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To: Councillor Boulton, Convener; Councillors Cameron, Donnelly, Lesley Dunbar, Grant, Greig, McLellan, Townson and John.

Town House,
ABERDEEN 15th August 2017

LICENSING BOARD

The Members of the **LICENSING BOARD** are requested to meet in **Committee Room 2 - Town House** on **TUESDAY, 22 AUGUST 2017 at 10.30 am.**

FRASER BELL
HEAD OF LEGAL AND DEMOCRATIC SERVICES

B U S I N E S S

- 1 Minute of Meeting of 20 June 2017 (Pages 5 - 12)
- 2 List of Applications (Pages 13 - 24)
 - 2.1 Application for Transfer of a Premises Licence - Co-operative Group Food Limited, 219 Holburn Street, Aberdeen, AB10 6BL (Pages 25 - 28)
 - 2.2 Application for Provisional Premises Licence - Residence Inn By Marriott, Guest Row, Aberdeen, AB10 1AS (Pages 29 - 46)
 - 2.3 Application for Provisional Premises Licence - Marks & Spencer Simply Food, unit 2, Bridge of Don Retail Park, Denmore Road, Bridge Don, Aberdeen (Pages 47 - 62)
 - 2.4 Application for Provisional Premises Licence - Mackie's 19.2, Broad Street, Aberdeen, Ab10 1BL (Pages 63 - 84)

- 2.5 Application for Provisional Premises Licence - Coppa Coffee, 40 ST Swithin Street, Aberdeen, AB10 6XL (Pages 85 - 110)
- 2.6 Application for Variation of a Premises Licence - Angus and Ale, 55 Schoolhill, Aberdeen, AB10 1JT (Pages 111 - 130)
- 2.7 Application for Variation of a Premises Licence - Culter Mills Sports 7 Recreation Club, 25 School Crescent, Peterculter, Aberdeen, AB14 0QJ (Pages 131 - 146)
- 2.8 Application for Variation of a Premises Licence - Hilton Convenience Store, 87 Hilton Road, Aberdeen, AB24 4HR (Pages 147 - 160)
- 2.9 Application for Variation of a Premises Licence - Manzil Indian Restaurant, 22-24 King Street, Aberdeen, AB24 5AX (Pages 161 - 184)
- 2.10 Application for Variation of a Premises Licence - McNasty's, 37 Summer Street, Aberdeen, AB10 1SB (Pages 185 - 210)
- 2.11 Application for Variation of a Premises Licence - Proposed Lidl Store, Inverurie Road, Bucksburn, Aberdeen, AB21 9LZ (Pages 211 - 230)
- 2.12 Application for Variation of Premises Licence - Scotia Bar, 7 Summerfield Terrace, Aberdeen, AB24 5JB (Pages 231 - 252)
- 2.13 Application for Variation of Premises Licence - Sing City, 74-78 Chapel Street, Aberdeen, AB10 1SN (Pages 253 - 278)
- 2.14 Application for Variation of Premises Licence - Stage Door Restaurant, 26 North Silver Street, Aberdeen, AB10 1RL (Pages 279 - 300)
- 2.15 Application for Variation of Premises Licence - Tesco Express, 207 Holburn Street, Aberdeen, AB10 6BL (Pages 301 - 316)
- 2.16 Application for Variation of Premises Licence - The Abercrombie, 224 Union Street, Aberdeen, AB10 1TL (Pages 317 - 326)
- 2.17 Application for Variation of Premises Licence - The Craftsman Company, 2 Guild Street, Aberdeen, AB11 6NE (Pages 327 - 344)
- 2.18 Application for Variation of Premises Licence - The Granite City, Aberdeen Airport, Dyce, Aberdeen, AB21 7DI (Pages 345 - 362)

- 2.19 Application for Variation of Premises Licence - Wild Boar, 19 Belmont Street, Aberdeen, AB10 1JR (Pages 363 - 372)
- 2.20 Application for Variation of Premises Licence - Revolution - 25 Belmont Street, Aberdeen, AB10 1JS (Pages 373 - 392)
- 2.21 Application for Variation on Transfer of a Premises Licence - The Broadsword, 52 Hayton Road, Aberdeen, AB24 2UY (Pages 393 - 410)
- 2.22 Premises licence Review Proposal-Morrison Supermarket (Pages 411 - 412)
- 3 Application for a Personal Licence - AC4979 (Pages 413 - 422)
- 4 Application for Personal Licence-AC5005 (Pages 423 - 424)
- 5 Premises Licence Review Proposal - Peterculter Post Office and Shop, 177 North Deeside Road, Peterculter, Aberdeen, AB14 0UJ (Pages 425 - 426)
- 6 Premises Licence Review Proposal - TPC Conferencing, 19 Crown Terrace, Aberdeen, AB11 6HD (Pages 427 - 428)
- 7 Premises Licence Review - The Prime Cuts, 21 Crown Terrace, Aberdeen, AB11 6HD (Pages 429 - 430)
- 8 Premises Licence Review Proposal- 278 George Street, Aberdeen, AB25 1HL (Pages 431 - 432)
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- 10 Offshore Europe 2017 - General Extension under Section 67 of the Licensing (Scotland) Act 2005 (Pages 435 - 436)
- 11 Scheme of Delegation (Pages 437 - 442)
- 12 Licensing Board Annual Accounts (Pages 443 - 444)
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Should you require any further information about this agenda, please contact Gillian Scott, e-mail giscott@aberdeencity.gov.uk or tel. 01224 522867

LICENSING BOARD

ABERDEEN, 20 June 2017. Minute of meeting of the LICENSING BOARD.
Present: Councillor Boulton, Convener;; and Councillors Cameron, Donnelly, Lesley Dunbar, Grant, Greig, Mason, McLellan and Townson.

ELECTION OF CONVENER

1. Councillor Donnelly nominated Councillor Boulton

Depute Provost Mason seconded the nomination.

The Board resolved:-

To unanimously elect Councillor Boulton as Convener of the Licensing Board.

Depute Provost Mason left the meeting.

DECLARATIONS OF INTEREST

Councillor Townson declared an interest in item 5. Variation of a premises licence for Abergeldie Bar following discussions with an objector, he indicated he will leave the Chamber for the duration of the item.

APPLICATION FOR PROVISIONAL PREMISES LICENCE- COGNITO, 1 MIDSTOCKET ROAD, ABERDEEN, AB10 5JL

2. The Board had before them a letter of representation from Police Scotland dated 30 May 2017 and a memo from Environmental Health dated 26 May 2017.

Mr Dawson, Solicitor for the applicant, addressed the Board in support of the application.

Thereafter, The Board heard Sergeant Flett speak to the letter of representation and Mr Gilchrist speak to the memo

The Board resolved:-

To grant the application as amended with the local condition drugs policy.

APPLICATION FOR PREMISES LICENCE - JK FINE FOODS, 16 CHATTAN PLACE, ABERDEEN, AB10 6RD

- 3.

Mr Dawson, Solicitor for the applicant, addressed the Board in support of the application.

LICENSING BOARD
20 June 2017

The Board resolved:-

To grant the application as amended with the local condition CCTV.

APPLICATION FOR PREMISES LICENCE- SO, 269 UNION STREET, ABERDEEN, AB11 6BR

4. The Board had before them a letter of Representation from Police Scotland dated 29 May 2017, a letter of objection from NHS Grampian dated 25 May 2017 and a memo from the Licensing Standard Officer dated 29 May 2017

Mr Dawson, Solicitor for the applicant, addressed the Board in support of the application. Mr Dawson accepted the conditions suggested by Police Scotland, NHS Grampian and Licensing Standards Officer in their letters, and the above respondents withdrew their responses.

The Board resolved:-

To grant the application as amended with the local condition drugs policy.

Councillor Townson left the meeting.

APPLICATION FOR VARIATION OF PREMISES LICENCE- ABERGELDIE BAR, 504 HOLBURN STREET, ABERDEEN AB10 7LY

5. Board had before them a letter of Representation from Police Scotland dated 31 May 2017 and public objection dated 29 May 2017.

Ms Loudon, Solicitor for the applicant, addressed the Board in support of the application.

Thereafter, The Board heard Sergeant Flett speak to the letter of representation.

The Board resolved:-

To grant the application.

Councillor Townson returned to the meeting.

LICENSING BOARD

20 June 2017

APPLICATION FOR VARIATION OF PREMISES LICENCE-AMARONE, 257 UNION STREET, ABERDEEN AB11 6BR

6. The Board had before it a letter of representation from Police Scotland dated 22 May 2017 and a memo from Licensing Standards Officer dated 29 May 2017.

The Board were advised that the applicant had amended their operating plan to accept the conditions in the letter and memo and Sergeant Flett and Mrs Sande had withdrawn their responses.

Mr McDonald, Solicitor for the applicant, addressed the Board in support of the application.

The Board Resolved:

To grant the application as amended.

APPLICATION FOR VARIATION OF PREMISES LICENCE-BP KING STREET FILLING STATION, 661 KING STREET, ABERDEEN, AB24 1SD

7. Mr Hunter, Solicitor for the applicant, addressed the Board in support of the application.

The Board resolved:

To grant the application.

