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ADDITIONAL CIRCULATION



To: Councillor Reynolds, Convener; Councillor Malik, Vice Convener; and Councillors Allan, Bell, Delaney, McRae, Catriona Mackenzie, Sellar and Townson.

Town House,
ABERDEEN 30 May 2018

LICENSING COMMITTEE

The undernoted items are circulated in connection with the meeting of the **LICENSING COMMITTEE** to be held here in the Town House on **TUESDAY, 5 JUNE 2018 at 10.00 am.**

FRASER BELL
CHIEF OFFICER - GOVERNANCE

BUSINESS

REQUESTS FOR DEPUTATION

- 5.1 Request by Mr Campbell, Unite, in relation to item 9.1 (Wheelchair Accessible Vehicle Taxi Policy Update) (Pages 3 - 4)

CONFIDENTIAL INFORMATION - APPLICATIONS, INCLUDING LIST OF APPLICATIONS, TO BE HEARD IN PRIVATE

Applications to be heard in private and treated as confidential information in terms of Section 50(A)(3)(b) of the Local Government (Scotland) Act 1973.

- 7.2 Application for the Renewal of a Taxi Driver's Licence – additional letter (Pages 5 - 6)

APPLICATIONS FOR LICENCES - INCLUDING LIST OF APPLICATIONS

- 8.11 Request for Suspension of a Late Hours Catering Licence - Marco's, 12 Belmont Street – additional document (Pages 7 - 14)

Should you require any further information about this agenda, please contact Allison Swanson, tel 01224 522822 or email aswanson@aberdeencity.gov.uk

Request for Deputation

**Name Tommy Campbell
Regional Officer
Unite the Union**

Committee -- Licensing mtg 5th June 2018

Agenda Item

9.1 Wheelchair Accessible Vehicle report

The action we wish the Committee to take is to

Maintain a mixed fleet of taxi vehicles rather than a 100% WAV policy

Please note that in submitting a deputation your name will be placed in the public domain and recorded in the minute.

Return by email to committeeservices@aberdeencity.gov.uk or by post to:

Head of Legal and Democratic Services
1st Floor
Town House
Broad Street
Aberdeen
AB10 1AQ

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Date	Visit Type	Food Contraventions	Health and Safety Contraventions	Repeated	Actions	FHIS Status
04/09/2012	FH Inspection	Food Safety Management Procedures	N/A	N/A	Warning Letter	Improvement Required
		Records - completed in advance				
		Structure & Cleanliness of Basement				
		Ventilation- build up of grease				
		Excess equipment				
		Obstructed wash hand basin				
		Improvement Required				
10/10/2012	FH Revisit	(to discuss the contraventions above)				
19/02/2013	FH Re-visit	Problems with CookSafe documentation	N/A	Yes	Visit report - warning	
		Gaps in temperature monitoring records		Yes		
		Cross Contamination risks		Yes		
03/09/2013	FH Inspection	Cross Contamination risks - Storage and use of equipment, wrapping and packing materials, preparation areas, storage of foods	N/A	Yes	Warning Letter	Improvement required
		No documented food safety management system		Yes		
		Lack of staff training - link to REHIS training course providers given		Yes		
		Lack of hand washing procedures		Yes		
		No British Standard chemicals		Yes		
02/10/2013	FH Revisit	To check adequate chopping boards have been provided as required – warned that Remedial Action Notice may be required	N/A	Yes	Visit report - warning	

02/10/2013	FH Revisit	Further revisit to check chopping boards provided	N/A	N/A	Visit report - warning	
24/06/2014	FH Complaint	Seagull observed in shop - was eating pizza toppings and on work surfaces. Required that door be kept closed to prevent pest access.	N/A	No	Visit report - warning	
01/07/2014	FH complaints	Letter sent regarding further complaints with photographs attached. Door to premises remain propped open and gulls accessing business.	N/A	Yes	Warning letter	
02/09/2014	FH Inspection	No documented food safety management system	N/A	Yes	Warning letter	Improvement required
		Staff not trained		Yes		
		Damaged Equipment		Yes		
		Staff taking temperature record of oil in deep fat fryer, not the food.		No		
		Raw and ready-to-eat food stored together.		Yes		
		Only one chopping board for raw and ready-to-eat foods.		Yes		
		Poor standards of cleanliness		Yes		

04/08/2015	FH Inspection	No cross contamination controls in place - No separation of preparation areas, inadequate procedures for the preparation of salad items; inadequate cleaning and sanitisation; no control over cloth use; raw and ready-to-eat foods stored together.	N/A	Yes	Warning letter. Voluntary agreement to cease serving ready-to-eat foods. Hygiene Improvement Notice served requiring documented system be completed.	Improvement required
		No documented food safety management system and no temperature monitoring and recording being completed	N/A	Yes	Hygiene Improvement Notice served requiring documented system be completed and monitoring and recording be carried out.	
		Poor standards of cleanliness	N/A	Yes		
		Ventilation ducting dripping with grease and requires cleaning		Yes		
		Foods not date labelled		Yes		
		Poor repair of floors walls and ceiling within the basement		Yes		
		Water supply to food sink in basement, hosepipe fitted and no proper taps		No		
		Inadequate staff training		Yes		

