessary or expedient for the purposes of any of the licensing objectives,.

Scottish Government  
March 2026

## **Annex**

### **Draft Standard Conditions/ Safeguards for World Cup 2026 Matches**

For Section 68 applications these draft conditions/ safeguards are provided to support a consistent and proportionate approach for later opening connected with the screening of FIFA World Cup 2026 matches. These are intended to be potential additional conditions which may be imposed and are not intended to replace the mandatory licence conditions or other existing conditions.

#### **Children and Young Persons**

Children and young persons under the age of 18 shall not be admitted to the premises/ venue during any period of later opening connected with World Cup matches.

#### **Purpose and Scope**

Later opening is authorised solely for the purpose of screening World Cup matches and associated customer management and dispersal.

The premises/ organiser shall ensure that the event is conducted in a manner consistent with the licensing objectives, including the prevention of crime and disorder, securing public safety, preventing public nuisance and protecting and improving public health.

#### **Authorisation to Screen**

For premises licence holders, the premises shall only operate later for match screening where the premises already has a relevant licence and is already authorised within its operating plan to provide televised sport/ television (or where an appropriate variation has been granted).

#### **Management and Supervision**

A designated manager/ event lead shall be on duty from 22.00 hours until close and shall be responsible for compliance with these conditions and for liaison with Police Scotland, the Licensing Standards Officer and licensing officers where required.

Prior to the commencement of each event night, staff shall be briefed on admission controls, capacity management, noise control and dispersal arrangements, and incident escalation procedures.

A personal licence holder shall be present on the premises from 22.00 hours until close.

The premises/ organiser shall ensure that sufficient staff are on duty to manage the premises/ venue safely, having regard to the expected attendance, capacity and terminal hour.

### **Capacity and Queue Management**

The premises/ organiser shall ensure that the permitted capacity is not exceeded at any time and shall deploy sufficient staff to monitor and control occupancy throughout.

Where high attendance is anticipated, the premises/ organiser shall implement controlled admission and queue management measures to prevent obstruction, disorder and nuisance at the frontage.

The premises/ organiser shall ensure that any temporary arrangements associated with the screening (including seating, barriers and queuing systems) do not compromise safe means of escape.

The premises/ organiser shall ensure that patrons waiting to gain entry are managed so as to avoid public nuisance, disorder or obstruction, including at the frontage and in any nearby public areas.

No alcohol shall be sold or supplied for consumption off the premises during any period of later opening connected with matches.

The premises/ organiser shall operate a refusals policy and shall record refusals of alcohol and any incidents arising.

### **Safety, Security and Welfare**

Door supervision shall be provided from 23.00 hours until close where required by risk assessment having regard to the nature, location and capacity of the premises/ venue, anticipated attendance and the terminal hour sought, and shall be increased where Police Scotland advise that such measures are necessary to support the licensing objectives.

A person trained in first aid shall be present on the premises/at the event from 23.00 hours until close.

An incident/ refusals record shall be maintained for each event night and shall be produced to Police Scotland and/ or Licensing Standards Officers (Isos) on request.

The premises/ organiser shall operate a zero-tolerance approach to drugs and weapons, with staff instructed to contact Police Scotland where appropriate.

The premises/ organiser shall take reasonable steps to prevent the consumption or possession of illegal drugs on the premises/ at the event and shall co-operate with Police Scotland in any enforcement action.

## **Noise Control and Prevention of Public Nuisance**

Doors and windows shall be managed to minimise noise breakout after 22.00 hours, particularly during/ after the match and during dispersal.

Any external smoking/ vaping area shall be supervised and managed to prevent nuisance, disorder and obstruction.

External areas (including smoking/ vaping areas) shall be actively monitored and managed to prevent nuisance and disorder. Patrons shall not be permitted to congregate out with the premises in a manner likely to cause nuisance.

No amplified music or commentary shall be played in any external area during the period of later opening.

The premises/ organiser shall ensure that any noise-generating activities associated with the screening (including chanting or announcements) are managed so as to minimise disturbance to nearby residents.

## **Dispersal**

A written safety dispersal plan shall be in place for each event night where later opening is authorised. The plan shall cover staffing at exits at closing, management of external areas and frontage, and steps to minimise noise and disorder in the vicinity. More generally, wider consideration of local transport plans and availability of public transport service provision should also be considered.