APPLICATION FOR VARIATION OF PREMISES LICENCE- GILCOMSTON BAR, 5 GILCOMSTON STEPS, ABERDEEN AB25 1UW

8. The Board had before it a letter of representation from Police Scotland dated 31 May 2017, a letter of objection from NHS Grampian dated 25 May 2017, memos from Environmental Health dated 30 May 2017 and the Licensing Standards Officer 29 May 2017 and three public objections dated 29 and 30 May 2017 and 01 June 2017 respectively.

Mr McDonald, Solicitor for the applicant, addressed the Board in support of the application.

Sergeant Flett, Mrs Wilson, Mr Gilchrist and Ms Gilchrist spoke to their responses. Thereafter, the Board heard from one public objector.

Mr McDonald responded to the objections/representations by suggesting that the application be deferred until after mediation with neighbours.

LICENSING BOARD
20 June 2017

The Board resolved:

To defer the application to the next Board meeting pending the outcome of the mediation.

APPLICATION FOR VARIATION OF PREMISES LICENCE- GRAPE AND GRAIN, 31 THISTLE STREET, ABERDEEN, AB10 1UY

9. Mr Dawson, Solicitor for the applicant, addressed the Board in support of the application.

The Board resolved:

To grant the application.

APPLICATION FOR VARIATION OF PREMISES LICENCE- HALO, 7 CROWN STREET, ABERDEEN AB11 6HA

10. Ms Loudon, Solicitor for the applicant, addressed the Board in support of the application.

The Board resolved:

To grant the application.

APPLICATION FOR VARIATION OF PREMISES LICENCE- HUSH (UNIT 6) AND JAMJAR (UNIT 10), THE GALLERIA, BON ACCORD STREET, ABERDEEN AB11 6FB

11. The Board had before it a letter of representation from Police Scotland dated 31 May 2017 and a letter of objection from NHS Grampian dated 25 May 2017.

Mr Dawson, solicitor for the applicant, addressed the Board in support of the application and confirmed that the application was in respect of JamJar only.

Thereafter, Sergeant Flett spoke to the letter of representation and and Mrs Wilson spoke to the letter of objection.

The Board resolved:

LICENSING BOARD

20 June 2017

to grant the application as amended with the additional condition that there will be a live DJ between 01:00 and 02:00hrs as per the Licensing Board Policy on significant entertainment.

APPLICATION FOR VARIATION OF PREMISES LICENCE-PORTALS BAR, 17 CASTLE STREET, ABERDEEN, AB11 5BQ

12. Mr Dawson, solicitor for the applicant, addressed the Board in support of the application.

The Board resolved:

To grant the application.

APPLICATION FOR VARIATION OF PREMISES LICENCE-REVOLUTION, 25 BELMONT STREET, ABERDEEN, AB10 1JS

13. Mr Munro, solicitor for the Board, advised that the agent for the applicant had requested that the application be deferred to the next Board meeting in order to advertise changes made to the application.

The Board resolved:

To defer the application

APPLICATION FOR VARIATION OF PREMISES LICENCE- THE NEW ALBYN, 11 ALBYN PLACE, ABERDEEN, AB10 1YE

14. Mr Dawson, Solicitor for the applicant, addressed the Board in support of the application.

The Board resolved:

To grant the application.

APPLICATION FOR VARIATION OF PREMISES LICENCE-THE PLOUGHMAN, NORTH DEESIDE ROAD, PETERCULTER, ABERDEEN, AB31 5AE

15. Mr White, Solicitor for the applicant, addressed the Board in support of the application.

The Board resolved:

LICENSING BOARD

20 June 2017

To grant the application.

APPLICATION FOR VARIATION OF PREMISES LICENCE- TOPO LA BAMBA, 367 UNION STREET, ABERDEEN AB11 6BT

16. The Board had before it a letter of representation from Police Scotland dated 29 May 2017.

Mr McDonald, Solicitor for the applicant, addressed the Board in support of the application.

Sergeant Flett spoke to the letter of representation.

The Board resolved:

To grant the application as amended.

SECTION 34 TRANSFER OF PREMISES LICENCE

17. Mr Munro, Solicitor for the Board, explained to the Board why the applications to transfer the premises licences were made after the statutory 28 day period.

The Board resolved:

To apply Section 135 of the Civic Government (Scotland) Act 1982 to overlook the procedural irregularities and authorised officers to process the applications.

PREMISES LICENCE REVIEW PROPOSAL- ASDA STORES LIMITED

18. The Board had before it a letter of representation from Police Scotland, dated 5 April, 2017.

Mr Taylor, solicitor addressed the Board as representative of the licence holder.

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The Board resolved:

To take no further action

PREMISES LICENCE REVIEW PROPOSAL-MARTIN MCCOLL

19. The Board had before it a letter of representation from Police Scotland, dated 2 February, 2017

LICENSING BOARD
20 June 2017

Ms Louden, solicitor addressed the Board as representative of the licence holder.

The Board resolved:

To take no further action.

GAMBLING ACT 2005- APPLICATION FOR VARIATION-GAMING MACHINE PERMIT

20. Mr McDonald, Solicitor for the applicant, addressed the Board in support of the application

The Board resolved:

To grant the application.

INTERIM OFF-SALES OVERPROVISION CONSULTATION-REPORT NUMBER CG/17/079

21. The Board had before it a report on the Interim Off-Sales overprovision Consultation for their consideration.

Mr Munro, Solicitor to the Board, spoke to the Report.

Licensing Board resolved:

To treat the whole Board area as locality for the interim off sales overprovision and instruct officers to proceed with consultation on that basis.

LICENSING BOARD
20 June 2017

ABERDEEN CITY LICENSING BOARD

Meeting 22 August 2017 at 10:30am in Committee Room 2 & 3, Town House , Broad Street, Aberdeen , AB10 1AB

Licensing (Scotland) Act 2005

Transfer(s)

	Premises	Applicant	Date Received	Comments
1	CO-OPERATIVE GROUP FOOD LIMITED 219 HOLBURN STREET ABERDEEN AB10 6BL	MARTIN MCCOLL LIMITED C/O LOCKETT & CO LOCKETT HOUSE 13 CHURCH STREET KIDDERMINSTER WORCESTERSHIRE DY10 2AH	17 July 2017	Transfer of Premises Licence on application of Person other than the Licence Holder.

ABERDEEN CITY LICENSING BOARD

Meeting 22 August 2017 at 10:30am in Committee Room 2 & 3, Town House , Broad Street, Aberdeen , AB10 1AB

Licensing (Scotland) Act 2005

Provisional(s)				
	Premises	Applicant	Date Received	Comments
2	RESIDENCE INN BY MARRIOTT GUEST ROW ABERDEEN AB10 1AS	MARRIOTT HOTELS LIMITED C/O BRUNTON MILLER SOLICITORS HERBERT HOUSE 22 HERBERT STREET GLASGOW G20 6NB	12 May 2017	Provisional premises licence for hotel offering onsales, accomodation, restaraunt facilities, bar meals, receptions, club or group meetings, recorded music, televised sport, outdoor drinking facilities & children's access to all parts under supervision
	MARKS & SPENCER SIMPLY FOOD UNIT 2 BRIDGE OF DON RETAIL PARK DENMORE ROAD BRIDGE OF DON ABERDEEN	MARKS & SPENCER SIMPLY FOOD LIMITED C/O HILL BROWN LICENSING LLP RWF HOUSE 5 RENFIELD STREET GLASGOW G2 5EZ	7 July 2017	Premises offering alcohol for consumption on and off the premises and offering, restaurant facilities, recorded music, live performances.
4	MACKIE'S 19.2 BROAD STREET ABERDEEN AB10 1BL	MACKIE'S LIMITED C/O PINSENT MASONS LLP SOLICITORS 141 BOTHWELL STREET GLASGOW G2 7EQ	21 June 2017	Premises offering alcohol for consumption on and off the premises and offering, restaurant facilities, bar meals, receptions such as weddings, funerals, birthdays, retirements etc, club meetings, recorded music, live performances, films, outdoor drinking facilities.

ABERDEEN CITY LICENSING BOARD

Meeting 22 August 2017 at 10:30am in Committee Room 2 & 3, Town House , Broad Street, Aberdeen , AB10 1AB

Licensing (Scotland) Act 2005

Provisional(s)

	Premises	Applicant	Date Received	Comments
5	COPPA COFFEE 40 ST SWITHIN STREET ABERDEEN AB10 6XJ	COPPA COFFEE LIMITED	5 April 2017	Premises offering alcohol for consumption on the premises and offering, conferencing, bar meals, receptions such as weddings, funerals, birthdays, retirements etc, club meetings, recorded music.

