

# Public Document Pack



## ABERDEEN CITY COUNCIL

To: Allan McIntosh, Convener; Craig Adams, Derek Murray, Gerard Rattray and George Wyatt (Representatives of Holders of Premises Licences/Personal Licences); Inspector John Soutar, Grampian Police; Sandy Kelman (Alcohol and Drugs Partnership); Sohail Faruqi (Education); Linda Smith (Health); Ian Donaldson, Mark Donlevy and Bob Westland (Community Safety); Mary Crawford, Ken Eddie, Councillors Martin Greig and John West (Representatives of Residents within the Forum's Area); Barry Black (Representative of Youth) and Diane Sande (Licensing Standards Officer).

Town House,  
ABERDEEN, 4 November 2010

### LOCAL LICENSING FORUM

The Members of the **LOCAL LICENSING FORUM** are requested to meet in Committee Room 2 - Town House on **THURSDAY, 11 NOVEMBER 2010 at 5.00 pm.**

RODERICK MACBEATH  
ACTING SENIOR DEMOCRATIC SERVICES MANAGER

### **BUSINESS**

- 1 Minute of Forum meeting held on 9 September 2010 (Pages 1 - 6)
- 2 Statistical Information
- 3 Workplan (Pages 7 - 14)
- 4 Update from Licensing Board (Pages 15 - 22)

- 5 Update from Licensing Standards Officer
- 6 Meeting Dates for 2011 (Pages 23 - 24)
- 7 Changes to the Constitution (Pages 25 - 28)
- 8 Available info from other Forums (Pages 29 - 30)
- 9 Alcohol Law - minimum pricing (Pages 31 - 36)
- 10 Safer Aberdeen Forum Action Plan (Pages 37 - 48)
- 11 Joint meeting with the Licensing Board/Local Licensing Forum
- 12 Any Other Competent Business
- 13 Date of Next Meeting

Website Address: [www.aberdeencity.gov.uk](http://www.aberdeencity.gov.uk)

Should you require any further information about this agenda, please contact Grant Webster on 01224 522607 or email [gwebster@aberdeencity.gov.uk](mailto:gwebster@aberdeencity.gov.uk)

# Agenda Item 1

## ABERDEEN LOCAL LICENSING FORUM

Thursday, 9 September, 2010

Present: Allan McIntosh, Convener; Ken Eddie, Gerard Rattray, Derek Murray, Barry Black, Bob Westlands, Michelle Wall, Inspector John Soutar, Sandy Kelman, Marlene Westland (substitute for Linda Smith), Craig Adams and Diane Sande.

Also Present: Vycki Shade, Katherine Purvis, Councillor Muriel Jaffrey, Hamish Cattanach, Martin Allan and Grant Webster

Apologies: Linda Smith, George Wyatt, Mary Crawford and Councillor Martin Greig

### WELCOME AND APOLOGIES

1. Convener Allan McIntosh welcomed the members of the Forum to the meeting. He expressed his gratitude to Fiona Gardiner who had been clerk to the Forum and had recently retired.

### ELECTION OF FORUM CONVENER AND VICE-CONVENER

2. In accordance with the Forum's Constitution the Forum was reminded of the annual opportunity to make nominations for the post of Convener and Vice-Convener of the Aberdeen Local Licensing Forum. Allan McIntosh was nominated to continue as Convener and George Wyatt was nominated as Vice Convener.

#### **The Forum resolved:-**

to note the continuation of the present postholder's terms of office until September 2011 namely Allan McIntosh as Convener and George Wyatt as Vice-Convener of the Aberdeen Local Licensing Forum.

### MINUTE OF FORUM MEETING HELD ON 29 JULY 2010

3. The Forum had before it the minute of the meeting held on 29 July 2010.

#### **The Forum resolved:-**

to approve the minute.

## **NIGHT TIME BUS SERVICES – PROJECT UPDATE FROM VYCKI SHADE, SENIOR ENGINEER**

4. With reference to the minute of the meeting of the Forum of 29 July 2010, the Forum received a verbal update from Vycki Shade, Senior Engineer, Enterprise, Planning and Infrastructure, on the project work taking place to improve night time bus services.

By way of introduction, Ms Shade informed the Forum that a meeting was held in October 2009 with local public transport operators, the Convener of the Licensing Board, representative from various Council sections and Grampian Police to discuss issues affecting the provision and use of night time bus services from Aberdeen City Centre. Officers from Aberdeen City Council then began a study into possibilities for improving the night time bus network in the city looking at everything from information and publicity through to the frequency of services and route provisions.

Currently in Aberdeen there are 9 night bus services on a Friday and 12 on a Saturday, mostly on an hourly service. In a review of service provision within other cities, it was found that Edinburgh and Glasgow both run a successful night bus service at 15 minute frequencies while Dundee does not have a night bus service. Several other cities in the UK and Europe have hourly services running without subsidies.

Several surveys have been carried out over the past few years to establish the issues that visitors and potential visitors to the city centre have with the night time transport options available. They have found that taxis are frequently preferred due to their perceived convenience and safety. The surveys also highlighted that many potential passengers were unaware of the availability of night time bus services or the services did not go to a location or at a time convenient to the customer.

Using this information a number of options are currently being considered:-

- Timetabling and timetables are under the remit of the bus operators and officers are working with them to establish the best options for this to maximise bus usage;
- Amalgamating bus stops has the benefit of allowing stops to be highlighted, easily located and easily monitored; surveys also revealed that this option was preferred by respondents;
- Further discussion with Stagecoach about reinstating bus services to Stonehaven and introducing Friday night services to other locations;
- Consideration of increased space at shelters for customers; and
- Increased flexibility of ticketing for bus service users.

The study is due to be reported to the Enterprise, Planning and Infrastructure Committee on 9 November 2010.

Ms Shade then took questions from the Forum. In discussion, several points were raised including utilising train services for out of city areas and

increasing/decreasing the service due to the supply and demand of popular events either within or out with the city.

**The Forum resolved:-**

- (i) to thank Vycki Shade for her informative update; and
- (ii) to note the information.

**AGENDA CIRCULATION**

5. The Forum received an oral report from the clerk regarding the circulation of the agenda by both email and hard copy. To reduce the amount of paper used, it was recommended that only email copies would be distributed prior to the meeting, with a reduced amount of hard copies available at the meeting for those members who had forgotten their agendas.

**The Forum resolved:-**

to agree to reduce the number of hard copies of the Forum's agenda by only emailing out future agendas prior to the meeting.

**WORKPLAN**

6. The Forum had before it the workplan of the Local Licensing Forum. The Convener went through each issue on the workplan and no updates were heard.

**The Forum resolved:-**

to note the information.

**RECOMMENDATIONS TO THE LICENSING BOARD ON REVIEW OF THE STATEMENT OF LICENSING POLICY**

7. With reference to the minute of the meeting of the Forum of 29 July 2010, the Forum had before it a copy of the draft Statement of Licensing Policy along with a summation of the recommended amendments previously intimated by the Local Licensing Forum.

Discussion was held concerning such issues as Adult Entertainment, under 18 events etc. Clarification was also sought on what would be classed as 'irresponsible promotions' and the Forum were advised that the Scottish Government had been approached to clarify this matter. Discussion also centred on setting local conditions with regards to the 72 hour rule, entertainment venues advertising drinks promotions, mandatory UNIGHT membership etc.

The deadline for responding to the Licensing Board is Friday 8 October 2010 and it was decided that the individual members of the Forum would present

their comments to the clerk by Friday 1 October 2010 so that a response to the Licensing Board could be drafted and issued.

**The Forum resolved:-**

to thoroughly peruse the draft Statement of Licensing Policy (including the draft recommendations to the Board collated from previous meetings of the Forum) and revert to the clerk with any comments by 1 October 2010.

**STATISTICAL INFORMATION**

8. The Chairperson asked if the representatives present had any statistical information they wished to share with the Forum.