The premises/ organiser shall actively manage dispersal at the end of the event/ closing time by deploying staff (and door staff where engaged) at exits and the immediate frontage to encourage prompt and quiet departure and to prevent patrons lingering.

Clear closing/ dispersal announcements shall be made in advance of closing to support orderly winding-down and departure.



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## Partnership and Performance

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## APPENDIX C

### Communication Strategy

#### 2026 Fifa World Cup

#### Explaining the Licensing Board's Decision on Extended Licensed Hours

### 1. Purpose of the Strategy

To ensure all interested parties clearly understand:

- What the Licensing Board's decision is
- Why the decision was made
- How it affects premises within Clackmannanshire and their operations
- What actions they may need to take
- Where they can find further support or clarification

This strategy aims to promote transparency, consistency, and trust between the Licensing Board and Premises licence holders.

### 2. Key Audiences

1. **Premises Licence Holders authorised for On-sales**
2. **Designated Premises Managers (DPMs)**
3. **Stakeholders** — Licensing Team, Police Scotland, Environmental Health

### 3. Core Messages

The Board having considered the report from the Clerk to the Licensing Board at meeting held on 26 March 2026, and having taken account of the Statutory guidance issued by the Scottish ministers, have embraced a relaxed approach to the question of extended licensed hours for televised matches involving the Scottish Men's National team at Fifa World Cup 2026.

#### A. What the Decision Is

- **To Be confirmed after Licensing Board Decision**

#### B. Why the Decision Was Made

- Refer to statutory licensing objectives (e.g., preventing crime/disorder, protecting public health, preventing public nuisance).
- Explain the Board's reasoning in plain language.
- Avoid jargon.

### **C. What This Means for Licence Holders**

- Clarify practical implications such as:
  - Application processes
  - Timeframes
  - Conditions or limitations
  - Relevant deadlines

### **D. Support Available**

- How to contact Licensing Standards Officer
- Links to policy statements, online application forms, and guidance

## **4. Communication Channels**

### **A. Direct Email to Premises Licence Holders authorised for On-sales**

### **B. Website Update**

- Upload the official Licensing Board decision
- Create a summarised, easy-to-read explanation
- Add FAQs and further guidance

### **C. Trade Briefings / Information Sessions**

- Consider online MS Teams sessions for accessibility
- Allow Q&A to address concerns

### **D. Social Media (If Applicable)**

- Short notices highlighting where full information can be accessed
- Keep concise and factual

### **E. Partner Agencies**

- Share updates with Police Scotland, Community Safety, and local business networks

## 5. Timing and Rollout Plan

Stage	Activity	Target Timeframe
1	Licensing Board Decision	Day 0
2	Publish decision on website	Day 0–1
3	Email issued to licence holders & DPMS	Day 1
4	Social media / trade group notice	Day 1–2
5	Optional briefing session	Day 3–14
6	Follow-up Q&A responses & clarification updates	Ongoing

## 6. Monitoring & Feedback

- Track common questions from licence holders
- Log recurring areas of confusion and address them in updated FAQs
- Gather feedback from:
  - Licence Holders
  - Police partners
  - Licensing Standards Officer
- Adjust communication materials accordingly

Paul Fair

Licensing Standards Officer

Email: [licensing@clacks.gov.uk](mailto:licensing@clacks.gov.uk) (mark in title FAO LSO)

Tel: 01259 452091



## **Equality and Fairer Scotland Impact Assessment (EFSIA) Summary of Assessment**

**Title:**

*Name of your decision, activity, policy, strategy or proposal. Referred to throughout as 'proposal' in this document.*

**Key findings from this assessment (or reason why an EFSIA is not required):**

**No impact on Equality Groups as a result of the Proposal.**

**Summary of actions taken because of this assessment:**

**No further Action required.**

**Ongoing actions beyond implementation of the proposal include:**

**As outlined in the Comms Strategy, there will be ongoing monitoring of feedback and if required an optional briefing session for stakeholders.**

**Lead person(s) for this assessment:**

**Dale Bell**

**Senior officer approval of assessment:**

**Sarah Goldberg**

**DATE: 17<sup>th</sup> March 2026**

## **Equality and Fairer Scotland Impact Assessment (EFSIA)**

An Equality and Fairer Scotland Impact Assessment (EFSIA) must be completed in relation to any decisions, activities, policies, strategies or proposals of the Council (referred to as 'proposal' in this document). The first stage of the assessment process will determine the level of impact assessment required.