		Cellar hatch unguarded and no safe system of work for access and egress - risk assessment of its use required.	Yes	Yes - during routine visits carried out on 2/11/2011 and 23/11/2011		
		Cellar staircase has no sufficient handrail provided	Yes	Yes		
		Hatch door when closed creates tripping hazard	Yes	No		
05/08/2015	FH Re-visit	To discuss matters noted during inspection the previous day - agreed with you that the hatch would be guarded and a handrail provided. Agreed that ventilation would be cleaned and repaired.	N/A	N/A	visit report - warning	
07/08/2015	FH re-visit	To Deliver CookSafe folder	N/A	N/A		
14/10/2015	FH Revisit	Visit to check compliance with Hygiene Improvement notice served - notice not complied with as documentation not fully completed and temperature records had again lapsed. Majority of items within the letter also not addressed.	Yes	Yes	Further Hygiene Improvement Notices Served x 8.	
22/10/2015	HS re-visit	Visit with Andrew Gilchrist (principal EHO) to assess use of basement and access and egress using the cellar hatch.	Yes	Yes	Prohibition Notice served prohibiting the use of the basement altogether	

23/11/2015	HS Re-visit	Visit with Fire Service regarding use of the cellar. Modifications made to hatch and new guarding put up, making the hatch more unsafe than it had been previously. Prohibition Notice has not been complied with.	Yes	Yes	Visit report - warning	
10/12/2016	FH re-visit	Visit with Andrew Morrison (Commercial Team Manager) to check Hygiene Improvement Notices. Some not complied with	Yes	Yes	Visit report - warning	
12/01/2016	FH Re-visit	Visit to check compliance with remaining Hygiene Improvement Notices. Remaining Notices complied with and those previously not complied with also complied. Decision made based on this visit, not to go ahead with Fiscal Report on this occasion.	Yes	Yes	Visit report - warning	
26/04/2016	FH Re-visit	To check outstanding requirements. CookSafe still not fully completed and temperature records have lapsed again.	N/A	Yes	Visit report - warning	
10/08/2016	FH Inspection	Cross Contamination risks - preparation areas, preparation procedures for salad preparation, incorrect use of cleaning chemicals	N/A	Yes	Warning letter	Improvement Required
		Temperature control - storage of foods at unsafe temperatures. Use of display cabinet at ambient temperature. Foods being part cooked.	N/A	Yes		
		Temperature monitoring and recording practices lapsed.	N/A	Yes		

22/08/2017	FH Inspection	Inadequate hand washing	N/A	No		Improvement Required
		Temperature monitoring and recording practices lapsed and evidence of being falsified.	N/A	Yes		
		Inadequate temperature control of refrigerated storage.	N/A	Yes		
		No date labelling	N/A	Yes		
		Ventilation very dirty. Requires to serviced and cleaned.	Yes	Yes		
		No allergen information available	N/A	Yes		
		Non food grade bags used for storage	N/A	Yes		
		Cellar hatch, no means of safe access or egress.	Yes	Yes		
15/11/2017	FH Re-visit	To check progress with items in report - Foods being held at ambient temperature for prolonged periods.	N/A	Yes	Remedial Action Notice served at time of visit.	
		No temperature control, foods part cooked, temperature records lapsed.	N/A	Yes	Hygiene Improvement Notice served.	
		No allergen information available, no stock control, inadequate cleaning and disinfection. Not implementing documented CookSafe procedures.	N/A	Yes	Hygiene Improvement Notice served.	
		Ventilation not cleaned or serviced/maintained.	Yes	Yes	Hygiene improvement Notice and Improvement Notice served.	

		Cellar hatch - no safe access or egress or safe system of work in place.	Yes	Yes	Improvement Notice Served	
		Staff training inadequate	N/A	Yes	Hygiene improvement Notice and Improvement Notice served.	
15/12/2017	Test Purchase made	Two officers visited to purchase meat products being displayed at ambient temperature. Meat products sold. Evidence that Remedial Action Notice is being breached.	N/A	Yes		
25/01/2018	FH Revisit	To check compliance with Notices served and warning letter sent. None of the Notices complied with. Food safety management system not implemented, temperature records lapsed, inadequate cross contamination controls, display of foods at ambient temperature, no staff training carried out, ventilation not cleaned or serviced, no risk assessment of cellar hatch.	Yes	Yes	Report to procurator fiscal to be prepared.	

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