Michelle Wall from UNIGHT updated the Forum on the barring of troublemakers from all UNIGHT member premises. She explained that it was going well and was under constant review at UNIGHT meetings. There were no further updates from the Forum.

**The Forum resolved:-**

to note the information.

**UPDATE FROM LICENSING BOARD**

9. The Forum had before it a list of decisions of the Licensing Board in respect of licenses which had been granted over the last period. Questions were raised as to whether there was scope for the Forum to receive further information. It was noted that the Licensing Board did not have access to much more detail than was submitted but the enquiry would be made.

**The Forum resolved:-**

- (i) to note that the clerk would forward the above enquiry to the Board;  
and
- (ii) to otherwise note the information.

**UPDATE FROM LICENSING STANDARDS OFFICER**

10. Diane Sande advised the Forum that she is continuing to have monthly meetings with Grampian Police to share information. This has led to successful referrals from the Police for subsequent visits, either random or by appointment. In the last period, they responded to 15 noise complaints – 8 are now closed while 7 remain ongoing. She also recently met representatives from an Australian Licensing Forum.

**The Forum resolved:-**

to note the information

## **PROPOSAL TO ESTABLISH A NORTH OF SCOTLAND REGIONAL LICENSING FORUM**

**11.** With reference to the minute of the meeting of the Forum of 29 July 2010, the Forum had before it an update from Fiona Gardiner (former clerk to the Forum) in relation to the proposal to establish a North of Scotland Regional Licensing Forum. The update stated that-

‘On 30/7/10 I spoke to Arlene Kelday Clerk to Aberdeenshire Licensing Forums in response to my email to her requesting more information about the proposal to establish a Regional Forum. She advised that Angus Forum was the only other Forum to respond to her initial approach and they were unsure of its value. Therefore we agreed she would let me know if there was any further reaction after the recess and she mentioned one less time consuming option would be electronic sharing of agendas and minutes as not everyone has their papers on their Council website. She did mention Dundee would be included in the Regional Forum if it went ahead and if they agreed to participate. This is interesting as the LSO Regional Group does not include Dundee. I think there may be more common ground with Dundee than the Shire.’

The Forum discussed the proposal and decided that there wouldn't be a lot of benefit in meeting on a Regional basis. It would have to be organised to coincide with Forum meetings to avoid members having to take further time off work to attend. Discussion moved to the possibility of electronically sharing agendas and minutes to aid best practice and it was decided to investigate this further.

### **The Forum resolved:-**

- (i) to note that the clerk would research other local authorities' websites and provide the Forum with examples (for information) of agendas/minutes produced by Forums elsewhere in the country; and
- (ii) to otherwise note the update.

## **ANY OTHER COMPETENT BUSINESS**

**12.** The Forum was advised that Alcohol Awareness Week was to be held from the 4<sup>th</sup> to the 10<sup>th</sup> of October 2010. In previous years there have been many different types of promotional material issued and this year should be no different. Aberdeen is to be the launchpad for Alcohol Awareness Week and there will be a visit from an MSP. Further details of this were to be circulated to the members once finalised.

The Forum were also advised that on the 1<sup>st</sup> October 2010, the Alcohol Etc. (Scotland) Bill will be considered by Scottish Parliament. This Bill includes recommendations to implement minimum pricing upon a unit of alcohol. It was requested that a letter from the Forum be sent to MSPs, asking for them to support the Bill.

The Forum discussed whether the licensing issues training DVD (available for Chairs of Licensing Boards) would be available to view. The clerk explained that he would liaise with the staff in the Licensing team about this.

The Forum heard Craig Adams provide information on an event known as 'The Strachan Run' which seemed to involve irresponsible drinking. He agreed to forward details to each member of the Forum.

**The Forum resolved:-**

to note the information given and instruct the clerk to make the representations detailed above.

**NEXT MEETING**

It was confirmed that the next meeting of the Forum would be held on Thursday, 11 November, 2010 at 5.00pm.

- **ALLAN MCINTOSH, Convener**.



## ABERDEEN LOCAL LICENSING FORUM

### WORKPLAN AS AT AUGUST, 2010

#### Licensing Objectives (for reference) –

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

Remit of Local Licensing Forums as set out in the Licensing (Scotland) Act 2005 – keeping under review the operation of the Act in the Forum's area and in particular the exercise by the Licensing Board of their functions including giving advice and making recommendations to the Board in relation to those matters where the Forum considers it appropriate. The Act does not enable a Forum to review or give advice or make recommendations in relation to the exercise by a Board of their function in relation to a particular case. "Case" is taken to mean an application before a Board and in the interests of natural justice is also taken to mean individual licensed premises. The preferred route for consideration of complaints about the running of licensed premises is to write directly to the Clerk or Depute Clerk to the Licensing Board.

The Licensing (Scotland) Act 2005 requires Licensing Boards in exercising any of their functions to have regard to any advice given or recommendations made to them by a Local Licensing Forum and where the Board decides not to follow the advice or recommendation to give the Forum reasons for that decision, the Board must provide copies of relevant statistical information to the Forum as it may reasonably require for the purposes of its general functions.

Licensing Standards Officers have a general function of providing to interested persons information and guidance concerning the operation of the Act, supervising compliance with the Act and the conditions of their licences by holders of Premises Licences and Occasional Licences and mediate between communities and the trade or between any two parties where there is a need to resolve a local problem and develop a local solution. LSOs do not act as "policemen" with regard to licensing but they will liaise with the police and other relevant officials such as Environmental Health Officers in pursuit of the objectives of the Act.

No	Action/Decision agreed by Forum or Sub-Committee	Update/Outcome/Response	Referral to Licensing Board or Clerk (Yes/No) Reply (Yes/No)	Issue requires discussion at next Joint Meeting with Licensing Board (Yes/No)
(1)	Find out from communities what are their areas of concern	Issues raised by Community Councils, etc have been considered by the Forum and where appropriate action has been taken to make further enquiries. The Forum will await any further referrals from Community Councils or individuals. In August 2010 the Lead Group of the Civic Forum was advised of the opportunity to raise concerns and to submit comments to the Licensing Forum to consider as part of the review of the Statement of Licensing Policy.		
(2)	Improve intelligence in relation to statutory bodies.	The Forum is gaining experience as it considers topics and input from Forum members who are representatives of relevant agencies. The Forum has been represented at conferences and training events and will continue to do so.		
(3)	Overprovision – Assisting the Licensing Board in adopting a statement as part of Licensing Policy.	The Forum submitted its views to the Clerk to the Licensing Board and formally approved the change to its Statement of		

No	Action/Decision agreed by Forum or Sub-Committee	Update/Outcome/Response	Referral to Licensing Board or Clerk (Yes/No) Reply (Yes/No)	Issue requires discussion at next Joint Meeting with Licensing Board (Yes/No)
		Licensing Policy.  <b>Request for Removal</b>		
(4)	To receive reports from the Licensing Board containing relevant statistical information.	031110 – In discussion with Clerk to Licensing Board, sections 12 and 6(5) were cited as grounds to refuse statistical information being provided to the Forum		
(5)	To request an outline from the Licensing Board on measures it will employ to ensure compliance with the five licensing objectives.  This is being addressed as part of the review of the Statement of Licensing Policy.	An assurance has been given by the Board at the second joint meeting with the Forum that the current Licensing Policy makes appropriate references to the objectives. At the joint meeting with the Board on 23/4/10 it was confirmed that it will continue to monitor statistical trends in relation to crime and if possible health and other indicators in order to evaluate contributions to the achievement of the licensing objectives.		
(6)	Public Safety in the City Centre	Safer Aberdeen Forum Action Plan was circulated at last meeting (09/09/10) and is on agenda. Forum is asked to note information.		

