



# Dumfries and Galloway Licensing Boards' Annual Functions Report

Licensing (Scotland) Act 2005, Section 9A

01/04/2023 – 31/03/2024



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## 1. Introduction – Dumfries and Galloway Licensing Boards

### General

1.1 Dumfries and Galloway is a mainly rural area in South West Scotland. It covers approximately 2470 square miles with a population of around 146,000. The main settlements are Dumfries (including Heathhall/Locharbriggs) around 31,600 residents; Stranraer (approximately 10,920 residents) and Annan (approximately 7,990 residents). All other settlements have populations under 5000. The region of Dumfries and Galloway is divided into four geographical areas (former District Council areas) as follows: Annandale and Eskdale, Nithsdale, Stewartry and Wigtonshire.

1.2 Each of these four areas has its own Divisional Licensing Board. The four Divisional Licensing Boards in Dumfries and Galloway are:

- Annandale & Eskdale
- Nithsdale
- Stewartry
- Wigton

1.3 Each Licensing Board is responsible for the licensing and regulation of alcohol within their respective areas.

1.4 As at 31 March 2024, there were 600 (602 – 2022/23) licensed premises in Dumfries and Galloway. Within each Licensing Board Division, the breakdown is:

<b>Board</b>	<b>2023/24</b>	<b>2022/23</b>
Nithsdale	189	190
Wigton	146	148
Annandale & Eskdale	155	154
Stewartry	110	110

### Types of applications under the 2005 Act:

1.5 Under the 2005 Act, the four Divisional Licensing Boards are responsible for considering applications for:

- occasional licences
- provisional licences
- temporary licences
- personal licences
- transfer of premises licences
- variation of premises licences
- extension of licensing hours

## 2. The Licensing Objectives

2.1 The Act sets out the following five licensing objectives ("the licensing objectives"):

- (i) preventing crime and disorder
- (ii) securing public safety
- (iii) preventing public nuisance
- (iv) protecting and improving public health
- (v) protecting children and young persons from harm

2.2 The licensing objectives provide a basis for the administration of the licensing regime. They also provide potential reasons for refusal of an application, for the grant or variation of a premises licence or an occasional licence. Breach of the objectives may provide grounds for reviewing a premises licence. Conditions attached to a premises licence or an occasional licence may be based on any one or more of the licensing objectives.

2.3 In exercising its functions under the Act, the Board must have regard to the licensing objectives.

## 3. Annual Functions Report

3.1 Section 9A of the Licensing (Scotland) Act 2005 requires Dumfries and Galloway Licensing Boards to publish an Annual Functions Report within 3 months of the end of the relevant financial year.

3.2 Dumfries and Galloway's Divisional Licensing Boards must therefore prepare and publish an Annual Functions Report by 30 June 2024 for the financial year 2023-2024 (being 1 April 2023 to 31 March 2024).

3.3 An Annual Functions Report must include the following:

- a statement explaining how each Board has had regard to the licensing objectives;
- a statement explaining how each Board has had regard to the Statement of Licensing Policy and any Supplementary Policy Statement (including the Board's statement with regard to its duty to assess overprovision);
- a summary of the decisions made by (or on behalf of) the Board during the financial year;
- information about the number of licences held under the 2005 Act in each Board's area (including the number of occasional licences issued in each year); and
- such other information about the exercise of each Board's functions as each Board considers appropriate.

3.4 In the year from 1 April 2023 to 31 March 2024, the Licensing Boards met as follows:

<b>Board</b>	<b>2023/24</b>	<b>2022/23</b>
Nithsdale:	4 times	4 times

Annandale & Eskdale:	3 times	3 times
Stewartry:	3 times	2 times
Wigtown:	6 times	5 times
Conjoined meeting of all 4 Boards	1 time	1 time

3.5 Applications before each Board were dealt with in an open and transparent manner in accordance with the licensing legislation and the Boards Licensing Policy Statement.

3.6 Information and guidance was made available to persons wishing to apply for a licence, make representations or lodge objections.

#### 4. Summary of decisions made by the Boards

4.1 Each Divisional Licensing Board holds meetings to determine applications that cannot be dealt with via delegated powers (whereby a Licensing Board Hearing need not be held to determine an application and an authorised member of the licensing team may 'grant' certain applications).

4.2 The premises licences granted by the Boards in 2023/24 are detailed within the **Appendix**.

4.3 During the course of the year, 2,055 occasional licences and 96 extended hours applications were granted. For comparison purposes, during 2022/23 2,012 occasional licences and 61 extended hours were granted.

4.4 Any occasional licence and extended hours applications that attracted objections or representations were considered by the Convener of each Licensing Board in line with the Board's scheme of delegation, detailed within the Licensing Policy Statement.

4.5 In the course of the year, the Licensing Board granted 150 personal licences (2022/23 – 192). 128 were revoked (2022/23 – 192).

#### 5. Reviews

##### Premises Licence Reviews

5.1 In the 2023-24 period, 3 applications for review of a premises licence were considered by the Boards (2022/23 - 1).. Decisions taken by those Boards were:-

1. No grounds for review were established
2. Premises licence revoked (due to non payment of annual fee)
3. Premises licence revoked (due to non payment of annual fee)

##### Personal Licence Reviews

5.2 In the 2023-24 period, 3 reviews of a Personal Licence took place (2022/23 - 3). In one case, the licence was endorsed and in the other 2 cases, the reviews were adjourned as follows i) until the conclusion of the pending court case; and ii) for Police Scotland to provide further information.

