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ABERDEEN CITY COUNCIL

To: Allan McIntosh, Convener; Ian Haddock, Derek Murray, Gerard Rattray and George Wyatt (Representatives of Holders of Premises Licences/Personal Licences); Inspector John Soutar, Grampian Police; Jennie Biggs (Alcohol and Drugs Partnership); Murray Leys (Social Work); Sohail Faruqi (Education); Dr. Lesley Wilkie (Health); Mark Donlevy, David Pattinson and Bob Westland (Community Safety); Mary Crawford, Ken Eddie, Councillors Martin Greig and John West (Representatives of Residents within the Forum's Area); Conor McKay (Youth Representative) and Diane Sande (Licensing Standards Officer).

Town House,
ABERDEEN 10th September, 2009

LICENSING FORUM

The Members of the **LICENSING FORUM** are requested to meet in Town House on **THURSDAY, 17 SEPTEMBER 2009 at 5.00 pm.**

RODERICK MACBEATH
HEAD OF DEMOCRATIC SERVICES

B U S I N E S S

- 1 **Welcome and Apologies**
- 2 **Minutes of the Forum Meeting held on 30th July, 2009 and Sub-Committee held on 31st August, 2009** (Pages 1 - 10)
- 3 **Feedback from the Joint Meeting with the Licensing Board on 20th August, 2009 and consideration of the draft Minute of the Meeting** (Pages 11 - 14)
- 4 **Update on Overprovision Assessment**
- 5 **Feedback from the National Licensing Conference 2009 - Aviemore**

- 6 **Applications for Membership of the Local Licensing Forum** (Pages 15 - 18)
- 7 **Election of Convener and Vice Convener of the Local Licensing Forum**
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- 10 **Forum and Grampian Police**
- 11 **Forum Christmas Lunch**
- 12 **Any Other Competent Business**
- 13 **Confirmation of the Date and Time of the next Meeting**

Should you require any further information about this agenda, please contact Fiona Gardiner on Aberdeen 522864

Agenda Item 2

ABERDEEN LOCAL LICENSING FORUM

30 July 2009

Present:- Allan McIntosh, Convener; Mark Donlevy, Ken Eddie, Sohail Faruqi, Councillor Martin Greig, Sandy Kelman (substituting for Dr. Lesley Wilkie), Conor McKay, Raymond Morrison (substituting for Diane Sande) Gerard Rattray, Sergeant Robert McRobb (substituting for Inspector John Soutar), Mike Simpson (substituting for David Pattinson) and Bob Westland.

Also:- Constable Fiona Duncan and Councillor Alan Donnelly.

APOLOGIES

1. Apologies were intimated on behalf of Jennie Biggs, Mary Crawford, Ian Haddock, Murray Leys, David Pattinson, (Mike Simpson substituting), Diane Sande (Raymond Morrison substituting), Inspector John Soutar (Sergeant Robert McRobb substituting), Councillor John West and Dr. Lesley Wilkie (Sandy Kelman substituting).

WELCOME

2. Allan McIntosh, Convener, welcomed new members to their first meeting of the Forum.

MINUTES

3. The Forum had before it the Minutes of the Meeting held on 11 June, 2009 and of the Forum Sub-Committee meeting held on 16 July, 2009.

The Forum resolved:-

to approve the Minutes and it was agreed the Forum Sub-Committee would meet on Monday, 31st August, 2009 at 5.00pm.

CURFEW ON ENTRY TO LICENSED PREMISES AND LATE NIGHT TRANSPORT ISSUES

4. The Forum noted confirmation that the Licensing Board, following consultation, resolved to amend its Statement of Licensing Policy to change the time by which the curfew should be in place from 12.30am to 2.00am. The Forum's Convener attended the final consultation meeting on this matter on 17 June, 2009. It is understood the Licensing Board will largely be using crime statistics to evaluate the effectiveness of the curfew.

The Forum gave further consideration to the problems created in the city centre at the weekends by a shortage of taxis and lack of public transport to assist in dispersing crowds after licensed premises close. It is acknowledged that the current economic climate makes it unlikely that licensees would be in a position to contribute to the costs of an improved bus service but it is understood they would be willing to display bus timetables and otherwise promote the availability of late night bus services.

Mark Donlevy of Unight advised that participating licensed premises were already paying a fee and he also referred to the costs involved in providing transport to return the students to their Halls of Residence as part of the Freshers Week events.

