



NOTICE OF MEETING

2 November 2018

A MEETING of the CLACKMANNANSHIRE LICENSING BOARD will be held within the Council Chamber, Kilncraigs, Greenside Street, ALLOA, FK10 1EB, on TUESDAY 13 NOVEMBER 2018 at 9.30 am.

[Handwritten signature]

LINDSAY THOMSON
Clerk to the Clackmannanshire Licensing Board

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1.	Apologies -	-
2.	Declarations of Interest -	-
	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.	
3.	Confirm minutes of Clackmannanshire Licensing Board held on 2 October 2018 (Copy herewith)	05
4.	Licensing (Scotland) Act 2005:	
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	Applicant: Caroline Allan	
	Event: Ultra White Collar Boxing Event – 17 November 2018	

(ii)	Application for Occasional Licence and report by the Licensing Standards Officer (Copies herewith) Premises: Alloa Town Hall, Marshall, Alloa Applicant: Craig Stewart, The Royal Oak, Bedford Place, Alloa Event: Live Music Night – 24 November 2018	25
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6.	Police Scotland: Chief Constable's Report to the Clackmannanshire Licensing Board for the Period 1 April 2017 to 31 March 2018 – report by Mr Iain Livingstone QPM, Deputy Chief Constable Designate (Copy herewith)	59
7.	AOCB	--

Clackmannanshire Licensing Board – Board Members 9 (Quorum 5)

Councillors

Wards

Councillor	Kenneth Earle (Convenor)	4	Clackmannanshire South	LAB
Councillor	Mike Watson (Vice Convenor)	3	Clackmannanshire Central	CONS
Councillor	Donald Balsillie	2	Clackmannanshire North	SNP
Councillor	Martha Benny	2	Clackmannanshire North	CONS
Councillor	Dave Clark	2	Clackmannanshire North	LAB
Councillor	Helen Lewis		Clackmannanshire North	SNP
Councillor	George Matchett, QPM	1	Clackmannanshire West	LAB
Councillor	Tina Murphy	1	Clackmannanshire West	SNP
Councillor	Les Sharp	1	Clackmannanshire West	SNP

The quorum for the Board by virtue of Schedule 1 paragraph 12(1) of the Licensing (Scotland) Act 2005 is 5 members



MINUTES OF MEETING of the CLACKMANNANSHIRE LICENSING BOARD held within the Council Chamber, Kilncraigs, Greenside Street, ALLOA, FK10 1EB, on TUESDAY 2 OCTOBER 2018 at 9.30 am.

PRESENT

Councillor Kenneth Earle, (Chair)
Councillor Donald Balsillie
Councillor Martha Benny
Councillor Dave Clark
Councillor Helen Lewis
Councillor Les Sharp
Councillor Tina Murphy

IN ATTENDANCE

June Andison, Licensing Administrator
Paul Fair, Licensing Standards Officer
Lindsay Thomson, Service Manager, Legal and Democracy (Clerk to the Board)
Gillian White, Committee Services

1.0 APOLOGIES

Apologies for absence were received from Councillor George Matchett, QPM and Councillor Mike Watson.

2.0 DECLARATIONS OF INTEREST

None.

3.0 MINUTES OF MEETING OF CLACKMANNANSHIRE LICENSING BOARD HELD ON 4 SEPTEMBER 2018

The minutes of the meeting of the Clackmannanshire Licensing Board held on Tuesday 4 September 2018 were submitted for approval.

Moved by Councillor Martha Benny. Seconded by Councillor Dave Clark.

Decision

The minutes of the meeting of the Clackmannanshire Licensing Board held on Tuesday 4 September 2018 were agreed as a correct record and signed by the Chair.

4.0 LICENSING (SCOTLAND) ACT 2005

(i) Applications for Personal Licences – Granted Under Delegated Powers

A list of applications numbered 1-3 (inclusive) for personal licences which had been granted under delegated powers was put before the Board for information only.

Moved by Councillor Les Sharp. Seconded by Councillor Martha Benny.

Decision

The Board agreed to note that the Personal Licence applications numbered 1-3 (inclusive) had been granted under delegated powers.

5.0 LICENSING (SCOTLAND) ACT 2005

(i) Application for Variation of Licence (Non-Minor) – No Objections or Representations received

Premises: Morrisons, Clackmannan Road, Alloa, FK10 1RN
Applicant: WM Morrisons Supermarkets PLC c/o Grosschalks Solicitors, Queens Gardens, Hull, HU1 3DZ

Attending

Mr Paul Fair, Licensing Standards Officer
Mr Richard Taylor, Grosschalks Solicitors, for the applicant

An application for a variation of licence (non-minor) which had attracted no objections or representations was put before the Board for determination.

The Licensing Standards Officer set out the reasons for the application and the Board heard representation from Mr Taylor and had the opportunity to put questions to all parties.

The application sought to make three changes to the operation of the business. The first is to part 5(a) of the Operating Plan being amended to add a reference to the pre-existing customer café which provides restaurant facilities both during licenced hours and outwith licenced hours. The second is to part 5(f) of the Operating Plan which is to be amended to read as follows: "The sale of food, non-food items and other household goods and the provision of ancillary consumer services within and outwith licenced hours". The Operating Plan is also to be amended to include the offer of occasional free samples/ tastings of alcohol products to its customers over 18 within the alcohol display area during core licenced hours.

Motion

Having considered all of the information presented to it and having had the opportunity to ask questions, that the Board, having determined that no grounds for refusal apply, grants the application for a variation to the premises licence.

Moved by Councillor Tina Murphy. Seconded by Councillor Donald Balsillie.

Decision

Having considered all of the information presented to it and having had the opportunity to ask questions, the Board, having determined that no grounds for refusal apply, unanimously agreed to grant the application for a variation to the premises licence.

Action

Clerk to the Board

6.0 AOCB.

(i) Application for Occasional Licence – 14 September 2018

Applicant: Michael Polley

Premises: Alloa Town Hall, Marshall, Alloa, FK10 1AB

Event: Charity Fundraiser – 5 October 2018

Attending

Mr Paul Fair, Licensing Standards Officer

The Board heard representation from the Licensing Standards Officer and had the opportunity to put questions to him.

Motion

Having considered all of the information presented to it and having had the opportunity for questions, that the Board grants the application for an occasional licence subject to the conditions set out in Appendix A (page 33) of the Licensing Standards Officer's report dated 27 September 2018.

Moved by Councillor Donald Balsillie. Seconded by Councillor Martha Benny.

Decision

Having considered all of the information presented to it and having had opportunity for questions, the Board agreed unanimously to grant the application subject to the conditions set out in Appendix A (page 33) of the Licensing Standards Officer's report dated 27 September 2018, namely:

- All alcohol must be sold and supplied to the customer in, or decanted into, plastic or polycarbonate Bottles and drinking vessels.
- Only alcohol sold at the event by the licence Holder can be consumed at the event.
- At least 6 SIA Licensed Stewards must be on duty to control entry to the premises, to monitor any area immediately outside the premises used by persons attending the event who have temporarily left to smoke, and to monitor and supervise the behaviour of persons within the venue and leaving the venue. Including a specific responsibility to make regular checks of the toilets and to monitor the upper Balcony area.
- At least one person who holds a suitable first aid qualification must be on duty at the event.
- At least one Personal Licence Holder must be on the premises for the duration of event, and be responsible for authorising all sales of alcohol.
- Only staff trained in accordance with the Licensing (Training of Staff) (Scotland) Regulations, 2007 are permitted to make sales of alcohol, and all staff authorised to serve and sell alcohol will have with them a training certificate in the prescribed form.
- Any music or other entertainment must cease at no later than 15 minutes prior to the end of licensed hours.
- No glass or other forms of waste likely to produce excessive noise will be disposed of in the external bins at the premises after 9pm and before 10am the following morning.
- Full particulars (Name, Date of Birth and SIA Badge No.) of the SIA Stewards to be employed at the event will be provided in writing to the Licensing Standards Officer at least 48 hours prior to the event.

Action

Clerk to the Board

Ends 10:05 hours

CLACKMANNANSHIRE LICENSING BOARD

MEETING 13 November 2018 at 09:30am

The Council Offices, Kilncraigs, Alloa, FK10 1EB

Licensing (Scotland) Act 2005

Personal Licence(s)

No.	Applicant	Date Received	Comments
1.	Mark Westland	20 September 2018	Personal Licence granted under delegated powers
2.	Joyce Mary Hunter Milne	21 September 2018	Personal Licence granted under delegated powers

CLACKMANNANSHIRE LICENSING BOARD

MEETING 13 November 2018 at 09.30am

**The Council Offices, Kilncraigs,
Greenside Street, Alloa, FK10 1EB**

Licensing (Scotland) Act 2005

Variation(s) (Minor)

Premises	Applicant	Date Received	Comments
Scotmid 55 Alloa Road Tullibody Alloa FK10 2TR	Scottish Midland Co-operative Society Limited c/o Anderson Strathern Solicitors 1 Rutland Court Edinburgh EH3 8EY	12 September 2018	Minor Variation to vary Designated Premises Manager granted under delegated powers
The Ochilview Ochilview Terrace Fishcross FK10 3HT	IP Partnership Limited Hamilton House 70 Hamilton Drive Glasgow G12 8DR	17 September 2018	Minor Variation to vary Designated Premises Manager granted under delegated powers
Morrisons Clackmannan Road Alloa FK10 1RW	WM Morrisons Supermarkets PLC c/o Gosschalks Solicitors Queens Gardens Hull HU1 3DZ	03 October 2018	Minor Variation to decrease alcohol display area granted under delegated powers

CLACKMANNANSHIRE LICENSING BOARD

MEETING 13 November 2018 at 09:30am in

**The Council Offices,
Greenside Street, Alloa, FK10 1EB**

Licensing (Scotland) Act 2005

Occasional Licence Applications

Premises	Applicant	Date of Event	Comments
Alloa Town Hall Mars Hill Alloa FK10 1AB	Caroline Allan [REDACTED]	17 November 2018	Application LSO Report (copy attached) Police Scotland response no objection 11 September 2018
Alloa Town Hall Mars Hill Alloa FK10 1AB	Craig Stewart The Royal Oak 7 Bedford Place Alloa FK10 3DE	24 November 2018	Application LSO Report (copy attached) Police Scotland response no objection 12 September 2018
Alloa Town Hall Mars Hill Alloa FK10 1AB	Craig Stewart The Royal Oak 7 Bedford Place Alloa FK10 3DE	28 November 2018	Application LSO Report (copy attached) Police Scotland response no objection 12 September 2018
Alloa Town Hall Mars Hill Alloa FK10 1AB	Craig Stewart The Royal Oak 7 Bedford Place Alloa FK10 3DE	01 December 2018	Application LSO Report (copy attached) Police Scotland response no objection 12 September 2018
Alloa Town Hall Mars Hill Alloa FK10 1AB	Caroline Allan [REDACTED] [REDACTED] [REDACTED]	21 December 2018	Application LSO Report (copy attached) Police Scotland response no objection 11 September 2018



Development and Environmental Services
Kilncraigs, Greenside Street, Alloa, FK10 1EB
Telephone: 01259 450000

**THIS PAPER RELATES TO
ITEM 5(i)
ON THE AGENDA**

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/OL/REP

Your Ref: 18/00534/OCCLIC

Date: 12 October, 2018

**Subject: Licensing (Scotland) Act, 2005, Section 57 (3)
Occasional Licence Application – Caroline Allan
Ultra White Collar Boxing Event
17 November, 2018**

Section 57(1)(b) of The Licensing (Scotland) Act, 2005 (the Act) requires that the Licensing Board notifies the Licensing Standards Officer for the area in relation to any application for an occasional licence. This section further provides that the Licensing Standards Officers is provided with a copy of the application.