No	Action/Decision agreed by Forum or Sub-Committee	Update/Outcome/Response	Referral to Licensing Board or Clerk (Yes/No) Reply (Yes/No)	Issue requires discussion at next Joint Meeting with Licensing Board (Yes/No)
(7)	Late Night Bus Services	A paper will be presented to Enterprise, Planning and Infrastructure on 9/11/10. Following that, an update will be sought.		
(8)	Policy Review	<p>The Sub-Committee and the Forum have considered Licensing Policy Statements from other Boards in Scotland. No significant gaps have been identified.</p> <p>The Forum is working on its contribution to the review of the Statement of Licensing Policy as the current Policy expires in November 2010.</p> <p><b>Request for Removal</b></p>		
(9)	Aberdeen Alcohol Strategy	The Forum or the Sub-Committee would benefit from considering the contributions the Forum can make to the achievement of the Strategy and this may require information on work in progress by other relevant bodies to avoid duplication of effort. For example work being undertaken by the Community Safety Partnership and by the		It would perhaps be of assistance to learn from the Licensing Board their approach to ensuring they are contributing to the achievement of the Aberdeen Alcohol Strategy and are monitoring progress.

No	Action/Decision agreed by Forum or Sub-Committee	Update/Outcome/Response	Referral to Licensing Board or Clerk (Yes/No) Reply (Yes/No)	Issue requires discussion at next Joint Meeting with Licensing Board (Yes/No)
		Community Safety Criminal Justice Sub-Group of the Aberdeen Alcohol and Drugs Partnership.		
(10)	<p>Staffing Levels – the Forum and the Sub-Committee noted that Aberdeen is the only city in Scotland to employ only one Licensing Standards Officer. Although information on staffing levels elsewhere in Scotland may be out-of-date there is no doubt the majority of local authority areas employ more than one Licensing Standards Officer.</p> <p>The Forum at its meeting on 25/2/10 noted the response set out in this Plan but agreed to write to the Chief Executive of the City Council now seeking her views on increasing the establishment of Licensing Standard Officers.</p> <p>The Chief Executive has asked the Director of Housing and Environment to reply to the Forum and thanked the Forum for drawing this matter to her attention.</p>	<p>A response to the issues raised was received on behalf of the relevant of Head of Service (Housing and Environment) in the City Council. The views of the Clerk to the Licensing Board were also sought. It was agreed it would be premature to formally request the Forum to write to the Chief Executive of the City Council requesting an increase in the number of Licensing Standards Officers employed by the City Council. The professional opinion is that as the Licensing (Scotland) Act 2005 has only been operational since 1/9/09, it is too soon to accurately assess workload. It is anticipated that demand for advice will decline and from experience in dealing with the trade there is evidence of a high level of co-operation and willingness to comply. The officers concerned have given a commitment to review the position to decide whether or</p>		

No	Action/Decision agreed by Forum or Sub-Committee	Update/Outcome/Response	Referral to Licensing Board or Clerk (Yes/No) Reply (Yes/No)	Issue requires discussion at next Joint Meeting with Licensing Board (Yes/No)
		<p>not to prepare a business case to support a request for additional staff resources. Meantime the Forum is asked to note that in addition to the Licensing Standards Officer one other officer has been trained in the Licensing Act duties. During 2010 more of his time will be freed up to undertake some of the duties. Other staff have also received elements of LSO training and this should facilitate a more proactive approach in relation to visiting licensed premises. The LSO's Line Manager will continue to monitor her workload which is standard Council practice. It is suggested the Forum may wish to review the position at its meeting on 11/11/10 as any approach to the City Council to consider enhancing staff resources could be considered then as part of the 2011/12 Budget process.</p>		
(11)	Irresponsible Promotions – The Forum agreed to ask the Clerk to the Licensing Board to comment on the legality and	The Depute Clerk to the Licensing Board has responded. He has pointed out there is nothing in the		This was discussed at the joint meeting with the Board on 23/4/10.

No	Action/Decision agreed by Forum or Sub-Committee	Update/Outcome/Response	Referral to Licensing Board or Clerk (Yes/No) Reply (Yes/No)	Issue requires discussion at next Joint Meeting with Licensing Board (Yes/No)
	feasibility of requiring applicants for premises licenses to submit an alcohol pricing plan.	mandatory licensing conditions regarding this. If it was considered appropriate (which it is not) it would be administratively unsustainable.  <b>Request for Removal</b>		
(12)	Terminal Hours – The Forum agreed to ask the Depute Clerk to the Licensing Board whether legislation would permit the imposition of staggered closing hours on different types of licensed premises.	The Depute Clerk to the Licensing Board has responded. He advises that Appendix 4 of the Board's Statement of Licensing Policy states the position regarding terminal hours. Core hours are set out in the premises operating plan and not by local conditions.  <b>Request for Removal</b>		This was discussed at the joint meeting with the Board on 23/4/10

ACTIONS FOR LICENSING FORUM INALCOHOL STRATEGY 2009 – 2019 AND IN ALCOHOL RELATED DISORDER IN THE CITY CENTRE ACTION PLAN

- (1) Reducing Consumption – The Licensing Board will consult widely on specific measures to deliver and enhance their policy including receiving advice from the Licensing Forum.
- (2) Prevention (a) – Encouraging developments to increase access to food and non-alcoholic drinks in clubs and the licensed premises at night in liaison with Unight, the Licensing Board and City Centre/Safer Aberdeen Forum.
- (3) Prevention (b) – Review to establish how a more preventative approach to over-consumption of alcohol can be devised in partnership between the Licensing Board and the trade.
- (4) Prevention (c) – Attract different types of premises to offer family orientated entertainment such as late night coffee shops, cafes, etc. in liaison with the Licensing Board, Unight, Safer Aberdeen Forum and Economic Development staff.

committees/aberdeen local licensing forum/Notes/workplan may 2010



**ABERDEEN CITY LICENSING BOARD LICENSING BOARD**

**MEETING, 21 SEPTEMBER 2010 at 10:30am in , the Town & County Hall, Union Street, Aberdeen, AB10 1AQ**

**Licensing (Scotland) Act 2005**

**List of Decisions**

**New Grant(s)**

<b>Premises</b>	<b>Applicant</b>	<b>Date Received</b>	<b>Decision</b>
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1	MATTHEW'S FOODS 136-138 CAUSEWAYEND ABERDEEN AB25 3TN	MATTHEW'S FOODS (SCOTLAND) LIMITED C/O RICHMOND, EVANS & CO 4 SOMERSET PLACE GLASGOW G3 7JT	12 May 2010	Granted Local Condition(s).
2	RILEYS 74-78 CHAPEL STREET ABERDEEN AB10 1SN	HELLISTER LTD C/O PAULL & WILLIAMSONS SOLICITORS NEW INVESTMENT HOUSE 214 UNION STREET ABERDEEN	20 July 2010	Granted Local Condition(s). Late Opening Conditions.