The Forum resolved:-

to request the Clerk to write to the Licensing Committee and First Bus requesting that they give further consideration to increasing the provision of taxis and buses respectively so that there is a sufficient late night transport service at the weekends from the city centre.

OVERPROVISION ASSESSMENT

5. The Forum noted information on the process required by the Scottish Government which has to be undertaken by the Licensing Board in order to produce a statement on overprovision. It is understood that this issue will be discussed at the Joint Meeting with the Licensing Board on 20 August, 2009.

Sergeant Robert McRobb advised that Grampian Police would shortly be writing to the Licensing Board giving their views on overprovision assessment. Police analysts have undertaken a mapping exercise for the city centre identifying potential hot spots of crime and disorder which should be of assistance to the Licensing Board as it deliberates on its Licensing Policy Statement on Overprovision. Ken Eddie referred to a research paper he had read on the situation in Cardiff which may be of interest to Grampian Police.

The Forum resolved:-

to note the information and to consider a copy of the letter to be sent by Grampian Police to the Licensing Board on overprovision at a future meeting.

UNIGHT LAUNCH EVENT

6. Mark Donlevy of Unight confirmed that the launch event involving Kenny MacAskill, the Justice Cabinet Secretary will be held on Monday, 17 August, 2009 at 12 noon at the Liquid Club in Bridge Place, Aberdeen. Members of the Forum are welcome to attend.

Mr. Donlevy reminded the Forum of the success of the original Unight Scheme in Edinburgh. Over the last two years there has been a significant reduction in crime statistics for Edinburgh city centre. The approach in Aberdeen will be similar emphasising partnership working with public sector agencies which will include co-operating with any initiatives such as the successful Grampian Police initiative to test patrons of licensed clubs for use of drugs prior to gaining admission. Safer Aberdeen

is helping administer the Scheme by posting information on offenders who have been banned from all licensed premises in the city centre onto a secure website. Safer Aberdeen will ensure the organisation complies with Data Protection and other relevant legislation. Door Stewards will be adequately briefed in order to help enforce bans. The time limits for bans will vary depending on the offence involved. When the guidelines are finalised the process for reviews will ensure bans are time limited and only re-imposed in appropriate circumstances.

The Forum resolved:-

to fully endorse and support the Unight Scheme in Aberdeen and was pleased to note that only two licensed clubs have so far decided not to join the Scheme.

STATISTICAL INFORMATION

7. Sergeant Robert McRobb, Grampian Police, advised the Forum that there had been an improvement in relevant crime statistics for the city centre with an increased detection rate. He confirmed charges had been brought in respect of underage drinking and where appropriate licensees have also been charged. However, in both cases the numbers involved are not significant.

Sandy Kelman advised that information systems are still being developed to report on the HEAT targets (Health, Efficiency, Access and Treatment). However, to date there have been 755 brief interventions in the city working towards the two year target of achieving approximately 7,000 brief interventions. The Forum was reminded that brief interventions involve a number of GP practices, Accident and Emergency services and other health service providers discussing potential alcohol problems with clients and providing them with signposting information for further services to assist them.

Raymond Morrison, on behalf of the Licensing Standards Officer, advised that Diane aims to visit all licensed clubs before their applications are due to be considered by the Licensing Board. Under the previous legislation licensed clubs were dealt with by the Sheriff. Diane is liaising with any objectors to try to mediate to assist in resolving any difficulties prior to the relevant meeting of the Licensing Board. Other officers are continuing to check premises to ensure their operating plans and other documentation are in order before their applications are considered by the Board. Mr. Morrison confirmed that there was a heavy workload at present but staff are coping. He reminded the Forum that they would be consulted on the draft Policy Statement on Overprovision as a statutory consultee.

The Forum resolved:-

to note the position.

DRAFT AGENDA FOR JOINT MEETING WITH THE LICENSING BOARD

8. The Forum considered the draft agenda for the joint meeting between the Licensing Board and the Forum on 20th August, 2009 at 10.00am.

The Forum resolved:-

to approve the draft agenda.

WORK PLAN

9. The Forum considered the up to date Work Plan and noted it will be part of the business to be discussed at the joint meeting with the Licensing Board.

The Forum resolved:-
to note the Work Plan.

