

LOCAL LICENSING FORUM

Wednesday 11 December 2013

Members Present: Sandy Kelman, Convener; and Dave Bliss, Craig Cole, Sergeant Gill Flett (as a substitute for Inspector Jim Hume), Ken Eddie, Tara-Erin Gilchrist and Emily Queen.

Also present: Heather Wilson, NHS Grampian; Dmitry Gavin and Vikki Cuthbert.

Apologies: Inspector Jim Hume.

| Item | | Discussion | Action/Decisions | To be actioned by |
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| 1. | Appointment of Convener and Vice Convener | The Forum agreed to appoint Sandy Kelman to the position of Convener. The decision about the Vice Convener position was delayed until the next meeting when a representative of the licensed trade would be in attendance. It was hoped that the position of Vice Convener would ideally be filled by a member of the licenced trade, although it was noted that this would require one of the current co-optees representing that group to become a substantive member. | <ol style="list-style-type: none"> 1. Sandy Kelman appointed as Convener; 2. Appointment of Vice Convener deferred until next meeting when it is hoped that a member of the Licensed Trade can be in attendance and appointed to this position. 3. Clerk to email licensed trade reps to convey this decision and invite a representative of the licensed trade to become a substantive member of the Forum (see item 4.2 below) and to take up the position of Vice Convener. | Clerk to the Forum |
| 2. | Minutes of Meetings of 11 September and 5 November 2013 | | Minutes approved. | |
| 3. | Matters Arising | None. | No matters were raised under this agenda item at the meeting. | |

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| 4.1 | Vacancy – Scottish Fire and Rescue Service (SFRS) | The Forum was asked to consider whether it wished another representative of SFRS to join the Forum. The Convener advised that he had a scheduled meeting with Duncan Smith to discuss links between the Alcohol and Drugs Partnership and SFRS, and would take that opportunity to raise the matter. | Agreed that the position should be retained by SFRS, and that it would be for SFRS to confirm who would represent them at the Forum. | <ol style="list-style-type: none"> 1. Sandy Kelman to discuss the matter with Duncan Smith. 2. Clerk to the Forum to write to SFRS. |
| 4.2 | Representative of Licensed Trade – for discussion | The Forum noted that there was currently no substantive member representing the licensed trade. It was noted that their representation on the Forum was a statutory requirement. | Agreed that the Clerk would write to the current co-optees representing licensed trade and ask them to nominate someone to become a substantive member. | Clerk to the Forum |
| 4.3 | Youth Representative | <p>The Forum was advised that Struan King, Chair of the Aberdeen City Youth Council, had indicated his interest in being the youth representative on the Forum, and that there had been no response from the former RGU representative regarding his membership on the Forum.</p> <p>Clerk to the Forum also provided an update on the progress made in contacting the Aberdeen Street Pastors to offer them a place as a co-optee on the Forum, that the organisation was to discuss it at a meeting that week.</p> | <p>To confirm Struan King the Forum Member representing youth and that the clerk would advise him of the decision.</p> <p>That a representative of the Street Pastors be accepted as a co-optee.</p> | Clerk to the Forum to advise both |
| 5. | Statement of Licensing Policy – Decision of Licensing Board | The Forum had before it the agenda for the Licensing Board of 26 th November, 2013, at which meeting the Statement of Licensing Policy had been agreed, with reference to the | <ol style="list-style-type: none"> 1. That links to Licensing Board agendas be placed on future Forum agendas; 2. That the Clerk would write to Eric Anderson, Clerk to the Licensing Board, asking him to provide a | Clerk to the Forum |

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| | <p>consultation responses submitted. There was discussion surrounding particular items of the Statement of Licensing Policy, particularly whether the Board had accepted Forum recommendations or not. It was felt that it would be helpful to receive a breakdown of the items accepted and rejected by the Board, and the reasons for rejection where appropriate.</p> | <p>commentary on all of the Forum recommendations, indicating if they were accepted or not, and if not, why not.</p> <p>3. That the Clerk would seek information from other Local Licensing Forums about how they monitor their Licensing Boards.</p> | |
| 6. | <p>Spikes in Trends with Alcohol – Police Scotland</p> <p>Sergeant Gill Flett outlined a recent practice within certain night clubs in Aberdeen known as “bottle packages”. This involves booths and tables being made available for exclusive use by customers in exchange for minimum spend on a drinks package. The result is that excessive amounts of alcohol are being sold to customers, placing them and others at risk. Sergeant Flett advised that Police Scotland are working closely with (unnamed) the venue in question which was co-operating with their requirements, and it was noted that sales of this nature had been suspended until the club policy had been redrafted to the satisfaction of the police. The Forum discussed measures which would prevent any recurrence of this practice, such as appropriate signage. There was also discussion on the importance of suitable evidence of the adverse effects on customer</p> | <p>That Police Scotland would provide updates as appropriate at future meetings.</p> | <p>Inspector Jim Hume / Sergeant Gill Flett</p> |