**ABERDEEN CITY LICENSING BOARD LICENSING BOARD**

**MEETING, 21 SEPTEMBER 2010 at 10:30am in , the Town & County Hall, Union Street, Aberdeen, AB10 1AQ**

**Licensing (Scotland) Act 2005**

**List of Decisions**

**Variation (Major)(s)**

**Premises**

**Applicant**

**Date Received**

**Decision**

	<b>Premises</b>	<b>Applicant</b>	<b>Date Received</b>	<b>Decision</b>
3	AUCHMILL GOLF CLUB BONNYVIEW ROAD HEATHRYFOLD ABERDEEN AB16 7FQ	AUCHMILL GOLF CLUB	20 July 2010	Granted
4	BHS 91/93 UNION STREET ABERDEEN AB11 6BD	BHS LIMITED C/O LINDSAYS WS SOLICITORS CALEDONIAN EXCHANGE 19A CANNING STREET EDINBURGH	1 July 2010	Granted
5	CINEWORLD CINEMA UNION SQUARE GUILD STREET ABERDEEN AB11 5RG	CINEWORLD CINEMAS LIMITED C/O STEVEN BUCHAN GENERAL MANAGER CINEWORLD CINEMA 26 FIRST LEVEL MALL UNION SQUARE	16 July 2010	Refused - Section 32 Not Approved

**ABERDEEN CITY LICENSING BOARD LICENSING BOARD**

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**Licensing (Scotland) Act 2005**

**List of Decisions**

**Variation (Major)(s)**

	<b>Premises</b>	<b>Applicant</b>	<b>Date Received</b>	<b>Decision</b>
6	COVE RANGERS FOOTBALL CLUB, SOCIAL AND RECREATIONAL CLUB 26 LOIRSTON ROAD COVE BAY ABERDEEN AB12 3NR	COVE RANGERS FOOTBALL CLUB, SOCIAL AND RECREATIONAL CLUB C/O PAULL & WILLIAMSONS LLP SOLICITORS UNION PLAZA 1 UNION WYND	21 July 2010	Granted
7	PINEHURST LODGE PITMEDDEN ROAD DYCE ABERDEEN AB21 0DP	LORNA IRENE CRAWFORD C/O MATTHEW COHEN & ASSOCIATES LIMITED SOLICITORS 269 HOLBURN STREET ABERDEEN	10 August 2010	Granted
8	PRIVATE EYES 2 30 BRIDGE STREET ABERDEEN AB11 6JN	DECADES (ABERDEEN) LIMITED	29 July 2010	Granted

**ABERDEEN CITY LICENSING BOARD LICENSING BOARD**

**MEETING, 21 SEPTEMBER 2010 at 10:30am in , the Town & County Hall, Union Street, Aberdeen, AB10 1AQ**

**Licensing (Scotland) Act 2005**

**List of Decisions**

**Variation (Major)(s)**

	<b>Premises</b>	<b>Applicant</b>	<b>Date Received</b>	<b>Decision</b>
9	RILEYS FIRST AND SECOND FLOORS BRIDGE PLACE ABERDEEN AB11 6HZ	VALIANT SPORTS LIMITED C/O HILL BROWN SOLICITORS 3 NEWTON PLACE GLASGOW G3 7PU	5 July 2010	Granted
10	SAINSBURY STORE UNIT W1 ST NICHOLAS CENTRE ABERDEEN AB10 1HW	SAINSBURY'S SUPERMARKETS LTD C/O SHEPHERD & WEDDERBURN LLP SOLICITORS 1 EXCHANGE CRESCENT CONFERENCE SQUARE EDINBURGH	21 July 2010	Granted
11	THE CO-OPERATIVE FOOD 107 GEORGE STREET ABERDEEN AB25 1HU	SOMERFIELD STORES LIMITED C/O HILL BROWN SOLICITORS 3 NEWTON PLACE GLASGOW G3 7PU	20 July 2010	Granted

**ABERDEEN CITY LICENSING BOARD LICENSING BOARD**

**MEETING, 21 SEPTEMBER 2010 at 10:30am in , the Town & County Hall, Union Street, Aberdeen, AB10 1AQ**

**Licensing (Scotland) Act 2005**

**List of Decisions**

**Variation (Major)(s)**

	<b>Premises</b>	<b>Applicant</b>	<b>Date Received</b>	<b>Decision</b>
12	THE CO-OPERATIVE FOOD 204 UNION STREET ABERDEEN AB10 1QS	SOMERFIELD STORES LIMITED C/O HILL BROWN SOLICITORS 3 NEWTON PLACE GLASGOW G3 7PU	19 July 2010	Granted
13	THE CO-OPERATIVE FOOD FORRESTERHILL ROAD CORNHILL ABERDEEN AB16 5HL	SOMERFIELD STORES LIMITED C/O HILL BROWN SOLICITORS 3 NEWTON PLACE GLASGOW G3 7PU	5 August 2010	Granted
14	THE FOUNDRY 43 HOLBURN STREET ABERDEEN AB10 6BR	MITCHELLS & BUTLERS RETAIL LTD C/O HILL BROWN SOLICITORS 3 NEWTON PLACE GLASGOW G3 7PU	29 July 2010	Granted

**ABERDEEN CITY LICENSING BOARD LICENSING BOARD**

**MEETING, 21 SEPTEMBER 2010 at 10:30am in , the Town & County Hall, Union Street, Aberdeen, AB10 1AQ**

**Licensing (Scotland) Act 2005**

**List of Decisions**

**Variation (Major)(s)**

**Premises**

**Applicant**

**Date Received**

**Decision**

	<b>Premises</b>	<b>Applicant</b>	<b>Date Received</b>	<b>Decision</b>
15	THE GAS LAMP 44 MARKET STREET ABERDEEN AB11 5PL	GOURMET KITCHENS LIMITED	28 July 2010	Granted
16	THE NEW GREENTREES VICTORIA STREET DYCE ABERDEEN AB21 7AA	STEPHLEN LIMITED C/O HARPER MACLEOD LLP SOLICITORS THE CA'D'ORO 45 GORDON STREET GLASGOW	23 June 2010	Granted

**ABERDEEN CITY LICENSING BOARD LICENSING BOARD****MEETING, 21 SEPTEMBER 2010 at 10:30am in , the Town & County Hall, Union Street, Aberdeen, AB10 1AQ****Licensing (Scotland) Act 2005****List of Decisions****Personal Licence(s)****Premises****Applicant****Date Received****Decision**

17

ALI HASSAN  
C/O NAWAABS RESTAURANT  
33 SUMMER STREET  
ABERDEEN  
AB10 1SB

25 May 2010

Refused due to relevant  
offence

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## Local Licensing Forum

### Meeting Dates For 2011

The undernoted dates are proposed as the meeting dates for the Local Licensing Forum.

All meetings will be held in the Town House, Broad Street, Aberdeen and will commence at 2.00 pm

#### 2011 Meeting Dates

Friday 25 February

Thursday 14 April

Thursday 23 June

Thursday 28 July

Thursday 8 September

Thursday 17 November

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**ABERDEEN LOCAL LICENSING FORUM  
CONSTITUTION**

The following sets out the Constitution for the ABERDEEN LOCAL LICENSING FORUM (hereinafter referred as "the Forum").

**1. NAME**

The name of the organisation shall be ABERDEEN LOCAL LICENSING FORUM.

**2. AGE**

In order to be eligible for membership of the forum, a person must be aged 16 years or above.

**3. GEOGRAPHICAL BOUNDARY OF THE FORUM**

The geographical boundary of matters that the Forum shall deal with shall coincide with the boundaries of Aberdeen City Council.

**4. TERMS OF REFERENCE**

The terms of reference of the Forum are as follows:-

- (i) to keep the liquor licensing system in Aberdeen under regular review and to respond to consultation exercises undertaken by the Aberdeen City Licensing Board and the Scottish Government as appropriate;
- (ii) to consider the implications of relevant local data and statistics provided by the local police force, the local Health Board and the various Aberdeen Drugs and Alcohol Groups;
- (iii) to meet the Aberdeen City Licensing Board at least once per year; and
- (iv) to give advice and make recommendations to the Aberdeen City Licensing Board in relation to any matters that the Forum considers appropriate, excepting individual licensing applications.

**5. MEMBERSHIP**

In terms of the Licensing (Scotland) Act 2005 ("the Act"), the Forum shall consist of not fewer than five and not more than twenty members from the various representative groups specified in the Act.

Members will be appointed at the first meeting of Aberdeen City Council following an election and will serve for the term of that Council, after which they will be eligible for re-election.

Any vacancies during this term may be filled by the Forum on behalf of Aberdeen City Council, and will run for the remainder of the term detailed above. The

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names and addresses of applicants for membership shall be submitted in writing to the Clerk to the Forum at least 14 days before the meeting of the Forum at which the vacancy is to be filled. In order to be eligible for membership of the Forum, a person should be currently employed in or be a duly appointed representative of one or more of the following groups, namely,

Deleted: Aberdeen City Council

The Chief Constable, persons having functions relating to health, education and social work, holders of premises licences and personal licences, persons resident within the Forum area or young people in the area of Aberdeen.