DATES FOR LOCAL LICENSING FORUM MEETINGS IN 2010

10. The Forum considered the proposed timetable of meetings in 2010.

The Forum resolved:-
to agree to the following timetable of Forum meetings in 2010 – Thursday, 25th February - 2pm, Thursday 22nd April, 2010 - 5pm, Thursday, 10th June, 2010 - 2pm, Thursday, 29th July, 2010 - 5pm, Thursday, 16th September, 2010 - 2pm and Thursday, 11th November, 2010 - 5pm.

PERSONAL LICENSES

11. Members of the Forum pointed out that although the Licensing Board is issuing laminated personal licenses unlike other Boards in Scotland which appear to be issuing paper documents concerns were expressed about whether this document would remain intact for the required ten year period. The lack of an official stamp, crest or signature on behalf of the Board, led to some concern that it may be easy to forge licenses. Raymond Morrison assured the Forum that Council officials had access to other documentation which they would check before visiting premises and he pointed out that the photograph on the license would also be of assistance. It was explained the Scottish Government had not imposed a pro forma license and therefore it was a matter for the discretion of the Licensing Board. Raymond Morrison agreed to raise these concerns with colleagues in the licensing service.

The Forum resolved:-
to raise concerns about the quality of personal licenses under the any other competent business item on the agenda for the joint meeting with the Licensing Board on 20th August, 2009.

ALCOHOL AWARENESS WEEK

12. Sandy Kelman advised that the national campaign Alcohol Awareness Week commences on 5th October, 2009. A local campaign will be launched at the same time involving the Alcohol and Drugs Teams in the City, Aberdeenshire and Moray. It is hoped to involve the Students Union. There is a possibility that Tesco will become

involved in the local campaign and the Forum will received an update on Alcohol Awareness Week at its next meeting on 17th September, 2009.

The Forum resolved:-

to note the arrangements in place for the Alcohol Awareness Week and that further information is available on the national website at www.alcoholawarenessweek.com.

- ALLAN MCINTOSH, Convener

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ABERDEEN LOCAL LICENSING FORUM SUB-COMMITTEE
Monday, 31st August, 2009

Present: Allan McIntosh, Chairperson; Jennie Biggs, Sergeant Robert McRobb (substituting for Inspector John Soutar), Diane Sande and Bob Westland.

Apologies: Apologies were intimated on behalf of Sohail Faruqi, Sandy Kelman, Dr. Lesley Wilkie and George Wyatt.

AGENDA ITEMS FOR FORUM MEETING TO BE HELD ON 17TH SEPTEMBER, 2009

The Sub-Committee agreed that the following items should be included on the agenda for the Aberdeen Local Licensing Forum meeting on Thursday, 17th September, 2009 at 5pm:-

- (1) Feedback from the Joint Meeting with the Licensing Board on 20th August, 2009 and consideration of the draft Minute;
- (2) Update on Overprovision Assessment;
- (3) Feedback from the National Licensing Conference 2009 – Aviemore
- (4) Applications for Membership of the Local Licensing Forum
- (5) Election of Convener and Vice-Convener of the Local Licensing Forum
- (6) Statistical Information
- (7) Work Plan

It was agreed that the agenda should include a statement advising that public are welcome to attend Forum meetings.

The Sub-Committee considered information on the two applications for membership of the Forum from the University of Aberdeen Students' Association and from Mitchells & Butlers. It was also noted that an informal approach had been made regarding future membership of the Forum by the Street Pastors organisation. It was agreed that the current Forum membership list should be attached to the report on the applications for membership to assist consideration of this item. After preliminary discussion the Sub-Committee was of the view that there would be more merit in supporting the application from the University of Aberdeen Students' Association as it would supplement the Youth Council representation, reach a wide group of young citizens and give potential to open a productive dialogue on a range of alcohol related issues.

Initial reactions to the joint meeting with the Licensing Board were to the effect that there was a missed opportunity to seek information from members of the Board and that in future Forum members should have the opportunity to plan their input.

In relation to consultation on the Overprovision Policy Statement Jennie Biggs advised the meeting that she had tried to persuade Eric Anderson that it was not feasible to have a short period for consultation on this important issue and that it would be more realistic to have up to eight weeks to submit observations. Sergeant McRobb advised that Grampian Police had sent information to Eric

Anderson on 27/8/09 in response to his request for statistical information and analysis to help underpin the later stages of the consultation process on assessment of overprovision. Jennie Biggs advised that she and Sandy Kelman had begun to think about relevant input from NHS Grampian. To make a meaningful contribution it is considered necessary to have information on operating plans and the different services premises offer.