This form should be completed using the guidance contained in the document: ['NAME']. Please read the guidance before completing this form.

The aim of this assessment is to allow you to critically assess:

- the impact of the proposal on those with protected characteristics and, where relevant, affected by socio-economic disadvantage (referred to as 'equality groups' in this document);
- whether the Council is meeting its legal requirements in terms of Public Sector Equality Duty and the Fairer Scotland Duty;
- whether any measures need to be put in place to ensure any negative impacts are eliminated or minimised.

The Fairer Scotland Duty requires public authorities to pay 'due regard' to how they can reduce inequalities of outcome caused by socio-economic disadvantage, when making **strategic decisions**. Strategic decisions are key, high-level decisions such as decisions about setting priorities, allocating resources, delivery or implementation and commissioning services and all decisions that go to Council or committee for approval.

### **Step A – Confirm the details of your proposal**

#### **1. Describe the aims, objectives and purpose of the proposal.**

The purpose of this report is to enable the Licensing Board to consider and agree its approach to licensed hours for premises in Clackmannanshire during the FIFA World Cup 2026.

#### **2. Why is the proposal required?**

Due to an event which has been assessed to be of national significance in the terms provided within the Licensing (Scotland) Act 2005

#### **3. Who is affected by the proposal?**

All persons within Clackmannanshire.

#### **4. What other Council policies or activities may be related to this proposal? The EFSIAs for related policies might help you understand potential impacts.**

Clackmannanshire Licensing Board – Statement of Licensing Policy 2023

#### **5. Is the proposal a strategic decision? If so, please complete the steps below in relation to socio-economic disadvantage. If not, please state why it is not a strategic decision:**

It is a decision which relates solely to Licensing.

### **Step B – Consider the level of EFSIA required**

*You should consider the available evidence and data relevant to your proposal. You should gather information in order to:*

- *help you to understand the importance of your proposal for those from equality groups,*
- *inform the depth of EFSIA you need to do (this should be proportionate to the potential impact), and*
- *provide justification for the outcome, including where it is agreed an EFSIA is not required.*

#### **6. What information is available about the experience of those with protected characteristics in relation to this proposal? Does the proposal relate to an area where there are already known inequalities? Refer to the guidance for sources of evidence and complete the table below.**

Equality Group	Evidence source (e.g. online resources, report, survey, consultation exercise already carried out)	What does the evidence tell you about the experiences of this group in relation to the proposal? NB Lack of evidence may suggest a gap in knowledge/ need for consultation (Step C).
Age	Scottish Census 2022	Depending on the decision made by The Licensing Board, children under 16 may not be included under the terms laid out in the Proposal. The Board are entitled to make the decision to prohibit access to children in consideration of the requirements of the Licensing Objectives contained in the Licensing (Scotland) Act 2005 specifically to protect children and young persons from harm. Using data provided in the most recent census, of the 51,778 people in Clackmannanshire, there are approximately 8,713 persons under 16 who could be impacted by the Proposal.
Disability	Scottish Census 2022	<u>The Scottish Census 2022 shows that 13,453 persons in Clackmannanshire live with long-term illness, condition or disability, or a physical disability that limits day-to-day activities to a certain extent</u> - the proposal will have no impact on the experience of this group.
Race	Scottish Census 2022	The Scottish Census 2022 is the data source which shows the status of all persons within Clackmannanshire. It identifies 21 ethnic groups are living in Clackmannanshire, the proposal will have no impact on the experience of this group.
Sex	Scottish Census 2022	The Scottish Census 2022 is the data source which shows the status of all persons within Clackmannanshire. It identifies that there 26,385 females and 25,393 males in Clackmannanshire - the proposal will have no impact on the experience of this group.
Gender Reassignment	Scottish Census 2022	The Scottish Census 2022 is the data source which shows the status of all persons within Clackmannanshire, the proposal will have no impact on the experience of this group.
Sexual orientation	Scottish Census 2022	The Scottish Census 2022 is the data source which shows the status of all persons within Clackmannanshire. For people over 16 it identified 6 groups in relation to sexual orientation - the proposal will have no impact on the experience of this group.
Religion or Belief	No Scottish Census 2022	The Scottish Census 2022 is the data source which shows the status of all persons within Clackmannanshire. It identified 12 groups in relation to religion that are present in Clackmannanshire - the proposal will have no impact on the experience of this group.
Pregnancy or maternity	No Scottish Census 2022	The Scottish Census 2022 is the data source which shows the status of all persons within Clackmannanshire, the proposal will have no impact on the experience of this group.