ABERDEEN CITY LICENSING BOARD

Meeting 22 August 2017 at 10:30am in Committee Room 2 & 3, Town House , Broad Street, Aberdeen , AB10 1AB

Licensing (Scotland) Act 2005

Variation (Major)(s)

	Premises	Applicant	Date Received	Comments
6	ANGUS AND ALE 55 SCHOOLHILL ABERDEEN AB10 1JT	MARK JAMES CAVANAGH	31 May 2017	Amendment of operating plan to include off-sales restricted to Deliveroo orders and takeaway food orders. Change of premises manager. Change of address for licence holder.
	CULTER MILLS SPORTS & RECREATION CLUB 25 SCHOOL CRESCENT PETERCULTER ABERDEEN AB14 0QJ	CULTER MILLS SPORTS & RECREATION CLUB	24 May 2017	Variation of operating plan to include bar meals
8	HILTON CONVENIENCE STORE 87 HILTON ROAD ABERDEEN AB24 4HR	JAFFARALI NALLAMOHAMED C/O JAMES & GEORGE COLLIE SOLICITORS 1 EAST CRAIBSTONE STREET ABERDEEN AB11 6YQ	29 May 2017	Increase of Capacity due to relocation of doorway & addition of integral chill cabinet

ABERDEEN CITY LICENSING BOARD

Meeting 22 August 2017 at 10:30am in Committee Room 2 & 3, Town House , Broad Street, Aberdeen , AB10 1AB

Licensing (Scotland) Act 2005

Variation (Major)(s)

Premises	Applicant	Date Received	Comments
9 MANZIL INDIAN RESTAURANT 22-24 KING STREET ABERDEEN AB24 5AX	RANA MOHAMMED ALI C/O SHEPHERD & WEDDERBURN LLP SOLICITORS 1 EXCHANGE CRESCENT CONFERENCE SQUARE EDINBURGH EH3 8UL	23 May 2017	Amendment of premises name to remove reference to "Indian Restaurant" Amendment to premises description to "Comedy Club on ground floor of tenement building in city centre" Change of premises manager Amendment of the commencement of onsales to 11am on Sundays Inclusion of seasonal variations to allow for a terminal hour of 3am on Hogmanay Amendment to activities to include: bar meals, receptions, club meetings, music & live performances Amendment to children's access to be permitted access until 22:00 for the purpose of having a meal or attending a show/ workshop but must be accompanied by an adult at all times Amendment to young person's access to be permitted access until 01:00 for the purposes of having a meal or attending a

ABERDEEN CITY LICENSING BOARD

Meeting 22 August 2017 at 10:30am in Committee Room 2 & 3, Town House , Broad Street, Aberdeen , AB10 1AB

Licensing (Scotland) Act 2005

Variation (Major)(s)

Premises	Applicant	Date Received	Comments
10 MCNASTY'S 37 SUMMER STREET ABERDEEN AB10 1SB	BOOKTWIN LIMITED C/O RAEBURN CHRISTIE CLARK & WALLACE SOLICITORS 12-16 ALBYN PLACE ABERDEEN AB10 1PS	22 June 2017	Amendment to on sale hours on Friday and Saturday from 10:00 to 01:00 to 11:00 to 02:00, Amendment to the commencement of off sales core hours on Friday and Saturday from 10:00 to 11:00. Addition of seasonal variations After 21:00 on Fridays and Saturdays the premises is to be used as a Karaoke venue & quiz nights are to be held on Thursday evenings. Amendment to the times children and young persons are permitted access. Children will now be permitted access until 20:00 and young persons until 22:00
11 PROPOSED LIDL STORE INVERURIE ROAD BUCKSBURN ABERDEEN AB21 9LZ	LIDL UK GMBH C/O HARPER MACLEOD LLP SOLICITORS THE CA'D'ORO 45 GORDON STREET GLASGOW G1 3PE	12 May 2017	Variation to seasonal alcohol display Amendment to layout plan to vary capacity of offsale display resulting in an increase

ABERDEEN CITY LICENSING BOARD

Meeting 22 August 2017 at 10:30am in Committee Room 2 & 3, Town House , Broad Street, Aberdeen , AB10 1AB

Licensing (Scotland) Act 2005

Variation (Major)(s)

	Premises	Applicant	Date Received	Comments
12	SCOTIA BAR 7 SUMMERFIELD TERRACE ABERDEEN AB24 5JB	PUNCH PARTNERSHIP LIMITED C/O TLT LLP 140 WEST GEORGE STREET GLASGOW G2 2HG	25 May 2017	Extend opening hours from 11:00 hours to 10:00 hours Monday to Sunday Extend terminal hour to 01:00 hours on Fridays and Saturdays .
13	SING CITY 74-78 CHAPEL STREET ABERDEEN AB10 1SN	HELLISTER LTD C/O BRUNTON MILLER SOLICITORS HERBERT HOUSE 22 HERBERT STREET GLASGOW G20 6NB	2 June 2017	Variation of operating plan to extend the terminal hour on Fridays and Saturdays to 03:00
14	STAGE DOOR RESTAURANT 26 NORTH SILVER STREET ABERDEEN AB10 1RL	QUATRO VENTURE LIMITED C/O JAMES & GEORGE COLLIE SOLICITORS 1 EAST CRAIBSTONE STREET ABERDEEN AB11 6YQ	29 June 2017	Change of premises name to "Engage Gaming" Amendment to commencement hour for onsales to 1100 on Sunday's Children will be permitted access unaccompanied untill 2000 & young persons until 2100. After these times children & young persons will be permitted access when accompanied by an adult The addition of clubs, gaming, indoor/outdoor sports & televised sport as activities.

ABERDEEN CITY LICENSING BOARD

Meeting 22 August 2017 at 10:30am in Committee Room 2 & 3, Town House , Broad Street, Aberdeen , AB10 1AB

Licensing (Scotland) Act 2005

Variation (Major)(s)

	Premises	Applicant	Date Received	Comments
15	TESCO EXPRESS 207 HOLBURN STREET ABERDEEN AB10 6BL	TESCO STORES LIMITED C/O HILL BROWN LICENSING LLP RWF HOUSE 5 RENFIELD STREET GLASGOW G2 5EZ	22 May 2017	Variation of layout plan resulting in increase in alcohol display
16	THE ABERCROMBIE 224 UNION STREET ABERDEEN AB10 1TL	GREENE KING BREWING & RETAILING LIMITED C/O BELHAVEN PUBS LICENSING TEAM ATRIUM HOUSE 6 BACK WALK STIRLING FK8 2QA	6 June 2017	Amendment to local condition relating to door supervisors so that it only applies on Friday and Saturdays.

ABERDEEN CITY LICENSING BOARD

Meeting 22 August 2017 at 10:30am in Committee Room 2 & 3, Town House , Broad Street, Aberdeen , AB10 1AB

Licensing (Scotland) Act 2005

Variation (Major)(s)

Premises	Applicant	Date Received	Comments
17 THE CRAFTSMAN COMPANY 2 GUILD STREET ABERDEEN AB11 6NE	ABERDEEN DOUGLAS HOTEL LIMITED C/O BURNES PAULL LLP SOLICITORS UNION PLAZA 1 UNION WYND ABERDEEN AB10 1DQ	21 June 2017	Amendment to the commencement of on and off consumption from 12:30 to 11:00 on Sundays The addition of restaraunt facilities, receptions, club & other group meetings and recorded music as activities Recorded music may be played outwith core hours The removal of gaming as an activity Children & young persons permitted access when accompanied by an adult for the purpose of consuming food or attending a private function between 0800 and 2200 hours or until the end of any meal or for the duration of any private function. Amendment of premises discription to coffee & ale house
18 THE GRANITE CITY ABERDEEN AIRPORT DYCE ABERDEEN AB21 7DU	J D WETHERSPOON (SCOT) LIMITED C/O J D WETHERSPOON PLC PO BOX 616 WATFORD WD24 4QU	22 June 2017	Amendment to the layout plan to include an external customer area within the terminal building

ABERDEEN CITY LICENSING BOARD

Meeting 22 August 2017 at 10:30am in Committee Room 2 & 3, Town House , Broad Street, Aberdeen , AB10 1AB

Licensing (Scotland) Act 2005

Variation (Major)(s)

	Premises	Applicant	Date Received	Comments
19	WILD BOAR 19 BELMONT STREET ABERDEEN AB10 1JR	GREENE KING RETAILING LTD C/O BELHAVEN PUBS LICENSING TEAM ATRIUM HOUSE 6 BACK WALK STIRLING FK8 2QA	6 June 2017	Amendment to local conditions in relation to door supervisors so that it only applies on Friday and Saturday
20	REVOLUTION 25 BELMONT STREET ABERDEEN AB10 1JS	REVOLUTION BAR LIMITED C/O BRUNTON MILLER SOLICITORS HERBERT HOUSE 22 HERBERT STREET GLASGOW G20 6NB	8 May 2017	Amend the terminal hour for consumption on the premises on a Friday and Saturday to 02:00. Amendment to the Operating Plan to include dance facilities Change of layout plan to reflect dance facilities.