In relation to the meeting on alcohol related issues to be arranged by the Licensing Board following approval of a Motion from Councillor Comrie, it was noted that a decision had not yet been taken on the invitees or the key issues which will be the focus of discussion. Jennie Biggs advised that she would be in touch with Eric Anderson to clarify the extent of participation by NHS Grampian and the information they can contribute once the aims of the summit are clarified. It was noted that First Bus may be invited to be represented at the meeting and therefore it may be premature to proceed to finalise a meeting with them to discuss late night bus services.

For information Jennie Biggs advised the Sub-Committee that the Aberdeen Alcohol and Drugs Partnership will be working with the Northern Community Justice Authority to take forward drugs and alcohol related issues including Domestic Violence and access to treatment and support services regardless of whether or not clients are offenders or ex-offenders.

WORK PLAN

In relation to the task in the Plan to request an outline from the Licensing Board on the measures they will employ to ensure compliance with the five licensing objectives, it was noted that at the joint meeting on 20th August, 2009, the reply was that there are references as appropriate throughout the Board's Statement of Licensing Policy. In addition lists of conditions are applied to licences for example there is a CCTV condition in respect of off-sales premises. It was agreed it would be appropriate to obtain further information on these sets of conditions. This would be helpful as the Forum considers the policy frameworks of Licensing Boards in other Scottish cities.

INFORMATION ON LICENSING BOARD POLICY FRAMEWORKS

The Sub-Committee noted the information which had been circulated on the Statements of Licensing Policy for the Boards in Edinburgh and Dundee. It was agreed to ask Eric Anderson to comment on the different treatment of Adult Entertainment/Members' Clubs in the Statements of Licensing Policy for Aberdeen and Edinburgh.

In relation to statistical information to be submitted on a regular basis to the Forum, Jennie Biggs offered to contact Sergeant McRobb or Inspector John Soutar to agree on a process to make best use of relevant statistics on alcohol related crime which are submitted to each meeting of the Aberdeen Alcohol and Drugs Partnership. These statistics are non-confidential and would be of interest to members of the Forum.

Diane Sande clarified her role in relation to inspections and confirmed that she would shortly have finalised an inspection sheet and programme with standard letters and other documentation. As she is the only Licensing Standards Officer for the City of Aberdeen she would not be able to pro-actively undertake inspections but would investigate reported complaints. In relation to Members' Clubs during visits she has focused on staff training and providing details of sources of information and support. Diane has been in contact with Safer Aberdeen and they are rolling out training to equip off-sales staff with the confidence to challenge customers who appear to be under age and attempting to purchase alcohol. It was noted that on a voluntary basis a number of licensees are seeking proof of age and not selling alcohol to anyone under the age of twenty-one. In future the Forum will consider the impact of any further legislation on this issue and on minimum pricing.

It is the Sub-Committee's understanding that the Licensing Board and the Forum itself have no resources available to them to support training initiatives. As an independent body the Forum could lend its support to other organisations applying for funding and could make representations to Aberdeen City Council to reconsider its resourcing arrangements in respect of the licensing function if this was considered justified.

Please note that following the meeting information was obtained from Damien Cohen, National Licensing Officer, on the number of Licensing Standards Officers employed in the other major Scottish cities.

<u>City</u>	<u>No. of Licensing Standards Officers</u>
Glasgow	4
Edinburgh	10
Inverness	4
Fife	6
Stirling	2

UNIGHT SCHEME

Sergeant McRobb advised that the organisers of the Unight Scheme wish to inform the Forum that they would be willing to assist with our communications by providing access to their database which has links to social networking sites such as Bebo. For example, messages on events connected with Alcohol Awareness week could be communicated in this way to up to 20,000 people.

The Sub-Committee asked Sergeant McRobb to thank the Unight Scheme organisers for this very helpful offer.

NEXT MEETING

It was agreed that the next meeting of the Aberdeen Local Licensing Forum Sub-Committee would take place on Monday, 26th October, 2009 at 5.00pm in order to consider agenda items for the Forum meeting scheduled to be held on 12th November, 2009 at 2.00pm.