<b>Equality Group</b>	<b>Evidence source</b> (e.g. online resources, report, survey, consultation exercise already carried out)	<b>What does the evidence tell you about the experiences of this group in relation to the proposal?</b> NB Lack of evidence may suggest a gap in knowledge/ need for consultation (Step C).
<b>Marriage or civil partnership</b> (only the first aim of the Duty is relevant to this protected characteristic and only in relation to work matters)	<b>Scottish Census 2022</b>	The Scottish Census 2022 is the data source which shows the status of all persons within Clackmannanshire. It identifies that 20,684 people are currently married or in a civil partnership - the proposal will have no impact on the experience of this group.
<b>Socio economic disadvantage (if required)</b>	<b>Not required</b>	Not Required

**7. Based on the evidence above, is there relevance to some or all of the equality groups? No**

**If yes or unclear, proceed to further steps and complete full EFSIA**

**If no, explain why below and then proceed to Step E:**

The Proposal allows Premises Licence Holders the ability to open outwith standard operating hours. This has no impact on the equality groups outlined above.

---

## Step C – Stakeholder engagement

This step will help you to address any gaps in evidence identified in Step B. Engagement with people who may be affected by a proposal can help clarify the impact it will have on different equality groups. Sufficient evidence is required for you to show 'due regard' to the likely or actual impact of your proposal on equality groups.

**8. Based on the outcome of your assessment of the evidence under Step B, please detail the groups you intend to engage with or any further research that is required in order to allow you to fully assess the impact of the proposal on these groups. If you decide not to engage with stakeholders, please state why not:**

**9. Please detail the outcome of any further engagement, consultation and/or research carried out:**

## Step D – Impact on equality groups and steps to address this

### 10. Consider the impact of the proposal in relation to each protected characteristic under each aim of the general duty:

- Is there potential for discrimination, victimisation, harassment or other unlawful conduct that is prohibited under the Equality Act 2010? How will this be mitigated?
- Is there potential to advance equality of opportunity between people who share a characteristic and those who do not? How can this be achieved?
- Is there potential for developing good relations between people who share a relevant protected characteristic and those who do not? How can this be achieved?

**If relevant, consider socio-economic impact.**

Age	Place 'X' in the relevant box(es)			Describe any actions you plan to take, eg. To mitigate any impact, maximise positive impact, or record your justification to not make changes
	Positive impacts	Negative impacts	No impact	
risk of discrimination				
potential for developing good relations				
potential to advance equality of opportunity				

Disability	Place 'X' in the relevant box(es)			Describe any actions you plan to take, eg. To mitigate any impact, maximise positive impact, or record your justification to not make changes
	Positive impacts	Negative impacts	No impact	
risk of discrimination				
potential for developing good relations				
potential to advance equality of opportunity				

Race	Place 'X' in the relevant box(es)			Describe any actions you plan to take, eg. To mitigate any impact, maximise positive impact, or record your justification to not make changes
	Positive impacts	Negative impacts	No impact	
risk of discrimination				
potential for developing good relations				
potential to advance equality of opportunity				

<b>Sex</b>	Place 'X' in the relevant box(es)			Describe any actions you plan to take, eg. To mitigate any impact, maximise positive impact, or record your justification to not make changes
	Positive impacts	Negative impacts	No impact	
risk of discrimination				
potential for developing good relations				
potential to advance equality of opportunity				

<b>Gender Reassignment</b>	Place 'X' in the relevant box(es)			Describe any actions you plan to take, eg. To mitigate any impact, maximise positive impact, or record your justification to not make changes
	Positive impacts	Negative impacts	No impact	
risk of discrimination				
potential for developing good relations				
potential to advance equality of opportunity				

<b>Sexual Orientation</b>	Place 'X' in the relevant box(es)			Describe any actions you plan to take, eg. To mitigate any impact, maximise positive impact, or record your justification to not make changes
	Positive impacts	Negative impacts	No impact	
risk of discrimination				
potential for developing good relations				
potential to advance equality of opportunity				

