

## **LOCAL LICENSING FORUM**

Present: Craig Adams, Ken Eddie, Gerard Rattray, Heather Manning, Mairi MacLeod, Sergeant Barry Skinner, Fraser Hoggan, Linda Smith and David Wright.

Also Present: Heather Wilson, ADP/Public Health and Lynsey McBain, Clerk to the Forum.

Apologies: Sandy Kelman, JP McGivney, Garry Burnett, Councillor Martin Greig, Barry Black, Allan McIntosh and Diane Sande.

**As the meeting was not quorate as per the constitution, the Forum were advised that any decisions made would be deferred to the next meeting for approval.**

### **APPOINTMENT OF CHAIRPERSON**

1. Due to the absence of the Convener, the Vice Convener took to the chair for the meeting.

### **NON ATTENDANCE**

2. The Forum noted that this was the third consecutive meeting that Allan McIntosh had been absent from and had not sent a representative. Members discussed his future on the Forum and agreed that the clerk write out to Mr McIntosh to advise him of the situation and to emphasise the importance of attending future Forum meetings. As the Forum was unable to make any decisions today, the position would be assessed at the next meeting.

### **MINUTE OF THE PREVIOUS MEETING OF 6 SEPTEMBER 2012**

3. The Forum had before it the minute of the previous meeting of 6 September, 2012.

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

to agree the minute as a correct record.

### **AGENDA AND MINUTE OF LICENSING BOARD MEETING OF 21 AUGUST 2012**

4. With reference to article 4 of the minute of the previous meeting, the Forum had before it, the minute of the Licensing Board of 21 August 2012, for information.

**The Forum resolved:-**

to note the minute.

## **WORKPLAN/DECISION SHEET**

5. With reference to article 5 of the minute of the previous meeting, the Forum had before it an updated workplan.

**The Forum resolved:-**

to note the workplan.

## **RESPONSE FROM LICENSING BOARD**

6. The Forum had before it, a copy of the response letter received from the Licensing Board, following requests put forward to the Licensing Board from the Forum after the last meeting.

The first point put to the Licensing Board was that the Licensing Board set up a sub-group involving members of the Licensing Board and Forum in order to explore intelligence/data that is required to assist the Licensing Board in preparation for its work on drafting the updated Licensing Board Policy due to be published in November 2013. In response the Board had agreed that a sub-group be set up to consider what relevant evidence can be provided to the Board in order for Members to assess and decide upon policy, and that four members would be at the first meeting to listen to suggestions on how the process can best be achieved. It concluded that its members should not involve themselves in the operational side of the process.

Secondly, the Licensing Forum requested that the Licensing Board formally acknowledge the recently refreshed publication of the Aberdeen City ADP Alcohol Strategy and endorse that they are in agreement with its aims and objectives. In response the Board acknowledged the Aberdeen City ADP Alcohol Strategy and supported its aims and objectives.

Thirdly the Licensing Forum requested that the Licensing Board formally acknowledged the results from the recently published Aberdeen City Voice questionnaire 26 (Alcohol purchase and promotion) and agree that the information should be considered as part of the intelligence/data which will help to inform it in the work it will do in preparing for the drafting of the updated Licensing Board Policy. In response the Board advised that they acknowledged the above statement and agreed that its results would contribute to the information to be assessed in preparation of the Policy.

Finally, The Licensing Forum requested that the Licensing Board arranged for a statistical mapping exercise to be carried out on (a) off sales and (b) on sales, across Aberdeen City. The mapping of the off-sales should detail the location of the premise and total square area of 'shelf space' used at each location for the purposes of selling alcohol. The Licensing Forum considers that the collation of this statistical data would

prove extremely useful in relation to work needed to be done in preparation for the new policy statement, especially around the section on overprovision. In response the Board acknowledged that statistical data was important especially when assessing overprovision and noted that this matter could be one of the items discussed at the first meeting of the sub-group.

**The Forum resolved:-**

- (i) to request that the Clerk of the Forum contact the Clerk to the Licensing Board to obtain the names of the four members attending the sub-group; and
- (ii) to request that the Clerk set up the first meeting of the sub-group, preferably before the end of 2012, and to advise members in due course.

**ALCOHOL FOCUS SCOTLAND**

7. The Forum had before it for information, a copy of the Licensing Resource Toolkit from Alcohol Focus Scotland based on Using Evidence to Support Policy and Decision Making.

The document advised that this was the second part of a toolkit which Alcohol Focus Scotland was developing to provide more guidance on public health and licensing and to build on the report launched year named Rethinking Alcohol Licensing.

**The Forum resolved:-**

to note the contents of the report.

**STATEMENT OF LICENSING POLICY TIMELINE**

8. The Forum had before it for information, a copy of the statement of Licensing Policy which outlined the timeline.

The paper advised that Scottish Licensing law required that every Licensing Board publish a policy every three years setting out how it would seek to promote the five licensing objectives. The new policy is due in November 2013.

The paper set out timelines as guidance.

