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To: Sandy Kelman, Convener; and Peter Benton, Alexander McClellan, Dave Bliss, Ken Eddie, Andrew Jones, Shamini Omnes, Graeme Pyper, Emily Queen and Diane Sande.

Town House,
ABERDEEN, 4 November 2015

LOCAL LICENSING FORUM

The Members of the **LOCAL LICENSING FORUM** are requested to meet in Committee Room 4 - Town House on **WEDNESDAY, 18 NOVEMBER 2015 at 2.00 pm.**

FRASER BELL
HEAD OF LEGAL AND DEMOCRATIC SERVICES

B U S I N E S S

- 1 Minute of Meeting of 16 September 2015 (Pages 5 - 12)
- 2 Matters Arising
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- 6 Update from the Statement of Licensing Policy Working Group
- 7 Safer Torry Pilot Study
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INTELLIGENCE (TO INFORM THE WORKING GROUP OF THE LICENSING FORUM)

LICENSING OBJECTIVE 1 : PREVENTING CRIME AND DISORDER

9.1 Update from Police Scotland

LICENSING OBJECTIVE 2 : SECURING PUBLIC SAFETY

9.2 Update from Licensing Standards Officer

LICENSING OBJECTIVE 3 : PREVENTING PUBLIC NUISANCE

9.3 Update from Unight Representative

LICENSING OBJECTIVE 4 : PROTECTING AND IMPROVING PUBLIC HEALTH

9.4 Update from NHS Grampian and Alcohol and Drugs Partnership

LICENSING OBJECTIVE 5 : PROTECTING CHILDREN FROM HARM

9.5 Update from Children's Services Representative

10 Progress Statement (Pages 15 - 18)

Website Address: www.aberdeencity.gov.uk

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

Substantive Members (voting)

Holders of premises licences and personal licences
Vacancy, On Sales Vacancy, Off Sales
Chief Constable for the police area in which the Forum's area is situated
Vacancy
Persons having functions relating to health, education or social work
Sandy Kelman, Aberdeen Alcohol and Drugs Partnership, <u>Convener</u>
Shamini Omnes, NHS Grampian
Craig Cole, Aberdeen Samaritans
Emily Queen, Community Safety Partnership
Andrew Jones, Education, Aberdeen City Council
Dave Bliss, Children's Services, Aberdeen City Council
Young People
Alexander McClellan, 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
William Christie
Adrian Gomes
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, 16 September 2015

Members present: Sandy Kelman, Alcohol and Drugs Partnership Convener; and Ken Eddie, Aberdeen Civic Forum; Peter Benton, Aberdeen Samaritans; Diane Sande and Tara-Erin Gilchrist, Licensing Standards Officers; Jonathan Lloyd, Police Scotland; Dave Bliss, Children's Services and Heather Wilson, Public Health (as substitute for Shamini Omnes).

Also present: Iain Robertson, Legal and Democratic Services.

Apologies: Andrew Jones, Shamini Omnes, Emily Queen and Peter Lees.

	Item	Discussion	Action / Decisions	To be actioned by
1	<u>Minute of Joint Meeting of Licensing Board and Licensing Forum of 2 July 2015</u>	The Forum discussed the development of a draft Statement of Licensing Policy 2016-19; and the Convener informed members that the Alcohol and Drugs Partnership had considered the draft Aspirational Statement and had concluded that it was a satisfactory initial draft but needed further development to address areas of concern not currently covered in the draft statement.	To note the minute.	N/A
2	<u>Minute of Previous Meeting of 17 June 2015</u>	N/A	To approve the minute as a correct record.	N/A
3	<u>Matters Arising</u>	(i) With reference to Item 2(i) 2013/14 LSO Report, Diane Sande advised that the Licensing Board had not approved the report and Convener intimated his disappointment as this report was now out of date and hoped that the 2014/15 report would be approved and made available to the Forum in a more expedite manner; (ii) With reference to Item 2(iv) the Convener advised that Chris Cromar	Diane Sande / Tara-Erin Gilchrist to provide an update on progress to the next meeting of the Forum. Ken Eddie to contact the Aberdeen Youth Council regarding the appointment of a new	D Sande / T-E Gilchrist K Eddie