Having considered the content of the application I have the following comments to make:

1. The application relates to a boxing show/demonstration, Details of the event are disclosed on the application form
2. The event is to be licensed between 4:00pm and 11:00pm on Saturday 17 November, 2018.
3. Approximately 400 persons may attend the event.
4. Stewards will be provided at the event, the event organiser confirms that these will be SIA licensed stewards, additional information obtained confirms that there will be sufficient SIA Stewards at the event, although the final number is to be confirmed
5. No person under the age of 18 years of age will be on the premises during the event.
6. The application indicates that the hall set up will include a VIP area, in which the event organiser seeks consent to provide table service of alcohol to guests. All alcohol will be decanted into or served in plastic or polycarbonate containers.
7. An inspection of the event at Alloa Town Hall on 31 March 2018, confirmed that the event was well organised and managed in relation to the sale of alcohol.
8. I was satisfied that the management of the event was suitable and that any concerns connected to the licensing objectives were being addressed.

9. The premises are suitable for an event of this nature.

10. In the event that the Licensing Board decide to grant this application, in promoting the licensing objectives I would suggest that the following matters are those which would be best controlled by local conditions on the licence.

- Sufficient SIA Licensed Stewards to be on duty (no less than 8 as volunteered by the event organiser for previous events would satisfy the test of sufficiency)
- A written age verification policy should be prepared prior to the event and all Staff including stewards to be briefed in relation this policy.
- Stewards and all bar staff to be briefed by licensee/organiser re any local conditions imposed. Each member of staff briefed must sign a record of the briefing acknowledging that they were briefed and understood the terms of the brief.
- Use of plastic bottles and plastic drinking vessels. ie all drinks to be either dispensed in plastic drinkware or bottles or decanted into a suitable plastic container by the bar staff before being supplied to the customer.

Paul Fair

Licensing Standards Officer.

Ultra White Collar - Amateur Boxing Event - Alloa Town Hall 17 November, 2018

Appendix A - Suggested Local Conditions

- All alcohol and other drinks must be sold and supplied to the customer in, or decanted into, plastic or polycarbonate bottles and drinking vessels.
- Only alcohol sold at the event by the licensee can be consumed at the event.
- A minimum of 8 SIA Licensed Stewards must be on duty to control entry to the premises, to monitor any area immediately outside the premises used by persons attending the event who have temporarily left to smoke, and to monitor and supervise the behaviour of persons within the venue.
- At least one person who holds a suitable first aid qualification must be on duty at the event.
- At least one Personal Licence Holder must be on the premises for the duration of event, and be responsible for authorising all sales of alcohol.
- The applicant must prepare an age verification policy, this policy should be supplied to the Licensing Standards Officer at least 48 hours prior to the event.
- The applicant/event organiser must brief all stewards and staff authorised to serve or make sales of alcohol prior to the commencement of the event, this briefing should include information relating to the terms and conditions of the licence, and any other relevant licensing matters – a record of this briefing including details of who delivered the briefing and details of all staff and stewards who received it must be kept. All staff receiving this brief must sign a record of the briefing acknowledging that they received and understood the terms of the brief
- Only trained staff will be permitted to make sales of alcohol, and all staff authorised to serve and sell alcohol. Trained Staff means staff trained in accordance with the Licensing (Training of Staff)(Scotland) Regulations, 2007.
- All staff authorised to serve and sell alcohol will have with them a training certificate in the prescribed form.
- Any music or other entertainment must cease at no later than 15 minutes prior to the end of licensed hours.
- A full list of all SIA Stewards working at the event will be supplied to the Licensing Standards Officer at least 72 hours prior to the event. The list should include the full name of the Stewards and their SIA Badge number.

DATE OF EVENT	17/11/18
LICENCE NO	18/00534/OCC/LIC
TO POLICE & WEB	10/10/18

ISO REPORT.

APPLICATION FOR OCCASIONAL LICENCE

To:

Clerk to the Licensing Board
 Kilncraigs
 Alloa
 FK10 1EB

Before Completing this Form Please Carefully Read the Guidance Notes issued along with the Application. If completing by Hand Please Write Legibly in **BLOCK CAPITALS**. In all Cases Ensure that your Answers are Inside the Boxes and Written or Typed in **BLACK INK**. Use additional sheets if necessary.

You May Wish to Keep a Copy of the Completed Form for Your Records.

1. LICENCE DETAILS (see note 1)	
I am a :- (please tick one only)	
Premises Licence Holder	<input type="checkbox"/>
Personal Licence Holder	<input checked="" type="checkbox"/>
Representative of a Voluntary Organisation	<input type="checkbox"/>
Representative of a Members Club	<input type="checkbox"/>
Name and Address of Premises, licence number, Issuing Licensing Board (if applicable)	
Personal licence number (if applicable) Issuing Licensing Board	NL 3333 North Lanarkshire Council
Name of voluntary organisation or Members Club (if applicable)	
Name of Personal Licence Holder and Licence No. of person responsible for authorising sales of alcohol at event - See guidance notes	
Caroline Allan NL3333	

2. PERSONAL DETAILS			
TITLE (delete as appropriate) MR (please state)			
FORENAMES	Caroline		
SURNAME	Allan		
If you are applying on behalf of a Club or voluntary organisation please state your position in that club/organisation or provide other evidence that you are authorised or entitled to apply on their behalf.			
DATE OF BIRTH	Day	Month	Year
	[REDACTED]		
ADDRESS WHERE ORDINARILY RESIDENT TO BE USED FOR CORRESPONDENCE PURPOSES			
[REDACTED]			
Post Town	[REDACTED]		
[REDACTED]	[REDACTED]		
TELEPHONE NUMBERS			
DAYTIME	[REDACTED]		
EVENING			
MOBILE			
FAX NUMBER			
E-MAIL ADDRESS (if you would prefer us to correspond with you by e-mail)			
[REDACTED]			

3. THE PREMISES (where the event is to be held -See note and answer fully)

Description of Premises.

Town Hall

The bar would be situated in the main hall with no alcohol being allowed in the tiered seating upstairs. (The balcony area) The boxing ring will be set up next to the stage with approximately fifteen tables around it. This will be the VIP area, which will be cordoned off with barriers. This will take up approximately one half to two thirds of the hall. The other third will be a standing area.

Full Postal Address of Premises which this Application Refers to

Alloa Town Hall
Marshall
Alloa
FK10 1 AB

Description of Activities to be Carried on in the Premises (see note and answer fully)

This is a boxing contest/show promoted by ultra-white collar boxing with the event being run and organised by Mr Adam Patterson. His contact number is [REDACTED]
There will be approximately eighteen amateur bouts
The event will be tickets only.
Alcohol will be sold from a bar (standing area) and served by trained staff in the seated VIP area.

Approximately How many persons will attend event ?	400
--	-----

Will Stewards to be provided ?	YES
--------------------------------	-----

Is food to be provided at the Event - If yes please provide details

No

4. DURATION OF LICENCE

Start Time and Date	End Time and Date
17 th November 2018	17 th November 2018
4pm Start	11.00pm Finish

**5. IS ALCOHOL TO BE SOLD FOR CONSUMPTION ON THE PREMISES YES
IS ALCOHOL TO BE SOLD FOR CONSUMPTION OFF THE PREMISES NO**

**PROVIDE DETAILS AS TO HOURS REQUESTED WHEN ALCOHOL WILL BE SOLD
ON THE PREMISES-* delete as appropriate**

Times for sale of alcohol for consumption On premises 4pm till 11.00pm	Times for sale of alcohol for consumption Off premises N/A
--	--

Statement of the times at which any activities other than the sale of alcohol will be carried on in the premises

3pm to 5pm – boxers will arrive
3pm Medical team will arrive to complete a full medical examination on all boxers
3pm The ring will arrive and be built, with the hall being set up with table and chairs
3pm bar staff will arrive to set up the bar area
4pm doors will open to VIP's
4pm Bar opens
4pm Referee, judges and MC arrive
5pm Doors open to standard tickets
5pm Referee's meeting, explaining rules to boxers and coaches
6pm First bout
8.30pm Break
9pm Second part of show
10.30 Expected end of show
6pm to 11.00pm Recorded music will play to receive the boxers into the ring and during the break

11.00pm bar will close

6. CHILDREN (see note 2)

This section must be completed where alcohol is for sale for consumption on the premises

Are children or young persons permitted entry? **NO** (if answered yes the remainder of this section must be completed)

Will Children (0-15yrs) and Young Persons (16 & 17 yrs) require to be accompanied by a parent or person over the age of 18 yrs?

Ages of Children or Young Persons Permitted Entry

Times at which Children or Young Persons Permitted Entry

Parts of Premises to which Children or Young Persons Permitted Entry

7. Signature and declaration by applicant (see note 3)

DECLARATION

IT IS AN OFFENCE TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION

(Criminal Law (Consolidation) (Scotland) Act 1995 Section 44(2)(b))

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

SIGNATURE

Caroline Allan

DATE

2nd October 2018

*** 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

8. CHECKLIST - Please tick

I have Made or enclosed payment of the fee for the application

2nd October 2018

Additional Information to support the licence application for the 17th November 2018 at Alloa town hall

No alcohol will be allowed in the tiered seating upstairs. (The balcony area)
There will be stewards allocated to prevent this.
All alcohol will be decanted into plastic glasses and none will be sold at the end of the evening for people to consume at home.

Mr Patterson owns the Scottish Martial Arts Centre and will personally train the competitors who will be participating in the white collar event on the 17th November 18. The event will be tickets only with profits going to cancer research.

If I can be of any more assistance or can answer any more questions please don't hesitate in contacting myself.

Mr Patterson will also be available for you to contact if he can be of any assistance to yourself. His number is on the application form.

Kind Regards

A black rectangular box redacting the signature of Caroline Allan.

Caroline Allan



Development and Environmental Services
Kilncraigs, Greenside Street, Alloa, FK10 1EB
Telephone: 01259 450000

**THIS PAPER RELATES TO
ITEM 5(ii)
ON THE AGENDA**

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/OL/REP

Your Ref: 18/00480/OCCLIC

Date: 12 October, 2018

**Subject: Licensing (Scotland) Act, 2005, Section 57 (3)
Occasional Licence Application - Craig Stewart
Live Music Night – 24 November, 2018
Alloa Town Hall, Marshall, Alloa**

Section 57(1)(b) of The Licensing (Scotland) Act, 2005 (the Act) requires that the Licensing Board notifies the Licensing Standards Officer for the area in relation to any application for an occasional licence. This section further provides that the Licensing Standards Officers is provided with a copy of the application.