ABERDEEN CITY LICENSING BOARD

Meeting 22 August 2017 at 10:30am in Committee Room 2 & 3, Town House , Broad Street, Aberdeen , AB10 1AB

Licensing (Scotland) Act 2005

Transfer(s)

Premises		Applicant	Date Received	Comments
21	THE BROADSWORD 52 HAYTON ROAD ABERDEEN AB24 2UY	MARTIN MCCOLL LIMITED	29 June 2017	Transfer of the licence

ABERDEEN CITY LICENSING BOARD

Meeting 22 August 2017 at 10:30am in Committee Room 2 & 3, Town House , Broad Street, Aberdeen , AB10 1AB

Licensing (Scotland) Act 2005

Variation (Major) on Transfer(s)

Premises		Applicant	Date Received	Comments
22	THE BROADSWORD 52 HAYTON ROAD ABERDEEN AB24 2UY	MARTIN MCCOLL LIMITED C/O LOCKETT & CO LOCKETT HOUSE 13 CHURCH STREET KIDDERMINSTER WORCESTERSHIRE DY10 2AH	29 June 2017	Change of premises name to McColls Change of premises description Removal of On Sales variation of offsales hours on Sundays Removal of all activities- receptions, club or other group meetings, music, live performances, indoor/outdoor sports, live sports, darts and pool and seasonal and bank holiday extensions. Amendment to layout plan affecting capacity Removal of the local condition relating to drug policy

LICENSING BOARD INFORMATION SHEET

TYPE OF APPLICATION: TRANSFER OF A PREMISES LICENCE
PREMISES: CO-OPERATIVE FOOD GROUP LTD, 219 HOLBURN STREET,
ABERDEEN, AB10 6BL

DESCRIPTION

- Transfer of premises licence to Martin McColls Ltd

OBJECTIONS/REPRESENTATIONS

Police Scotland Notice of Convictions

POLICY

N/A

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LICENSING BOARD INFORMATION SHEET

TYPE OF APPLICATION: PROVISIONAL PREMISES LICENCE

PREMISES: RESIDENCE INN BY MARRIOTT, GUEST ROW, ABERDEEN

DESCRIPTION

- Hotel
- on sales 11:00 to 00:00 Monday to Saturday and 12:30 to 23:00 on Sunday
- accommodation, restaurant facilities , bar meals, receptions, club or group meetings, recorded music, televised sport, outdoor drinking facilities
- Resident children and young persons will be permitted access to all parts under supervision at all times. Non resident children and young persons will be permitted access under supervision during core hours.

OBJECTIONS/REPRESENTATIONS

Police Scotland

POLICY

The Board has devised a number of local conditions which may be attached to premises licences.

Drugs Policy

It is a condition that the licence holder has in place and enforces the drugs policy formulated by Police and attached hereto and displays a notice to the effect that such a drugs policy is in operation at the premises

LICENSING OBJECTIVE – PROTECTING CHILDREN FROM HARM

28.1 The Board wishes to see child safe premises thriving in the city. It welcomes applications from those who wish to operate licensed premises which accommodate children and families. In determining any such application the risk of harm to children will be paramount.

28.2 Where applicants wish to operate such premises, the Board expects them to appreciate that this places additional responsibilities upon them at the same time as recognising that parents and other adults accompanying children also have responsibilities.

28.4 The following examples of control measures are given to assist applicants.

- effective and responsible premises management

- adoption of best practice guidance
- imitations on the hours when children may be present, in all or parts of the premises
- imitations or exclusions by age when certain activities are taking place
- imposition of requirements for children to be accompanied by an adult
- acceptance of accredited proof of age cards with photographs, or passports
- measures to ensure children do not purchase, acquire or consume alcohol
- measures to ensure children are not exposed to incidences of violence or disorder
- appropriate training and supervision of those employed to secure protection of children from harm.

Imposition of reasons for children to be present and/ or accompanied by a responsible person / adult who shall have responsibility for, and supervise such children and young persons will normally only be admitted to licensed premises for the purpose of consuming light refreshments or a meal, partaking in a relevant sporting activity or attending a pre-arranged function

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26 July 2017

Your Ref:

Our Ref: 251468

Legal and Democratic Services
Corporate Governance
Aberdeen City Council
Business Hub 6 L1S
Marischal College, Broad Street
Aberdeen
AB10 1AB



Philip Gormley QPM
Chief Constable

North East Division
Queen Street
Aberdeen
AB10 1ZA

Dear Sir/Madam,

**LICENSING (SCOTLAND) ACT 2005 - APPLICATION FOR THE GRANT OF A
PROVISIONAL PREMISES LICENCE
RESIDENCE INN BY MARRIOTT, GUESTROW, ABERDEEN, AB10 1AS
MARRIOT HOTELS LIMITED, 11 OLD JEWRY STREET, 7TH FLOOR,
LONDON, EC2R 8DU**

I refer to the above application and in terms of Section 21(4)(a)(i) and (ii) of the Licensing (Scotland) Act 2005, I have to advise you that neither the applicant nor any connected person has been convicted of any relevant offence.

I am unable to confirm the existence of any foreign offence in respect of the applicant or any connected person.

In terms of Section 22(1)(b)(ii) and (iii) of the Licensing (Scotland) Act 2005, I recommend that operating plan that accompanies the above application is modified to reflect the external area which is marked on the layout plan has barriers or other physical structure in place to demark it as same and is subject to a terminal hour of 2200 hours each day.

This was discussed with a representative of the applicant company who advised that they would be agreeable to this request.

This representation is submitted for your attention when considering this application.

Yours faithfully

Philip Gormley QPM
Chief Constable

For enquiries please contact the Licensing Department on 01224 306468

LICENSING BOARD INFORMATION SHEET

TYPE OF APPLICATION: PROVISIONAL PREMISES LICENCE

PREMISES: MARKS & SPENCER SIMPLY FOOD, UNIT 2 BRIDGE OF DON RETAIL PARK, ABERDEEN

DESCRIPTION

- retail store & café to include on and off sales, restaurant facilities, recorded music & live performances
- Children and Young Persons will be allowed entry to the premises at all times whilst the premises are open.

OBJECTIONS/REPRESENTATIONS

POLICY

The Board has devised a number of local conditions which may be attached to premises licences.

1. The following condition will be attached to all off-consumption premises licences unless there is cause shown why this should not be the case:

CCTV

The licence holder shall provide sufficient internal and external CCTV coverage of the premises to meet the current technical requirements of the Police Service of Scotland as detailed in Aberdeen City Licensing Board's Statement of Licensing Policy. (all off-sales are however exempt from 4.2 relating to lip sync capability at entrance and exit doors)

LICENSING OBJECTIVE – PROTECTING CHILDREN FROM HARM

28.1 The Board wishes to see child safe premises thriving in the city. It welcomes applications from those who wish to operate licensed premises which accommodate children and families. In determining any such application the risk of harm to children will be paramount.

28.2 Where applicants wish to operate such premises, the Board expects them to appreciate that this places additional responsibilities upon them at the same time as recognising that parents and other adults accompanying children also have responsibilities.

28.4 The following examples of control measures are given to assist applicants.

- effective and responsible premises management
- adoption of best practice guidance
- imitations on the hours when children may be present, in all or parts of the premises
- imitations or exclusions by age when certain activities are taking place
- imposition of requirements for children to be accompanied by an adult
- acceptance of accredited proof of age cards with photographs, or passports
- measures to ensure children do not purchase, acquire or consume alcohol
- measures to ensure children are not exposed to incidences of violence or disorder
- appropriate training and supervision of those employed to secure protection of children from harm.
- Imposition of reasons for children to be present and/ or accompanied by a responsible person / adult who shall have responsibility for, and supervise such children and young persons will normally only be admitted to licensed premises for the purpose of consuming light refreshments or a meal, partaking in a relevant sporting activity or attending a pre-arranged function

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LICENSING BOARD INFORMATION SHEET

TYPE OF APPLICATION: PROVISIONAL PREMISES LICENCE

PREMISES: MACKIE'S 19.2, BROAD STREET, ABERDEEN

DESCRIPTION

- Café & restaurant
- Consumption on and off the premises.
- Bar meals, receptions, club or group meetings, recorded music, films & outdoor drinking.
- Unaccompanied children and young persons will be allowed entry subject to managerial discretion at all times.

OBJECTIONS/REPRESENTATIONS

Police Scotland

POLICY

The Board has devised a number of local conditions which may be attached to premises licences.

Drugs Policy

It is a condition that the licence holder has in place and enforces the drugs policy formulated by Police and attached hereto and displays a notice to the effect that such a drugs policy is in operation at the premises

LICENSING OBJECTIVE – PROTECTING CHILDREN FROM HARM

28.1 The Board wishes to see child safe premises thriving in the city. It welcomes applications from those who wish to operate licensed premises which accommodate children and families. In determining any such application the risk of harm to children will be paramount.

28.2 Where applicants wish to operate such premises, the Board expects them to appreciate that this places additional responsibilities upon them at the same time as recognising that parents and other adults accompanying children also have responsibilities.

28.4 The following examples of control measures are given to assist applicants.

- effective and responsible premises management
- adoption of best practice guidance
- limitations on the hours when children may be present, in all or parts of the premises
- limitations or exclusions by age when certain activities are taking place
- imposition of requirements for children to be accompanied by an adult
- acceptance of accredited proof of age cards with photographs, or passports
- measures to ensure children do not purchase, acquire or consume alcohol
- measures to ensure children are not exposed to incidences of violence or disorder
- appropriate training and supervision of those employed to secure protection of children from harm.
- Imposition of reasons for children to be present and/ or accompanied by a responsible person / adult who shall have responsibility for, and supervise such children and young persons will normally only be admitted to licensed premises for the purpose of consuming light refreshments or a meal, partaking in a relevant sporting activity or attending a pre-arranged function

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26 July 2017

Your Ref:

Our Ref: 246596

Legal and Democratic Services
Corporate Governance
Aberdeen City Council
Business Hub 6 L1S
Marischal College, Broad Street
Aberdeen
AB10 1AB



Philip Gormley QPM
Chief Constable

North East Division
Queen Street
Aberdeen
AB10 1ZA

Dear Sir/Madam,

**LICENSING (SCOTLAND) ACT 2005 - APPLICATION FOR THE GRANT OF A
PROVISIONAL PREMISES LICENCE
MACKIE'S, 19.2 BROAD STREET, ABERDEEN, AB10 1AG
MCAKIE'S LIMITED, WESTERTOWN, ROTHENORMAN, INVERURIE,
AB51 8US**

I refer to the above application and in terms of Section 21(4)(a)(i) and (ii) of the Licensing (Scotland) Act 2005, I have to advise you that neither the applicant nor any connected person has been convicted of any relevant offence.

