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To: Sandy Kelman, Convener; Ruary Campbell, Vice Convener; and Peter Benton, Dave Bliss, William Christie, Chris Cromar, Ken Eddie, Andrew Jones, Shamini Omnes, Emily Queen and Diane Sande.

Town House,
ABERDEEN 15 APRIL 2015

LOCAL LICENSING FORUM

The Members of the **LOCAL LICENSING FORUM** are requested to meet in Committee Room 4 - Town House on **WEDNESDAY, 22 APRIL 2015 at 2.00 pm.**

RODERICK MURDO MACBEATH
HEAD OF DEMOCRATIC SERVICES

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LICENSING OBJECTIVE 1 : PREVENTING CRIME AND DISORDER

- 6.1 Update from Police Scotland

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6.2 Update from Licensing Standards Officer

LICENSING OBJECTIVE 3 : PREVENTING PUBLIC NUISANCE

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LICENSING OBJECTIVE 4 : PROTECTING 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

7 Progress Statement (Pages 11 - 18)

8 Date of next meeting - 17 June 2015

Website Address: www.aberdeencity.gov.uk

Should you require any further information about this agenda, please contact Iain Robertson, tel. 01224 522869 or email iairobertson@aberdeencity.gov.uk

Substantive Members (voting)

Holders of premises licences and personal licences
Ruary Campbell, UNIGHT, <u>Vice Convener</u> William Christie, Off Sales
Chief Constable for the police area in which the Forum's area is situated
Persons having functions relating to health, education or social work
Sandy Kelman, Aberdeen Alcohol and Drugs Partnership, <u>Convener</u>
Shamini Omnes, NHS Grampian
Peter Benton, Aberdeen Samaritans
Emily Queen, Community Safety Partnership
Andrew Jones, Education, Aberdeen City Council
Dave Bliss, Children's Services, Aberdeen City Council
Young People
Chris Cromar, Aberdeen City Youth Council
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
Adrian Gomes
Craig Adams
Persons having functions relating to health, education or social work
Gerry Bowyer, Street Pastors
Heather Wilson, NHS Grampian
Persons resident within the Forum's area
Piotr Teodorowski, Aberdeen Civic Forum
Other
Bob Westland, Door Security

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LOCAL LICENSING FORUM

Wednesday 11 February 2015

Members Present:

Sandy Kelman, Convener; Ruary Campbell, Vice Convener; and Dave Bliss, Children’s Services; Shamini Omnes, NHS Grampian; Inspector Doug Rae, Police Scotland; Chris Cromar, Aberdeen City Youth Council and Tara-Erin Gilchrist and Diane Sande Licensing Standards Officers.

Also present:


Adrian Gomes, Licensed Trade; Iain Robertson, Legal and Democratic Services.

Apologies:

Andrew Jones, Heather Wilson, Emily Queen, William Christie and Piotr Teodorowski.

Item	Discussion	Action / Decisions	To be actioned by
1. Opening remarks from the Convener	<p>The Convener welcomed the new members of the Forum and briefly summarised membership and constitutional matters specifically focusing on the role of substitutes and the Forum’s quorum.</p> <p>The Convener also wished to express his thanks to Stephanie Dunsmuir who had previously clerked the Forum and note on record the Forum’s appreciation for Stephanie’s efforts and contribution.</p>	To note the Forum’s thanks to Stephanie Dunsmuir.	
2. Training Programme – Licensing Standards Officers	Tara-Erin Gilchrist gave the Forum an overview of the role and remit of a Licensing Standards Officer and explained that they have 3 main areas of responsibility; providing information and guidance to the Licensed Trade and other relevant stakeholders, ensuring compliance with legislation and offering a mediation service and their primary function was to ensure that the five licensing	To thank Tara-Erin Gilchrist for the informative presentation.	