## 6. Licensing Policy Statement

The Board's reviewed Licensing Policy Statement came into effect on 4 November 2023 and will exist for a maximum of 5 years. The Board may agree to prepare and publish Supplementary Statements within that period. The Policy Statement can be found at <https://www.dumgal.gov.uk/article/15196/Dumfries-and-Galloway-Licensing-Board>

## 7. Licensing Standards Officers

7.1 Dumfries and Galloway Licensing Boards have 3 (2.63 FTE) Licensing Standards Officers (LSOs):

- Julia Farroll, Council Offices, Sun Street, Stranraer
- Mary Irving, Council Offices, Sun Street, Stranraer
- Stuart Davidson, Kirkbank House, English Street, Dumfries

7.2 The LSOs' general roles are:

- Providing information and guidance concerning the operating of the Licensing (Scotland) Act 2005
- Supervising the compliance by licence holders of the conditions of their licence and other requirements of the legislation
- Providing mediation services for the purposes of resolving or avoiding disputes or disagreements between licence holders and any other persons.

7.3 LSOs continue to carry out routine compliance check visits to licensed premises.

7.4 The LSOs continued to deal with enquiries and complaints throughout the year with the majority being resolved without having to proceed formally to the Licensing Boards. Issues which repeatedly arise are:

- Complaints of noise and anti-social behaviour at licensed premises
- Non payment of annual fees
- Changes to layout plans without variation applications having been submitted

7.5 LSOs continue to work closely with Police Scotland and other partner agencies carrying out joint visits as and when necessary.

## 8. Statement on how the Boards exercise their functions

8.1 The Licensing (Scotland) Act 2005 as amended ("the Act") sets out regulations for the sale of alcohol and regulations for licensed premises and other premises on which alcohol is sold.

8.2 The Act is underpinned by five licensing objectives which the Board must have regard to when exercising its functions. These objectives are:

- (i) Preventing crime and disorder
- (ii) Securing public safety
- (iii) Preventing public nuisance
- (iv) Protecting and improving public health
- (v) Protecting children and young persons from harm

8.3 The Licensing Boards are required by law to have a Licensing Policy Statement outlining how they will exercise their functions and duties under the Licensing (Scotland) Act 2005 (the 2005 Act) in order to promote each of the Licensing Objectives.

8.4 The current Policy Statement contains a range of issues pertaining to alcohol licensing and how the Board exercises its functions under the Licensing Scotland Act 2005 and can be found at <https://www.dumgal.gov.uk/article/15196/Dumfries-and-Galloway-Licensing-Board>

8.5 The Boards deal with all applications in accordance with the legislation and, in particular, the above five objectives, together with its Statement of Licensing Policy which is based on the objectives.

## **9. Conclusion**

9.1 Each of the four Divisional Licensing Boards in Dumfries and Galloway are pleased to report that licensed premises are generally well run in their respective areas.

9.2 Overall, the Boards are generally satisfied that the licensed trade is upholding and promoting the five licensing objectives which underpin the functioning of the whole licensing system.

9.3 The Boards also recognise the efforts of the Licensing Service and external stakeholders (including Police Scotland) to ensure that licensed premises comply with the legislation and continue to uphold the licensing objectives.

9.4 Whilst the Boards recognise generally the good practice and effort of licence holders to ensure that the licensing objectives are upheld and promoted, they fully expect that licence holders ensure that this good practice continues.

## Appendix

**List of Applications granted by the Licensing Boards  
for Premises Licences – 2023-2024**

**Wigtown**

McCulloch Stores 109 Fairhurst Road Stranraer DG9 7QA	Provisional Off sales
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**Stewartry**

Dalbeattie Post Office/Dalbeattie Store 4 High Street Dalbeattie DG5 4AA	Off sales
Glenlair Steading Knockvennie Castle Douglas DG7 3DF	Provisional Off sales
Aldi Store Land at Oakwell Road Castle Douglas DG7 1HZ	Provisional Off sales

**Nithsdale**

Polish Shop Dino Loreburn Shopping Centre Unit 11 High Street Dumfries DG1 2BD	Off sales
Mercure Dumfries Cargenholm House Hotel Cargenholm Lodge New Abbey Road Dumfries DG2 8ER	Provisional On and Off sales
Food Warehouse Unit 3 Cuckoo Bridge Retail Park Dumfries DG2 9BF	Provisional Off sales



**Annandale & Eskdale**

Tesco Express 20 Bruce Street Lochmaben Lockerbie DG11 1PD	Provisional Off sales
Quarter Cake Café Bar & Restaurant 5 Butts Street Annan DG12 5AN	On and Off sales
Solway Spirits 11-13 Downies Wynd Annan DG12 6EE	Off Sales

<b>2022/23 for comparison</b>	<b>New Premises Licences granted</b>
<b>Wigtown</b>	-
<b>Annandale &amp; Eskdale</b>	1 Off sales 1 Provisional Off sales 1 Provisional On and Off sales
<b>Stewartry</b>	3 On and Off sales
<b>Nithsdale</b>	1 Off sales 1 Provisional Off sales