<b>Religion or Belief</b>	Place 'X' in the relevant box(es)			Describe any actions you plan to take, eg. To mitigate any impact, maximise positive impact, or record your justification to not make changes
	Positive impacts	Negative impacts	No impact	
risk of discrimination				
potential for developing good relations				
potential to advance equality of opportunity				

<b>Pregnancy/maternity</b>	Place 'X' in the relevant box(es)			Describe any actions you plan to take, eg. To mitigate any impact, maximise positive impact, or record your justification to not make changes
	Positive impacts	Negative impacts	No impact	
risk of discrimination				
potential for developing good relations				
potential to advance equality of opportunity				

<b>Marriage/civil partnership</b>	Place 'X' in the relevant box(es)			Describe any actions you plan to take, eg. To mitigate any impact, maximise positive impact, or record your justification to not make changes
	Positive impacts	Negative impacts	No impact	
risk of discrimination (only the first aim of the Duty is relevant to this protected characteristic and only in relation to work matters)				

<b>Socio-economic disadvantage</b>	Place 'X' in the relevant box(es)			Describe any actions you plan to take, eg. To mitigate any impact, maximise positive impact, or record your justification to not make changes
	Yes	No	No impact	
(If required) Will the proposal reduce inequalities of outcome caused by socio-economic disadvantage?				

## 11. Describe how the assessment might affect the proposal or project timeline?

Examples of the items you should consider here include, but are not limited to:

- **Communication plan:** do you need to communicate with people affected by proposal in a specific format (e.g. audio, subtitled video, different languages) or do you need help from other organisations to reach certain groups?
- **Cost:** do you propose any actions because of this assessment which will incur additional cost?
- **Resources:** do the actions you propose require additional or specialist resource to deliver them?
- **Timing:** will you need to build more time into the project plan to undertake research, consult or to complete any actions identified in this assessment?

12. **Having considered the potential or actual impacts of your proposal, you should now record the outcome of this assessment.** Choose from one of the following:

Please select (X)	<b>Implications for the proposal</b>
	<p><b>No major change</b> Your assessment demonstrates that the proposal shows no risk of unlawful discrimination and that you have taken all opportunities to advance equality of opportunity and foster good relations, subject to continuing monitoring and review.</p>
	<p><b>Adjust the proposal and/or implement mitigations</b> You have identified ways of modifying the proposal to avoid discrimination or to better advance equality of opportunity or foster good relations. In addition, or alternatively, you will introduce measures to mitigate any negative impacts. Adjustments and mitigations should be recorded in the tables under Step D above and summarised in the summary sheet at the front of the document.</p>
	<p><b>Continue the proposal with adverse impact</b> The proposal will continue despite the potential for adverse impact. Any proposal which results in direct discrimination is likely to be unlawful and should be stopped and advice taken. Any proposal which results in indirect discrimination should be objectively justified and the basis for this set out in the tables under Step D above and summarised in the summary sheet at the front of the document. If objective justification is not possible, the proposal should be stopped whilst advice is taken.</p>
	<p><b>Stop the proposal</b> The proposal will not be implemented due to adverse effects that are not justified and cannot be mitigated.</p>

## **Step E – Discuss and review the assessment with decision-makers**

13. **You must discuss the findings of this assessment at each stage with senior decision makers during the lifetime of the proposal and before you finalise the assessment. Record details of these discussions and decisions taken below:**

After consultation with Premises Licence Holders and throughout the drafting of the Proposal, it is clear that there is no requirement for further assessment. The Proposal has no impact either direct or indirect on equality groups and as such no further assessment is required.

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## Step F – Post-implementation actions and monitoring impact

It is important to continue to monitor the impact of your proposal on equality groups to ensure that your actual or likely impacts are those you recorded. This will also highlight any unforeseen impacts.

### 14. Record any post-implementation actions required.

Compliance with the Comms Strategy and monitoring of its impact.

### 15. Note here how you intend to monitor the impact of this proposal on equality groups.

- Track common questions from licence holders
- Log recurring areas of confusion and address them in updated FAQs
- Gather feedback from:
  - o Licence Holders
  - o Police partners
  - o Licensing Standards Officer
- Adjust communication materials accordingly

### 16. Note here when the EFSIA will be reviewed as part of the post-implementation review of the proposal:

As outlined in the Comms Strategy, there will be ongoing monitoring of feedback and if required an optional briefing session.