Notwithstanding the above, the Forum may invite representatives from other groups who may have an interest relevant to the Forum's general functions, to attend and participate in meetings of the Forum, but without voting rights.

The Licensing Standards Officer shall be appointed as a member of the Forum.

If any member of the Forum should miss three meetings consecutively, that person will be excluded from membership of the Forum on a permanent basis. This will not apply if the said member has arranged for a substitute to be present at the meetings.

#### 6. SUB-COMMITTEES

The Forum may, as it sees necessary, appoint Sub-Committees to carry out any of its functions.

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The quorum of all Sub-Committees shall be one half of the total membership.

#### 7. MEETINGS

(i) as laid out in the Licensing (Scotland) Act 2005, there shall be at least four meetings of the Forum per calendar year, including one meeting with the Licensing Board;

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(ii) notice of the place, time and date of meetings of the Forum will be given to every member not later than seven days prior to the meeting; and

(iii) any member unable to attend in person may appoint a substitute to attend on their behalf who can express their views. The Clerk to the Forum must be given prior notification of any substitutions;

(iv) all meetings of the Forum shall be open to members of the Press and Public.

(v) the quorum for a meeting of the Forum shall be one-half of the number of members (but in any case not fewer than three). No decisions will be taken at any meeting unless that meeting is quorate.

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#### 8. CONDUCT OF BUSINESS

Deleted: (vii) apologies intimated seven days prior to a meeting of the Forum will be recorded in the minutes.¶

Forum members will elect a Convener, and Vice-Convener at their first meeting in each calendar year.

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Meetings of the Forum are to be chaired by the Convener.

If the Office of Convener is vacant or for any other reason the Convener is unable to attend, a meeting of the Forum should be chaired by the Vice-Convener. If this is not possible, a meeting may be chaired by any other member present.

An Office Bearer may be removed from office at any of the Forum meetings or at a Special Meeting convened for this purpose at the requisition of at least half of the membership of the Forum, provided due intimation of such proposed alteration shall have been sent to each member at least seven days before such meeting.

Persons who have not been invited by the Forum to attend, and who wish to speak at a meeting of the Forum must contact the Clerk to the Forum one clear working day (excluding Saturdays and Sundays) prior to the meeting, to state the subject on which they wish to be heard.

#### **9. VOTING**

- (i) Each member present at a meeting shall be entitled to one vote. The Convener shall have a casting vote, except in cases of appointment of a member to any particular office, in which case the decision will be by lot;
- (ii) Voting shall be by way of a show of hands, but a roll call can be requested by any member of the Forum should they feel this appropriate.

#### **10. POWERS AND DUTIES OF THE CONVENOR**

It shall be the duty of the Convener to:-

- (i) preserve order, and to ensure that every member of the Forum shall have a fair hearing;
- (ii) decide all matters of order, competency and relevancy;
- (iii) decide between two or more members of the Forum wishing to speak by calling on the member who has first caught his or her eye; and
- (iv) ensure that due and sufficient opportunity is given to members of the Forum who wish to speak to express their views on the subject under discussion.

The decision of the Convener on all matters within his or her competency shall be final, and shall not be open to question or discussion.

#### **11. AGENDAS AND MINUTES**

Any items to be included in the agenda for meetings of the Forum shall first be submitted to the Clerk of the Forum no later than fourteen days prior to the date of any scheduled meeting.

No items may be otherwise included in the agenda for any meeting of the Forum, save at the discretion of the Convener on the grounds of urgency.

A Minute of each meeting will be prepared by the Clerk to the Forum, and the draft Minute circulated with the agenda for the following meeting. Agendas and Minutes will be published on the Aberdeen City Council Website.

**12. ALTERATIONS TO CONSTITUTION AND POWERS TO MAKE OR AMEND RULES**

The Forum shall have the power to alter the Constitution of the Forum and to make or amend rules relating to the conduct and administration of the Forum at any of its meetings, or at a Special Meeting convened for this purpose at the requisition of at least half of the members of the Forum, the proposed alteration being included on the agenda prior to such meeting.

All such alterations require to be approved by at least half of the members of the Forum present and voting. The Forum shall not be permitted to alter the Constitution if such alteration would conflict with the terms of the Act.

commserv/COMMITTEE/Licensing Forum/Miscellaneous/licensing forum constitution

## **Local Licensing Forum Report on availability of information from other Forums**

### **Background**

Under the Licensing (Scotland) Act 2005 each Council must establish a Local Licensing Forum for their area. The Forum must meet regularly (at least 4 meetings in each calendar year). The purpose of this report is to identify which information regarding Licensing Forums in other areas is available. The Licensing Forum felt it would be beneficial to see how other Forums deal with similar issues.

### **Aberdeenshire Council**

Aberdeenshire is divided into three licensing divisions and, instead of establishing one Local Licensing Forum for the area, the Council established 3 separate Forums for each licensing division; North, Central and South Aberdeenshire.

Aberdeenshire.gov.uk, the Aberdeenshire Council's website, provides access to agendas and minutes for all three Licensing Forums. These appear to be quite up-to-date and easily accessible.

### **Highland Council**

Highland.gov.uk publishes the agendas and minutes of its Forum onto their website though these do not appear to be completely up-to-date (most recent agenda is July 2010 and most recent minute is 2009).

### **Dundee City Council**

Dundee.gov.uk also provides copies of agendas and minutes of their Licensing Forum on their website, although I found the agendas quite difficult to find because they are contained with all other council agendas in a chronological basis. This would then entail needing to know the dates of the meetings beforehand.

### **Moray Council**

Moray.gov.uk also has their agendas and minutes available on their website. They appear to be relatively up-to-date. Moray Council also run an online discussion board for Licensing issues. The discussion board ensures that the people of Moray are able to contribute to the system and make their thoughts known, so that the views and concerns of the community can be properly heard and represented. All entries are directed to the most appropriate member and then the query and response are held on the system so that interested parties may view them.

### **Conclusion**

In conclusion, this report shows that, although differing slightly in timeous nature, each Licensing Forum provides both agendas and minutes for their operations. This information is within the public domain and available for all interested parties to view.

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# Agenda Item 9

Your Ref. GW/170910  
Our Ref. Grant Webster  
Contact gwebster@aberdeencity.gov.uk  
Email 01224 522607  
Direct Dial 01224 523931  
Direct Fax

**17 September 2010**

Aberdeen City Council  
Town House  
Broad Street  
Aberdeen AB10 1FT  
Tel 01224 522000  
[www.aberdeencity.gov.uk](http://www.aberdeencity.gov.uk)

Dear,

At the most recent meeting of Aberdeen City's Local Licensing Forum, the proposal for minimum pricing on units of alcohol was discussed extensively.

The members of Aberdeen City's Local Licensing Forum strongly believe that the setting of a minimum price would go some way to alleviating the pressures on Scotland's culture of alcohol misuse which is as apparent in Aberdeen as any other major Scottish city. According to recent surveys, the cost of alcohol misuse to Scotland's economy and public services is £2.25 billion each year, with 3,000 deaths, 42,000 hospital stays and 110,000 GP visits directly linked to alcohol. At the same time, alcohol is 70% more affordable than in 1980 – and during the same period consumption has increased by around 20%.

The Scottish Government's proposals for minimum pricing per unit of alcohol have the overwhelming support of the medical profession, including all four UK Chief Medical Officers, the BMA, the Royal Colleges of Nursing, Physicians, Surgeons and GPs, the Faculty of Public Health, the British Liver Trust, the Association of Chief Police Officers in Scotland, and the World Health Organisation.