I am unable to confirm the existence of any foreign offence in respect of the applicant or any connected person.

In terms of Section 22(1)(b)(ii) and (iii) of the Licensing (Scotland) Act 2005, I recommend that the operating plan and layout plan that accompanies the application in its current form is modified to reflect the following points:

- The external area which is marked on the layout plan has barriers or other physical structure in place to demark it as same and is subject to a terminal hour of 2200 hours each day;
- In respect of children and young persons who are on the premises for the purpose of consuming food, younger children (i.e. under 13 years of age) are to be accompanied by a person aged 18 years or over after 2000 hours. Such children may be on the premises unaccompanied for the purpose of purchasing food to be consumed off the premises, after that time. Children aged 13-15 years and young persons are to be similarly accompanied in the event the premises opens after 2200 hours.

This letter is submitted for your attention when considering this application.

Yours faithfully

Philip Gormley QPM
Chief Constable

For enquiries please contact the Licensing Department on 01224 306468

LICENSING BOARD INFORMATION SHEET

TYPE OF APPLICATION: VARIATION OF A PREMISES LICENCE

PREMISES: COPPA COFFEE, 40 ST SWITHIN STREET, ABERDEEN

DESCRIPTION

- coffee shop
- Alcohol to be sold for consumption on the premises.
- conference facilities, bar meals, receptions, club or group meetings & recorded music
- Unaccompanied children and young persons aged 13 – 17 will be permitted access from 09:00 to 20:00 for the purposes of having a meal, snack, soft drink and other non-alcoholic refreshments and ice cream.
- All children and young person will be permitted access when accompanied by an adult for the purpose of having a meal, snack, soft drink, other no alcoholic refreshment, ice cream or to attend a private function.

OBJECTIONS/REPRESENTATIONS

Public Representation

POLICY

The Board has devised a number of local conditions which may be attached to premises licences.

Drugs Policy

It is a condition that the licence holder has in place and enforces the drugs policy formulated by Police and attached hereto and displays a notice to the effect that such a drugs policy is in operation at the premises

LICENSING OBJECTIVE – PROTECTING CHILDREN FROM HARM

28.1 The Board wishes to see child safe premises thriving in the city. It welcomes applications from those who wish to operate licensed premises which accommodate children and families. In determining any such application the risk of harm to children will be paramount.

28.2 Where applicants wish to operate such premises, the Board expects them to appreciate that this places additional responsibilities upon them at the same time as recognising that parents and other adults accompanying children also have responsibilities.

28.4 The following examples of control measures are given to assist applicants.

- effective and responsible premises management
- adoption of best practice guidance
- imitations on the hours when children may be present, in all or parts of the premises
- imitations or exclusions by age when certain activities are taking place
- imposition of requirements for children to be accompanied by an adult
- acceptance of accredited proof of age cards with photographs, or passports
- measures to ensure children do not purchase, acquire or consume alcohol
- measures to ensure children are not exposed to incidences of violence or disorder
- appropriate training and supervision of those employed to secure protection of children from harm.
- Imposition of reasons for children to be present and/ or accompanied by a responsible person / adult who shall have responsibility for, and supervise such children and young persons will normally only be admitted to licensed premises for the purpose of consuming light refreshments or a meal, partaking in a relevant sporting activity or attending a pre-arranged function

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Gillian Scott

Subject: FW: Provisional Premises Licence- Coppa Coffee- 40 St Swithin Street
Attachments: Scanned from a Xerox Multifunction Printer.pdf

Sent: 25 July 2017 15:46

To: Licensing

Subject: AC908 - Premises licence @ Coppa Coffee, 40 St Swithin Street

Good afternoon

I am in receipt of the attached letter. We occupy the adjoining premises and use this as a day nursery. We do not have objections to the application for alcohol to be served on the premises however we do have concerns regarding the sale of alcohol during daytime hours and if alcohol will be consumed outside of the premises, i.e. on the pavement directly outside the coffee shop, as this is very close to the front of the nursery. We wish for our concerns to be noted.

Kind regards

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LICENSING BOARD INFORMATION SHEET

TYPE OF APPLICATION: VARIATION OF A PREMISES LICENCE

PREMISES: ANGUS & ALE, 55 SCHOOLHILL, ABERDEEN

DESCRIPTION

- Amendment of operating plan to include off- sales restricted to deliveroo orders & takeaway orders.
- Change of premises manager
- Change of premises licence holder details

OBJECTIONS/REPRESENTATIONS

Police Scotland

POLICY

N/A

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19 July 2017

Your Ref:

Our Ref: 245407

Legal and Democratic Services
Corporate Governance
Aberdeen City Council
Business Hub 6 L1S
Marischal College, Broad Street
Aberdeen
AB10 1AB



Philip Gormley QPM
Chief Constable

North East Division
Queen Street
Aberdeen
AB10 1ZA

Dear Sir/Madam,

**LICENSING (SCOTLAND) ACT 2005
APPLICATION FOR THE VARIATION OF A PREMISES LICENCE
ANGUS AND ALE, 55 SCHOOLHILL, ABERDEEN, AB10 1JT**

I refer to the above variation of a premises licence in terms of Section 29(5) of the Licensing (Scotland) Act 2005.

The variation requested consists of an amendment to the operating plan to allow off sales ancillary to takeaway food, from 1100 to 2200 hours daily, including orders delivered by a delivery service.

In terms of Section 29(5) this request can be considered a variation.

In terms of Section 22(1)(b)(ii) and (iii) of the same Act, I make the following representation and recommend that the variation be granted subject to the condition that the applicant must be satisfied that the delivery of alcohol will be undertaken by a person has attained 18 years of age and has received training to comply with the Licensing (Training of Staff) (Scotland) Regulations 2007.

The letter is submitted for your attention when considering this application.

Yours faithfully

Philip Gormley QPM
Chief Constable

For enquiries please contact the Licensing Department on 01224 306468

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LICENSING BOARD INFORMATION SHEET

TYPE OF APPLICATION: VARIATION OF A PREMISES LICENCE

PREMISES: CULTER MILLS SPORTS CLUB, SCHOOL CRESCENT, ABERDEEN

DESCRIPTION

- Variation of operating plan to include bar meals within core hours

OBJECTIONS/REPRESENTATIONS

None

POLICY

N/A

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LICENSING BOARD INFORMATION SHEET

TYPE OF APPLICATION: VARIATION OF A PREMISES LICENCE

PREMISES: HILTON CONVENIENCE STORE, ABERDEEN

DESCRIPTION

- Increase in capacity due to relocation of doorway & addition of integral chill cabinet

OBJECTIONS/REPRESENTATIONS

None

POLICY

N/A

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LICENSING BOARD INFORMATION SHEET

TYPE OF APPLICATION: VARIATION OF A PREMISES LICENCE

PREMISES: MANZIL INDIAN RESTAURANT, 22-24 KING STREET, ABERDEEN

DESCRIPTION

- Amendment of premises name to remove reference to 'Indian Restaurant'
- Amendment to premises description to "comedy club on ground floor of tenement building in city centre"
- Amendment of on-sales to commence at 1100
- Inclusion of seasonal variation to 03:00 terminal hour on new year's eve
- Amendment to q5 to include: bar meals, receptions, club meetings, music & live performances
- Amendment to children's access for children to be permitted access until 2200 for the purpose of having a meal or attending a show/workshop; accompanied by an adult at all times
- Amendment to young person's access for young persons to be permitted access until 0100 for the purposes of having a meal or attending a show/workshop accompanied by an adult when on the premises after 2200
- Amendment to the layout plan with the addition of a stage/performance area

OBJECTIONS/REPRESENTATIONS

Police Scotland
EH Memo

POLICY

LICENSING OBJECTIVE – PROTECTING CHILDREN FROM HARM

28.1 The Board wishes to see child safe premises thriving in the city. It welcomes applications from those who wish to operate licensed premises which accommodate children and families. In determining any such application the risk of harm to children will be paramount.

28.2 Where applicants wish to operate such premises, the Board expects them to appreciate that this places additional responsibilities upon them at the same time as recognising that parents and other adults accompanying children also have responsibilities.