Having considered the content of the application and made the necessary enquiry I have the following comments to make:

1. The application relates to a live music event which is likely to result in a capacity attendance at the venue of approximately 350-450 persons. The event is described as a tribute concert featuring an Elvis Presley impersonator.
2. The event is to be licensed between 6.30pm and Midnight on Saturday 24 November 2018.
3. The application seeks consent for young persons to be allowed into the venue during the event as long as they are accompanied by an person over the age of 18 years.
4. SIA Licensed Stewards will be on duty at the event, the application does not indicate how many.
5. Entry to the event will be on production of a valid ticket only.
6. The premises are suitable for an event of this nature.
7. The applicant is a personal licence holder with sufficient experience in providing external bar facilities at a variety of events.

8. I am unaware of any matters of concern relating to any of the previous events hosted by the applicant under an occasional licence granted by Clackmannanshire Licensing Board.
9. The applicant will only use personal licence holders or other staff trained to the standards required by the Licensing (Training of Staff)(Scotland) Regulations 2007 to sell alcohol at the event.
10. There will be at least 1 personal licence holder present and authorising the sale of alcohol at the event.
11. In promoting the licensing objectives I would suggest that the following matters are those which would be best controlled by conditions on the licence.
 - Use of plastic Bottles and Glassware
 - Sufficient SIA Licensed Stewards
 - Personal Licence Holder on premises for duration of event
 - Only trained staff permitted to make sales of alcohol
 - All musical performance of live or recorded music must end at least 15 minutes prior to the terminal hour.
 - Prevention of noise nuisance caused by late night disposal of glass
 - The protection from harm of children and young persons attending the event.
12. Appendix A contains a list of specimen local conditions which the Board may find to be both necessary and expedient for the purposes of the licensing objectives in connection with this event
13. I have no concerns about this event.

Paul Fair

Licensing Standards Officer.

Live Music Night - Alloa Town Hall – 24 November, 2018

Appendix A - Suggested Local Conditions

- All alcohol must be sold and supplied to the customer in, or decanted into, plastic or polycarbonate Bottles and drinking vessels.
- Only alcohol sold at the event by the licence Holder can be consumed at the event.
- (Insert Number) Or (A sufficient number of) SIA Licensed Stewards must be on duty to control entry to the premises, to monitor any area immediately outside the premises used by persons attending the event who have temporarily left to smoke, and to monitor and supervise the behaviour of persons within the venue and leaving the venue. Including a specific responsibility to make regular checks of the toilets and to monitor the upper Balcony area.
- At least one person who holds a suitable first aid qualification must be on duty at the event.
- At least one Personal Licence Holder must be on the premises for the duration of event, and be responsible for authorising all sales of alcohol
- Only staff trained in accordance with the Licensing (Training of Staff) (Scotland) Regulations, 2007 are permitted to make sales of alcohol, and all staff authorised to serve and sell alcohol will have with them a training certificate in the prescribed form.
- Any music or other entertainment must cease at no later than 15 minutes prior to the end of licensed hours.
- No glass or other forms of waste likely to produce excessive noise will be disposed of in the external bins at the premises after 9pm and before 10am the following morning.
- Full particulars (Name, Date of Birth and SIA Badge No.) of the SIA Stewards to be employed at the event will be provided in writing to the Licensing Standards Officer at least 48 hours prior to the event.

Licensing Board

PS 12/9/18

Alloa Town Hall

DATE OF EVENT	24 November 2018
LICENCE NO	18/00480/OCCLIC
TO POLICE & WEB	12 September 2018

L50 REPORT

Application for an Occasional Licence

To:

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

PAID 10 SEP 2018

Before Completing this Form Please Carefully Read the Guidance Notes issued along with the Application. If completing by Hand Please Write Legibly in **BLOCK CAPITALS**. In all Cases Ensure that your Answers are Inside the Boxes and Written or Typed in **BLACK INK**. Use additional sheets if necessary.

You May Wish to Keep a Copy of the Completed Form for Your Records.

ALLOA TOWN HALL – WED. 28TH NOVEMBER, 2018 – ELVIS TRIBUTE	
I am a :- (please tick one only)	
Premises Licence Holder	<input type="checkbox"/>
Personal Licence Holder	<input checked="" type="checkbox"/>
Representative of a Voluntary Organisation	<input type="checkbox"/>
Representative of a Members Club	<input type="checkbox"/>
Name and Address of Premises	THE ROYAL OAK HOTEL, 7 BEDFORD PLACE, ALLOA, CLACKS, FK10 3DE CC203 – CLACKS COUNCIL
Licence number and Issuing Licensing Board (if applicable)	N/A
Personal licence number (if applicable) Issuing Licensing Board	CC102 – CLACKS COUNCIL



Licensing Board

Name of voluntary organisation or Members Club (if applicable)		N/A	
Name of Personal Licence Holder and Licence No. of person responsible for authorising sales of alcohol at event (see guidance notes)		CRAIG STEWART – CC102	
2. Personal Details			
Full Name	Surname	First Name	
	STEWART	CRAIG	
Address where ordinarily resident to be used for correspondence purposes.		THE ROYAL OAK HOTEL 7 BEDFORD PLACE ALLOA FK10 1LJ	
Telephone Number	[REDACTED]		
Email Address	[REDACTED]		
Age, Date & Place of Birth	Years	Date of Birth	Place of Birth
	[REDACTED]	[REDACTED]	[REDACTED]
3. The Premises (See note and answer fully)			
Description of Premises: ALLOA TOWN HALL – THE TOWN HALL IS A STAND ALONE COMMUNITY BUILDING WITH AMPLE CAR PARKING SURROUNDING AND ADJACENT TO THE VICINITY. THE LICENCE IS TO COVER THE MAIN HALL, ENTRANCE HALL, AND TOILET AREAS ONLY			
Full Postal Address of Premises which this Application Refers to: ALLOA TOWN HALL MARS HILL ALLOA CLACKS FK10 1AB			
Description of Activities to be Carried on in the Premises (see note and answer fully) A FANTASTIC TRIBUTE TO ELVIS WITH LOCAL IMPERSONATOR JOHNNY LEE MEMPHIS DOING HIS ANNUAL STINT AT THE TOWN HALL .THIS WILL BE AN EVENING FOR ELVIS FANS AND MUSIC LOVERS. THIS WILL BE A PLASTIC BAR AND A STRICT CHALLENGE 25 POLICY WILL BE IN PLACE. FOR MORE DETAILS, CONTACT JOHN ON: [REDACTED]			
Approximately how many persons will attend event ?		350-450	
Will Stewards to be provided ?		Yes	
Is food to be provided at the event		No	



Licensing Board

If Yes - please provide details

4. Duration of Licence

Start Time and Date	End Time and Date
18.30PM – SATURDAY 24TH NOVEMBER, 2018	00.00PM – SUNDAY 25TH NOVEMBER, 2018

5. Alcohol Consumption

Is Alcohol to be sold for consumption on the premises?	Yes
Is Alcohol to be sold for consumption off the premises?	No
Provide details as to hours required when alcohol will be sold on/off* the premises *delete as appropriate	
Times for sale of alcohol for consumption - On premises 18.30PM-00.00PM	Times for sale of alcohol for consumption - Off premises N/A

Statement of the times at which any activities other than the sale of alcohol will be carried on in the premises

THE DOORS TO THE EVENT WILL OOPEN AT APPROXIMATELY 18.30PM, WITH THE SHOW STARTING AT 20.00PM. THE SHOW WILL LAST A COUPLE OF HOURS AND BE SPLIT IN TO TWO, ONE HOUR SETS. THE SHOW SHOULD BE FINISHED BY 23.00PM AT LATEST. IT IS EXPECTED THAT THE MAJORITY OF THE CROWD SHALL DEPART THE VICINITY SOON AFTERWARDS.

THERE WILL BE A STRICT CHALLENGE 25 POLICY IN PLACE.

ALL DRINKS SHALL BE DECANTED IN TO PLASTIC CONTAINERS, WITH THE BAR CLOSING AS SOON AS THE SHOW ENDS. THE HALL SHALL BE CLEARED BY 00.00AM. ALL CHILDREN UNDER THE AGE OF 18 WILL HAVE TO BE ACCOMPANIED BY A PARENT OR SUITABLE GUARDIAN



Licensing Board

6. Children

(This section must be completed where alcohol is for sale for consumption on the premises)

Are children or young persons permitted entry?

YES

If Yes - the remainder of this section must be completed

Will Children (0-15yrs) and Young Persons (16 & 17 yrs) require to be accompanied by a parent or person over the age of 18 yrs?

Ages of Children of Young Persons Permitted Entry

16-17 YEARS OF AGE

Times at which Children or Young Persons Permitted Entry

18.30-00.00AM

Parts of Premises to which Children or Young Persons Permitted Entry

ALL LICENCED AREAS ONLY

7. Signature and Declaration by Applicant

DECLARATION

IT IS AN OFFENCE TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION

(Criminal Law (Consolidation) (Scotland) Act 1995 Section 44(2)(b))

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

Signature

[Redacted Signature]

Dated

7TH
SEPTEMBER,
2018

* 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

Checklist

I have made or enclosed payment of the fee for the application

X



Development and Environmental Services
Kilncraigs, Greenside Street, Alloa, FK10 1EB
Telephone: 01259 450000

**THIS PAPER RELATES TO
ITEM 5(iii)
ON THE AGENDA**

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/OL/REP

Your Ref: 18/00479/OCCLIC

Date: 12 October, 2018

**Subject: Licensing (Scotland) Act, 2005, Section 57 (3)
Occasional Licence Application - Craig Stewart
Live Music Night – 28 November, 2018
Alloa Town Hall, Marshall, Alloa**

Section 57(1)(b) of The Licensing (Scotland) Act, 2005 (the Act) requires that the Licensing Board notifies the Licensing Standards Officer for the area in relation to any application for an occasional licence. This section further provides that the Licensing Standards Officers is provided with a copy of the application.

Having considered the content of the application and made the necessary enquiry I have the following comments to make:

1. The application relates to a live music event which is likely to result in a capacity attendance at the venue of approximately 350-450 persons. The event is described as a tribute concert featuring a "Beatles" tribute act, called the Mersey Beatles.
2. The event is to be licensed between 6.30pm and Midnight on Wednesday 28 November 2018.
3. The application seeks consent for young persons to be allowed into the venue during the event as long as they are accompanied by a person over the age of 18 years.
4. SIA Licensed Stewards will be on duty at the event, the application does not indicate how many.
5. Entry to the event will be on production of a valid ticket only.
6. The premises are suitable for an event of this nature.
7. The applicant is a personal licence holder with sufficient experience in providing external bar facilities at a variety of events.

8. I am unaware of any matters of concern relating to any of the previous events hosted by the applicant under an occasional licence granted by Clackmannanshire Licensing Board.
9. The applicant will only use personal licence holders or other staff trained to the standards required by the Licensing (Training of Staff)(Scotland) Regulations 2007 to sell alcohol at the event.
10. There will be at least 1 personal licence holder present and authorising the sale of alcohol at the event.
11. In promoting the licensing objectives I would suggest that the following matters are those which would be best controlled by conditions on the licence.
 - Use of plastic Bottles and Glassware
 - Sufficient SIA Licensed Stewards
 - Personal Licence Holder on premises for duration of event
 - Only trained staff permitted to make sales of alcohol
 - All musical performance of live or recorded music must end at least 15 minutes prior to the terminal hour.
 - Prevention of noise nuisance caused by late night disposal of glass
 - The protection from harm of children and young persons attending the event.
12. Appendix A contains a list of specimen local conditions which the Board may find to be both necessary and expedient for the purposes of the licensing objectives in connection with this event
13. I have no concerns about this event.