- **ALLAN MCINTOSH, Chairperson.**

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Agenda Item 3

ABERDEEN CITY COUNCIL

JOINT MEETING OF ABERDEEN CITY LICENSING BOARD AND ABERDEEN LOCAL LICENSING FORUM

Meeting held Thursday, 20 August, 2009

Present:- Councillors Jaffrey, Boulton, Clark, Cormie, Donnelly, Penny, Robertson and Young (Licensing Board); Allan McIntosh, Mary Crawford, Ken Eddie, Sohail Faruqi, Sandy Kelman (substituting for Doctor Lesley Wilkie), Murray Leys, David Pattinson, Gerard Rattray, Diane Sande and Sergeant Robert McRobb (substituting for Inspector John Soutar) (Licensing Forum).

In attendance:- Brenda Flaherty, Legal Manager, Legal Service, Eric Anderson, Depute Clerk to the Licensing Board and Fiona Gardiner, Clerk to the Licensing Forum.

Apologies:- Jennie Biggs, Mark Donlevy, Councillor Martin Greig, Ian Haddock, Conor McKay, Derek Murray, John Soutar, Councillor John West, Bob Westland and Dr. Lesley Wilkie.

WELCOME AND APPOINTMENT OF CHAIRPERSON

1. Allan McIntosh as Convener of the Aberdeen Local Licensing Forum welcomed everyone to the joint meeting with the Aberdeen City Licensing Board and it was agreed he should chair the meeting in accordance with the approved rota.

UPDATE ON PREPARATION FOR IMPLEMENTATION OF THE LICENSING (SCOTLAND) ACT 2005

2. Eric Anderson, Depute Clerk to the Aberdeen Licensing Board addressed the meeting on the key aspects of work by City Council officers and Grampian Police in preparing for implementation of the Licensing (Scotland) Act 2005 with effect from 1st September, 2009. At the outset Mr. Anderson reminded the meeting that staff continue to deliver the day-to-day services of the Licensing function while preparing for implementation of the new regime. Mr. Anderson's update dealt with (1) Personal Licences, (2) Premises Licences, and (3) Overprovision Assessment. Managers of licensed premises require to have a Personal Licence which can only be obtained after the successful completion of a training programme and applications require to be vetted by Grampian Police. The Licensing Board has granted in excess of 700 Personal Licences to date and it is estimated that between one hundred and two hundred applications are currently to be processed. It is possible that there will be an upsurge in the volume of applications as the deadline approaches. Also there is no restriction on the number of Personal Licence holders per premises and any staff in licensed premises may obtain Personal Licences. The legislation requires Licensing Boards to process applications for Personal Licences from residents within their boundaries and there is no way of knowing how many applicants who live in Aberdeen but work outwith

the city will apply for Personal Licences. It is understood that Aberdeen is well placed in implementation of the Licensing (Scotland) 2005.

As a result of representations made to the Scottish Government it was recently announced that provided certain criteria are met, Personal Licences will be deemed to have been granted up until the 1st of November, 2009. This will relieve the pressure on the administration of licensing procedures.

With respect to Premises Licences, it is hoped that all 650 applications to convert will have been granted in Aberdeen by the end of the transition period.

Mr. Anderson explained that each Licensing Policy Statement published by a Licensing Board must in particular include a statement as to the extent to which the Board considers there to be overprovision of (a) licensed premises or (b) licensed premises of a particular description in any locality within the Board's area. The process of drafting the statement on overprovision has commenced and a series of meetings has already been held. It was considered prudent in the first instance to seek views from Grampian Police and Sergeant Robert McRobb, attending the meeting on behalf of Inspector John Soutar, advised that these would be made available shortly.

Mr. Anderson informed the meeting that consultation on the draft Statement would comply with the Scottish Government's guidelines and the Local Licensing Forum will be included in the consultation process together with the individual interested parties represented on the Forum. Mr. Anderson encouraged members of the Forum to begin to consider their position on the provision of licensed premises in the city as a whole or in parts of the city in preparation for the formal consultation process. Mr. Anderson explained that the Licensing Board will take a decision on the timescale for consultation but that it was in everyone's interests to have an approved Statement of Overprovision as soon as possible to guide the work of the Licensing Board in future.

Mr. Anderson responded to a number of questions from members of the Licensing Board and the Local Licensing Forum. In relation to the approach to drawing up the Statement on Overprovision, Mr. Anderson confirmed that statistics available to officials included information on licensed premises which are currently closed but retain a licence. He pointed out that if licence holders failed to claim grandfather rights in time to be included in the conversion process under the 2005 Act, new applications would be required and they would fall to be considered in the context of any Statement of Overprovision.