28.4 The following examples of control measures are given to assist applicants.

- effective and responsible premises management
- adoption of best practice guidance

- imitations on the hours when children may be present, in all or parts of the premises
- imitations or exclusions by age when certain activities are taking place
- imposition of requirements for children to be accompanied by an adult
- acceptance of accredited proof of age cards with photographs, or passports
- measures to ensure children do not purchase, acquire or consume alcohol
- measures to ensure children are not exposed to incidences of violence or disorder
- appropriate training and supervision of those employed to secure protection of children from harm.
- Imposition of reasons for children to be present and/ or accompanied by a responsible person / adult who shall have responsibility for, and supervise such children and young persons will normally only be admitted to licensed premises for the purpose of consuming light refreshments or a meal, partaking in a relevant sporting activity or attending a pre-arranged function

26 LICENSING OBJECTIVE - PREVENTING PUBLIC NUISANCE

26.1 The Board believes that licensed premises have the potential to have a significant adverse impact on communities. It wishes to maintain and protect the amenity of occupiers of other businesses and residents from the potential consequence of the operation of licensed premises, whilst recognising the valuable cultural, social and business importance that such premises provide.

26.2 The Board will interpret public nuisance in its widest sense and will take it to include such issues as noise, light, odour, litter and anti-social behaviour. In particular the Board will consider that flyposting is both a public nuisance (litter) and anti-social behaviour in terms of its impact on the community.

26.3 Applicants should be aware that the Board may apply stricter conditions, including restrictions on licensed hours, where the activities may impact on residents or other business premises and where relevant representations have been received.

26.4 The Board believes that the impact of licensed premises on a neighbourhood is significantly influenced by the times when those premises are open. The Board may restrict hours of opening when considering a premises licence application, if it considers this to be appropriate. The Board will consider each case on its merits.

26.5 Applicants will be expected to consider the following when addressing the prevention of public nuisance:-

- the location of premises and proximity to residential and other noise sensitive premises, such as hospitals, hospices, care homes, schools, nurseries and places of worship
- the licensed hours, especially late at night
- the nature of activities to be provided, including whether those activities are of a temporary or permanent nature and whether they are to be held inside or outside premises
- the design and layout of premises and in particular the presence of noise

limiting features and a functioning CCTV system (to a prescribed standard) , which complies with relevant legislative requirements

- the occupancy capacity of the premises
- the availability of public transport
- the wind down period
- the last admission time

26.6 The following examples of control measures are given to assist applicants:

- effective and responsible management of premises
- appropriate instruction, training and supervision of those employed or engaged to prevent incidents of public nuisance, for instance to ensure that customers leave quietly
- control of operating hours for all or parts of the premises, for instance garden areas
- adoption of best practice guidance
- installation of soundproofing, air conditioning, acoustic lobbies, sound limitation devices and other mitigation measures
- management of people, including staff, vehicular traffic, queues, and patrons arriving and leaving premises
- liaison with public transport providers
- siting of external lighting, including security lighting and installation of an effective CCTV system (to a prescribed standard) which complies with relevant legislative requirements
- management arrangements for collection and disposal of waste and empty bottles
- effective ventilation systems to prevent nuisance from odour.

26.7 The Board will expect door supervisors to be particularly vigilant about numbers entering the premises, denying entry to those who are drunk or disorderly on arrival, and ensuring an adequate supervision of the premises at all times.

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26 July 2017

Your Ref:

Our Ref: 249460

Legal and Democratic Services
Corporate Governance
Aberdeen City Council
Business Hub 6 L1S
Marischal College, Broad Street
Aberdeen
AB10 1AB



Philip Gormley QPM
Chief Constable

North East Division
Queen Street
Aberdeen
AB10 1ZA

Dear Sir/Madam,

**LICENSING (SCOTLAND) ACT 2005
APPLICATION FOR THE VARIATION OF A PREMISES LICENCE
MANZIL INDIAN RESTAURANT, 22-24 KING STREET, ABERDEEN, AB24 5AX**

I refer to the above application for the variation of a premises licence under terms of Section 29(5) of the Licensing (Scotland) Act 2005.

The variation requested consists of the following requests, namely;

1. Change the Designated Premises Manager;
2. Amend the commencement of on sales core hours on Sunday from 1230 to 1100;
3. Amend Q4 in relation to seasonal variations to permit the premises to operate until 0200 hours on Hogmanay;
4. Amend Q5 to include the provision of Bar Meals, Receptions, Club or Group Meetings, Recorded Music and Live Performances during core hours;
5. Amending Q6 in relation to Children and Young Persons access and the terms under which they are permitted;
6. Changing the layout of the premises to reduce the restaurant area, include a stage area and include a large area of removable seating;
7. Amend the description of the premises from 'Indian Restaurant' to 'Comedy Club'.

In terms of Section 29(5) of the Act this request can be considered a variation.

In respect of points 1, 2, 6 and 7, I have no adverse comment to make.

In respect of the other requests, in terms of Section 22(1)(b)(ii) and (iii) of the same Act, I make the following representation.

The application and accompanying operating plan and layout plan indicates a number of significant changes to how the premises wish to operate. The premises currently operates as an Indian Restaurant and was granted a licence which reflects this environment, particularly in relation to core operating hours and children and young person's access.

I am of the opinion that despite the premises still offering the provision of restaurant facilities, the request essentially seeks to change the nature of the premises from being a restaurant to a hybrid-style premises that offers the provision of live performances and other activities, as listed on the operating plan which accompanies the application. It is unclear whether restaurant facilities would still be offered at the same time as some of the many other activities described.

The premises current operating plan permits them to operate until 0100 hours from Monday to Sunday by virtue of offering restaurant facilities. It is my opinion that the Board should satisfy themselves, as per the aforementioned statement whether the nature of the premises has materially changed and, as such, whether the premises would in fact be entitled to operate until 0100 hours. This will have an impact on whether the Board is minded to grant point 3 above, bearing in mind that in terms of the general direction, the premises would, I believe, be permitted to open until 0200 hours.

In respect of point 4, the applicant has indicated that they wish to include the provision of Bar Meals, Receptions, Club or Group Meetings, Recorded Music and Live Performances during core hours.

The operating plan that accompanies the application states that the premises will primarily operate as a comedy club and will offer other activities such as themed evenings, casino nights, auctions, bingo nights, karaoke nights, race nights, cocktail demonstrations and wine and drinks tastings. It appears that when such activities are to take place, they would be the principal attraction to the premises and therefore not an activity ancillary to a meal. I therefore request that the Board is satisfied that the premises are operating licensed hours consistent with Appendix 4 of the current Policy.

In respect of point 5 relating to Children and Young Persons access, I am of the opinion that given the core function of the premises has materially changed, and as such, in terms of Section 22(1)(b)(ii) and (iii) of the same Act, I recommend that the operating plan in its current form in relation to such terms is modified to reflect the following:

- Young Persons are permitted access until 0100 hours for the purposes of having a meal, or attending an age appropriate function or event, but must be accompanied by an appropriate adult over eighteen years of age after 2200 hours.

- Children and Young persons are not permitted on the premises when the principal activity taking place is an activity such as casino nights, bingo nights, race nights, cocktail demonstrations and wine and drink tastings. .

This representation is submitted for your attention in considering this application.

Yours faithfully

Philip Gormley QPM
Chief Constable

For enquiries please contact the Licensing Department on 01224 306468

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MEMO

Environmental Health and Trading Standards

Communities, Housing and Infrastructure

Business Hub 15 ,3rd Floor South ,Marischal College



ABERDEEN
CITY COUNCIL

To	Litigation & Licensing , Legal & Democratic Services , Corporate Governance , Business Hub 6, Level 1 South, Marischal College		
From	Mark Nicholl		
Email	mnicholl@aberdeencity.gov.uk		Date 25/07/17
Tel.	01224 522596		Our Ref.
Fax.			Your Ref.

Licensing (Scotland) Act 2005

Application for Variation of Premises License – 22 – 24 King Street Aberdeen AB24 5AX

Dear Sir/Madam,

The above variation application has been assessed by this Service. The assessment focussed on the introduction of amplified live and recorded music element and a terminal hour of 01:00 Hours. This significant change is considered to have increased potential for impact on neighbouring residences.

It is naturally desirable to avoid a situation that would result in this Service serving formal notices to abate activities that have caused statutory nuisance. I am of the opinion that application of suitable music noise control measures can protect the amenity of local residences and reduce the possibility of disturbance and statutory noise nuisance.

Having carefully considered the matter I am not objecting to this application, an appropriate noise impact assessment to establish the noise control measures is however considered necessary.

I would therefore request a detailed noise impact assessment by a suitably qualified independent noise consultant is carried out to the satisfaction of this Service.

This assessment should identify the likely sources and levels of noise arising from the premises and any noise attenuation measures required to ensure music noise is inaudible (essentially 10 dB(A) below background L_{A90} noise levels) in the neighbouring residential property during the periods in question.

On the assessment being considered sufficient, any noise attenuation measures identified must be installed, in the interests of protecting amenity of neighbouring residential properties from noise.

I trust this information is of use. If you have any queries, please contact me on the number below.