As we understand it, the Alcohol Etc. (Scotland) Bill is currently on stage 2 and will be considered by Parliament on 1 October 2010.

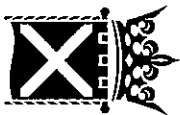
The members of the Aberdeen City Local Licensing Forum at the meeting of 9 September 2010 unanimously agreed to show their support for minimum pricing and to urge you to support it also. With your support we can all work together towards a healthier and safer Scotland.

Thank you for your time.

**Grant Webster**

Clerk to the Aberdeen City Local Licensing Forum

NOT Licensing



The Scottish Parliament  
Pàrlamaid na h-Alba  
**Nicol Stephen MSP**



Grant Webster  
Clerk  
Aberdeen City Council Local Licensing Forum  
Aberdeen City Council  
Town House  
Broad Street  
ABERDEEN AB10 1FT

27 September, 2010

Dear Mr Webster

Thank you very much for your letter of 17 September of behalf of the forum. I appreciate you taking the time to contact me to relay the forum's views on the minimum pricing of alcohol.

The comments are most helpful.

With my very best wishes

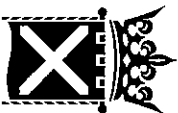
Yours sincerely

*RS* Nicol Stephen  
MSP for Aberdeen South constituency

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Address for correspondence: 173 Crown Street, Aberdeen AB11 6JA  
Telephone: 01224 252728 Fax: 01224 590926  
Email: [Nicol.Stephen@scottish.parliament.uk](mailto:Nicol.Stephen@scottish.parliament.uk)

Our reference: CL/1002/10  
Your Reference:

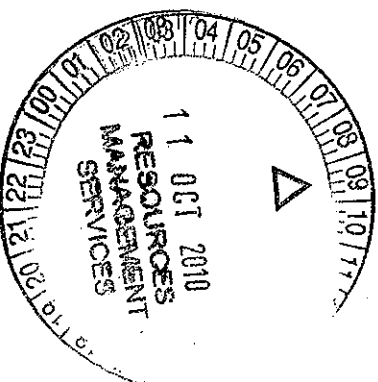


The Scottish Parliament  
Pàrlamaid na h-Alba

**Brian Adam MSP**  
Aberdeen North

Grant Webster  
Clerk to Aberdeen City Local Licensing Forum  
Town House  
Broad Street  
Aberdeen  
AB10 1FT

8 October 2010



Dear Mr Webster,

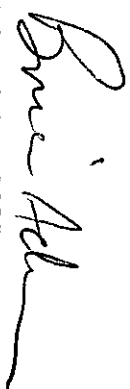
### Minimum Pricing on Units of Alcohol

Thank you for your letter of 17<sup>th</sup> September informing me that Aberdeen City's Local Licensing Forum had discussed the proposal for minimum pricing on units of alcohol. I am delighted to hear that they are in favour of the Scottish Government's proposals.

The Alcohol Etc (Scotland) Bill was considered by the Health and Sport Committee on 5<sup>th</sup> October and Stage 2 of its progress is now complete. I look forward to the Bill now coming before the entire Parliament for its final Stage in the near future and having the opportunity to vote on it.

I can assure you that I am entirely supportive of the principle that a minimum price should be introduced and intend to vote accordingly.

Yours sincerely

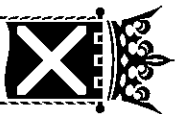
  
Brian Adam MSP  
Aberdeen North

Aberdeen North Constituency Office  
SNP Parliamentary Office  
825-827 Great Northern Road  
ABERDEEN  
AB24 2BR  
Tel 01224 789457  
Fax 01224 696397

Parliament Headquarters  
The Scottish Parliament  
EDINBURGH  
EH99 1SP  
Tel 0131 348 5692  
Fax 0131 348 5735

Email: [Brian.Adam.msp@scottish.parliament.uk](mailto:Brian.Adam.msp@scottish.parliament.uk)

**Fighting for Aberdeen North Working for You**



The Scottish Parliament  
Pàrlamaid na h-Alba

Grant Webster  
Clerk to Aberdeen City Local Licensing Forum  
Aberdeen City Council  
Town House  
Broad Street  
Aberdeen  
AB10 1FT

8 October 2010

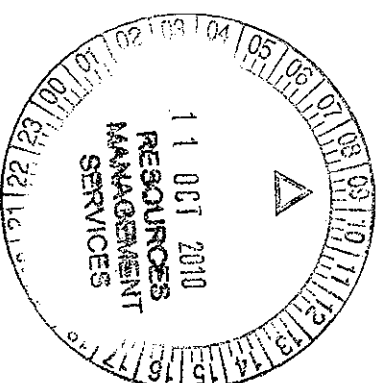
Dear Mr Webster,

Thank you for contacting me on behalf of the Aberdeen City Local Licensing Forum, regarding the Alcohol (Scotland) Bill. I strongly agree that further action is required to tackle harmful drinking in our communities.

Although I support the majority of measures in the Alcohol Bill, including provisions to restrict quantity discounts and promotions encouraging people to drink more than they otherwise would, I have a number of concerns regarding the specific measure of minimum unit pricing as proposed by the Scottish Government.

While minimum unit pricing may appear initially attractive, its predicted impact and benefits are not based on empirical evidence but on economic modelling carried out by Sheffield University. The research assumes that the heaviest drinkers are most sensitive to price increases. However, as evidence to the Scottish Parliament's Health and Sport Committee has confirmed, this is not an assumption which is universally accepted. During a visit to Finland, the committee were presented with evidence, that while a big reduction in tax in Finland was followed by a substantial rise in consumption, with evident harmful results, a subsequent increase in price was not accompanied by an equal and opposite reduction in consumption or harm.

Other evidence provided to the Health and Sport Committee has shown that price is not the main reason for Scotland's more acute problem with alcohol abuse, as prices are broadly similar across the UK. Independent research has shown that a minimum unit price of 45p would see supermarkets benefit from a £140m windfall in the first year of its implementation. Not a single penny would be diverted to the police or NHS. The proposed policy would not provide extra health or addiction services, or extra police on our streets. Although I favour using price to limit the consumption of alcohol, I believe that should be done on a consistent basis, through taxation, and that the revenue should be invested in the facilities and services that we need.



On 22 September 2010, the Health and Sport Committee voted in favour of an amendment to remove minimum unit pricing from the Alcohol Bill. The minimum unit pricing proposal has now been voted down twice in the Scottish Parliament, once in the chamber by all MSPs, and a second time by the Health Committee. We now need to move on to discuss proposals which can attract broader support.

One particular area that Labour is keen to explore beyond the issue of minimum unit pricing is the banning of caffeinated alcohol products. These products are priced well above 45p per unit but clearly have particular appeal among young people and in certain parts of the country. The McKinley Report found that one particular brand of caffeinated alcohol was linked to 43% of drink-related crime committed by young offenders and Strathclyde Police noted that this product was involved in the equivalent of three crimes per day.

Numerous independent studies have highlighted the dangers of drinking energy drinks with alcohol. NHS Scotland's Director for Public Health has agreed with this view stating; "we think there is sufficient information to support regulation to restrict the amount of caffeine in combination products." However, despite the clear evidence, the SNP Government chose to vote down the amendment calling for the restriction of caffeinated alcohol products at stage 2 of the Bill.

As well as additional measures, I also think we need to see more effective enforcement of current legislation, including the 2005 Licensing (Scotland) Act. I would like to see the National Licensing Forum re-established, and a wide range of interventions in the areas of advertising, licensing, criminal justice, social work, healthcare and education. On that basis, I look forward to an Alcohol (Scotland) Bill emerging from the parliamentary process in a form we can all support.