**The Forum resolved:-**

to note the information.

**DATES FOR 2013**

9. The Forum had before it the dates for the future meetings to be held in 2013 for approval, which would all commence at 2pm.

The dates were noted as:-

- Wednesday 13 February

- Wednesday 24 April
- Wednesday 19 June
- Wednesday 11 September
- Wednesday 20 November

**The Forum resolved:-**

to approve the dates for 2013.

**LICENSING OBJECTIVE 1: PREVENTING CRIME AND DISORDER**

10. The Forum heard from Sergeant Barry Skinner, Grampian Police in relation to Licensing Objective 1, Preventing Crime and Disorder.

Sergeant Skinner advised that in relation to offences and trends, the amount of serious assaults in the city centre had reduced over the past five years, with 30 recorded in 2007 and 14 in 2012. In relation to serious assaults within licensed premises, it was noted that in August 2012, there were 25 recorded, and in both September and October the recorded assaults were 35.

Members questioned why there was an increase during September and October, and discussed the student population arriving in Aberdeen during these months. In particular, members discussed Fresher's Week, which draws lots of students to the city centre.

Fraser Hoggin explained that he had liaised with Aberdeen University about alcohol misuse amongst students, to see what they could do in future to help with the number of internal issues etc.

Sergeant Skinner explained that social media messages were often used to get messages regarding sensible alcohol use across to students.. He also noted that it was vital to change the mindset with students for Fresher's Week and beyond.

Fraser Hoggin added that the Alcohol and Drug Partnership was currently trying to engage with the local universities and colleges, and had asked them to look at statistics around Counselling Services, in relation to alcohol issues.

**The Forum resolved:-**

- (i) to request that Fraser Hoggin continue to liaise with the local universities and Aberdeen College and to feedback to the Forum with any information, including any data received in relation to the Counselling Service;
- (ii) to request that this item be added to the June 2013 agenda for discussion, notably before Fresher's Week in September;
- (iii) to request that the Forum delegate the task of looking at (1) spikes in trends with alcohol and (2) events such as Halloween, mad Friday and St Patrick's day, to the Sub Group of the Forum, and to feed any information back to the Licensing Board; and
- (iv) to otherwise note the information provided.

**LICENSING OBJECTIVE 2: SECURING PUBLIC SAFETY**

**11.** The Forum had before it a tabled update from Diane Sande, Licensing Standards Officer in relation to Licensing Objective 2, Securing Public Safety.

The update advised that since the September meeting of the Forum (a) there had been no Notices Issued, (b) 20 visits had taken place since the last meeting to a variety of premises, (c) there had been several meetings with premises managers and or licence holders to discuss complaints, promotions or general advice relating to signage, staff training and policies within licensed premises, (d) there had been Review Hearings for four premises on 2 and 9 October, (e) outstanding payment of annual fees was a current issue and there would be Review Hearings for all premises which had failed to pay on time, (f) Licensing Standards Officers (LSO's) continued to meet on a monthly basis with the police and weekly with the Noise Pollution Team and (g) a conference named Big Review Glasgow was being held on 30 November 2012, which would be attended by LSO's.

**The Forum resolved:-**

to note the tabled update.

**LICENSING OBJECTIVE 3: PREVENTING PUBLIC NUISANCE**

**12.** The Forum had before it a tabled update from Ruary Campbell, Unight, in relation to Licensing Objective 3, Preventing Public Nuisance.

The update advised that (a) Unight currently a membership of 21 Venues, (b) Nox, Institute and Garage/Campus had all been invited to sign up and attend the November meeting, with Garage/Campus accepting the offer, (c) the offender database had 25 active profiles for various incidents across the city and a new system was being looked at in conjunction with Safer Aberdeen and (d) the Unight Christmas Campaigns would be finalised at the November meeting which would likely include a "Designated Driver Scheme", and "Free Cloakroom for Handbags" to combat increasing levels of theft in venues.

**The Forum resolved:-**

to note the tabled update.

**LICENSING OBJECTIVE 4: PROTECTING AND IMPROVING PUBLIC HEALTH**

**13.** The Forum heard from Linda Smith, NHS Grampian who advised that NHS Grampian was now a statutory consultee for new licenses being issued and for major variations to existing licenses.

Linda explained that they could provide postcode information on admissions relating to alcohol abuse, however noted that it was very difficult to determine where the alcohol had been bought from. As a result it was very difficult for them to comment on new licensing applications.

**The Forum resolved:-**

- (i) to request that the subject of over provision with alcohol be discussed at the first meeting of the sub group with members of the Licensing Board; and
- (ii) to otherwise note the update provided.

**LICENSING OBJECTIVE 5: PROTECTING CHILDREN FROM HARM**

**14.** Mairi MacLeod, Children's Services, Aberdeen City Council, was not present at this point to provide an update.

**DATE OF NEXT MEETING - 13 FEBRUARY 2013**

**15.** The Forum noted that the date of the next meeting was Wednesday 13 February at 2pm.

- **Craig Adams, Vice Convener**