



NORTH LANARKSHIRE'S LICENSING BOARD

The Licensing (Scotland) Act 2005 Annual Functions Report

2024-2025

Clerk to the Licensing Board
North Lanarkshire Council
Civice Centre
Windmillhill Street
Motherwell
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1. Introduction

- 1.1 North Lanarkshire's Licensing Board ("the Board") is the statutory licensing authority for the North Lanarkshire area under the Licensing (Scotland) Act 2005 ("the Act"). The Board comprises ten members, all of whom are Elected Members of North Lanarkshire Council.
- 1.2 North Lanarkshire is located in the West of Scotland, with a population of approximately 341,000 residents, making it one of the largest unitary authority areas in the country. The principal population centres are:
 - 1.1.1 The Southern Area – Bellshill, Motherwell, Shotts and Wishaw;
 - 1.2.2 The Central Area – Airdrie and Coatbridge; and
 - 1.2.3 The Northern Area – Cumbernauld and Kilsyth.
- 1.3 The Board is responsible for the consideration of applications for:
 - 1.3.1 premises licences;
 - 1.3.2 occasional licences;
 - 1.3.3 temporary licences;
 - 1.3.4 provisional licences;
 - 1.3.5 personal licences;
 - 1.3.6 variation of licences;
 - 1.3.7 review of licences;
 - 1.3.8 transfers of licences; and
 - 1.3.9 extensions of licensing hours.
- 1.4 These functions relate to the regulation of
 - 1.4.1 the sale of alcohol by retail; and
 - 1.4.2 the supply of alcohol in members' clubs.
- 1.5 At the close of the reporting period, there were 704 licensed premises within North Lanarkshire.

2. The Licensing Objectives

- 2.1 The Act establishes five licensing objectives:-
 - 2.1.1 preventing crime and disorder;
 - 2.1.2 securing public safety;
 - 2.1.3 preventing public nuisance;
 - 2.1.4 protecting children and improving public health; and
 - 2.1.5 protecting children and young persons from harm.

- 2.2 The Board is committed to upholding each objective equally and sets out its approach in its Statement of Licensing Policy. This policy aims to ensure that both licence holders and the public are fully informed of the Board's expectations regarding the operation of licensed premises.
- 2.3 The Board's Licensing Policy includes information about overprovision, its policy on licensed hours and its approach in relation to the admission of children and young persons.

3. Annual Functions Report

3.1 This report covers the Board's activities from 1 April 2024 to 31 March 2025.

3.2 In compliance with section 9A of the of the Act, this report includes:

- 3.2.1 a statement explaining how the Board has had regard to the licensing objectives;
- 3.2.2 the Board's policy statement in the exercise of their functions under the Act;
- 3.2.3 a summary of the decisions made by the Board; and
- 3.2.4 information about the number of licences held in the Board's area including occasional licences.

3.3 The Board held nine ordinary meetings during the year. Applications considered at these meetings are summarised below:

Date	Meeting type	Premises/ Provisional Licence Applications	Variation Of Premises Licence Applications	Personal Licence Applications	Personal Licence Hearings	Premises Licences Review Hearings
19 April 2024	Ordinary	0	5	0	1	0
31 May 2024	Ordinary	4	2	0	0	0
21 June 2024	Ordinary	0	0	0	0	13
20 September 2024	Ordinary	0	2	0	1	1
25 October 2024	Ordinary	0	0	0	0	0
29 November 2024	Ordinary	0	3	0	0	1
21 January 2025	Ordinary	2	2	0	0	1
28 February 2025	Ordinary	1	2	0	1	2
28 March 2025	Ordinary	2	4	0	1	1
Totals		9	20	0	4	19

3.4 Applications that did not require a Board hearing were determined by the Clerk to the Licensing Board in accordance with delegated powers. In 2024/25, the Clerk granted:

- 3.4.1 448 occasional licences; and
- 3.4.2 264 personal licences.

4. Decisions of the Board

- 4.1 All applications are considered on their individual merits, with due regard to the Act, the licensing objectives, and the Board's policy statement..

5. Licensed Hours

- 5.1 The Board recognises that licensed hours are critical to operators but also acknowledges the potential impact of opening hours on local communities.
- 5.2 Licensed hours are determined in accordance with the type of operation, as detailed in the Statement of Licensing Policy.

6. Licensing Board Training

- 6.1 In accordance with the Act, all Board members must complete an accredited training qualification within three months of their election. All members have completed this requirement, with training delivered by Alcohol Focus Scotland.
- 6.2 Ongoing updates are provided from a range of sources to ensure members remain fully informed of legislative and policy developments.

7. The Local Licensing Forum

- 7.1 The Licensing Forum comprises Licensing Standards Officers, representatives of the licensed trade, licence holders, and Police Scotland. The Board maintains a constructive partnership with the Forum and provides statistical data regularly. The Board acknowledges the Forum's valuable contribution to local licensing matters.

8. Financial Statement of the Board

- 8.1 The Board's Financial Statement is published on the Council's website.

9. Staff who Service the Board

- 9.1 Officers supporting the Board undertake appropriate licensing training and participate in relevant professional networks.

10. Review of Licensing Policy Statement

- 10.1 In preparing its Statement of Licensing Policy, the Board consulted with statutory partners, licence holders, and the public. Although the public consultation response was limited, further engagement is planned.

11. Conclusion

- 11.1 The Board is committed to administering licensing in North Lanarkshire in a fair, transparent and proportionate manner, with due regard to its statutory responsibilities and the licensing objectives.