

Public Document Pack



To: Vacancy, Convener; Shelly Nicols, Vice Convener; and Struan King (tbc), Dave Bliss, Craig Cole, Ken Eddie, Ed Fitzgibbon, Sandy Kelman, Diane Sande, Linda Smith, Emily Queen and David Wright.

Town House,
ABERDEEN 30th October, 2013

LOCAL LICENSING FORUM

The Members of the **LOCAL LICENSING FORUM** are requested to meet in Committee Room 5 - Town House on **TUESDAY, 5 NOVEMBER 2013 at 2.00 pm.**

JANE MACEACHRAN
HEAD OF LEGAL AND DEMOCRATIC SERVICES

BUSINESS

GENERAL BUSINESS

- 1 Minute of Previous Meeting of 11 September 2013 (Pages 1 - 8)
- 2 Matters Arising
- 3 Membership Updates
 - 3.1 Appointment of Convener

Following the resignation of Garry Burnett, the Forum is asked to appoint a replacement Convener.
 - 3.2 Vacancy - Scottish Fire and Rescue Service

Following the resignation of Garry Burnett as the representative of Scottish Fire and Rescue, the Forum is asked to confirm whether it wishes another representative to of SFRS to join the Forum.
 - 3.3 Position of Vice Convener - For discussion

3.4 Representative of Licensed Trade - For discussion

3.5 Youth Representative

Struan King of Aberdeen City Youth Council has indicated that the Youth Council would wish to send a representative to sit on the Forum. The Forum is asked whether it wishes to confirm this appointment, thus resolving the decision taken on 19 June to have a youth member from either the Youth Council or a city university. There has been no response from the former RGU representative.

4 Workplan - to follow

5 Consultation on the Statement of Licensing Policy (Pages 9 - 10)

Forum members are asked to follow the link included in the letter, and highlight any areas for discussion at the meeting. The Forum's submission and the response to the consultation exercise, are both contained within pages 1-23. Subsequent pages contain submissions from other bodies/organisations which you may also wish to view. This has not been printed due to the number of pages.

INTELLIGENCE (TO INFORM THE WORKING GROUP OF THE LICENSING FORUM)

LICENSING OBJECTIVE 1: PREVENTING CRIME AND DISORDER

6.1 Update from Police Scotland

LICENSING OBJECTIVE 2: SECURING PUBLIC HEALTH

6.2 Update from Licensing Standards Officer

LICENSING OBJECTIVE 3: PREVENTING PUBLIC NUISANCE

6.3 Update from Unight Representative

LICENSING OBJECTIVE 4: PREVENTING AND IMPROVING PUBLIC HEALTH

6.4 Update from NHS Grampian and Alcohol and Drugs Partnership

LICENSING OBJECTIVE 5: PROTECTING CHILDREN FROM HARM

6.5 Update from Children's Services Representative

MATTERS ARISING

7.1 Any Other Competent Business

7.2 Dates for 2014

The Forum is asked to approve the following schedule of meetings for 2014 –

Wednesday 12th February at 2.00pm

Wednesday 23rd February at 2.00pm

Wednesday 18th June at 2.00pm

Wednesday 17th September at 2.00pm

Wednesday 19th November at 2.00pm

Website Address: www.aberdeencity.gov.uk

Should you require any further information about this agenda, please contact Dmitry Gavin on 01224 52123 or email dgavin@aberdeencity.gov.uk

Substantive Members (voting)

Holders of premises licences and personal licences
Shelly Nicols - Vice Convenor
Chief Constable for the police area in which the Forum's area is situated
Inspector Ed Fitzgibbon
Persons having functions relating to health, education or social work
<i>Vacancy - Scottish Fire and Rescue Service</i>
Sandy Kelman, Aberdeen Alcohol and Drugs Partnership
Linda Smith, NHS Grampian
Craig Cole, Aberdeen Samaritans
Emily Queen, Community Safety Partnership
David Wright, Education Services Manager, Aberdeen City Council
Dave Bliss, Practice Improvement Officer, Children's Services, Aberdeen City Council
Young People
Struan King (Youth Council) <i>tbc</i>
Persons resident within the Forum's area
Ken Eddie, Aberdeen Civic Forum
Licensing Standards Officer
Diane Sande (or Tara-Erin Gilchrist)

Co-optees (non-voting)

Holders of premises licences and personal licences
George Wyatt
Craig Adams
William Christie
Persons having functions relating to health, education or social work
Street Pastors Representative – <i>to be confirmed</i>
Persons resident within the Forum's area
Allan McIntosh, Aberdeen Civic Forum
Other
Bob Westland, Door Security

**Aberdeen Local Licensing Forum
11 September 2013**

Members Present: Shelly Nicols, Vice Convener; and Dave Bliss, Ken Eddie, Craig Cole, Sandy Kelman, Linda Smith, Diane Sande and Emily Queen.

Co-optees Present: William Christie, Allan McIntosh and George Wyatt.

Also present: Vikki Cuthbert, Dmitry Gavin, Tara-Erin Gilchrist and Heather Wilson.