Yours Sincerely



Lewis Macdonald MSP  
Aberdeen Central

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# **SAFER ABERDEEN FORUM**

## **Maintaining a Safe and Secure Aberdeen City Centre at Night**

### **ACTION PLAN**

## City Centre Action Plan

### 1. Partnership Working

Theme Lead: Neil Carnegie

ACTION		LEAD	TIMESCALE	COMMENTS	REF
1.2	Develop a media and communications strategy.	Neil Carnegie	8 October 2010	This must include a calendar of partners' media campaigns including risks associated with drunkenness. New technologies such as blue tooth should also be used.	P1 P3 I11
1.3	Six monthly night time patrols by Aberdeen City Council, Grampian Police and other relevant stakeholders to identify environmental factors affecting safety e.g. street lighting levels.	Neil Carnegie	1 October 2010		E22

### 2. Data and Information Sharing

Theme Lead: Cheryl Smith

ACTION		LEAD	TIMESCALE	COMMENTS	REF
2.1	Review and develop strategic and tactical assessments used by the community safety partnership to ensure that hot spots are regularly identified, analysed and recommendations for actions are made. The information to be analysed should be collected from various relevant sources including NHS Grampian, Scottish Ambulance Service, Grampian Police and Aberdeen City Council.	Margaret-Jane Cardno	31 August 2010	Draft strategic assessment to be complete by mid September and risk assessment to identify priorities on 5 October 2010.	I12 I15 E19



**3. Licensed Premises**  
**Theme Lead: Shelly Wall**

ACTION		LEAD	TIMESCALE	COMMENTS	REF
3.1	Increase capacity of Licensing Standards Officers to undertake LSO tasks below.	Andy Gilchrist	Ongoing	Andy Gilchrist to obtain numbers of LSOs in other authorities to benchmark provision in Aberdeen. LSO post funded by licensing fees.	P4 I14 R24
3.2	Grampian Police and Licensing Standards Officers to prioritise engagement with licensee representatives in hot spot areas.	George MacDonald & Carol Jackson	This action is dependant on 3.1		P4 R24
3.3	Improve communication between Licensing Standards Officer and licensee representatives. This may include a frequent newsletter or open surgeries and would help provide clarity on aspects of new licensing legislation.	Andy Gilchrist	This action is dependant on 3.1		P7
3.4	Undertake quality checks of licensed premises CCTV to assist ability to gather evidence of incompliance with relevant legislation and poor practice. This information may then be used in relevant legal proceedings, licensing hearings and in direct discussions with licensee representatives.	George MacDonald	TBC	Grampian Police to advise if they should/can undertake this task.	E20
3.5	Discourage heavily discounted drinks promotions and more closely scrutinise premises that run these.	Andy Gilchrist	This action is dependant on 3.1	Unight recently asked Licensing Board to make it a condition of the license that all late night venues be members of Unight Aberdeen. The Unight Charter won't allow members to sell discounted drink promotions.	P4 R24
3.6	Identify premises with inadequate management of outside smoking space and entry and exit points and provide appropriate guidance/use relevant enforcement powers.	Andy Gilchrist	This action is dependant on 3.1		New action

3.7	Identify premises with ineffectively managed and controlled pavement licensed areas and provide appropriate guidance/use enforcement powers.	Andy Gilchrist	This action is dependant on 3.1		New action
3.8	Ensure that all licensed premises have effective drugs management policies in place/ provide advice to licensed premises on good practice in relation to drugs management.	Andy Gilchrist	This action is dependant on 3.1	Complete	New action
3.9	Discourage vertical drinking premises as research has shown that vertical drinking venues encourage people to consume more.	Andy Gilchrist	This action is dependant on 3.1		P4 P6
3.10	Establish a city centre licensee's forum to enhance communication within the trade and with other as part of the Bar Watch 24/7 scheme.	Cheryl Smith	30 September 2010		E19 P7
3.11	Increase promotion of membership of Safer Aberdeen Bar Watch 24/7 scheme, ShopSafe Radio Link and Best Bar None.	Cheryl Smith	Ongoing	40 premises stated an interest in participating in BBN which is an increase from 2009	P4 I14 R24 P3
3.12	Request all door staff and transport marshals to wear similar/uniform high visibility clothing.	George MacDonald	31 July 2010	Requested at SIA meeting but rejected. Alternative proposal such as wearing high visibility arm band being developed.	P4
3.13	Stagger premises closing times using safety records and participation in good practice initiatives as determinants of extended hours.	Licensing Board	31 July 2010	Request also to be included in 3.16.	P6
3.14	Encourage use of body worn video systems by door staff and explore sources of funding for systems which could be loaned to premises as required.	Cheryl Smith	31 July 2010	Safer Streets funding from the Scottish Government may present a funding opportunity.	P4
3.15	Encourage premises to provide a 'chill out' time where internal noise levels and temperature are lowered towards the end of the evening. Soft drinks, water and coffee supplied/promoted.	Shelly Wall	31 July 2010	Unight have considered but this will not to be taken progressed.	P6

3.16	Write to Licensing Board proposing good practice licensing practice which would contribute to enhanced safety for consideration of adoption in licensing policy.	Neil Carnegie	31 July 2010	Initial meeting to discuss this was held in Spring 2010.	P6
3.17	Licensing policy review.	Licensing Board	31 December 2010	Licensing policy should be reviewed each three years and is next due by 31 December 2010.	P6
3.18	Develop processes to assist ensuring Grampian Police license contact details on licensing database are kept up-to-date.	George Macdonald	31 July 2010	Police maintain a database on licenses. As part of the licensing policy review a request will be made that premises must advise on changes to personal license holders.	New action
3.19	Increase enforcement in relation to serving alcohol to drunken people.	George MacDonald	31 July 2010	Grampian Police to provide statistical information to Safer Aberdeen Forum in October 2010.	New action
3.20	Research number of incidents dealt with A&E relating to blunt head trauma and adopt relevant strategies as required to reduce occurrences. Eg Promote use of polycarbonate drinking vessels.	Cheryl Smith	31 July 2010		P3

#### 4. Policing Strategies

##### Theme Lead: George MacDonald

ACTION	LEAD	TIMESCALE	COMMENTS	REF	
4.1	Enhance information sharing between Police licensing department and analysts to ensure alcohol-related incidents recording where arrested individuals had their last drink and duty sergeant feedback sheets are fed into tactical assessments to be used by the community safety partnership.	Margaret Jane Cardno	Ongoing	This will be the next stage once ratification of community safety strategic assessment takes place	E20
4.2	Research effective dispersal strategies and adopt most relevant.	Cheryl Smith	October 2010	Unight and Bar Watch members could be engaged to implement	P7

				appropriate strategies. Need to specifically explore what can be done to manage dispersal of people from clubs which open out onto Union Street.	
4.3	Police patrolling with body worn video recording cameras.	George MacDonald	1 June 2010	Pilot of the above is due to being 1 <sup>st</sup> June for 12 months primarily involving weekend policing.	E20

### 5. Capable Guardians and Street Welfare

#### Theme Lead:

ACTION	LEAD	TIMESCALE	COMMENTS	REF	
5.1	Create a café culture within city centre incorporating a wide range of evening and night time activities that appeal to different ages and social groups.	Tom Moore, City Centre Manager	31 March 2011	Draft policy produced and to be reported to Council committee for approval.	P8 I18 P9
5.2	Introduce SOS bus.	George MacDonald	Ongoing – to update the group as project progresses	Funding contribution may be available through BID funds.	I16
5.3	Explore feasibility of pedestrianisation of Langstane Place during night-times.	Doug Ritchie	31 December 2010		P10
5.4	Enhance street lighting at Windmill Brae, Bridge Place, Dee Street and Bon Accord Street.	Brian Strachan	Survey ongoing	Safer Streets funds may be used to enhance street lighting.	P10

### 6. CCTV

#### Theme Lead: Colin Walker

ACTION	LEAD	TIMESCALE	COMMENTS	REF	
6.1	Modernise public space CCTV	Colin Walker	Ongoing	Report on current system and recommended future requirements due by 31 August 2010.	I13