	Item	Discussion	Action / Decisions	To be actioned by
		<p>was no longer a member of the Forum and Ken Eddie agreed to contact Aberdeen Youth Council regarding their appointment of a new young person's representative to the Forum;</p> <p>(iii) With reference to Item 3 the Convener highlighted his concern with regards to the low turnout of members and co-optees during the current meeting times and intimated that he would investigate the possibility of holding meetings during out of work hours; and</p> <p>(iv) With reference to Item 10 the Clerk advised that he would correspond with Ruary Campbell and Adrian Gomes to collate the statistical information on recent trends amongst licenced premises in Aberdeen City.</p>	<p>young person's representative to the Forum.</p> <p>The Forum to discuss at its next meeting the possibility of holding out of working hours meetings.</p> <p>The Clerk to correspond with Ruary Campbell and Adrian Gomes to collate the statistical information on recent trends amongst licenced premises in Aberdeen City.</p>	<p>I Robertson</p> <p>I Robertson</p>
4	<u>Membership Updates</u>	<p>The Clerk advised that he had contacted all the Forum co-optees but had not received a response from Craig Adams.</p> <p>The Clerk advised that the Vice Convener, Ruary Campbell had resigned from the Forum as he no longer worked in Licensed Trade and the Forum would have to appoint a new Vice Convener.</p> <p>In addition to the on-sales vacancy the Forum also discussed the lack of off-sales representation on the group, and the Licensing Standards Officers advised that they would continue to ask their contacts in both sectors if they would be interested in joining the Forum.</p> <p>The Clerk advised that Chris Cromar had resigned from the Forum as he was no longer a representative of the Aberdeen Youth</p>	<p>To remove Craig Adams as a co-optee of the Forum under Section 5(6) of the Aberdeen Local Licensing Forum Constitution.</p> <p>To defer the appointment of a Vice Convener until a new member representing the Licensed Trade had been appointed.</p> <p>Diane Sande and Tara-Erin Gilchrist to ask their contacts in on-sales and off-sales if they would be willing to attend meetings of the Forum.</p> <p>The Clerk to correspond with the Chair of the Youth Council with regards to the appointment of a new young person's representative to the</p>	<p>I Robertson</p> <p>N/A</p> <p>D Sande / T-E Gilchrist</p> <p>Iain Robertson</p>

Item	Discussion	Action / Decisions	To be actioned by
	<p>Council and explained that he would also correspond with the Chair of the Youth Council on the appointment of a new young person's representative to the Forum.</p> <p>The Convener enquired if Police Scotland had determined who would be their permanent representative to the Forum; and Jonathan Lloyd advised that Gillian Flett and himself would share this role and attendance would be based on workload and daily business.</p>	<p>Forum.</p> <p>Noted.</p>	<p>N/A</p>
5	<p><u>Young People and Alcohol Related Crime</u></p> <p>A report by the Aberdeen Community Safety Partnership was appended which provided information on the sobriety levels of young people in Aberdeen City. Members requested that in order to fully grasp the significance of the evidence, a representative from the Community Safety Partnership should be invited to speak to the report to provide greater context to the report's findings.</p>	<p>(i) To defer consideration of the report until the next meeting;</p> <p>(ii) To invite a representative from the Community Safety Partnership to speak to the report; and</p> <p>(iii) To consider options for publishing redacted versions of the Community Safety Reports online at the next meeting.</p>	<p>I Robertson</p> <p>E Queen / I Robertson</p> <p>I Robertson</p>
6	<p><u>Aspirational Statement</u></p> <p>The Convener advised that at the Joint Meeting between the Licensing Board and Forum a draft Aspirational Statement for inclusion in the Statement of Licensing Policy 2016-19 had been submitted and the Forum had been requested to consider this statement and report back to the Licensing Board with its recommendations. Members discussed the statement and agreed that it was balanced but required further development in areas such as the link between alcohol and instances of public nuisance.</p>	<p>(i) To note the Aspirational Statement;</p> <p>(ii) To request members to contact the Clerk if they had any suggestions for amending the statement; and</p> <p>(iii) To request an update on proposed amendments at the next meeting.</p>	<p>N/A</p> <p>All Members / I Robertson</p> <p>S Kelman/H Wilson</p>
7	<p><u>Response to the Development of a Draft Statement of Licensing Policy 2016-19</u></p> <p>The Clerk advised that he had received a note from the Clerk to the Licensing Board which outlined the timetable for the development of the draft Statement of Licensing Policy 2016-19. He explained that the Clerk to the Licensing Board had requested detailed and</p>	<p>(i) To note the Clerk to the Licensing Board's note;</p> <p>(ii) To agree to the formation of a short life working group to develop proposals for inclusion in the draft Statement of Licensing Policy 2016-19;</p>	<p>N/A</p> <p>S Kelman</p>