Apologies: Garry Burnett, David Wright and Sergeant Ed Fitzgibbon.

Item	Discussion	Action/Decisions	To be actioned by
1.1	Minutes of Previous Meetings of 19 June and 23 August, 2013	<p>The Forum discussed the minute of 23 August, particularly the submission to the Licensing Board on the Statement of Licensing Policy.</p>	<p>(1) Minutes approved as accurate</p> <p>(2) Noted following changes to membership</p> <ul style="list-style-type: none"> • Dave Bliss is now a permanent replacement for Kay Dunn. • Tara-Erin Gilchrist had been appointed as an additional Licensing Standards Officer (LSO) and would be in attendance at some future meetings, with Diane Sande as the substantive LSO member. • Gerrard Rattray had intimated his resignation as a co-optee. <p>(3) Further changes to the submission to the Board agreed as follows:-</p> <ul style="list-style-type: none"> • Add in references to Single Outcome Agreement, Adult Support and Protection Act and local authorities' power to promote wellbeing. • Additional changes proposed by Linda Smith.

Item	Discussion	Action/Decisions	To be actioned by
1.2	Minute Meeting with Licensing Board of 27 June, 2013	<ul style="list-style-type: none"> Where the primary operation of a premises license is entertainment, that the main focus of advertising should not be alcohol sales. <p>(4) Agreed that future minutes would be action based with less narrative.</p>	
1.3	<p>None.</p> <p>Heather Wilson provided information on (1) the Alcohol and Parenting Don't Mix campaign; (2) the Is It Worth It? DVD which had been reissued to schools and community learning teams; and (3) work undertaken with colleges and universities to promote safer drinking.</p> <p>The Forum also discussed (1) the role of the Civic Forum in providing community intelligence relating to alcohol in the community; and (2) next steps to be taken in convening the Door Supervisors Working Group, which was to be convened after the summer recess, including whether Bob Westland could be a member of that group without being on the Forum.</p>	<p>Minute approved.</p> <p>(1) Agreed to adjust the format of the workplan to track decisions whilst linking them to the five licensing objectives.</p> <p>(2) Sandy Kelman and Linda Smith to provide feedback to Community Planning Aberdeen on the work being done by partners (NHS Grampian, Police Scotland, Scottish Fire and Rescue Service) in association with colleges and universities to promote safe drinking for the city's student population.</p> <p>(3) Discussion on the spikes in trends with alcohol to be deferred to the next meeting so as to ensure that Police Scotland can contribute.</p>	<p>Vikki Cuthbert</p> <p>Sandy Kelman and Linda Smith</p> <p>Vikki Cuthbert</p>

Item	Discussion	Action/Decisions	To be actioned by
		<p>(4) Ken Eddie to ask the Civic Forum to discuss ways in which it can offer intelligence to the Local Licensing Forum on alcohol in the community, with the assistance of a summary document from the Public Health Coordinator, to be supplied by Linda Smith.</p> <p>(5) Community Council Liaison Officer to be asked if community councils can be asked to add to agendas as a standing item – Alcohol in the Community.</p> <p>(6) Noted that Bob Westland could be a co-optee on the Door Supervisors Working Group, but would firstly need to be co-opted onto the Forum, and that it would not be appropriate to give him voting powers on that group unless he had the same on the Forum; and agreed to seek an update from Eric Anderson on the next meeting of the Working Group.</p> <p>(7) Agreed to delete the outstanding items under item (4) as these had been actioned.</p> <p>(8) Noted that the Children and Young Person's Referral Audit was nearing completion and likely to be published in December.</p>	<p>Ken Eddie</p> <p>Vikki Cuthbert/Karen Riddoch (CCLO)</p> <p>Vikki Cuthbert</p> <p>Vikki Cuthbert</p>

Item	Discussion	Action/Decisions	To be actioned by
1.4	The clerk outlined revisions being proposed to the Forum Constitution in light of the changes to membership agreed at the meeting on 13 June.	Agreed to accept the proposed revisions to the Forum Constitution.	Vikki Cuthbert
1.5	The Forum was asked Vice-Convenor to agree to Bob Westland becoming a co-optee.	Agreed to add Bob Westland as a co-optee.	Vikki Cuthbert
1.6	The Forum noted that this had been raised at the recent joint meeting with the Board and that it had been agreed to refer it to this meeting to establish if the information provided had been sufficient, or whether an additional letter should be written to Eric Anderson.	Agreed to defer in the absence of a representative of Police Scotland.	Vikki Cuthbert
1.7	Licensing (Scotland) Act 2007 – Implementation of the Act by the Board	Item withdrawn by Vice-Convenor.	
1.8	Information from other Licensing Forums (LLFs)	Agreed that the Vice-Convenor would write to the relevant department within Aberdeen City Council to ask if additional resource could be made available to assist the Forum in raising awareness, promoting and working towards its goals and developing a web resource (interactive if possible); and that if additional finance were needed to enable this that Community Planning Aberdeen be invited to gather partner contributions.	Vice-Convenor with the assistance of Vikki Cuthbert