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## Step G – Assessment sign off and approval

Lead person(s) for this assessment:

Signed: Dale Bell, Depute Clerk

Date: 17 March 2026

Senior officer approval of assessment:

Signed: Sarah Goldberg, Team Leader

Date: 17<sup>th</sup> March 2026

All full EFSIAs must be published on the Council's website as soon as possible after the decision is made to implement the proposal.

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**Report to Clackmannanshire Council**

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**Date of Meeting: 26 March 2026**

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**Subject: Proposed Changes to Scheduled Meetings of the  
Clackmannanshire Licensing Board**

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**Report by: Clerk to the Clackmannanshire Licensing Board**

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**1.0 Purpose**

- 1.1. The purpose of this report is to seek Licensing Board approval of proposed changes to the list of scheduled meetings.

**2.0 Recommendations**

- 2.1. That the Licensing Board agree to make the changes to the scheduled meeting dates as set out In Appendix 1.

**3.0 Considerations**

- 3.1. Clackmannanshire Licensing Board is made up of eight elected members with a quorum of four for any meeting.
- 3.2. At meetings of the Board, while the quorum has been met, meetings are regularly run with the minimum number of members in attendance. There has only been one occasion, in November 2022, when all members of the Board were present at the meeting.
- 3.3. It has been brought to the attention of the Clerk that there are a few Board meeting dates that clash with meetings of the NHS Forth Valley Board and its sub committees to which an elected member of the Board has been appointed to by Council. A request has been submitted to the Clerk of the Board for consideration of changes to the scheduled dates to accommodate this elected member of the Board's attendance at both meetings.

**4.0 Sustainability Implications**

- 4.1. None

## 5.0 Resource Implications

### 5.1. *Financial Details*

5.2. The full financial implications of the recommendations are set out in the report. This includes a reference to full life cycle costs where appropriate. N/A

5.3. Finance have been consulted and have agreed the financial implications as set out in the report. N/A

### 5.4. *Staffing*

## 6.0 Exempt Reports

6.1. Is this report exempt? Yes  (please detail the reasons for exemption below) No

## 7.0 Declarations

The recommendations contained within this report support or implement our Corporate Priorities and Council Policies.

### (1) Our Priorities

Clackmannanshire will be attractive to businesses & people and ensure fair opportunities for all

Our families; children and young people will have the best possible start in life

Women and girls will be confident and aspirational, and achieve their full potential

Our communities will be resilient and empowered so that they can thrive and flourish

### (2) Council Policies

Complies with relevant Council Policies

## 8.0 Impact Assessments

8.1 Have you attached the combined equalities impact assessment to ensure compliance with the public sector equality duty and fairer Scotland duty? (All EFSIAs also require to be published on the Council's website)

Yes

8.2 If an impact assessment has not been undertaken you should explain why:

The report only seeks to change scheduled dates of the Licensing Board meetings.

**9.0 Legality**

9.1 It has been confirmed that in adopting the recommendations contained in this report, the Council is acting within its legal powers. Yes

**10.0 Appendices**

10.1 Please list any appendices attached to this report. If there are no appendices, please state "none".

None.

**11.0 Background Papers**

11.1 Have you used other documents to compile your report? (All documents must be kept available by the author for public inspection for four years from the date of meeting at which the report is considered)

Yes  (please list the documents below) No

**Author(s)**

NAME	DESIGNATION	TEL NO / EXTENSION
Dale Bell	Solicitor	2086

**Approved by**

NAME	DESIGNATION	SIGNATURE
Lee Robertson	Senior Manager, Legal and Governance	

Appendix 1

<b>Proposed Changes to Licensing Board Dates</b>			
<b>Original Date of Board</b>	<b>Proposed Action</b>	<b>New Date</b>	<b>New Time</b>
Tuesday 21/04/2026 @ 9.30 am	NO ACTION (No alternative date available)		
Tuesday 19/05/2026 @ 9.30 am	NO ACTION		
Tuesday 16/06/2026 @ 9.30 am	Move meeting to new date.	Tuesday 23/06/2026	1.30 pm
Tuesday 01/09/2026 @ 9.30 am	Combine into new date	Tuesday 22/09/2026	9.30 am
Tuesday 29/09/2026 @ 9.30 am			
Tuesday 03/11/2026 @ 9.30 am	NO ACTION		
Tuesday 01/12/2026 @ 9.30 am	NO ACTION		