

EL1938
PC/KM 1/12

East Lothian Licensing Board

Application for a personal licence

5

FIRST APPLICATION/RENEWAL APPLICATION (delete as appropriate)

Before completing this form please read the guidance notes at the end of the form. If you are completing this form 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. Your personal details. If relevant please enter details of any previous names or maiden names. Please continue on a separate sheet if necessary. Read note 1	
TITLE (delete as appropriate): Mr Mrs Miss Ms Other (please state)	
Surname	STEVENS
Forenames	STEPHEN
Date and Place of Birth	[REDACTED]
NI Number	[REDACTED]
ADDRESS WHERE ORDINARILY RESIDENT (We will use this address to correspond with you unless you complete the separate correspondence box below)	
[REDACTED]	
Post town NORTH BERWICK	Post code E... EH39 4E2
TELEPHONE NUMBERS	
Daytime	07985547884
Evening	
Mobile	
FAX NUMBER	
E-mail address (if you would prefer us to correspond with you by e-mail)	
Address for correspondence associated with this application (if different to the address above)	
Macdonald Licensing, 21a Rutland Square	
Post town Edinburgh	Post code EH1 2BB

2. Your licensing qualification		
Read note 2	Please tick	
I hold an accredited qualification	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
If you have ticked yes please provide a copy of your qualification with your application.		
3. FIRST APPLICATIONS ONLY		
This section should only be completed if you are submitting your first application to this Licensing Board. If answering Yes to any question please provide details below.		

Note: You may only hold one personal licence at a time		Please tick	
Do you currently hold a personal licence?		Yes	No <input checked="" type="checkbox"/>
Do you currently have any outstanding applications for a personal licence, with this or any other Licensing Board?		Yes	No <input checked="" type="checkbox"/>
Has any personal licence held by you been forfeited in the last 5 years?		Yes	No <input checked="" type="checkbox"/>
Licensing Board			
Licence number			
Date of issue			
Date of expiry			
Any further details			
4. RENEWAL ONLY			
This section should be completed only if you are applying for a renewal of your existing licence			
Your personal licence must accompany your application for a renewal. If you are unable to send your personal licence, you must explain why you cannot do so in the box provided below			
Details of current personal licence			
Licensing Board			
Licence number			
Date of issue			
Date of expiry			
Any further details			
If you cannot provide your personal licence, provide a statement explaining why			
Other personal licence			
Note: You may only hold one personal licence at a time		Please tick	
I confirm that I do not hold any other personal licences other than the one submitted for renewal		Yes	No
5. CHECKLIST			
I have		Please tick yes	
• Enclosed two photographs of myself, one of which is endorsed as a true likeness of me by a person of standing in the community. Read note 3.		<input checked="" type="checkbox"/>	
• Enclosed a copy of any licensing qualification I hold		<input checked="" type="checkbox"/>	
• Enclosed my current personal licence (renewal only)			

• Made or enclosed payment of the fee for the application	✓
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6. Previous Convictions
 You must provide details below of any conviction for a relevant or foreign offence that is not considered spent under the Rehabilitation of Offenders Act 1974. Please continue on a separate sheet if necessary. If you are declaring that you have no such convictions please write "none". Read note 4

Offence	Court	Date	Penalty

7. Declaration			
The contents of this application are true to the best of my knowledge and belief			
SIGNATURE – read note 5		DATE	12/11/22



I CERTIFY THIS IS A TRUE LIKENESS OF
STEPHEN STEVENS.

YVONNE DAVIDSON 30.11.2022

Highfield Qualifications

Certifies that

Stephen J Stevens

has successfully passed an assessment in

**Scottish Certificate for Personal Licence Holders at
SCQF Level 6**

Qualification number R654 04

Date of award 25 November 2022

Certificate number



Course Director



Jason Sprenger - Chief Executive
Highfield Qualifications



This qualification has been SCQF credit rated by SQA Accreditation.

This is an electronic version of the certificate provided by Highfield. To verify this certificate please go to <https://www.highfieldqualifications.com/checkcert>

13/12/2022

Your Ref: S.STEVENS

Our Ref: 683594

The Clerk of the Licensing
Board
East Lothian Council
John Muir House
Haddington
East Lothian
EH41 3HA



**POLICE
SCOTLAND**

Keeping people safe

Catriona Paton
Chief Superintendent
Divisional Commander
The Lothians and Scottish Borders Division
Dalkeith Police Station
Newbattle Road
Dalkeith, EH22 3AX


FOR THE ATTENTION OF EAST LOTHIAN BOARD

Dear Sir/Madam,

**LICENSING (SCOTLAND) ACT 2005 - APPLICATION FOR THE GRANT OF A
PERSONAL LICENCE
STEPHEN STEVENS, [REDACTED]**

I refer to the above application and in terms of Section 73(3)(b) of the Licensing (Scotland) Act 2005, I have to advise you that, based upon the information provided to Police Scotland, the applicant has been convicted of the following relevant offences, which were not declared on the application form.

Date	Court	Crime/Offence	Disposal
[REDACTED]			



I am unable to confirm the existence of any foreign offence in respect of the applicant.