Item	Discussion	Action/Decisions	To be actioned by
1.9	<p>obligations under the 2005 Act. Meetings of the Forum were open to the public, but not generally attended in this way, and awareness of the Forum and its role were felt to be relatively unknown. An interactive web resource could assist with this, although it was noted that additional work of this nature may not be possible within the existing resource allocated by Aberdeen City Council.</p> <p>The clerk explained that training of Forum members had been mentioned in the questionnaire returns earlier in the year, and asked if there was support for a programme of training.</p>	<p>(1) Agreed to the production of a training programme for Forum members (and co-optees), and that this include in the first instance information sessions on (1) the relevant legislation; (2) personal licences; (3) the Alcohol and Drugs Partnership; and (4) admissions to Accident and Emergency.</p> <p>(2) Agreed that, as there was no training budget, the programme would rely on members and co-optees themselves to provide and source the relevant training; and that former member Gerrard Rattray be asked to provide some training on personal licences in the first instance.</p>	George Wyatt to discuss with Gerrard Rattray
1.10	<p>The Vice-Convenor explained that responses to the current Scottish Government Consultation on the Regulation of Sexual Entertainment Venues were due by 25 September, and</p>	<p>Agreed that Forum members should consider submitting individual responses, rather than submitting a response on behalf of the Forum, but that anyone doing so should identify themselves as a member of</p>	All members

Item	Discussion	Action/Decisions	To be actioned by
2.1	Preventing Crime and Disorder	encouraged all those present to submit a response.	the Forum in their submission.
2.2	Securing Public Safety - Update from Licensing Standards Officer	<p>No updates.</p> <p>Update noted.</p> <p>Diane Sande advised that since the last meeting three complaints' notices had been issued, two for on-sales venues and one for off-sales. Thirty-five visits had been undertaken to both on and off-sales premises, both routine and unannounced, and one venue had been closed temporarily. Advice had been provided to venues on a regular basis, mediation meetings were still taking place, and monthly meetings between the LSOs, Police Scotland and the Noise Pollution Team had recommenced. The LSOs had attended the Licensing Conference earlier this week, and the next Licensing Board meeting would take place on 8 October.</p> <p>Diane introduced Tara-Erin Gilchrist, the new Licensing Standards Officer, who spoke about her background in the warden service prior to being appointed as a LSO.</p>	
2.3	Preventing Public Nuisance	No updates.	

Item	Discussion	Action/Decisions	To be actioned by
2.4 Protecting and Improving Public Health		It was noted that the update had been provided under item 1.3 above.	
2.5 Protecting Children from Harm		It was noted that the update had been provided under item 1.3 above.	
3.1 Any Competent Business	The Forum (1) received an update on the National Licensing Conference held earlier in the week, attended by Diane Sandy and Tara-Erin Gilchrist; and (2) was advised by George Wyatt that there had been coverage of the Forum's submission to Licensing Board on the Statement of Licensing Policy, in the recent edition of Scottish Licenced Trade News.		
3.2 Date of Next Meeting	Wednesday 20 November at 2.00pm. (later changed to 5 November at 2.00pm)		

This page is intentionally left blank

Our Ref. LJM
Your Ref. GC.KMC
Contact Lynn Jess May
Email LynMay@aberdeencity.gov.uk
Direct Dial 01224 523173



ABERDEEN
CITY COUNCIL

10 October 2013

Corporate Governance
Aberdeen City Council
Second Floor West
Marischal College
Broad Street
Aberdeen AB10 1AB
Tel 01224 522000
Minicom 01224 522381
DX 529451, Aberdeen 9
www.aberdeencity.gov.uk

Dear Sirs

**ABERDEEN CITY LICENSING BOARD
LICENSING (SCOTLAND)ACT 2005
STATEMENT OF LICENSING POLICY REVIEW**

I refer to my previous letters to you regarding the above and inviting you to contribute to the Boards consultation on the review of their Statement of Policy.

The Board at their meeting on 8 October considered the responses to this consultation process and a draft review of its Statement of Licensing Policy based on these.

They agreed, in light of the information they had received, that the draft review of the Statement of Licensing Policy should go out for a further short period of consultation to interested parties. This consultation period will last until Tuesday 12 November 2013

I therefore invite you to submit your responses to the Licensing Board by the **the close of business on Monday 11 November 2013**. The Board will then consider any further information and responses they receive at a special meeting to be arranged.

A copy of the draft review of the Statement of Licensing Policy can be found at http://www.aberdeencity.gov.uk/law_licensing/licences/licensing/lic_LiquorInfo.asp and any response can be made to licensing@aberdeencity.gov.uk or Litigation and Licensing at the above address.

Yours faithfully

Eric W J Anderson
Senior Solicitor

EWAN SUTHERLAND

ACTING DIRECTOR

AGE POSITIVE
scotland



Heritage 100% Recycled



Choose products with the FAIRTRADE Mark



This page is intentionally left blank