The meeting considered the situation where communities have expressed anxiety to Elected Members that local facilities will have to curtail the service they provide if licensees have failed to comply with the application procedure, missed deadlines, etc. It was noted that the Licensing Board will consider any applications for Occasional Licences on a case by case basis. However, only certain categories of applicant can apply for Occasional Licences, namely Personal Licence holders, Premises License holders and voluntary organisations.

Councillor Jaffrey, Convener of Aberdeen City Licensing Board, advised the meeting that as health is a Scottish Government priority, that is one of the main issues the Licensing Board will focus on when assessing overprovision and statistical and other information from NHS Grampian and the Alcohol and Drugs Partnership would be welcomed.

In response to concerns being raised by some licensees that the laminated licence issued by the Licensing Board is of poor quality compared to, for example, the Accord Card, it was pointed out that the licences issued by the Board comply with statutory requirements and are similar in nature to the licences issued by other Licensing Boards in Scotland. The priority was to process a significant volume of applications within a tight timescale and the documentation is regarded as fit for purpose. Officials always have to bear in mind Best Value and justify the use of public resources as the fee charged does not fully cover all of the costs incurred in processing applications when consultation with statutory bodies and administrative costs are taken into account. The fee for licences is set by the Scottish Government.

Allan McIntosh thanked Mr. Anderson for his comprehensive and informative update on the preparatory work to secure successful implementation of the Licensing (Scotland) Act 2005 in Aberdeen.

UPDATE ON THE LICENSING FORUM'S WORK PLAN

3. It was explained the aim in circulating a copy of the Forum's Work Plan was to inform members of the Licensing Board of the types of issues and concerns the Forum is currently addressing and to invite the Board to consider in future if tasks could be assigned to the Forum to assist the work of the Board. In relation to the task of gathering views from Community Councils, Neighbourhood Networks and other bodies on areas of concern in relation to liquor licensing and the five objectives set out in the Licensing (Scotland) Act 2005, it was suggested that the letters sent in June, 2009 should be re-issued with a suggestion that the matter be considered at the next meetings of the organisations concerned. It was also agreed it would be appropriate to seek views on issues of concern from all Elected Members in their capacity as Ward Councillors.

The meeting noted that the Licensing Forum includes a representative from the Youth Council and that a request for membership of the Forum has recently been received from the University of Aberdeen Students' Association. It was also noted that an umbrella student body has recently been established in the city comprising representatives from Students' Associations from Robert Gordon University and Aberdeen College in addition to the University of Aberdeen. Representatives of the Forum agreed to consider other opportunities to obtain views from young people in the city, for example, via the YMCA and local church groups.

In response to a question about the measures the Licensing Board employs to ensure compliance with the five objectives in the 2005 Licensing (Scotland) Act, it was noted there are appropriate references throughout the Board's Statement of Licensing Policy. The Board has powers to attach conditions to licences where appropriate, for example, there is a CCTV condition in respect of off-sales premises. The Licensing Board has been pleased to lend its support to a range of initiatives most recently the Unight Scheme involving licensed clubs in the city which was launched earlier this week and the annual Best Bar None Scheme. The Licensing Board is also supportive of initiatives to improve public safety such as the changes to the taxi rank in Union Street and the work of the Street Pastors.

On the issue of late night transport, it was noted that in response to a request from the Licensing Forum, First Bus have offered to meet City Council officials and

representatives from the Forum. The joint meeting was aware of the commercial realities within which the bus company must operate and there was no suggestion that a free bus service should be offered as a way of assisting in the dispersal of patrons from the city centre in the early hours of the mornings at the weekends. It was stressed it is important for people to use the bus service or it may be withdrawn and assistance from the licensed trade is appreciated in publicising the availability of the late night bus service.

Members of the Forum confirmed that they had agreed to support Grampian Police in their representations to the Licensing Committee to review the opening hours of hot food premises some of which remain open until 4.00am with licensed clubs closing at 3.00am. It was pointed out that this staggering of closing hours was part of a previous strategy to try to encourage dispersal from the city centre in a manageable way and to try to reduce pressure on public transport and the city taxi service. The impact of the 2.00am curfew on demand for transport will be part of the monitoring and evaluation of the curfew.