Item	Discussion	Action / Decisions	To be actioned by
8	<p><u>Alcohol Focus Survey on LLF Membership in Scotland</u></p> <p>The Clerk advised that the survey outlined the challenges faced by licensing forums across Scotland in the recruitment of young people; but there was also particular concern that a number of forums had failed to recruit a representative from the local health board which was a statutory requirement. Members discussed the report and agreed that the findings were concerning and could impact on the capacity of other forums to fulfil their remits to advise and support their Licensing Boards.</p>	<p>(iii) To agree that the working group be composed of the Convener and Heather Wilson, and to invite all members to contact the Convener or the Clerk if they wish to join the group;</p> <p>(iv) To request that members submit their proposals for amending the draft Aspirational Statement to the Convener or the Clerk; and</p> <p>(v) To request that the working group report back to the Forum at its next meeting.</p> <p>Noted.</p>	<p>S Kelman / H Watson / I Robertson / All Members</p> <p>S Kelman / I Robertson / All Members</p> <p>S Kelman / H Wilson</p> <p>N/A</p>
9	<p><u>Alcohol Impact on Health and Wellbeing</u></p> <p>The Forum viewed a short video presentation on Alcohol's Harm to Others prepared by the Institute of Alcohol Studies and then discussed the accompanying report. The Convener advised that the Working Group would consider the findings of the report when preparing their recommendations on the draft Aspirational Statement and the draft Statement of Licensing Policy 2016-19. He also explained that partnership working would be required to tackle this issue and work was ongoing with colleagues from housing and criminal justice. Further to this, members then</p>	<p>(i) To note the report; and</p> <p>(ii) To request that the Working Group reflect the findings of the report within their responses to the draft Aspirational Statement and draft Statement of Licensing Policy 2016-19.</p>	<p>N/A</p> <p>S Kelman / H Wilson</p>

	Item	Discussion	Action / Decisions	To be actioned by
		discussed the rise in home drinking and highlighted the increase in the number of deaths in Aberdeen City in 2014 related to alcohol abuse and noted that this was a cause for concern.		
10	<u>MESAS Evaluation of Scotland's Alcohol Strategy</u>	The Forum had before it MESAS's Evaluation of Scotland's Alcohol Strategy which outlined the link between alcohol pricing and sales in Scotland in comparison to the rest of the UK. The Convener highlighted that 52% of alcohol sold in Scotland was sold at less than 50p per unit and that more beer and cider was sold at less than 50p per unit in supermarkets and off licences than in 2013. Members then discussed the impact of demographic, economic and regulatory change on alcohol pricing and consumption over the previous 20 years.	Noted.	N/A
11	<u>Update from Police Scotland:</u> <u>Licensing Objective 1:</u> <u>Preventing Crime and Disorder</u>	Jonathan Lloyd informed the Forum that Aberdeen University's Freshers Week had passed by without major incident and only five cases of identification offences had been recorded. Mr Lloyd also advised that Police in Grampian had been using an Itemiser device since 2008 and it use was not related to more recent stop and search procedures. He further explained that a briefing note was being prepared in order to raise awareness of the Itemiser's purpose and use.	Noted.	N/A
12	<u>Update from Licensing Standards Officer:</u> <u>Objective 2:</u> <u>Securing Public Safety</u>	Diane Sande and Tara-Erin Gilchrist advised that they had visited multiple licensed venues during Freshers Week and had found no major issues and highlighted their encouragement that City Centre premises had been promoting free tap water. They further explained that they asked managers of licensed premises to minimise the number of flyers, posters and activities which could	Noted.	N/A

	Item	Discussion	Action / Decisions	To be actioned by
		precipitate complaints and increase public nuisance during this period.		
13	<u>Update Unight from Representative: Licensing Objective 3: Preventing Public Nuisance</u>	No update.	N/A	N/A
14	<u>Update from NHS Grampian and Drugs Alcohol and Drugs Partnership: Licensing Objective 4: Protecting and Improving Public Health</u>	The Convener advised that funding for the designated place of safety scheme for drunk and incapable individuals would be withdrawn from April 2016. He further explained that it would be incumbent on relevant partners to monitor developments and manage this in the future and he highlighted that a greater emphasis on personal responsibility may be pursued.	Noted.	N/A
15	<u>Update from Children's Services Representative: Licensing Objective 5: Protecting Children from Harm</u>	Dave Bliss appended a document which provided information on tackling Child Sex Exploitation (CSE) and he highlighted the detrimental role that alcohol had played in a number of CSE cases and he explained that this link had been extensively evidenced in research. The Convener welcomed this update and suggested that it was an area omitted from the draft Aspirational Statement and would require further discussion.	(i) That the Forum Working Group discuss the role of alcohol in CSE cases and report back to the next Forum meeting on their proposals for its inclusion in the draft Aspirational Statement and the Statement of Licensing Policy 2016-19; and (ii) Otherwise to note the update.	S Kelman / H Wilson
16	<u>Progress Statement</u>	With reference to Item 5 the Convener requested that this item be revised to reflect changes in membership and the establishment of a working group which would aim to develop an evidence base to support the Forum's recommendations to the Licensing Board on the development of a draft Statement of Licensing Policy 2016-19.	(i) To request that item 5 be revised to reflect the establishment of the Forum's Working Group; and (ii) Otherwise to note the Progress Statement.	I Robertson