Kind regards

Mark Nicholl
Environmental Health Officer

LICENSING BOARD INFORMATION SHEET

TYPE OF APPLICATION: VARIATION OF A PREMISES LICENCE

PREMISES: MCNASTYS, 37 SUMMER STREET, ABERDEEN

DESCRIPTION

- Amendment to on-sale hours on Friday's and Saturday's from 10:00 to 01:00 to 11:00 to 02:00
- Amendment to the commencement of off-sale core hours on Friday's and Saturday's from 10:00 to 11:00
- Addition of seasonal variations
- After 21:00 on Friday's & Saturday's the premises is to be used as a karaoke venue & quiz night on Thursdays
- Amendment to children & young person's access - children will now be permitted access until 20:00 and young persons to 22:00

OBJECTIONS/REPRESENTATIONS

Police Scotland
NHS Grampian
Public x 2

POLICY

LICENSING OBJECTIVE – PROTECTING CHILDREN FROM HARM

28.1 The Board wishes to see child safe premises thriving in the city. It welcomes applications from those who wish to operate licensed premises which accommodate children and families. In determining any such application the risk of harm to children will be paramount.

28.2 Where applicants wish to operate such premises, the Board expects them to appreciate that this places additional responsibilities upon them at the same time as recognising that parents and other adults accompanying children also have responsibilities.

28.4 The following examples of control measures are given to assist applicants.

- effective and responsible premises management
- adoption of best practice guidance
- imitations on the hours when children may be present, in all or parts of the premises
- imitations or exclusions by age when certain activities are taking place
- imposition of requirements for children to be accompanied by an adult

- acceptance of accredited proof of age cards with photographs, or passports
- measures to ensure children do not purchase, acquire or consume alcohol
- measures to ensure children are not exposed to incidences of violence or disorder
- appropriate training and supervision of those employed to secure protection of children from harm.

Imposition of reasons for children to be present and/ or accompanied by a responsible person / adult who shall have responsibility for, and supervise such children and young persons will normally only be admitted to licensed premises for the purpose of consuming light refreshments or a meal, partaking in a relevant sporting activity or attending a pre-arranged function

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26 July 2017

Your Ref:

Our Ref: 246814

Legal and Democratic Services
Corporate Governance
Aberdeen City Council
Business Hub 6 L1S
Marischal College, Broad Street
Aberdeen
AB10 1AB



Philip Gormley QPM
Chief Constable

North East Division
Queen Street
Aberdeen
AB10 1ZA

Dear Sir/Madam,

**LICENSING (SCOTLAND) ACT 2005
APPLICATION FOR THE VARIATION OF A PREMISES LICENCE
MCNASTY'S, 37 SUMMER STREET, ABERDEEN, AB10 1SB**

I refer to the above application for the variation of a premises licence under terms of Section 29(5) of the Licensing (Scotland) Act 2005.

The variation requested consists of the following amendments to the operating plan:

1. On sales licensed hours to be amended to allow a later opening time of 1100 hours and terminal hour of 0200 hours each Friday and Saturday.
2. Off sales licensed hours to be amended to allow sales to commence at 1100 hours each Friday and Saturday.
3. The addition of seasonal variations to allow additional licensed hours in accordance with the Licensing Board's Festive Guidelines.
4. An amendment to hours of entry for young persons, restricting the terminal hour to 2200 hours.

In terms of Section 29(5) of the Act this request can be considered a variation.

In respect of points 2 and 3 above, I have no adverse comment to make.

In respect of point 1 above, in terms of Section 22(1)(a) of the same Act, I make the following objection and recommend that this element of the variation be

refused on the grounds that it would be inconsistent with the licensing objectives of Preventing Crime and Disorder.

Currently, the premises operating hours are consistent with the guideline operating hours for premises offering 'not significant entertainment' as detailed within Appendix 4 of Aberdeen City Licensing Board Statement of Licensing Policy 2013-2016. Meanwhile, the Operating Plan pertaining to the premises has indicated that the activity of 'live performances' which may take place after 2100 hours on Fridays and Saturdays is dedicated to karaoke performances.

Following contact with the applicant's agent, it is understood that the additional hour on Friday and Saturday is sought for the purpose of allowing patrons to enjoy an extra hour of karaoke entertainment.

Appendix 4 of the Aberdeen City Statement of Licensing Policy 2013-2016 indicates what the Board to be 'significant entertainment' and 'not significant entertainment' and the guidelines operating hours for both.

The activity of karaoke is detailed under the activities the Board considers to be 'not significant entertainment', the guideline terminal hour of which is 0000 Sunday to Thursday and 0100 hours on Friday and Saturday.

Since mid- 2016, Aberdeen City Licensing Board has considered several applications made for an increase to the terminal hour of premises that have, for many years, operated 'not significant entertainment' hours.

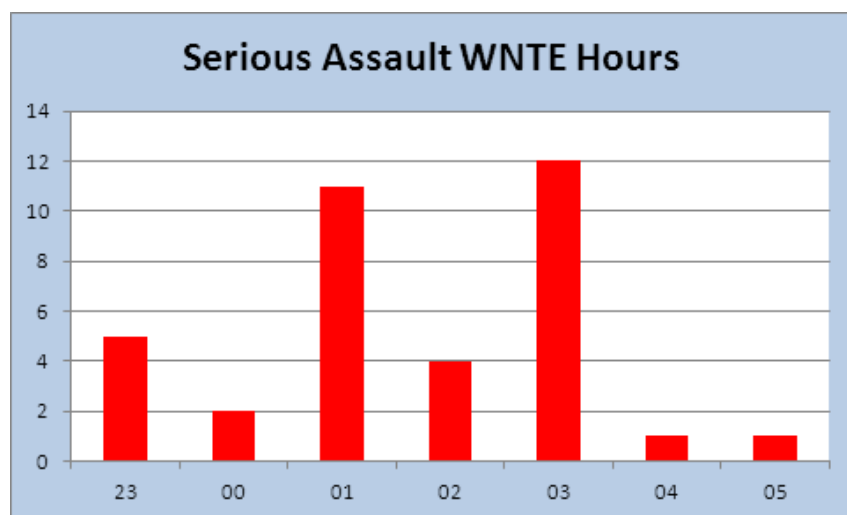
Police Scotland has objected to such applications on the basis that it would, in our view, be inconsistent with the licensing objective of Preventing Crime and Disorder as crime statistics consistently demonstrate that, in terms of the Aberdeen city centre, the longer and later 'on sale' licensed premises are open, the higher the incidence of crime and disorder, particularly crimes of violence and this has been amply evidenced by Anti-Social Behaviour Reports, compiled the Aberdeen Community Safety Partnership, which have formed the basis of the objections to extensions of terminal hours.

I am aware that when considering such applications, the Board has taken into account what it considers constitutes 'significant entertainment' and has applied their policy in terms of operating hours accordingly.

In respect of this application, the activity to take place which appears to form the basis of the later terminal hour sought does not constitute 'significant entertainment' in the Board's current Policy.

Police Scotland maintains the position that longer and later licensed hours leads to an increase in the commission of crime and disorder, particularly crimes of violence and, with regard to Aberdeen city, while the overall figures in terms of crime appear to be decreasing, the figures pertaining to serious assaults are not reducing. To that end, I provide the following relevant data, which is exclusive to Aberdeen city centre during the weekend night time economy hours (i.e. 2200 to 0559 on Friday and Saturday nights).

Offence/Fiscal Year	2014/15	2015/16	2016/17
ASB	456	409	318
Common Assault	391	312	275
Serious Assault	41	35	41



The most recent data capture possible, for the year 1 July 2016 to 30 June 2017, indicates there were 36 serious assaults recorded within Aberdeen city centre during the weekend night time economy hours. All with the exception of one are linked to the consumption of alcohol within the city centre.

Of these 36, eleven were committed on licensed premises and of these eleven; eight were committed within late opening venues (premises open beyond 0100). Of the 25 committed outwith licensed premises, all persons involved had consumed alcohol in the time period prior to the offence.

All offenders (with the exception of one) who were traced at the time of the offence had a recorded sobriety status of 'had been drinking' or 'drunk'.

However, 21 of the 36, just less than two thirds, can be directly linked to persons who had been drinking within late opening venues.

April 2013, the Scottish Community Safety Network published a report, in conjunction with several supporting documents, entitled 'Measuring Preventative Spend - A Cost Toolkit for Community Safety'. Although dated April 2013, the Community Safety Partnership considers this document to still be accurate and relevant. The report provides that the estimated average cost of a serious assault was £24,719. These costs significantly impact on the public services involved, not just the police service; the health service and criminal justice system are similarly

affected and it is my view that the 'public purse' continues to be faced with meeting the costs of alcohol fuelled violence.

In respect of point 4, in terms of Section 22(1)(b)(ii) and (iii) of the same Act, I make the following representation. I am supportive of this element of the variation sought; however, wish it to be brought to the attention of the Board that the terms under which children and young persons are permitted access to these premises appears somewhat broad and perhaps outdated and inconsistent with the terms enjoyed by similar premises.

Currently, the circumstances in which children and young persons may be on the premises is undefined other than stating that children must be accompanied by an adult. There is no qualifying reason why children would be on the premises, as can be found in the vast majority of like premises; for example, when partaking of food or attending a function. The premises operates principally as a public house style venue and, I understand, offers significant provision of televised sport, particularly football. No restaurant facilities are indicated, however, the operating plan does indicate that bar meals are offered.

I therefore invite the Board to consider seeking the applicant's agreement to amend the terms at 6(b) of the operating plan, to ensure consistency of the Board's policy, with particular regard to 28.4 of said Policy.

This letter is submitted for your attention when considering this application.

