

ABERDEENSHIRE LICENSING BOARD

North Division

REPORT TO JOINT MEETING OF BOARD AND FORUM – 31st March 2010

LICENSING (SCOTLAND) ACT 2005

UPDATE FOR BOARD AND FORUM MEMBERS

1. Purpose of Report

1.1. To inform the Board and the Forum of progress made to date in processing applications under the Licensing (Scotland) Act 2005.

2. Progress To Date

2.1. All transitional premises licence applications were processed, granted and issued by 1st September 2009. 245 premises licences were issued in total.

2.2. Since 1st September 2009 a further 6 new premises licence applications have been granted and issued.

2.3. There are currently 5 premises licence applications being processed. Application processing time has been reduced from 6 months to approximately 3 months.

2.4. Since 1st September 2009, 5 premises licences have been surrendered and 2 premises licences were automatically revoked for failing to nominate premises managers by 1st December 2009.

2.5. Of the 245 premises licences issued by 1st September 2009, 29 failed to pay their annual fee on time (by 1st October 2009). The Board accepted these as late payments but have made it clear that late payments will not be accepted in future.

2.6. At the time of writing this report, 634 personal licence applications have been processed and issued. We are still receiving 2-3 applications per week. Processing time is between 3-4 weeks.

- 2.7. Since 1st September 2009, 153 applications for occasional licences have been received. Of those, 126 have been granted, 11 have been withdrawn by the applicants, 7 have been refused by the Board and 9 are still being processed.
- 2.8. As of 31st March 2010, the system for applying for occasional extensions is going live.
- 2.9. Since 1st September 2010, 63 applications have been processed for variations of premises licences. These are at various stages of being processed and issued. Processing time is being reduced from 6 months to 3 months. 29 have been granted to date.
- 2.10. Since 1st September 2010, 20 applications for transfers have been processed. Of those, 17 have been granted, 1 withdrawn and the remaining 2 still being processed.
- 2.11. Only 2 complaints have been received. 1 has been closed due to the premises licence for the premises being surrendered. The other is due to be considered by the Board at their meeting on 28th April 2010.
- 2.12. The bulk of processing time is now taken up with occasionals, new premises licence and variation applications.

3. Recommendations

- 3.1. **Members of the Board and the Forum are asked to note the content of this report.**

Report Prepared by Fiona M. Stewart, Depute Clerk, Senior Solicitor (Licensing)

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