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	<p>objectives were being applied and fully met by licensed premises in Aberdeen.</p> <p>Tara-Erin also outlined the powers LSO's have at their disposal; including as a last resort a referral to a Premises Licence Review. Furthermore she also explained that LSO's liaise with multiple partners including Police Scotland, Environmental Health and planning and legal agents.</p> <p>Tara-Erin then answered a number of questions from the Forum. Firstly she explained that an LSO's daily responsibilities were varied which could include administration and inspections and that the inspections themselves could vary between tea rooms and nightclubs.</p> <p>Tara-Erin also gave an indication of the most common recurring issues she experiences. She explained that displaying notices was a common issue for On Licensed premises but also noted that declarations which did not meet the mandatory conditions and a lack of training for staff were issues for both On and Off Licensed premises. Tara-Erin also explained that the most recurring complaints come from the city centre but noise complaints are greater in residential neighbourhoods.</p> <p>Further questions were also asked in relation to pricing and Tara-Erin elaborated that a key part of their roles was to ensure reasonable</p>		

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	<p>pricing of alcohol relative to soft drinks to avoid a tacit incentive for customers to drink alcohol because it was relatively cheaper and also to ensure that tap water remained free of charge.</p> <p>Finally Tara-Erin also went into further detail about partnership working and explained that LSO's liaise with Police Scotland to pass on information but do not formally collaborate to target areas in Aberdeen. Tara-Erin also explained that she must report blocked fire exits to the Scottish Fire and Rescue Service but reiterated that LSO's were not Environmental Health Officers and relied on their common sense when to report breaches such as plainly visible deterioration in a building's structure.</p> <p> LSO role 2015.ppt</p>		
3.	<p><u>LSO Report to Licensing Board</u> Tara-Erin Gilchrist advised that the report was still awaiting approval and had not yet been to the Licensing Board.</p> <p><u>Community Council LLF Representatives</u> The Clerk advised that he had spoken with the Community Council Liaison Officer and</p>	<p>To note that the LSO's would continue to engage with the relevant officers to progress this item of business ahead of the next Forum meeting in April.</p> <p>The Clerk to provide an update at the next meeting.</p>	<p>T-E Gilchrist/D Sande</p> <p>I Robertson</p>

Item	Discussion	Action / Decisions	To be actioned by
	<p>reported that she intends to meet with the Community Council Forum with the aim to nominate a representative to the Forum. The Clerk advised that he would keep the Forum informed of any progress in this matter.</p> <p><u>Engagement with Community Councils</u> The Convener asked the Licensing Standards Officers if they would be open to attending a Community Council Forum meeting to explain to members the work and objectives of the Local Licensing Forum and to seek greater input from Community Council members in areas of mutual concern. The LSO's concurred that this would be beneficial and agreed to undertake this action.</p>	<p>Licensing Standards Officers to attend an upcoming Community Council Forum Meeting and provide the Local Licensing Forum with an update.</p>	<p>T-E Gilchrist/D Sande</p>
4.	<p>None.</p>	<p>To note Licensing Objective 1 data would be postponed until the April meeting of the Forum.</p> <p>To otherwise approve the minute as a correct record.</p>	<p>I Robertson – for next agenda</p>
5.	<p>The clerk advised that Chris Cromar was now a member of the Forum representing the Aberdeen City Youth Council.</p>	<p>Noted.</p>	

Item	Discussion	Action / Decisions	To be actioned by
<p>Strategy (MESAS) Fourth Annual Report</p>	<p>fallen by 35% since 2003 but still remain 1.4 times higher than in 1981 and that hospitalisations have fallen by 25% since 2007/8 yet are still 1.3 times higher than in 1991/92.</p> <p>There then followed a discussion on the report with members noting that further studies would be needed to get a more in-depth evaluation on the relationship between alcohol and poverty, unemployment and other social and economic inequalities within Aberdeen's communities. Shamini Omnes mentioned that NHS Grampian had conducted pilot studies on such relationships in Torry and would be prepared to present these findings in a future workshop session.</p> <p>Furthermore, it was also noted that changes to legislation such as the recent zero tolerance ban on drink driving had a significant impact on societal behaviour towards alcohol consumption but it was again reiterated that this was a general perspective and more demographic information was needed to determine the impact on target groups and communities.</p> <p>However concerns were raised that this report was too narrowly focussed on the negative impact of alcohol on health and that representatives from the licensed trade would welcome the inclusion of the positive impact the licensed trade has on society; such as</p>	<p>Shamini Omnes to prepare a presentation for a future workshop on the findings of NHS Grampian's pilot study in Torry focusing on the relationship between alcohol and the surrounding environment and community.</p>	<p>Shamini Omnes</p>