Paul Fair

Licensing Standards Officer.

Live Music Night - Alloa Town Hall – 28 November, 2018

Appendix A - Suggested Local Conditions

- All alcohol must be sold and supplied to the customer in, or decanted into, plastic or polycarbonate Bottles and drinking vessels.
- Only alcohol sold at the event by the licence Holder can be consumed at the event.
- (Insert Number) Or (A sufficient number of) SIA Licensed Stewards must be on duty to control entry to the premises, to monitor any area immediately outside the premises used by persons attending the event who have temporarily left to smoke, and to monitor and supervise the behaviour of persons within the venue and leaving the venue. Including a specific responsibility to make regular checks of the toilets and to monitor the upper Balcony area.
- At least one person who holds a suitable first aid qualification must be on duty at the event.
- At least one Personal Licence Holder must be on the premises for the duration of event, and be responsible for authorising all sales of alcohol
- Only staff trained in accordance with the Licensing (Training of Staff) (Scotland) Regulations, 2007 are permitted to make sales of alcohol, and all staff authorised to serve and sell alcohol will have with them a training certificate in the prescribed form.
- Any music or other entertainment must cease at no later than 15 minutes prior to the end of licensed hours.
- No glass or other forms of waste likely to produce excessive noise will be disposed of in the external bins at the premises after 9pm and before 10am the following morning.
- Full particulars (Name, Date of Birth and SIA Badge No.) of the SIA Stewards to be employed at the event will be provided in writing to the Licensing Standards Officer at least 48 hours prior to the event.

PS 12/9/18

Alloa Town Hall

Licensing Board

DATE OF EVENT	28 November 2018
LICENCE NO	18/00479/LOCAL
TO POLICE & WEB	12 SEPTEMBER 2018

Application for an Occasional LicenceLSO
REPORT.

To:

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

PAID 10 SEP 2018

Before Completing this Form Please Carefully Read the Guidance Notes issued along with the Application. If completing by Hand Please Write Legibly in **BLOCK CAPITALS**. In all Cases Ensure that your Answers are Inside the Boxes and Written or Typed in **BLACK INK**. Use additional sheets if necessary.

You May Wish to Keep a Copy of the Completed Form for Your Records.

ALLOA TOWN HALL – WED. 28TH NOVEMBER, 2018 – BEATLES TRIBUTE	
I am a :- (please tick one only)	
Premises Licence Holder	<input type="checkbox"/>
Personal Licence Holder	<input checked="" type="checkbox"/>
Representative of a Voluntary Organisation	<input type="checkbox"/>
Representative of a Members Club	<input type="checkbox"/>
Name and Address of Premises	THE ROYAL OAK HOTEL, 7 BEDFORD PLACE, ALLOA, CLACKS, FK10 3DE CC203 – CLACKS COUNCIL
Licence number and Issuing Licensing Board (if applicable)	N/A
Personal licence number (if applicable) Issuing Licensing Board	CC102 – CLACKS COUNCIL



Licensing Board

Name of voluntary organisation or Members Club (if applicable)	N/A		
Name of Personal Licence Holder and Licence No. of person responsible for authorising sales of alcohol at event (see guidance notes)	CRAIG STEWART – CC102		
2. Personal Details			
Full Name	Surname	First Name	
	STEWART	CRAIG	
Address where ordinarily resident to be used for correspondence purposes.	THE ROYAL OAK HOTEL 7 BEDFORD PLACE ALLOA FK10 1LJ		
Telephone Number	[REDACTED]		
Email Address	THEROYALOAK.ALLOA@GMAIL.COM		
Age, Date & Place of Birth	Years	Date of Birth	Place of Birth
	[REDACTED]	[REDACTED]	[REDACTED]
3. The Premises (See note and answer fully)			
Description of Premises:			
ALLOA TOWN HALL – THE TOWN HALL IS A STAND ALONE COMMUNITY BUILDING WITH AMPLE CAR PARKING SURROUNDING AND ADJACENT TO THE VICINITY. THE LICENCE IS TO COVER THE MAIN HALL, ENTRANCE HALL, AND TOILET AREAS ONLY			
Full Postal Address of Premises which this Application Refers to:			
ALLOA TOWN HALL MARS HILL ALLOA CLACKS FK10 1AB			
Description of Activities to be Carried on in the Premises (see note and answer fully)			
A FANTASTIC TRIBUTE TO THE BEATLES WITH TRIBUTE BAND 'THE MERSEY BEATLES'. THEY ARE TOURING ALL OVER BRITAIN IN ALL THE SMALL VENUES THE ORIGINAL BEATLES PLAYED IN BEFORE THEY BECAME THE BIGGEST BAND IN THE WORLD. THIS WILL BE A PLASTIC BAR AND A STRICT CHALLENGE 25 POLICY WILL BE IN PLACE. FOR MORE DETAILS, CONTACT JOHN RHODES (PROMOTER) ON: [REDACTED]			
Approximately how many persons will attend event ?	350-550		
Will Stewards to be provided ?	Yes		




Licensing Board

Is food to be provided at the event		No
If Yes - please provide details		
4. Duration of Licence		
Start Time and Date	End Time and Date	
18.30PM – WEDNESDAY 28TH NOVEMBER, 2018	23.00PM – WEDNESDAY 28TH NOVEMBER, 2018	
5. Alcohol Consumption		
Is Alcohol to be sold for consumption on the premises?		Yes
Is Alcohol to be sold for consumption off the premises?		No
Provide details as to hours required when alcohol will be sold on/off* the premises *delete as appropriate		
Times for sale of alcohol for consumption - On premises	Times for sale of alcohol for consumption - Off premises	
18.30PM-23.00PM	N/A	
Statement of the times at which any activities other than the sale of alcohol will be carried on in the premises		
<p>THE DOORS TO THE EVENT WILL OOPEN AT APPROXIMATELY 18.30PM, WITH THE SHOW STARTING AT 19.45PM.THE SHOW WILL LAST A COUPLE OF HOURS AND IT IS EXPECTED THAT THE MAJORITY OF THE CROWD SHALL DEPART THE VICINITY SOON AFTERWARDS.</p> <p>THERE WILL BE A STRICT CHALLENGE 25 POLICY IN PLACE.</p> <p>ALL DRINKS SHALL BE DECANTED IN TO PLASTIC CONTAINERS, WITH THE BAR CLOSING AS SOON AS THE SHOW ENDS. THE HALL SHALL BE CLEARED BY 00.00AM.</p> <p>ALL CHILDREN UNDER THE AGE OF 18 WILL HAVE TO BE ACCOMPANIED BY A PARENT OR SUITABLE GUARDIAN</p>		



Licensing Board

6. Children			
(This section must be completed where alcohol is for sale for consumption on the premises)			
Are children or young persons permitted entry?			YES
If Yes - the remainder of this section must be completed			
Will Children (0-15yrs) and Young Persons (16 & 17 yrs) require to be accompanied by a parent or person over the age of 18 yrs?			
Ages of Children of Young Persons Permitted Entry		Times at which Children or Young Persons Permitted Entry	
16-17 YEARS OF AGE		18.30-23.00PM	
Parts of Premises to which Children or Young Persons Permitted Entry			
ALL LICENCED AREAS ONLY			
7. Signature and Declaration by Applicant			
DECLARATION			
IT IS AN OFFENCE TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION			
(Criminal Law (Consolidation) (Scotland) Act 1995 Section 44(2)(b))			
The contents of this Application are true to the best of my knowledge and belief			
Signature			Dated 7 TH SEPTEMBER, 2018

* 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

Checklist	
I have made or enclosed payment of the fee for the application	X



Development and Environmental Services
Kilncraigs, Greenside Street, Alloa, FK10 1EB
Telephone: 01259 450000

**THIS PAPER RELATES TO
ITEM 5(iv)
ON THE AGENDA**

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/OL/REP
		Your Ref:	18/00481/OCCLIC
		Date:	17 October, 2018
Subject:	Licensing (Scotland) Act, 2005, Section 57 (3) Occasional Licence Application - Craig Stewart Darts Exhibition Jock Wilson Memorial – 1 December 2018 Alloa Town Hall, Marshall, Alloa		

Section 57(1)(b) of The Licensing (Scotland) Act, 2005 (the Act) requires that the Licensing Board notifies the Licensing Standards Officer for the area in relation to any application for an occasional licence. This section further provides that the Licensing Standards Officer is provided with a copy of the application.

Having considered the content of the application I have the following comments to make:

1. The application relates to the annual Jock Wilson Memorial Darts Exhibition which is likely to result in a significant attendance at the venue (approximately 400-450 persons).
2. The event is to be licensed between 12:00 mid-day and 9.00pm on Saturday 1 December, 2018.
3. The applicant has requested that Children and young persons (the lower age limit is specified as 12 years of age to accommodate a junior player and family members of one of the senior players) be permitted to attend this event. The applicant is familiar with the steps that are necessary to ensure that there is full compliance with the Protecting Children from Harm licensing Objective.
4. The premises are suitable for an event of this nature.
5. The applicant is a personal licence holder with sufficient experience in providing external bar facilities at a variety of events.
6. The applicant will only use personal licence holders or other staff trained to the standards required by the Licensing (Training of Staff)(Scotland) Regulations 2007 to sell alcohol at the event.

7. There will at least one personal licence holder present and authorising the sale of alcohol at the event. The applicant is a personal licence holder and will be working at the venue for the duration of the event.
8. In the event that the Board choose to grant this application, in promoting the licensing objectives, in particular the protecting children from harm licensing objective, I would suggest that the following matters are those which would be best controlled by conditions on the licence.
 - Use of plastic or polycarbonate Bottles and drinking vessels. (applicant has previously stated on the application that this will occur, however it has not be mentioned on this application)
 - Sufficient SIA Licensed Stewards
(6-8 Stewards is the number indicated on the application)
 - Personal Licence Holder on premises for duration of event.
 - Only trained staff permitted to make sales of alcohol.
 - Any entertainment provided (including the playing of darts) to finish at least 15 minutes before the end of the licensed period
 - Stewards to be properly briefed in accordance with the licensing objectives and any local conditions applied to the licence.
13. I have attached a list of suggested local conditions that the Board may wish to consider for use at this event - See appendix A.

Paul Fair

Licensing Standards Officer.

Appendix A - Suggested Local Conditions

Jock Wilson Memorial Darts Exhibition – 1 December, 2018, Alloa Town Hall

- All alcohol must be sold and supplied to the customer in or decanted into, plastic or polycarbonate Bottles and drinking vessels.
- Only alcoholic drinks sold at the event by the Licensee can be consumed at the event.
- (Insert No. if recommended by Board) Or (A sufficient number of) SIA Licensed Stewards must be on duty to control entry to the premises, to monitor any area immediately outside the premises used by persons attending the event who have temporarily left to smoke, and to monitor and supervise the behaviour of persons within the venue. Including a specific responsibility to make regular checks of the toilets and to monitor the upper Balcony area in relation to the safety and wellbeing of children and young persons attending the event
- At least one person who holds a suitable first aid qualification must be on duty at the event.
- At least one Personal Licence Holder must be on the premises for the duration of event, and be responsible for authorising all sales of alcohol
- Only trained staff will be permitted to make sales of alcohol
- Any music or other entertainment must cease at no later than 20:45
- All Children and young persons must remain in the company of a parent or other formal guardian over the age of 18 years of age and must remain in the upper Balcony area for the duration of the event. Except when that child or young persons is participating in a darts match.
- No Alcohol is to be taken to or consumed in the Balcony, foyer, stairwells, upper landings or toilets.
- A full briefing document detailing the terms of the licence, including local conditions and all measures to be put in place by the applicant to ensure compliance with the protecting children from harm licensing objective should be prepared and supplied to all Stewards on duty at the event. A copy of this Document should be made available to the Licensing Board and Licensing Standards Officer at least 7 days prior to the event.