UNIGHT SCHEME

4. The Licensing Board and the Licensing Forum have both indicated their support for the recently launched Unight Scheme and it was noted that participating licensed clubs pay a fee of £300 towards the administrative costs of the Scheme. The Safer Aberdeen organisation is supporting the Scheme by maintaining a secure website and managing appropriate data sharing to enforce the banning protocol.

FUTURE MEETINGS

5. The Convener of the Aberdeen Licensing Board agreed to consult with her fellow members to identify possible dates for two meetings with the Licensing Forum in 2010 and that the Clerk to the Board will thereafter advise the Clerk to the Forum in order to finalise the arrangements.

CONCLUSION

6. In concluding the meeting, Allan McIntosh and Councillor Jaffrey expressed their appreciation for the good attendance at the joint meeting and for the informative comments on an extensive range of liquor licensing issues.

Agenda Item 6

ABERDEEN LOCAL LICENSING FORUM

17 September 2009

Attached for information is a list of the current membership of the Aberdeen Local Licensing Forum and the Forum is asked to consider two requests to join the Forum. Please note there is currently one vacancy on the Forum as legislation imposed a maximum of twenty limit on membership of Forums.

Aberdeen University Students' Association

On behalf of the Aberdeen University Students' Association, Katherine Ross has submitted a request that the Association be granted membership of the Aberdeen Local Licensing Forum. The request is on the basis that the representative will change at the end of each academic year and therefore if granted membership Ms. Ross would serve on the Forum until June, 2010. The Aberdeen University Students' Association represents 14,000 students. There is a strong Student Council which has a membership of 118. Each member of the Student Council sits on a different committee within the Association's structure and feeds into debates and issues affecting students. Ms. Ross currently chairs the Welfare and Equal Opportunities Committee.

As well as having contact with University of Aberdeen Students there are ties with Robert Gordon University and Aberdeen College through a monthly Forum. This Forum will ultimately represent around 60,000 students.

A representative from the Students' Association would provide an effective communication mechanism with younger citizens in Aberdeen. It is considered this would supplement the role of the Youth Council representative. The Association has participated in consultation processes, for example, providing feedback on the curfew proposal and in organising various campaigns with regards to alcohol awareness. A responsible attitude is taken towards student welfare and one example was a policy decision that companies such as Carnage should not be permitted to advertise on campus or have the support of the Association when proposing one of their events be held in Aberdeen.

Mitchells & Butlers

An application has been received from Ms. Emma Thomas of Mitchells & Butlers. Ms. Thomas is the Scottish Licensing Project Manager for this company and she wishes to propose that Mr. Phil Lewis, the Company's Retail Business Manager, become a member of the Aberdeen Local Licensing Forum. Mr. Lewis is a Personal Licence holder and has the responsibility for the management of fifteen licensed premises in Scotland, four of which are in Aberdeen.

In total Mitchells & Butlers own and operate ninety-eight licensed premises in Scotland. It is appreciated that there may be no vacancies on the Aberdeen Local Licensing Forum and Ms. Thomas has indicated that it would be acceptable if Mr. Lewis was placed on a waiting list until a vacancy arose.

Ms. Thomas advises that Mr. Lewis would be able to offer a wide view from the retail trade perspective and a senior management view on issues particular on the implementation and operation of the Licensing (Scotland) Act 2005.

The Forum is asked to consider which (if either) of the above two applications should be approved.