Item	Discussion	Action / Decisions	To be actioned by
	<p>employment in future reports.</p> <p>The Forum also discussed the attitude of young people towards alcohol and members cited several studies and news articles which recorded that young people were drinking less alcohol than previous generations.</p>	<p>Chris Cromar to report back to the Aberdeen City Youth Council about the Forum's discussions particularly pertaining to young people and to prepare a presentation for a future meeting focussing on young people's views with regards to alcohol.</p>	Chris Cromar
8.	<p>Centre for Research on Environment, Society and Health (CRESH) Report</p> <p>The Convener briefly summarised the report which noted that Aberdeen City has the third highest alcohol outlet density in Scotland but is not impacted as adversely as some areas in Scotland by the relationship between levels of data zone deprivation and alcohol harm as Aberdeen has comparatively less of these deprived data zones.</p> <p>The Forum then discussed the report but there was a consensus that the report did not produce any revelatory findings or conclusions and it was even pointed out that a number of the Aberdeen communities which are in the 15% most deprived data zones in Scotland are not amongst the highest outlet availability areas in the city.</p>	To note the report.	
9.	<p>Update from Police Scotland: Licencing Objective 1: Preventing Crime & Disorder</p> <p>Inspector Doug Rae firstly thanked the LSO's for the partnership work with Police Scotland and remarked upon the success of a joint visit in the Mastrick area of the city.</p> <p>The Forum then questioned Inspector Rae about a single Police point of contact for each</p>	Inspector Doug Rae to provide an update at the next Forum about the progress made by Police	Inspector D Rae

Item	Discussion	Action / Decisions	To be actioned by
	<p>licensed premise similar to the arrangement which premises enjoyed under the Grampian Police Force. Inspector Rae explained that it was Police Scotland's intention to re-establish a similar arrangement and communicate this to licensed premises in the City. The Forum welcomed this suggestion agreeing that this would be beneficial to General Managers.</p> <p>The Convener also suggested a meeting involving the Vice Convener, Dave Bliss, Inspector Doug Rae and a Community Safety Analyst to gain access to data quantifying the impact of alcohol in Aberdeen with a view to developing a performance management framework.</p>	<p>Scotland with regards to fully establishing and communicating a single point of contact system between licensed premises and the Police in Aberdeen.</p> <p>The Convener to organise a meeting to form the basis for developing a performance management framework involving the Vice Convener, Dave Bliss, Inspector Doug Rae and Peter Lees (Community Safety Analyst).</p>	<p>A Kelman</p>
10.	<p>Update from Licensing Standards Officer: Licencing Objective 2: Securing Public Safety</p> <p>No further updates.</p>		
11.	<p>Update from Unight Representative: Licencing Objective 3: Preventing Public Nuisance</p> <p>Ruary Campbell informed the Forum that Aberdeen had retained Purple Flag accreditation recognising its commitment to a safe and secure night time experience.</p> <p>Ruary also informed the Forum that six Aberdeen premises have been nominated to the Best Bar None National Finals. The awards ceremony will take place in Edinburgh on 26 March 2015.</p>	<p>Noted.</p>	

Item	Discussion	Action / Decisions	To be actioned by
12. Update from NHS Grampian & Alcohol & Drugs Partnership: Licensing Objective 4: Protecting & Improving Public Health	Shamini Omnes informed the Forum that NHS Grampian have begun a Licensing Objectives awareness raising campaign involving eight GP practices in the South of the city as a test of change.	Noted.	
13. Update from Children's Services Representative: Licensing Objective 5: Protecting Children From Harm	No further updates.		
14. Date of Next Meeting	2pm, 22 April 2015.		