Licensing Board

Alloa Town Hall

DATE OF EVENT	01 December 2018
LICENCE NO	18/00481/OCCLIC
TO POLICE & WEB	12 September 2018

RSO REPORT - SUD
17/10/2018

Application for an Occasional Licence

To:

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

PAID 10 SEP 2018

Before Completing this Form Please Carefully Read the Guidance Notes issued along with the Application. If completing by Hand Please Write Legibly in **BLOCK CAPITALS**. In all Cases Ensure that your Answers are Inside the Boxes and Written or Typed in **BLACK INK**. Use additional sheets if necessary.

You May Wish to Keep a Copy of the Completed Form for Your Records.

ALLOA TOWN HALL - SATURDAY 1 ST DECEMBER, 2018 - JOCKY WILSON DARTS MEMORIAL	
I am a :- (please tick one only)	
Premises Licence Holder	<input type="checkbox"/>
Personal Licence Holder	<input checked="" type="checkbox"/>
Representative of a Voluntary Organisation	<input type="checkbox"/>
Representative of a Members Club	<input type="checkbox"/>
Name and Address of Premises	THE ROYAL OAK HOTEL, 7 BEDFORD PLACE, ALLOA, CLACKS, FK10 3DE CC203 - CLACKS COUNCIL
Licence number and Issuing Licensing Board (if applicable)	N/A
Personal licence number (if applicable) Issuing Licensing Board	CC102 - CLACKS COUNCIL



Licensing Board

Name of voluntary organisation or Members Club (if applicable)	N/A		
Name of Personal Licence Holder and Licence No. of person responsible for authorising sales of alcohol at event (see guidance notes)	CRAIG STEWART – CC102		
2. Personal Details			
Full Name	Surname	First Name	
	STEWART	CRAIG	
Address where ordinarily resident to be used for correspondence purposes.	THE ROYAL OAK HOTEL 7 BEDFORD PLACE ALLOA FK10 1LJ		
Telephone Number	[REDACTED]		
Email Address	THEROYALOAK.ALLOA@GMAIL.COM		
Age, Date & Place of Birth	Years	Date of Birth	Place of Birth
	[REDACTED]	[REDACTED]	[REDACTED]
3. The Premises (See note and answer fully)			
Description of Premises:			
ALLOA TOWN HALL – THE TOWN HALL IS A STAND ALONE COMMUNITY BUILDING WITH AMPLE CAR PARKING SURROUNDING AND ADJACENT TO THE VICINITY. THE LICENCE IS TO COVER THE MAIN HALL, ENTRANCE HALL, TWO UPSTAIRS LOUNGES AND TOILET AREAS ONLY			
Full Postal Address of Premises which this Application Refers to:			
ALLOA TOWN HALL MARS HILL ALLOA CLACKS FK10 1AB			
Description of Activities to be Carried on in the Premises:			
THE ANNUAL JOCK WILSON DARTS MEMORIAL BRINGING SOME OF THE GREATEST PLAYERS IN THE UK TOGETHER FOR A MATCH TO BE HELD BETWEEN SCOTLAND AND ENGLAND. SCOTLAND WILL BE CAPTAINED BY EX WORLD NUMBER 1, GARY ANDERSON, AND ENGLAND BY WORLD CHAMPION ROB CROSS. FOR MORE DETAILS CONTACT DAVIE HANSON ON: [REDACTED]			
Approximately how many persons will attend event ?		400-450	
Will Stewards to be provided ?		Yes	



Licensing Board

Is food to be provided at the event	Yes
If Yes - please provide details	
YES – THE ROYAL OAK SHALL BE PROVIDING FOOD ALL DAY FROM THE KITCHEN, FROM SNACKS AND ROLLS TO FULL MEALS	
4. Duration of Licence	
Start Time and Date	End Time and Date
12.00PM - SATURDAY 1 ST DECEMBER, 2018	21.00PM – SATURDAY 1 ST DECEMBER, 2018
5. Alcohol Consumption	
Is Alcohol to be sold for consumption on the premises?	Yes
Is Alcohol to be sold for consumption off the premises?	No
Provide details as to hours required when alcohol will be sold on the premises.	
Times for sale of alcohol for consumption - On premises	Times for sale of alcohol for consumption - Off premises
12.00PM – 21.00PM	N/A
Statement of the times at which any activities other than the sale of alcohol will be carried on in the premises	
<p>THERE WILL BE AN EARLY ENTRY FOR VIP TICKET HOLDERS TO GET THE CHANCE TO MEET SOME OF THE DARTS PLAYERS. AFTERWARDS THERE SHALL BE AN EXHIBITION MATCH BEFORE THE MATCH BETWEEN SCOTLAND AND ENGLAND COMMENCES. THERE WILL BE AN INTERVAL DURING THE GAME WHERE THERE SHALL BE A CHARITY FUNDRAISING AUCTION. TIMES SHALL VARY SLIGHTLY THROUGH OUT THE DAY, BUT THE MATCH SHOULD BE WRAPPED UP BY ROUGHLY 20.30PM.</p> <p>THERE WILL BE A STRICT CHALLENGE 25 POLICY IN PLACE, AND UP TO 8 DOOR STEWARDS ON DUTY.</p> <p>ALL DRINKS WILL BE DECANTED INTO PLASTIC CONTAINERS AND NO ALCOHOL WILL BE ALLOWED ON THE BALCONY AREA.</p> <p>OVER 16'S CAN ENTER THE MAIN HALL, BUT MUST BE ACCOMPANIED BY A PARENT OR SUITABLE GUARDIAN. ANYONE UNDER 16 MUST SIT ON THE BALCONY, AND LIKEWISE BE ACCOMPANIED BY A PARENT OR GUARDIAN.</p> <p>WE AIM TO HAVE THE HALL COMPLETELY EMPTIED BY 21.00PM</p>	



Licensing Board

6. Children

(This section must be completed where alcohol is for sale for consumption on the premises)

Are children or young persons permitted entry? **Yes**

If Yes - the remainder of this section must be completed

Will Children (0-15yrs) and Young Persons (16 & 17 yrs) require to be accompanied by a parent or person over the age of 18 yrs?

Ages of Children of Young Persons Permitted Entry

12-17 YEARS OF AGE

Times at which Children or Young Persons Permitted Entry

12.00PM-21.00PM

Parts of Premises to which Children or Young Persons Permitted Entry

ALL LICENCED AREAS IF 16 OR OVER IF SUPERVISED, BALCONY ONLY IF UNDER 16


7. Signature and Declaration by Applicant

DECLARATION

IT IS AN OFFENCE TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION

(Criminal Law (Consolidation) (Scotland) Act 1995 Section 44(2)(b))

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

Signature		Dated	7 TH SEPT. 2018
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* 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

Checklist	
I have made or enclosed payment of the fee for the application	X



Development and Environmental Services
Kilncraigs, Greenside Street, Alloa, FK10 1EB
Telephone: 01259 450000

**THIS PAPER RELATES TO
ITEM 5(v)
ON THE AGENDA**

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/OL/REP

Your Ref: 18/00537/OCCLIC

Date: 12 October, 2018

**Subject: Licensing (Scotland) Act, 2005, Section 57 (3)
Occasional Licence Application – Caroline Allan
Ultra White Collar Mixed Martial Arts Event.
21 December, 2018**

Section 57(1)(b) of The Licensing (Scotland) Act, 2005 (the Act) requires that the Licensing Board notifies the Licensing Standards Officer for the area in relation to any application for an occasional licence. This section further provides that the Licensing Standards Officers is provided with a copy of the application.

Having considered the content of the application I have the following comments to make:

1. The application relates to a mixed martial arts event, Details of the event are disclosed on the application form
2. The event is to be licensed between 4:00pm and 11:00pm on Friday 21 December, 2018.
3. Approximately 400 persons may attend the event.
4. Stewards will be provided at the event, the event organiser confirms that these will be SIA licensed stewards, additional information obtained confirms that there will be sufficient SIA Stewards at the event, although the final number is to be confirmed
5. No person under the age of 18 years of age will be on the premises during the event.
6. The application indicates that the hall set up will include a VIP area, in which the event organiser seeks consent to provide table service of alcohol to guests., all alcohol will be decanted into or served in plastic or polycarbonate containers.
7. An inspection of the event at Alloa Town Hall on 31 March 2018, confirmed that the event was well organised and managed in relation to the sale of alcohol.
8. I was satisfied that the management of the event was suitable and that any concerns connected to the licensing objectives were being addressed

9. The premises are suitable for an event of this nature.

10. In the event that the Licensing Board decide to grant this application, in promoting the licensing objectives I would suggest that the following matters are those which would be best controlled by local conditions on the licence.

- Sufficient SIA Licensed Stewards to be on duty (no less than 8 as volunteered by the event organiser for previous events would satisfy the test of sufficiency)
- A written age verification policy should be prepared prior to the event and all Staff including stewards to be briefed in relation this policy.
- Stewards and all bar staff to be briefed by licensee/organiser re any local conditions imposed. Each member of staff briefed must sign a record of the briefing acknowledging that they were briefed and understood the terms of the brief.
- Use of plastic bottles and plastic drinking vessels. ie all drinks to be either dispensed in plastic drinkware or bottles or decanted into a suitable plastic container by the bar staff before being supplied to the customer.

Paul Fair

Licensing Standards Officer.

Ultra White Collar – MMA Event - Alloa Town Hall 21 December, 2018

Appendix A - Suggested Local Conditions

- All alcohol and other drinks must be sold and supplied to the customer in, or decanted into, plastic or polycarbonate bottles and drinking vessels.
- Only alcohol sold at the event by the licensee can be consumed at the event.
- A minimum of 8 SIA Licensed Stewards must be on duty to control entry to the premises, to monitor any area immediately outside the premises used by persons attending the event who have temporarily left to smoke, and to monitor and supervise the behaviour of persons within the venue.
- At least one person who holds a suitable first aid qualification must be on duty at the event.
- At least one Personal Licence Holder must be on the premises for the duration of event, and be responsible for authorising all sales of alcohol.
- The applicant must prepare an age verification policy, this policy should be supplied to the Licensing Standards Officer at least 48 hours prior to the event.
- The applicant/event organiser must brief all stewards and staff authorised to serve or make sales of alcohol prior to the commencement of the event, this briefing should include information relating to the terms and conditions of the licence, and any other relevant licensing matters – a record of this briefing including details of who delivered the briefing and details of all staff and stewards who received it must be kept. All staff receiving this brief must sign a record of the briefing acknowledging that they received and understood the terms of the brief
- Only trained staff will be permitted to make sales of alcohol, and all staff authorised to serve and sell alcohol. Trained Staff means staff trained in accordance with the Licensing (Training of Staff)(Scotland) Regulations, 2007.
- All staff authorised to serve and sell alcohol will have with them a training certificate in the prescribed form.
- Any music or other entertainment must cease at no later than 15 minutes prior to the end of licensed hours.
- A full list of all SIA Stewards working at the event will be supplied to the Licensing Standards Officer at least 72 hours prior to the event. The list should include the full name of the Stewards and their SIA Badge number.