	Item	Discussion	Action / Decisions	To be actioned by
17	<u>AOB</u>	<p>The Convener advised the Forum that the Licensing Board would have to consider amending the current Statement of Licensing Policy after a successful appeal against the Board; and</p> <p>Heather Wilson highlighted that the City Voice Questionnaire would gauge the level of awareness of the Statement of Licensing Policy and other issues pertinent to the availability and consumption of alcohol and the results would be presented at the next meeting.</p>	<p>Noted.</p> <p>Noted.</p>	<p>N/A</p> <p>N/A</p>
18	<u>Date of Next Meeting</u>	2pm, 18 November 2015.	Noted.	N/A

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Agenda Item 4

ABERDEEN LOCAL LICENSING FORUM 2016 DRAFT SCHEDULE

All meetings commencing at 2:00pm in Committee Room 4, Town House:-

Tuesday, 12 January 2016

Wednesday, 16 March 2016

Wednesday, 25 May 2016

Tuesday, 13 September 2016

Tuesday, 15 November 2016

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ABERDEEN LOCAL LICENSING FORUM

PROGRESS STATEMENT – 16 SEPTEMBER 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
Items relating to all Licensing Objectives					
1.		<p>Statistical Information To receive reports from the Licensing Board containing relevant statistical information.</p>	The Forum and Board will continue to liaise at joint meetings.		All objectives

Item	Meeting Reference	Decision/Action	Update	Responsible Lead	Licensing Objective
2.	2 July 2015 (Joint Licensing Meeting)	<p><u>Statement of Licensing Policy 2016-19</u> The Forum to begin discussions on their response to the development of a draft Statement of Licensing Policy 2016-19.</p>	<p>At the Joint Meeting of the Licensing Board and Forum on 2 July 2015 Ruth O'Hare advised that an extensive consultation process would be carried out in relation to the Statement of Licensing Policy for 2016 -2019. The Board would also be requesting evidence and statistics from various organisations and, as advised earlier, officers were developing a timeline for preparing the policy. It was hoped that a proposed timeline would be put to the Board at its meeting in August.</p> <p>The Convener to the Licensing Board added that the information needed to be area specific, up to date and relevant to alcohol. She added that Board would look to other Board's policies for guidance as part of the review.</p> <p>On 16 September the Forum agreed to establish a Working Group to develop its response to the draft statement.</p>	All	All objectives
3.	11 February 2015	<p><u>Safer Torry Pilot Study</u> The Forum discussed the need for a more in depth study of the relationship</p>		Shamini Omnes	Protecting and Improving Public Health

Item	Meeting Reference	Decision/Action	Update	Responsible Lead	Licensing Objective
		<p>between alcohol sale and consumption and the surrounding environmental on social and economic inequalities. Shamini Omnes explained to the Forum that there was a Safer Torry pilot scheme which investigated the correlation between alcohol abuse and the surrounding environment and agreed to present the findings of this study when they became available.</p>			
4.	11 February 2015	<p><u>Alcohol and Young People</u> The Forum considered whether attitudes towards alcohol have changed amongst younger people and the Convener requested a presentation for a future workshop on what young people think of alcohol and their experiences of its use and impact.</p>		Young Persons Representative to the Forum	All Objectives
5.	16 September 2015	<p><u>Formation of a Working Group</u> The Forum resolved to form a short life working group to develop responses to the draft Aspirational Statement and the draft Statement of Licensing Policy 2016-19 as requested by the Clerk to the Licensing Board.</p>		Sandy Kelman and Heather Wilson	All Objectives
6.	17 June 2015	<p><u>Alcohol Related Crime</u> Peter Lees took the Forum through a report which had been prepared in</p>	<p>The Forum requested that the next report focus on any available information in relation to whether</p>	Emily Queen/Peter Lees	All Objectives

Item	Meeting Reference	Decision/Action	Update	Responsible Lead	Licensing Objective
		<p>relation to the levels of offending and sobriety within the City Centre of Aberdeen and the Forum discussed the content in more detail.</p> <p>The Convener reminded members that the Statement of Licensing Policy was due to be reviewed shortly and that from the data; it could be considered that the Policy was working. He suggested that specific data could be considered at future LLF meetings – for example, the next meeting could focus on statistics in relation to children and young people, and the following meeting could consider data out with the city centre.</p>	<p>people under the age of 18 were the victims or perpetrators, as well as their level of sobriety. The report to the following meeting could focus on data in relation to alcohol and offences out with the city centre.</p>		