Fiona Gardiner

Clerk to the Aberdeen Local Licensing Forum

ABERDEEN LOCAL LICENSING FORUM

MEMBERSHIP AS AT SEPTEMBER 2009

<u>Name</u>	<u>Category of Membership</u>
Allan McIntosh wamcintosh@f2s.com	Convener and Representative of Residents
George Wyatt gwyatt@aelha.co.uk	Vice Convener and Representative of Holders of Premises Licenses/Personal Licenses
Inspector John Soutar John.Soutar@grampian.pnn.police.uk	Representative of the Chief Constable
Dr Lesley Wilkie l.wilkie@nhs.net	Representative of Health Function
Jennie Biggs Jennie.Biggs@nhs.net	Representative of Health Function (Alcohol and Drugs Partnership)
Murray Leys MuLeys@aberdeencity.gov.uk	Representative of Social Work Function
Sohail Faruqi SFaruqi@aberdeencity.gov.uk	Representative of Education Function
Derek Murray derek.murray@co-op.co.uk	Representative of Holders of Premises Licenses/Personal Licenses
Gerard Rattray info@hospitality-training.org.uk	Representative of Holders of Premises Licenses/Personal Licenses
David Pattinson david.pattinson@grampianfrs.org.uk	Representative of Community Safety Function (Health)
Bob Westland bobwestland@hotmail.com	Representative of Community Safety Function (Health)
Mark Donlevy c/o Liquid Club 5 Bridge Place Aberdeen	Representative of Community Safety Function (Health)
Ian Haddock ianhaddock@lineone.net	Representative of Holders of Premises Licenses/Personal Licenses
Councillor Martin Greig MGreig@aberdeencity.gov.uk	Representative of Residents within the Forum's Area
Councillor John West JoWest@aberdeencity.gov.uk	Representative of Residents within the Forum's Area

<u>Name</u>	<u>Category of Membership</u>
Mary Crawford Fred@atreng.co.uk	Representative of Residents within the Forum's Area
Ken Eddie kenaeddie@aol.com	Representative of Residents within the Forum's Area
Diane Sande DSande@aberdeencity.gov.uk	Licensing Standards Officer, Aberdeen City Council
Conor McKay Conor.mackay@gmail.com	Representative of Youth

SUBSTITUTES

<u>Name</u>	<u>Position</u>
Sandy Kelman alexander.kelman@nhs.net	Substitute Representative for Dr Lesley Wilkie in the Health category Function
Sergeant Robert McRobb Grampian Police Headquarters Queen Street Aberdeen AB10 1ZA	Substitute for Inspector John Soutar Representative of the Chief Constable

ABERDEEN LOCAL LICENSING FORUM

WORK PLAN AS AT SEPTEMBER 2009

Work Plan 2008 Transition	Aims	Objectives	Support Agencies Involved	Related Objectives of the 2005 Act List 1-5	Date Start	Date for Information to Licensing Board	Results of Licensing Board Decision (dates)
1.1	Find out from communities what are their areas of concern.	To enable the Forum to focus its attention on areas of public concern.	Community Councils Neighbourhood Watch Groups Young Peoples Groups Churches Ward Councillors	1, 2, 3, 4 & 5	2/12/08	Not yet fixed	Not known
1.2	Improve intelligence in relation to statutory bodies.		Professional Groups Police Health Fire & Rescue	1, 2, 3, 4 & 5	2/12/08	Not yet fixed	Not known
2.1	To examine whether there are areas of overprovision of licensed premises in the City.	To uphold law and order in the community.		1, 2, 3, 4 & 5	2/12/08	Awaiting timescale and draft policy statement to comment on.	

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2.2	To receive regular reporting from Aberdeen Licensing Board on applications, granted, refused and grounds of refusal.	The understand and appreciate the implementation of the board's policy				Licensing Board Clerk asked to advise of frequency of reports to the Board and of any statistical returns to the Scottish Government which can be shared with the Forum.	
2.3	To request an outline from Aberdeen Licensing Board on what measures will be employed to ensure compliance with the five objectives.	To contribute to the implementation and monitoring of the five objectives in Aberdeen					

WORK PLAN UPDATE

1.1 Areas of Concern

- Community Safety Partnership asked to consider interventions as agreed at Forum meeting on 26/2/09 – Update expected from Community Safety Manager at the November Forum meeting. Further approaches from Community Councils awaited. Action – Reminder issued August 2009 and Neighbourhood Networks included in request. The Alliance has asked the Community Safety Partnership for an update on Public Safety in the City Centre and an update is expected in November/December.

2.2 Reports from Licensing Board

- Statistical information requested. Verbal update given by Convener of Licensing Board at Forum meeting on 26/2/09 and at the Joint Meeting on 20/8/09. The Board has indicated it will consult the Forum on its overprovision policy.

General Update

Background information on policies from the Glasgow, Fife, Dundee and Edinburgh Licensing Boards has been circulated. In relation to alcohol related disorder in the city centre, the Forum will receive an update on the work of a Focus Group established by the City Alliance/Community Safety Partnership in November.

Licensing Objectives (for reference)

1. Preventing Crime and Disorder
2. Securing Public Safety
3. Preventing Public Nuisance
4. Protecting and Improving Public Health
5. Protecting Children from Harm

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