APPLICATION FOR OCCASIONAL LICENCE

LSO REPORT -

To:

Clerk to the Licensing Board
 Kilncraigs
 Alloa
 FK10 1EB

Before Completing this Form Please Carefully Read the Guidance Notes issued along with the Application. If completing by Hand Please Write Legibly in **BLOCK CAPITALS**. In all Cases Ensure that your Answers are Inside the Boxes and Written or Typed in **BLACK INK**. Use additional sheets if necessary.

You May Wish to Keep a Copy of the Completed Form for Your Records.

1. LICENCE DETAILS (see note 1)	
I am a :- (please tick one only)	
Premises Licence Holder	<input type="checkbox"/>
Personal Licence Holder	<input checked="" type="checkbox"/>
Representative of a Voluntary Organisation	<input type="checkbox"/>
Representative of a Members Club	<input type="checkbox"/>
Name and Address of Premises, licence number, Issuing Licensing Board (if applicable)	
Personal licence number (if applicable) Issuing Licensing Board	NL 3333 North Lanarkshire Council
Name of voluntary organisation or Members Club (if applicable)	
Name of Personal Licence Holder and Licence No. of person responsible for authorising sales of alcohol at event - See guidance notes	
Caroline Allan NL3333	

2. PERSONAL DETAILS**TITLE** (delete as appropriate) **MR** (please state)**FORENAMES** Caroline**SURNAME** Allan

If you are applying on behalf of a Club or voluntary organisation please state your position in that club/organisation or provide other evidence that you are authorised or entitled to apply on their behalf.

DATE OF BIRTH

Day

Month

Year

ADDRESS WHERE ORDINARILY RESIDENT TO BE USED FOR CORRESPONDENCE PURPOSES**Post Town****Postcode****TELEPHONE NUMBERS**

DAYTIME

EVENING

MOBILE

FAX NUMBER**E-MAIL ADDRESS** (if you would prefer us to correspond with you by e-mail)**3. THE PREMISES (where the event is to be held -See note and answer fully)**

Description of Premises.

Town Hall

The bar would be situated in the main hall with no alcohol being allowed in the tiered seating upstairs. (The balcony area) The boxing ring will be set up next to the stage with approximately fifteen tables around it. This will be the VIP area, which will be cordoned off with barriers. This will take up approximately one half to two thirds of the hall. The other third will be a standing area.

Full Postal Address of Premises which this Application Refers to

Alloa Town Hall
Marshall
Alloa
FK10 1 AB

Description of Activities to be Carried on in the Premises (**see note and answer fully**)

This is a MMA contest/show promoted by ultra-white collar boxing with the event being run and organised by Mr Adam Patterson. His contact number is
There will be approximately eighteen amateur bouts
The event will be tickets only.
Alcohol will be sold from a bar (standing area) and served by trained staff in the seated VIP area.

Approximately How many persons will attend event ?	400
--	-----

Will Stewards to be provided ?	YES
--------------------------------	-----

Is food to be provided at the Event - If yes please provide details

No

4. DURATION OF LICENCE

Start Time and Date

21st December 2018

4pm Start

End Time and Date

21st December 2018

11.00pm Finish

5. IS ALCOHOL TO BE SOLD FOR CONSUMPTION ON THE PREMISES YES
IS ALCOHOL TO BE SOLD FOR CONSUMPTION OFF THE PREMISES NO

PROVIDE DETAILS AS TO HOURS REQUESTED WHEN ALCOHOL WILL BE SOLD ON THE PREMISES-* delete as appropriate

Times for sale of alcohol for consumption
On premises

4pm till 11.00pm

Times for sale of alcohol for consumption
Off premises

N/A

Statement of the times at which any activities other than the sale of alcohol will be carried on in the premises

3pm to 5pm – Competitors will arrive

3pm Medical team will arrive to complete a full medical examination on all boxers

3pm The cage will arrive and be built, with the hall being set up with table and chairs

3pm bar staff will arrive to set up the bar area

4pm doors will open to VIP's

4pm Bar opens

4pm Referee, judges and MC arrive

5pm Doors open to standard tickets

5pm Referee's meeting, explaining rules to participants and coaches

6pm First bout

8.30pm Break

9pm Second part of show

10.30 Expected end of show

6pm to 11.00pm Recorded music will play to receive the competitors into the ring and during the break

11.00pm bar will close

6. CHILDREN (see note 2)

This section must be completed where alcohol is for sale for consumption on the premises

Are children or young persons permitted entry? **NO** (if answered yes the remainder of this section must be completed)

Will Children (0-15yrs) and Young Persons (16 & 17 yrs) require to be accompanied by a parent or person over the age of 18 yrs?

Ages of Children of Young Persons Permitted Entry

Times at which Children or Young Persons Permitted Entry

Parts of Premises to which Children or Young Persons Permitted Entry

7. Signature and declaration by applicant (see note 3)

DECLARATION

IT IS AN OFFENCE TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION

(Criminal Law (Consolidation) (Scotland) Act 1995 Section 44(2)(b))

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

SIGNATURE

Caroline Allan

DATE

2nd October 2018

*** 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

8. CHECKLIST - Please tick

I have Made or enclosed payment of the fee for the application

2nd October 2018

Additional Information to support the licence application for the 21st December 2018 at Alloa town hall

No alcohol will be allowed in the tiered seating upstairs. (The balcony area)
There will be stewards allocated to prevent this.
All alcohol will be decanted into plastic glasses and none will be sold at the end of the evening for people to consume at home.

Mr Patterson owns the Scottish Martial Arts Centre and will personally train the competitors who will be participating in the white collar event on the 21st December 18. The event will be tickets only with profits going to cancer research.

If I can be of any more assistance or can answer any more questions please don't hesitate in contacting myself.

Mr Patterson will also be available for you to contact if he can be of any assistance to yourself. His number is on the application form.

Kind Regards

A black rectangular box redacting the signature of Caroline Allan.

Caroline Allan



**THIS PAPER RELATES TO
ITEM 6
ON THE AGENDA**



**POLICE
SCOTLAND**

Keeping people safe

CHIEF CONSTABLE'S REPORT TO THE
CLACKMANNANSIRE LICENSING BOARD
FOR THE PERIOD
1ST APRIL 2017 to 31ST MARCH 2018

Foreword

It gives me great pleasure to provide the Annual Licensing Report for 2017/18, in accordance with Section 12(A) Licensing (Scotland) Act 2005.

I would like to acknowledge the contributions made to effective licensing regulation in the past year. Working in partnership is vital to ensure a fair and consistent approach to licensing whilst maintaining a focus on preventing alcohol fuelled violence, disorder and antisocial behaviour. Police Scotland is committed to continuing to work with partners in the 32 Local Authorities across Scotland to achieve positive outcomes.

Over the past year, Police Scotland has continued to achieve success with a focus on prevention, underpinned by early intervention and enforcement. This has only been possible with the support of the many active partnerships that exist in local areas. I will ensure that all officers and staff continue to work with the licensed trade and other key partners, utilising the range of options available to them to achieve improved licensing standards, reducing violence, disorder and antisocial behaviour across Scotland.

On 1st May 2018, Minimum Unit Pricing of Alcohol was introduced in Scotland. We will work through the Evaluation Advisory Group to assess the impact of this legislation. The coming year will present many challenges but I am confident that through collaborative working, we will meet these challenges and continue to improve licensing standards and deliver a service to the communities of Scotland.

Mr Iain Livingstone QPM
Deputy Chief Constable Designate
Police Service of Scotland

Police Scotland Licensing Overview

The National Licensing Policy Unit (NLPU) sits within the Specialist Crime Division – Safer Communities based at Dalmarnock Police Office, Glasgow.

The NLPU is responsible for the two tier structure for licensing which supports both national and local priorities. They have overall responsibility for determining and delivering national licensing strategy and policy, by providing advice, guidance and support to divisional licensing teams.

Each of the 13 Local Policing divisions have locally based officers dedicated to the day to day management of licensing administration, complying with statutory requirements as well as addressing any issues that may arise within licensed premises in their local area.

Police Scotland Licensing is supported and governed by a National IT solution known as ‘Innkeeper’.

The NLPU and Licensing practitioners within Police Scotland develop partnerships and identify best practice which assist in a better understanding of the challenges faced by the Licensed Trade. This approach enables us to continue to work with local communities and key partners to prevent alcohol related crime and offences.

The NLPU seek to ensure that legislation governing the sale and supply of alcohol is applied consistently across the country and all opportunities are taken to stop the illegal or irresponsible sale, supply or consumption of alcohol with the intention of preventing and reducing crime and disorder.

National Perspective

Our Priorities and Policing Plans continue to be shaped by the objectives contained within Scottish Government’s Strategic Objectives and National Outcomes and the Strategic Policing Plans that are delivered locally through single outcome agreements.

Consultation and engagement is combined with our own analysis of the issues that impact on the safety of the public to provide a firm evidence base for local policing teams to prevent crime and disorder and Keep People Safe.

Our National Priorities are

- Violence, disorder and antisocial behaviour
- Serious organised crime
- Counter terrorism and domestic extremism
- Protecting people at risk of harm
- Road safety and road crime
- Acquisitive crime

Licensing Board Area

The Clackmannanshire local authority area is policed by Forth Valley Division also referred to as 'C' Division.

Chief Superintendent Thom McLoughlin is the Local Police Commander who has the responsibility for all day-to-day policing functions.

The senior officers who hold responsibility for licensing within the area of Clackammananshire are as follows;

Local Area Commander; Chief Inspector Drew Sinclair

Divisional Coordination Unit; Chief Inspector Caroline Logan

Licensing Sergeant; Sergeant Claire MacKenzie

Description of Board Area

Clackmannanshire is Scotland's smallest Local Authority covering an area of 61 square miles and with a population of 50,050 people. Clackmannanshire, however, has very different communities - both rural and urban - which require diverse policing approaches and which have different priorities.

Clackmannanshire also has areas which are considered very affluent and others which are considered amongst Scotland's most deprived areas.

Clackmannanshire faces key challenges which impact on how local policing will be shaped and delivered. These key challenges include increasing population numbers, continued periods of low economic growth, rising unemployment, welfare reform and anticipated reductions in families' incomes.

The policing plan for the Clackmannanshire Council Area details the delivery process for the police service and commitment to local policing within the national planning process enabling an effective response to all areas including alcohol related issues. Each area has a number of licensed premises which places demands on local resources. Alloa Town Centre has a vibrant and busy night time economy with 2 Nightclubs and a number of bars within a 1 mile radius, presenting the greatest challenge and can affect resources at weekends which on occasion leads to alcohol related violence and disorder.