If you require any further information about this minute, please contact Iain Robertson, tel. 01224 522869 or email iairobertson@aberdeencity.gov.uk

LOCAL LICENSING FORUM – WORKSHOP SESSION

Discussion points:-

Licensing Objective 1 – Preventing Crime and Disorder

Dave Bliss briefly recapped the pertinent points he made during the presentation at the previous Forum meeting and then opened up the meeting for comments and questions from Forum members.

Discussion –

How can the Forum make an impact and influence the decision making process of the Licensing Board and our partners? We need to do this to ensure we are not passive and have a purpose to inform strategies and influence social norms.

How do we know if we are making a difference? We need to develop a performance management framework to measure change; perhaps initially focussing on the number of admissions & incidents recorded and data on domestic abuse rates. This will help the Forum form the basis for recommendations to the Licensing Board.

Is the data on the impact of alcohol from various agencies reaching the right partners, could the Forum become more involved in this area? Can we integrate with existing forums to ensure better co-ordination and use of resources and adoption of best practice?

It's evident that the NHS and other health partners are significantly behind the Police in terms of data collection and analysis.

Police Scotland can provide data for the Forum but Inspector Rae cautioned that this may be too general and it would be difficult to draw robust conclusions without drilling deeper into the data to include evidence such as demographic information.

Serious violence in the City Centre has dropped significantly in recent years. Inspector Rae informed the Forum that in 1997 there were roughly 240 violent crimes in the Queen Street sub division alone; yet by 2014 there were only 116 violent crimes across the whole city.

Why is violent crime dropping? What changes have been made? The Forum surmised that greater partnership working and more proactivity from fully accredited door stewards have nipped potential incidents in the bud before they could develop into something more serious. Also schemes such as Challenge 25 and the creation of UNIGHT have helped; in addition to pride at Purple Flag accreditation and social and economic changes which have made drunkenness less socially acceptable.

The Convener intimated that Licensed Trade representatives may find it beneficial to agree to share information with regards to trends in alcohol consumption and footfall in their premises with the forum to compare data and begin the progress of developing a performance management framework.

ABERDEEN LOCAL LICENSING FORUM

PROGRESS STATEMENT – APRIL 2015

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.

Item	Meeting Reference	Decision/Action	Update	Responsible Lead	Licensing Objective
1.		Community Engagement Find out from communities what are their areas of concern.	The Community Council Liaison Officer attended the November 2014 meeting of the Forum and it was suggested that the LLF could discuss the issue of engagement with the Community Councils with the	CLO / Clerk	Securing Public Safety

Item	Meeting Reference	Decision/Action	Update	Responsible Lead	Licensing Objective
			Licensing Board. The Convener suggested that if a representative from the CC Forum could attend a future LLF meeting, they could have further discussion with them on the topic, and the LLF could then write to the Board with any concerns / suggestions. He suggested that Health could contact the Licensing Board with comments from their perspective and then a further letter could be sent once the Forum had met with the CC representative.		
Items relating to all Licensing Objectives					
2.		Statistical Information To receive reports from the Licensing Board containing relevant statistical information.	The Forum and Board will continue to liaise at joint meetings.		All objectives
3.	11 December 2013	Statement of Licensing Policy To request a commentary from the Clerk to the Board on all of the Forum recommendations on the Statement of Licensing Policy, indicating if they were accepted or not, and if not, why not.	At its meeting on 23 April 2014, the Forum noted the response from the Clerk and the finalised Statement of Licensing Policy and agreed to raise the issue of moving beyond the bounds of restricted policy (for example, responsibilities to children were not simply confined to the Licensing Objective: Protecting Children from Harm) at the joint meeting with the Licensing Board on	All Clerk for Joint Meeting agenda	All objectives

Item	Meeting Reference	Decision/Action	Update	Responsible Lead	Licensing Objective
			<p>3 July. This was discussed at the joint meeting on 3 July. It was hoped that an aspirational statement could be included in the Statement of Licensing Policy.</p> <p>At the September LLF meeting, members who had been present at the joint meeting agreed that their recollection was that there had been an agreement for an aspirational statement to be included. The Convener undertook to write to the Clerk to the Licensing Board on behalf of the Forum to raise the matter of an aspirational statement being included in the Statement of Licensing Policy, as had been discussed at the joint meeting.</p> <p>At the November LLF meeting, the Convener advised that a letter to the Clerk to the Licensing Board had been sent, but no reply had been received as yet.</p>		
4.	19 June 2013	<p>Evaluation Having looked at the NHS Report evaluating implementation of the Licensing (Scotland) Act 2005, it was</p>	<p>Agendas are now displayed outside the Town House to encourage attendance by members of the public.</p>		All objectives