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| | | health should venues offering such promotions ever be taken to review hearing. | | |
| 7. | Submission to Licensing Board on Review Hearings – Police Scotland | The Forum was reminded of the outstanding issue here, that the Forum had written to the Clerk to the Licensing Board in February 2013 on the matter of two recent review hearings which had been subject to appeal. The Forum had asked the Clerk to the Board to advise what steps were being taken to learn lessons to safeguard the Board's position in the event of future challenges. The Forum had considered this response and agreed to discuss the matter at its next meeting with the Board. The matter had then been raised at the joint meeting on 27 th June and the Clerk had provided a further verbal response. The Forum had then agreed to discuss the matter at its next meeting to determine whether the responses had provided a sufficient response. | That the responses provided by the Clerk to the Board were sufficient and that no further action was required. The item was therefore to be deleted from the Progress Statement. | Clerk to the Forum |
| 8. | Training Programme In 2014 -Discussion | The Forum discussed a training programme for 2014, focusing on areas of priority and who could deliver them. With regard to the suggestion made at the meeting on 11 th September, that George Wyatt would request Gerrard Rattray to attend a meeting and provide some training on personal licenses, the Forum was advised that there was no update. | That a programme for 2014 be agreed as follows - February – Health (Fraser Hoggan/Linda Smith) April – Legislation (Emily/Tara/Diane/someone from licensing team) Meetings later in the year – Samaritans/Social Work/Police Scotland – further thought around these is required. | All Members of Forum. Clerk to the Forum to speak to Clerk to the Board about getting an input from a member of his team on the legislative elements. |

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| 9. | Chief Constable's Report to Aberdeen City Licensing Board for the period 1 April 2012 to 31 March 2013 – for discussion | This was covered under item 11.1 at the request of the Convener. | None. | |
| 10. | Progress Statement | The Clerk to the Forum updated the Forum Members about the work that had been done on the progress statement and the actions arising from it. The Forum Members agreed that they were happy with the new format of the progress statement, which would track actions agreed and updates on these actions at each meeting. It was discussed and then agreed which progress statement actions had been completed and which needed further work. | <ol style="list-style-type: none"> 1. That items 1, 2, 11 be deleted. 2. That feedback be sought Karen Riddoch on progress made with engaging community councils, particularly the Community Councils Forum. 3. That a written update be sought from Bob Westland on the issues around door supervisors, and from there that the Forum determine whether further information from the Board/a meeting of the Door Supervisors Working Group is needed. 4. That the web pages for the Forum be further developed to include information on the aims of the Forum, and to seek feedback from the public on the issues that affect them. | Clerk to the Forum |
| 11.1 | Licensing Objective 1: Preventing Crime and Disorder - Update from Police Scotland | Sergeant Gill Flett provided the following update on behalf of Police Scotland for the period August to October:- <u>Common Assaults in Licensed Premises –</u> <u>August – 21</u> <u>September – 27</u> <u>October – 24</u> | Noted. | |

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| | | <p><u>Common Assaults between 3.00 and 5.00am</u> – August – 9 September – 12 October – 9</p> <p><u>Serious Assaults between 3.00 and 5.00am</u> – August – 0 September – 2 October – 2</p> <p><u>Identify document incidents</u> – August – 15 September – 15 October - 22</p> <p>The Forum discussed “early morning” assaults and the intentions of Police Scotland to seek more robust intelligence to inform approaches to crime reduction.</p> | | |
| 11.2 | LO 2: Securing Public Health – Update from LSO | Tara-Erin Gilchrist, LSO, provided the update in Diane Sande’s absence. The Forum was informed that both LSOs had undertaken night visits on 7 th and 8 th December to community premises selling alcohol to the public, as well as within the city centre. Both LSOs were concerned that they came across a number of establishments that had people serving alcohol who had not done their two hour essential training. The LSOs had also | Noted. | |

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| | | <p>been in attendance at the Licensing Board the previous day. They informed the Forum that out of all of the applications before the Licensing Board two applications had been rejected and one had been granted but conditions set. All of the other applications were granted/varied. Tara-Erin advised the Forum that starting from next year the whole of Aberdeen would be split between the two LSOs and they would get one overprovision area each. It was the intention of the LSOs to focus on off-sales in the community areas next year.</p> | | |
| 11.3 | LO 3: Preventing Public Nuisance - Update from Unight Representative | <p>No update was provided as there was no Unight representative in attendance at the meeting.</p> | None. | |
| 11.4 | LO 4: Preventing and improving Public Health - Update from NHS and ADP | <p>Linda Smith advised the Forum that she, along with a representative of the Public Health Directorate, had attended the Licensing Board the previous day as an observer. Public Health were working towards the implementation of a process to allow them to respond to applications before the Board, and the Board Convener, Councillor Boulton, had indicated that she was keen to receive this input. This would hopefully assist in the areas of overprovision.</p> | None. | |

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| | | <p>The Convener provided performance information from the Alcohol and Drugs Partnership as follows:-</p> <ul style="list-style-type: none"> • In quarter 2 of 2013/14, 231 people treated at a designated place of safety, with 369 referrals to the Integrated Alcohol Services. 100% had been seen within 21 days. • The ADP was retendering on third sector alcohol services in the city and this would run from April. • Workforce development training programme had been busy. • Best Bar None Awards on 27th August, 20 gold awards, 11 silver and 6 bronze. | | |
| 11.5 | LO 5: Protecting Children from Harm - Update from Children's Services Representative | No discussion as Dave Bliss had left the meeting by this stage. | None. | |
| 12. | AOCB | The Convener made some closing remarks to bring the meeting to an end and invited any other competent business. | <ol style="list-style-type: none"> 1. Forum to write to Shelly Nichols, thanking her for her work at Forum meetings and wishing her all the best with the birth of her baby; 2. The Convener thanked Vikki Cuthbert and Dmitry | Clerk to the Forum |

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| | | | Gavin for their work throughout the year. |
| 13. | Dates for 2014 | <p>The following proposed meeting dates were approved at the meeting.</p> | <p>Approved as follows –</p> <p>12th February 23rd April 18th June 17th September 19th November</p> <p>Rooms to be booked in the Town House and this to be circulated to the Forum.</p> |