Local Policing Priorities

Following our public consultation process, the policing priorities for Forth Valley Division as set out in our Local Policing Plan are as follows;

1. Protecting People
2. Reducing Anti-Social Behaviour
3. Reducing Violence
4. Tackling Substance Misuse
5. Making Our Roads Safer
6. Tackling Serious Organised Crime

Operation of the Licensing (Scotland) Act 2005

Introduction

The Misuse of alcohol can be harmful and damaging to our communities. It impacts on vital services such as the National Health and on the Police Service of Scotland. Alcohol is very often a contributory factor in the calls that Constables attend from low level anti-social behaviour to domestic abuse and incidents of serious violence and injury. In year under report there were 850 cases of violent crime recorded within the Clackmannanshire Area, 225 (26.5%) were drunk or under the influence of alcohol. There were 613 cases of disorder reported and 265 (43.2%) of the accused in these cases the accused were described as drunk or under the influence of alcohol.

There are in excess of 1300 licensed premises within the Forth Valley area, 132 in the Clackmannanshire area including, Bars, Nightclubs, Hotels, Off Licences and members clubs. In addition to this between the 31st March 2017 and the 1st April 2018 Forth Valley Licensing Department processed 248 applications for Occasional Licences to allow the sale/supply of alcohol for those who do not hold permanent licences. In the year under review there were 63 cases of violent crime / disorder recorded on licensed premises (this does not include those out with) and 46 (73%) of accused in these cases were described as drunk or under the influence of alcohol.

The role of the Forth Valley Licensing Department is to work with partners to reduce the impact that alcohol has on our local community. This includes the review of applications and working closely with Licensing Standards Officers (LSO's), Designated Premises Managers (DPM's) as well as Licence Holders. Utilising legislation such as the Licensing (Scotland) Act 2005 to encourage the responsible sale and supply of alcohol the Division also works with premises to ensure they are well run and adhering to the licensing objectives. This may result in taking positive action to stop irresponsible supply.

Partnerships

In order to improve the regulation of license holders in the Forth Valley area, the Licensing Team works closely with both internal and external departments. An example of how this partnership working has been successfully implemented is the Festive Safety Presentation which was delivered to licensed premises staff by the local Licensing Standards Officer along with police officers from the Licensing Department, Prevention and Interventions Unit and STOP (Statement of Opinion) unit. This event provided information on how to keep staff and patrons safe on licensed premises over the busy Christmas period and beyond. It also provided an opportunity for Licensed Premises staff to meet Police and LSO face to face for informal discussion. Over the last year the licensing team have provided additional training to officers within the Divisional Alcohol and Violence Reduction Unit who are also involved with licensed premises visits on a regular basis. The Licensing Department collates and disseminates relevant information to local officers allowing them to be tasked to complete specific licensing enquiries. This is fed into a Weekend Policing Plan and allows for the right premises to be checked at the right times by officers who have a greater knowledge of licensing legislation thereby leading to a greater regulation of licence holders.

During 2017/18 we have continued to conduct pre-visits prior to high risk events and the Festive Period issuing letters to the management of premises. The letter reminds premises of their responsibilities around the licensing objectives and provides them with ideas on how they can work with us to ensure the event goes safely whilst also providing a point of contact for queries / issues. This initiative has a positive impact and helped to build up encouraging relationships with licensees due to the regular visits.

As well as Licensing Standards Officers the Forth Valley Licensing team also work very closely with external partners such as the UK Border Agency and Security Industry Authority (SIA). The regular contact and flow of information ensures that issues are identified and dealt with in a positive manner.

Problem solving

Analytical data, intelligence, crime reports and calls from the public are scrutinised in order to highlight areas or repeat occurrences of anti-social behaviour or crime. This allows resources to be deployed to the right areas at the right time.

When areas of concern are identified around licensed premises prompt action is taken, both by the licensing department and local officers. Generally the steps taken by Forth Valley Licensing Department in conjunction with local senior management leads to successful compliance with premises and no requirement to report matters to Clackmannanshire Council Licensing Board. When issues are identified we utilise a wide range of options to try to resolve the issues with a Licensing Review Hearing being the last option. The first step is identifying the cause of the problem and this where we would utilise technology to build up a picture, for example identifying certain days or times of day when issues arise. Licensing staff would then go to the premises, explain our concerns and work with them to resolve the problems. This is

then reinforced by visits from local officers ensuring compliance. Premises that are highlighted as having a high level of crime and disorder occurring despite engagement with police or are found to be resisting police involvement would be cause for concern and would lead to further steps being taken to remedy the situation.

An example of this in the Clackmannanshire area during the year under report was the identification of one public house in Tullibody where there was a marked increase in disorder. Local officers attending found the staff to be uncooperative. Staff from the Police Licensing Department attended and the Licensing Standards Officer held a meeting with the Designated Premises Manager where the responsibilities of a DPM were highlighted. Suggestions were also made in relation to preventative measures which included better housekeeping and increased visits by police. There has been a marked improvement in both frequency of incidents and cooperation with police. As a result of this type of work utilising a variety of measures we currently have no officially monitored premises within the Clackmannanshire area.

Summary

This summary will touch on the various sections of the Licensing (Scotland) Act 2005 and provide any relevant detail of the Division's activity and learning points in relation to each.

Section 1

Enforcement activity to tackle the unlicensed sale or supply of alcohol is one of the main strategies of all Ward based Officers in Forth Valley Division. Inspections of licensed premises are undertaken and during these visits, inspections are made of Premises or Occasional Licences to ensure alcohol is being sold legitimately. Personal Licences and relevant training records are also scrutinised to ensure compliance with the Act. Whilst education forms a huge part of our dealings with Licence holders on occasion this approach is not felt to be the most productive and in those cases the matters would be reported to the Procurator Fiscal. There has been 1 case reported to the Procurator Fiscal during this year under review. This related to a premises selling alcohol which had not had a licence to do so, rather than a premises with a licence selling alcohol out with conditions of the licence.

Section 22 – Applications

This covers applications for a premises licence and allows the Chief Constable to make a representation or objection to the Licensing Board by providing a detailed report concerning criteria laid out in the Act.

All applications sent to the Forth Valley Licensing Department from Clackmannanshire are scrutinised by staff using a variety of police databases that hold information on crimes, incidents and intelligence reports. Staff will thereafter make contact with the applicant and visit the premises where possible in order to obtain a clear understanding of what is being requested. Where there may be concerns this is addressed with the applicant and usually resolved at the time of

application. However, on occasion representations are necessary to secure additional conditions on the licence and on rare occasions an objection to an application due to significant concerns that may impact our communities.

Section 36 – Applications for a review of licence

This section of the Act sets out the grounds for persons to apply to the Licensing Board for a review of licensed premises that include a breach of one or more of the conditions to which the premises licence is subject.

In Clackmannanshire the majority of breaches are minor in nature and initial informal approach has been beneficial. Such an approach allows the premises management to discuss issues raised by police at an informal meeting. An agreement is reached over how the premises management plan to address and rectify faults before they are allowed to develop further with officers monitoring the situation to ensure there is no reoccurrence. This approach has proved successful and all informal interactions carried out during the reporting period have not required further police intervention. It is felt that this is a practical and fair method of dealing with minor issues and helps build a good relationship between police and the licensing trade. In addition more serious breaches of the licence would be reported to the Licensing Board for review. In the last year no applications were made to Clackmannanshire Council Licensing Board for review of Premises Licence.

Section 63 – Sale or supply of alcohol out with licensed hours.

This section of the Act covers the sale or supply of alcohol out with licensed hours. There has always been a proactive approach by police in monitoring premises for any such issues, be that visits to pubs and clubs at terminal hours or patrols in the area of licensed grocers to ensure compliance. Historically, information about premises selling alcohol out with hours has come from communities. During the reporting period no premises within the Clackmannanshire area have been found to be breaching this section and therefore no reports have been submitted to the Licensing Board

Section 72 – Personal Licence Applications

All applicants are scrutinised to check for their individual criminal history and any issues identified would be brought to the attention of the Board, normally with a recommendation to refuse the application. During the last year there have been no objections made to the board.

Section 83 and 84 – Personal Licence Reviews

All personal licence holders are monitored by the Forth Valley Licensing Department who are automatically notified if any come into formal contact with the police in relation to criminal matters. Section 83 deals with Personal Licence Holders who are convicted of relevant offences during their time as holder of a licence. Section 84 deals with Personal Licence Holders who have acted in a manner inconsistent with the licensing objectives while working on a premises subject to a premises review. Forth Valley Licensing have requested that 2 Personal Licences be revoked during

the period covered in this report under Section 83 of the Licensing (Scotland) Act 2005.

Section 94 – Exclusion Orders

Exclusion orders can be considered where a person is convicted of a violent offence committed on, or in the immediate vicinity of any licences premises in respect of which a premises licence has effect. In all cases where the person charged can be linked to licensed premises staff within Clackmannanshire Licensing Department task officers to request an Exclusion Order when the case is reported to the Procurator Fiscal for consideration.

Section 97 – Closure Orders

There have been no applications to the Board for a closure order relating to licensed premises in the area.

Section 111 to 116 – Drunkenness and disorder offences on licensed premises

A significant amount of time is dedicated to policing licensed premises, in recognition of the potential for drunkenness and disorder there and the negative impact this has on communities. In the period 2017/2018 there were 2 persons charged with Section 115 of the act (disorderly conduct on a licensed premises). There was 1 person charged with Section 116 of the act (Refusal to leave licensed premises)

Preventing the Sale or Supply of Alcohol to Children or Young People

Introduction

Understanding why children and young people drink alcohol can be complex but it's recognised that alcohol misuse amongst this group can result in behavioural issues and offending; such as violence, and antisocial behaviour, as well as increasing vulnerability and susceptibility to exploitation. In the year under report there were 185 crimes of violence/disorder where the accused was under 17 years in the Clackmannanshire area. Of these in 18 cases the accused was described as drunk and 24 recorded as under the influence of alcohol. It should be noted however, that in 52 cases the sobriety of the accused was not known.

Police Scotland can make a positive impact on the future outcomes for children and families, by addressing the sale and supply of alcohol to young persons, by problematic premises or by proxy (agent purchase), and working with our partners take the appropriate action to address both the potential and actual misuse of alcohol within the early years.

Activity

In the year under review there were 2 cases whereby persons were found buying or attempting to buy alcohol for a child or young person. There were no charges for selling alcohol directly to a child or young person. It should be noted that there are times when children are stopped under the influence or in possession of alcohol and

NOT PROTECTIVELY MARKED

although they may have committed an offence in purchasing the alcohol it is not always considered proportionate to tackle the issue with a criminal charge. Rather, Police liaise with partners in an attempt to establish a root cause of this drinking with the assistance of our partners.

A joined up approach in dealing with children/young persons is the most advantageous position. Officers from Forth Valley Licensing Department regularly link in with local community wardens, community officers and LSO's to build a picture of hotspots or areas for concern. Where concerns are raised all information and intelligence is reviewed and prompt and robust action is taken to limit the effect on the community.

Proposed activity

During the coming year Forth Valley Division will consolidate existing procedures and working practices. Utilising analytical tools will help to identify areas for concern in relation to the sale/supply of alcohol to young person's allowing us to quickly link anti-social behaviour/ crimes trends around Licenced premises both on and off sales. Agent purchase will be targeted. If there are any indications that a premises are selling alcohol to children and young persons this will be dealt with robustly.