### 7. Underage Drinking

#### Theme Lead: George MacDonald

ACTION		LEAD	TIMESCALE	COMMENTS	REF
7.1	Ensure that all licensed premises operate a Challenge 21/25 scheme with appropriate signage; refusal logs are maintained; underage and non-alcohol drink nights are controlled and managed effectively and all staff training is provided with auditable training records kept.	Carol Jackson & Cheryl Smith	This action is partly dependant on 3.1		R24
7.2	Grampian Police and Trading Standards to target under-age drinking and conduct test purchases at licensed on sales premises based on intelligence.	George MacDonald	Update to be provided at next meeting	Grampian Police Chief Superintendent to consider a proposal on taking this forward.	E21 P2

### 8. Transport

Theme Lead: Scott Ramsay

ACTION		LEAD	TIMESCALE	COMMENTS	REF
8.1	Review city centre night time transport provision involving liaison between bus companies and taxi providers and scope options for public transport at peak times during the night and use of alternative payment schemes	Scott Ramsay	Update to be provided at next meeting. It is proposed to report options to E,P&I Committee in Nov 10.	Draft report complete and to be circulated to the group. Unight to assist publicising services.	P5
8.2	Introduce additional weekend night time taxi rank at west bound side of Union Street.	Scott Ramsay	31 March 2011	Funds required to upgrade cctv at proposed new rank.	I18
8.3	Identify sources of funding for transport marshals for proposed new taxi rank.	Neil Carnegie	30 September 2010		P5

### 9. Offenders & Victims

Theme Lead: Cheryl Smith

ACTION		LEAD	TIMESCALE	COMMENTS	REF
9.2	Explore the feasibility of naming and shaming persistent offenders through Bar Watch 24/7 scheme.	Cheryl Smith	October 2010		E22
9.3	Review and develop information sharing around	Margaret Jane	Ongoing	This will be the next stage once	E22

	repeat offenders and victims in the night time economy ensuring that this is included within tactical and strategic assessments.	Cardno		ratification of community safety strategic assessment takes place	E19
9.4	Liaise with NHS Grampian to ensure posters are displayed within A&E advising victims of violence on available Victim Support services.	Andy Verreydt	October 2010	NHS Grampian have given agreement. Cheryl looking into this	E19

**10. Fast Food Outlets**  
**Theme Lead: Cheryl Smith**

ACTION		LEAD	TIMESCALE	COMMENTS	REF
10.1	Review closing times of fast food outlets.	Licensing Committee	Neil to provide update at next meeting	Proposal to change closing times rejected.	P6
10.2	Secure funding for staff training on conflict management and personal protection.	George MacDonald	31 December 2010	Safer Streets funding from the Scottish Government may present a funding opportunity.	New action

## ABERDEEN CITY COUNCIL HOUSING & ENVIRONMENT

<b>MEETING TITLE:</b>	Safer Aberdeen Forum	<b>MEETING DATE:</b>	6 August 2010
<b>PARTICIPANTS:</b>	Neil Carnegie, Tom Moore, John Michie, Shelly Wall, Fraser Hogan, Sandy Kelman, Inspector Jim Fraser, Scott Ramsay, Lorna Graham, John McCullough		
<b>APOLOGIES:</b>	Cheryl Smith, Steven Shaw, Vycki Shade, Alison Light, Chief Inspector George Macdonald		
<b>COPIES TO:</b>			

NO.	AGENDA ITEM	ACTION/DECISIONS	BY WHOM	WHEN	LINKS TO OTHER GROUPS
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NO.	AGENDA ITEM	ACTION/DECISIONS	BY WHOM	WHEN	LINKS TO OTHER GROUPS
1.	ACTION PLAN UPDATE	<p>The group reviewed the action plan.</p> <p>Tom Moore to provide Neil Carnegie with BID communications plan.</p> <p>Information collected about Licensing Standards Officers provision in other areas initially indicates provision in Aberdeen is low. Neil to continue working with environmental colleagues with an aim to prepare a case for additional resources.</p> <p>Jim Fraser to discuss action 3.4 with George Macdonald to decide what assistance the police general enquiries department could give to quality checking of CCTV. Feedback to be given at next meeting.</p> <p>Cheryl Smith to explore attachments available for radios so they can be securely fastened to clothing, jackets, etc.</p> <p>Jim Fraser advised that at a recent SIA meeting his colleague had raised the issue of all door staff in all venues adopting standardised high visibility uniform. This was rejected but at least one club has its door staff wearing high visibility jackets. John McCulloch highlighted that it would be very useful if door staff had suitably distinguishing clothing so that emergency services can more quickly identify them. Tom Moore to research and provide potential solutions. High visibility arm bands could be an option to suggest again at the SIA meeting. The meeting also highlighted the need for premises to be properly managing risk within their premises, making relevant arrangements in their operating plans and practicing emergency drills to test arrangements in place.</p> <p>Use of body worn video to be discussed at the next Unight meeting.</p> <p>Neil Carnegie to discuss concerns raised about queues of people at the same time as queues of taxis with Secrigroup, transport marshal providers.</p> <p>Neil Carnegie to liaise with Council's licensing team about the consultation on the licensing policy review. Neil and Sandy Kelman to liaise about respective submissions.</p> <p>Cheryl Smith to research relevant dispersal strategies and particularly in relation to clubs that open out onto busy streets such as Union Street.</p>	<p>Tom Moore</p> <p>Neil Carnegie</p> <p>Jim Fraser/ George Macdonald</p> <p>Cheryl Smith</p> <p>Tom Moore</p> <p>Shelly Wall</p> <p>Neil Carnegie</p> <p>Neil Carnegie</p> <p>Cheryl Smith</p>	<p>August 2010</p> <p>Ongoing</p> <p>For next meeting</p> <p>For next meeting</p> <p>For next meeting</p> <p>Next Unight meeting</p> <p>August 2010</p> <p>August 2010</p> <p>August 2010</p>	



NO.	AGENDA ITEM	ACTION/DECISIONS	BY WHOM	WHEN	LINKS TO OTHER GROUPS	
	<b>ACTION PLAN UPDATE (CONTINUED)</b>	<p>Tom Moore to circulate Council Committee report about the 'café culture' around forum for comments.</p> <p>Neil Carnegie to ask James Duce to provide an email overview and update on the SOS bus project.</p> <p>Scott Ramsay to circulate to the Forum his report on night time bus services. Shelly to discuss through Unight how premises can raise awareness of these services. Scott to provide information on current service arrangements to Shelly.</p> <p>Scott Ramsay to provide Neil Carnegie with funding requirements for upgraded CCTV for the proposed fourth night time/weekend taxi rank on Union Street.</p> <p>Lorna Graham to explore further premises requiring litter bins to comply with planning/licenses but don't. Update required for next meeting.</p>	<p>Tom Moore</p> <p>Neil Carnegie</p> <p>Scott Ramsay/ Shelly Wall</p> <p>Scott Ramsay</p> <p>Lorna Graham</p>	<p>August/ September 2010</p> <p>August 2010</p> <p>August 2010</p> <p>August 2010</p> <p>For next meeting</p>		
2.	<b>SAFER STREETS FUNDING</b>	Neil Carnegie informed the group that he expected that the Scottish Government would be making an announcement soon about funding available to community safety partnerships to enhance responses to alcohol fuelled disorder over the festive period and through to March 2011. Last year Aberdeen received £24k. The plan already identifies potential use of this funding. Eg Body worn video, staff training on conflict management. Neil to provide more information following announcement on funding.	Neil Carnegie	September 2010		
3.	<b>AOB</b>	Neil Carnegie invited Forum members to put forward items for the agenda in advance of meetings.				
<b>MINUTE TAKER:</b>		Neil Carnegie	<b>TIME:</b> <b>DATE OF NEXT MEETING:</b>	10am 8 October 2010	<b>VENUE:</b>	

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