A summary of the incidents leading to the convictions is narrated in the attached appendix.

Due to this repeat offending and his conduct, I am of the opinion that the applicant demonstrates a blatant disregard for the law and in terms of Section 73(4) of the Licensing (Scotland) Act 2005, the Chief Constable recommends, for the purposes of the Preventing Crime and Disorder and Securing Public Safety Licensing objectives, the application be refused.

Submitted for consideration of the Board.

Yours faithfully



Catriona Paton
Chief Superintendent

For enquiries please contact the Licensing Department on 0131 654 5583.

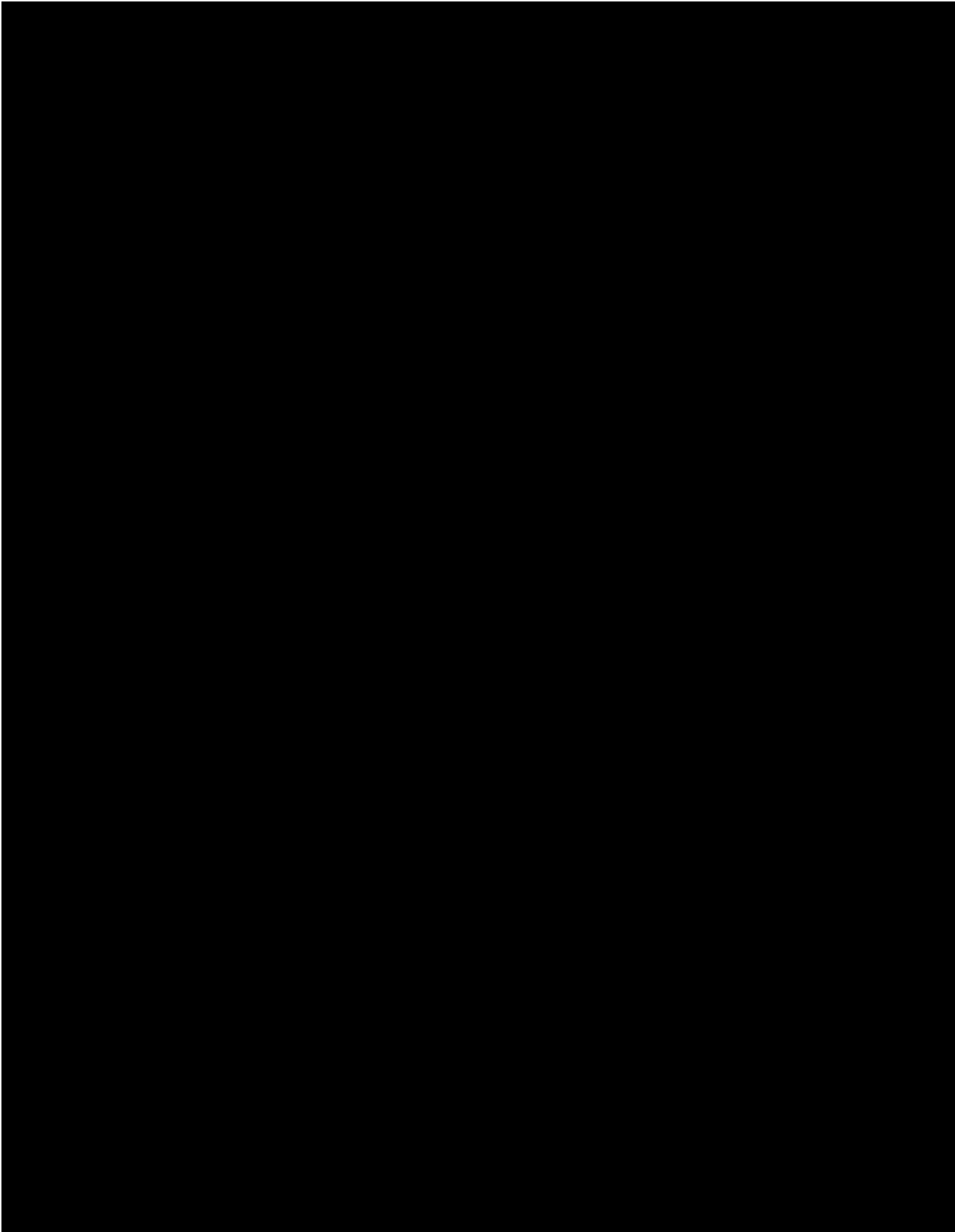
FOR INFORMATION OF LICENSING BOARD

Admonition (or "being admonished") is a punishment under Scots law when an offender has been found guilty but is neither imprisoned nor fined but receives a verbal warning and is afterwards set free; the conviction is still recorded.

RESTRICTED

APPENDIX

**UNSPENT CONVICTIONS LISTED UNDER SCHEDULE OF RELEVANT
OFFENCES AS PER REHABILITATION OF OFFENDERS ACT 1974**





**WARNING
PERSONAL DATA IN THIS DOCUMENT
IS COVERED BY THE DATA PROTECTION ACT 1998
KEEP SECURE – DO NOT DISCLOSE WITHOUT AUTHORITY**