Where intelligence is received regarding this activity the Licensing Department will engage with premises in the first instance ensuring they are aware of their responsibilities and should we continue to receive intelligence following this engagement then Test Purchase Operations will be considered. In the case of one premises in the Alloa area where it was suspected under age sales were being facilitated Forth Valley Licensing Department engaged with the premises staff as described. This was successful and the premises staff have proved their vigilance by contacting police in relation to adults trying to buy alcohol for under age persons. When these measures are not successful then consideration will also be given to reporting the matter to the Licensing Board.

Working closely with partner agencies and utilising the wealth of knowledge of community wardens, CCTV operatives and community officers will play a vital part in future work. Of course working with licensed premises using preventative measures will be a key tool. Secondary schools in the Clackmannanshire Area have a school based officer or contact which will allow positive and direct contact with young people, their parents and the community.

Tackling Serious and Organised Crime

Introduction

Serious and Organised Crime Groups (SOCG's) are ever evolving and can pose a risk to the community we serve. Licensed premises have been used by SOCG's historically to launder money or to facilitate the commission of drugs offences due to the lure of financial reward to those involved in the operation. SOCG's are also responsible for wide ranging crime such as Human Trafficking, Cyber-Crime, Importation and distribution of drugs and Sexual Exploitation. Forth Valley Division

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supports Scotland's Serious and Organised Crime Strategy aiming to Divert, Deter, Detect, Disrupt in order to reduce the harm caused by Serious and Organised Crime.

Activity

Forth Valley Licensing Department plays a role in this strategy by ensuring that crime groups are denied access to licences and licensed premises/taxi's security industries through a robust screening procedure. In addition we work with partner agencies such as Clackmannanshire Council, Border Control, HMRC, NHS etc. to promote information sharing and reduce any intelligence gap and taking action where necessary.

Proposed Activity for the Year Ahead

Forth Valley Division are committed to supporting the effective management of licensed premises within the Clackmannanshire Area. Through strong partnership working this has proved effective over the previous 12 months and it is planned to continue to support Clackmannanshire Council, businesses and the communities to ensure together we keep people safe.

To conclude we would like to thank you for your continued support and stress the importance of this collaborative, problem solving approach which ensures that police, licence holders and licensed premises staff have a better understanding of their responsibilities to strengthen locally-led alcohol licensing in order to preserve order and promote safety and public health.

Clackmannanshire Area Command

Violence and Disorder	All locus types (including licensed premises)
	% of detected drunk or had been drinking
	Violent Crime
	Disorder
	Total Charges
	Licensed Premises Only (club/ pub/ licensed restaurant)
	% of detected drunk or had been drinking
	Violent Crime
	Disorder
	Total Charges

Licensing Charges	
	Charge Description
	A person on relevant premises, while drunk, behaving in a disorderly manner
	buy or attempt to buy alcohol for a child or young person
	Consume alcohol in a designated public place - Local Order (assumption)
	Drunk & incapable
	A person behaves in a disorderly manner and refuses/fails to leave premises on being asked
	Itinerant metal dealer without licence
	Sale of alcohol without a premises licence or an occasional licence
	Total Charges

2017/18			
Total Charges	Detected Charges	Accused drunk or had been drinking	% accused drunk or had been drinking
850	634	225	26.5%
613	542	265	43.2%
1463	1176	490	33.5%
2017/18			
Total Charges	Detected Charges	Accused drunk or had been drinking	% accused drunk or had been drinking
47	38	31	66.0%
16	16	15	93.8%
63	54	46	73.0%

No. of Charges	Of which, accused aged 17 yrs or less
2017/18	2017/18
2	0
2	0
7	0
6	0
1	0
1	0
2	0
21	0

Supplementary Report to Chief Constables Report 2017/18 to Clackmannanshire Licensing Board

This supplementary report provides further statistical information on alcohol related offences for the benefit of the Board as requested. It is hoped this will provide an appreciation of alcohol related offending within Clackmannanshire Board Area and provide a statistical comparison to previous years.

The below Table shows a summary the total number of offences broken into Violent Crime and Disorder in the Clackmannan Area over a three year period. The data has been broken down to show the accused status as drunk or had been drinking and gives overall percentages:

All locus types	2015/16				2016/17				2017/18			
	Total Charges	Detected Charges	Accused drunk or had been drinking	% accused drunk or had been drinking	Total Charges	Detected Charges	Accused drunk or had been drinking	% accused drunk or had been drinking	Total Charges	Detected Charges	Accused drunk or had been drinking	% accused drunk or had been drinking
Violent Crime	832	621	241	38.8%	664	451	209	31.5%	850	634	225	26.5%
Disorder	658	569	243	42.7%	678	568	303	44.7%	613	542	265	43.2%
Total Charges	1490	1190	484	40.7%	1342	1019	512	38.2%	1463	1176	490	33.5%

The data shows that the number of individuals charged with violent crime has increased but the number that were intoxicated has fallen 31.5% to 26.5%. Disorder charges have decreased after experiencing an increase in 2016/17. The percentage of individuals charged with disorder offences under the influence of alcohol has fallen slightly.

OFFICIAL: POLICE AND PARTNERS

The table below breaks down the summary table above further into more specific offences so that we can see what types of offences make up Violent Crime/Disorder. This table gives a more detailed look at the figures provided above and specifically shows detected and undetected crimes.

	2017/18			2016/17			2017/18		
Violent Crime and Disorder	Detected	Undetected	Total Charges	Detected	Undetected	Total Charges	Detected	Undetected	Total Charges
Serious Assault	41	0	41	25	5	30	51	3	54
Common Assault	509	211	720	349	207	556	499	213	712
Assault (emergency worker)	71	0	71	77	1	78	84	0	84
Breach of the Peace	30	2	32	33	1	34	23	1	24
Urinate/defecate	9	0	9	17	0	17	11	0	11
Threatening or abusive behaviour	530	87	617	518	109	627	508	70	578
Total Charges	1190	300	1490	1019	323	1342	1176	287	1463

The below two tables again breakdown further the summary table above into those who were charged with offences and highlight those who were under the influence of drink/drugs. The bottom table shows those who were aged 17 or under.

	2015/16					2016/17					2017/18				
Violent Crime and Disorder (All locus types)															
Accused Sobriety	Drugs	Drunk	Had Been Drinking	Not Known	Sober	Drugs	Drunk	Had Been Drinking	Not Known	Sober	Drugs	Drunk	Had Been Drinking	Not Known	Sober
Serious Assault	1	3	17	9	11	0	3	15	8	5	0	6	14	25	9
Common Assault	2	50	126	171	160	4	60	78	132	102	13	71	83	399	146
Assault (emergency worker)	1	20	25	14	11	8	29	24	11	6	19	27	24	13	1
Breach of the Peace	1	4	9	7	9	5	10	13	7	7	1	2	9	10	2
Urinate/defecate	0	3	6	0	0	0	8	8	1	0	0	3	6	2	0
Threatening or abusive behaviour	6	97	124	179	124	19	133	131	141	125	24	128	117	214	95
Total Charges	11	177	307	380	315	36	243	269	300	245	57	237	253	663	253

OFFICIAL: POLICE AND PARTNERS

OFFICIAL: POLICE AND PARTNERS

	2015/16					2016/17					2017/18				
Violent Crime and Disorder (All locus types) Accused (aged 17 years or less) Sobriety	Drugs	Drunk	Had Been Drinking	Not Known	Sober	Drugs	Drunk	Had Been Drinking	Not Known	Sober	Drugs	Drunk	Had Been Drinking	Not Known	Sober
Serious Assault	0	0	2	3	1	0	0	0	2	2	0	0	3	3	1
Common Assault	0	2	11	30	65	0	5	3	29	32	0	8	6	26	60
Assault (emergency worker)	0	0	5	1	1	0	8	2	3	2	10	1	4	0	0
Breach of the Peace	0	0	2	7	3	0	1	0	4	0	0	0	1	0	0
Urinate/defecate	0	0	1	0	0	0	0	1	1	0	0	0	0	0	0
Threatening or abusive behaviour	2	9	11	17	24	1	12	16	19	27	3	9	10	23	17
Total Charges	2	11	32	58	94	1	26	22	58	63	13	18	24	52	78

The table below shows the total number of offences broken into Violent Crime and Disorder in the Clackmannan Area over a three year period that have occurred specifically in a licensed club or public house.

Licensed Premises (Club or Pub)	2015/16				2016/17				2017/18			
% of detected drunk or had been drinking	Total Charges	Detected Charges	Accused drunk or had been drinking	% accused drunk or had been drinking	Total Charges	Detected Charges	Accused drunk or had been drinking	% accused drunk or had been drinking	Total Charges	Detected Charges	Accused drunk or had been drinking	% accused drunk or had been drinking
Violent Crime	35	27	22	81.5%	19	16	10	52.6%	47	38	31	66.0%
Disorder	7	6	6	100%	15	12	10	66.7%	16	16	15	93.8%
Total Charges	42	33	28	84.8%	34	28	20	58.8%	63	54	46	73.0%

The comparison shows similar figures year on year with a high percentage of the accused for both offences being under the influence of alcohol when the offence was committed. The below table is broken into Charge Description. All of the charges are alcohol related and show the numbers for comparison over a three year period. The data also shows a comparison of those whereby the accused is aged 17yrs or less.

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	No. of Charges	Of which, accused aged 17 yrs or less	No. of Charges	Of which, accused aged 17 yrs or less	No. of Charges	Of which, accused aged 17 yrs or less
Charge Description	2015/16	2015/16	2016/17	2016/17	2017/18	2017/18
A Person behaves in a disorderly manner and refuses/fails to leave premises	0	0	2	0	1	0
Consume alcohol in a designated place	0	0	0	0	0	0
Consume alcohol in a designated public place - Local order	1	0	0	0	0	0
Consume alcohol in a designated public place - Local order (Assumption)	8	0	9	1	7	0
Consume alcohol public place - possession of open container	2	0	0	0	0	0
Drunk and incapable of taking care of himself/herself	0	0	0	0	0	0
Drunk & Incapable	4	0	6	1	6	0
Found to be in possession of an open container containing alcoholic liquor	0	0	0	0	0	0
Sale of alcohol to a child or a young person	0	0	0	0	0	0
Sports ground - attempt to enter drunk	0	0	0	0	0	0
Consume or take away alcohol after being asked not to	2	0	0	0	0	0
Drunk in charge of a child	2	0	0	0	0	0
Person buys or attempts to buy alcohol for a child	0	0	0	0	1	0
Person buys or attempts to buy alcohol for a young person	4	0	2	0	1	0
Sale of alcohol without a premises licence or an occasional licence	0	0	0	0	2	0
A person on relevant premises, while drunk, behaving in a disorderly manner	0	0	0	0	2	0
Total Charges	23	0	19	2	20	0

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Whilst the overall number of charges in each of these sections may seem low we now have other methods of disposal that would not be counted as a charge in this section such as fixed penalty notices, police warnings etc.

In addition to the crime data provided above, we also thought it would be useful to provide some information particularly related to the work completed over the last three years in licensed premises in the Clackmannan Area.

	2015/16	2016/17	2017/18
Number of Formal and Informal Interventions	0	1	0
Number of visits to licensed premises	73	104	274
Number of Test Purchase Operations conducted	6	0	0