Item	Meeting Reference	Decision/Action	Update	Responsible Lead	Licensing Objective
		<p>agreed to –</p> <ul style="list-style-type: none"> • Receive occasional presentations from members • Look at the production of a leaflet on the work of the Forum • Place agendas on the display boards outside the Town House • Keep the website updated and look to hold more information there. 	<p>Following the attendance of the Community Council Liaison Officer at the November LLF meeting, further discussion will take place as to possible links between the LLF webpages and the Community Council webpages, as well as possible attendance at meetings by a representative from the CC Forum.</p>		
5.	11 September 2013	<p><u>Training Programme</u> The Forum agreed to the production of a training programme, 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. It was also agreed that, as there was no training budget, the programme would rely on members and co-optees themselves to provide, and that former member Gerrard Rattray be asked to provide some training on personal licences in the first instance.</p>	<p>Training to be delivered by Tara-Erin Gilchrist and Emily Queen early 2015 – postponed from November meeting due to Community Council attendance.</p>	<p>All Partners</p> <p>George Wyatt to speak to Gerrard Rattray</p>	<p>All objectives</p>

Item	Meeting Reference	Decision/Action	Update	Responsible Lead	Licensing Objective
6.	23 April 2014	<p><u>Role of Forum / Statistical Information</u> The Forum considered how the statistical information presented to it could be monitored so it could be used to challenge the Licensing Board on its decisions where necessary. Dave Bliss agreed to lead a workshop session (possibly in September) to discuss in more detail. Sandy Kelman, Dave Bliss and Steph Dunsmuir to meet separately outwith the meeting to discuss how to take the matter forward.</p>	<p>It was agreed at the November meeting of the LLF that time would be set aside at future meetings for a workshop session on each Licensing Objective.</p>	Sandy Kelman / Dave Bliss / Steph Dunsmuir	All objectives
7.	11 February 2015	<p><u>NHS Grampian Pilot Study</u> The forum discussed the need for a more in depth study of the relationship between alcohol sale and consumption and the surrounding environmental on social and economic inequalities. Shamini Omnes explained to the Forum that NHS Grampian were currently undertaking a pilot scheme in Torry on the correlation between alcohol abuse and the surrounding environment and agreed to present the findings of this study when they became available.</p>		Shamini Omnes	Protecting and Improving Public Health
8.	11 February 2015	<p><u>Alcohol and Young People</u> The Forum considered whether attitudes towards alcohol have changed amongst younger people and the</p>		Chris Cromar	All Objectives

Item	Meeting Reference	Decision/Action	Update	Responsible Lead	Licensing Objective
9.	11 February	<p>Convener requested that Chris Cromar consult with the Aberdeen City Youth Council and prepare a presentation for a future workshop on what young people think of alcohol and their experiences of its use and impact.</p> <p><u>Development of a Performance Management Framework</u> The Convener suggested a meeting involving the Vice Convener, Dave Bliss, Inspector Doug Rae and a Community Safety Analyst to access data quantifying the impact of alcohol in Aberdeen with a view to developing a performance management framework.</p>		Sandy Kelman, Ruary Campbell, Doug Rae, Dave Bliss and Peter Lees	All Objectives
10.	11 February	<p><u>Statistical Trends for Licensed Trades</u> The Convener suggested that members of the Licensed Trade may find it useful to collate and compare data from 5 common measures and indicators to determine trends on Aberdeen's consumption of alcohol and the number and nature of visits to licensed premises. Ruary Campbell and the Clerk agreed to liaise and produce this performance information for a future Forum meeting.</p>		Ruary Campbell/Clerk	All Objectives

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