Yours faithfully

Philip Gormley QPM
Chief Constable

For enquiries please contact the Licensing Department on 01224 306468

Date 17th July 2017
Enquiries to 01224 557047
Our Ref 201701078
Email: grampian.phalcohollicensing@nhs.net

Ms Jennifer Wilson
Team Lead
Legal and Democratic Services
Corporate Governance
Aberdeen City Council
Business Hub 6, Level 1 South,
Marischal College, Broad Street
Aberdeen AB10 1AB

Dear Ms Wilson

**Licensing (Scotland) Act 2005 – Application for a Variation of Premises Licence
McNasty's, 37 Summer Street, Aberdeen, AB10 1SB**

I refer to the above application and in terms of Section 22(1)(a) of the Licensing (Scotland) Act 2005, I make the following objections under the licensing objective:

Protecting and Improving Public Health.

The applicant seeks to make a number of variations to the Operating Plan. The variation that concerns NHS Grampian is listed below:

- Amendment to on sale hours on Fridays and Saturdays from 10:00 - 01:00 to 11:00 to 02:00

The Aberdeen City Licensing Board Statement of Licensing Policy, 2013-2016 states at Section 20.3, paragraph 1:

“The Board will deem up to a maximum of 14 hours continuous trading in any 24 hour period to be reasonable.”

The terms of the Statement of Licensing Policy are the means through which the five licensing objectives, including protecting and improving public health will be pursued in Aberdeen City. Although we recognise that the premises has been historically trading for a continuous period of 15 hours, we feel any variation to operating times should result in compliance with the current Statement of Licensing Policy.

In addition, in order for a facility to be granted additional late opening times the Board should be satisfied that significant entertainment is being provided. Detailed information on this topic is available within Appendix 4 of the Statement of Licensing Policy. The following example of “**Not Significant Entertainment**” is provided

*“ For example **karaoke**, billiards, pool, snooker, darts, dominoes, leisure facilities, background live or recorded music”*

Within the operating plan it is stated that “**After 9pm on Friday and Saturday evenings the whole premises are used as a dedicated Karaoke venue.**”

For these reasons, and in terms of Section 22(1) (a) of the Licensing (Scotland) Act 2005, the Public Health Directorate of NHS Grampian submits this letter of objection as the granting of the application would be inconsistent with one or more of the licensing objectives, namely Protecting and Improving Public Health.

Yours sincerely

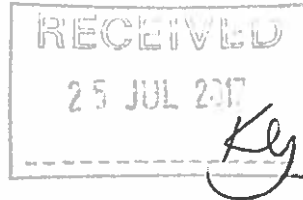
Dr Tara Shivaji
Consultant in Public Health

pp Heather Wilson
Health Improvement Officer (Alcohol & Drug

Licencing Team,
Legal and Democratic Services
Corporate Governance
Aberdeen City Council
Business Hub 6L15
Marischal College
Aberdeen
AB10 1AB



20th July 2017



Dear Sir/Madam,

Reference No. AC0302 - McNasty's, 37 Summer Street, Aberdeen AB10 1SB - application for a variation of the premises licence

I am writing to register my objection to the application for a variation of the premises licence by Booktwin Limited for McNasty's, 37 Summer Street, Aberdeen. The basis for this objection is that granting a variation of the licence and extending the lateness of licencing hours undermines Aberdeen City's licensing objectives.

I object to the variation to the licence on the following grounds

1. The property to the rear of McNasty's, is both residential and business property located on Chapel Street. The residents in residential premises have a reasonable expectation to a quiet environment at night¹.
2. Public Nuisance: there is already a noise nuisance from the applicant's premises while it is open, and that if the premises were allowed to stay open longer, this will go on until an unacceptably late time. Noise before and after closing time is already a public nuisance problem, as is litter. During existing periods of excessive noise from the premises, residents are already taking measures such as keeping windows closed. A Tripadvisor review dated 23 May 2016 stated 'This pub is the place to be on a Friday night if you want to work those tonsils! Earplugs wouldn't go amiss either!!'
3. Some of the residential properties to the rear of McNasty's are rented and approval for this application would increase difficulty in renting out property and potentially reduce property values. This is in contradiction to the intention stated in Aberdeen Inspired's Business Plan 2016/ 2021, which incorporates Summer Street and Chapel Street, and which has stated aims of promoting our City centre, making it a safe, welcoming and attractive centre and helping business. Aberdeen is alleged to have the third highest proportion of people unable to work due to alcohol issues in the UK.
4. A variation to the existing licence to extend on sale hours from 01:00 to 02:00 on Fridays and Saturdays, and amending the times children and young persons are permitted access undermines at least three of the licensing objectives, namely preventing public nuisance, protecting and improving public health and securing public safety.

5. Alcohol consumption per capita is already higher in Aberdeen City than Grampian as a region and Scotland across the board. This is particularly notable in the 16-24 age group and it is believed that that group is particularly attracted to karaoke.

6. The application proposes that a further source of alcohol will be available at later hours within an area already heavily populated with licensed premises. There are an estimated 33,400 hazardous drinkers and 3,100 harmful or dependent drinkers in Aberdeen City. Police Scotland already consider there to be overprovision of liquor licensed premises around Union Street (north side). The excessive consumption of alcohol can often increase the likelihood of both perpetrating and being a victim of crime, particularly within the City Centre area. It is a fact that violent crime is most common late at night or early in the mornings and at weekends. The City Centre has, by far, the highest crime rate¹¹.

Residents in this area already suffer noise nuisance and antisocial behaviour and it is evidential that approval of the application will make this situation worse.

In view of the above, I would urge the Licensing Board to refuse the application.

Yours faithfully,



¹ Health effects of noise - Environmental Noise Directive

According to the findings of the World Health Organisation (WHO), noise is the second largest environmental cause of health problems, just after the impact of air quality (particulate matter).

The World Health Organization's Night Noise Guidelines for Europe present evidence of the health damage of night-time noise exposure and recommend threshold values above which adverse effects on human health are observed. An annual average night exposure not exceeding 40 decibel (dB) has been recommended in the Guidelines.

Sleepers that are exposed to night noise levels above 40dB on average throughout the year can suffer health effects like sleep disturbance and awakenings. Above 55dB long-term average exposure, noise can trigger elevated blood pressure and lead to ischaemic heart disease.

http://ec.europa.eu/environment/noise/health_effects_en.htm

¹¹ Sources

Aberdeen City Health and Social Care Partnership, Joint Commissioning Strategy 2013 – 2023.

Aberdeen City Strategic Assessment 2016.

Aberdeen Inspired's Business Plan 2016/ 2021

Aberdeen City Licensing Board Statement of Licensing Policy 2013- 2016

Evening Express 2nd May 2017.



Dear Sir or Madam,
I must object strongly at the proposals of Filthy M'Nasty's. The plans to have karaoke evenings on Friday and Saturday at 10 PM - 2 AM is just not on. The proximity of the backs of our property is just over 4 meters (13 ft) see enclosed photo so there will be noise nuisance.

This establishment is predominately a football/sports bar having about a dozen television screens. On a Saturday when there is a football game on especially Aberdeen you can certainly hear the roar. You can imagine what it will be like at night with less background noise. This I think

will affect the price of our property.

I would like to draw the council's attention to the Malt Mill on Holburn Street they were forced to close down on a noise/nuisance issue.

The same must apply here if a precedent was set.

In conclusion I urge the council to consider owners and residents in the immediate vicinity when reaching their decision.

Yours sincerely



[Redacted signature block]

LICENSING BOARD INFORMATION SHEET

TYPE OF APPLICATION: VARIATION TO PROVISIONAL PREMISES LICENCE

PREMISES: LIDL STORE, INVERURIE ROAD, ABERDEEN

DESCRIPTION

- Variation to seasonal alcohol displays to include an additional seasonal display area during 1 December to 2 January.
- Amendment to layout plan to vary capacity of off-sale display resulting in an increase

OBJECTIONS/REPRESENTATIONS

NHS Grampian

POLICY

N/A

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Date 25th July 2017
Enquiries to 01224 557047
Our Ref 201701080
Email: grampian.phalcohollicensing@nhs.net

Ms Jennifer Wilson
Team Lead
Legal and Democratic Services
Corporate Governance
Aberdeen City Council
Business Hub 6, Level 1 South,
Marischal College, Broad Street
Aberdeen AB10 1AB

Dear Ms Wilson

**Licensing (Scotland) Act 2005 – Application for a Provisional Premises Licence
Lidl Store, Inverurie Road, Bucksburn, Aberdeen, AB21 9LZ**

I refer to the above application and in terms of Section 22(1)(a) of the Licensing (Scotland) Act 2005, wish to lodge an objection under the licensing objective:

Protecting and improving public health.

This is a new Provisional Premises Licence as the licence in relation to the Lidl store previously on this site was surrendered. The applicant seeks the following:

- Capacity for off sales display which was previously 42.85m² to now be 47.61m² of “normal” trading capacity.
- Add additional seasonal alcohol display area during 1 December of each year to 2nd January of the following year, to cope with festive demand – this equates to an additional seasonal capacity area of 12.02m².

The objection is focused on the request for additional seasonal alcohol capacity between 01 December to 02 January. The additional display capacity requested of 12.02m² is comparable to the capacity of some small newsagents and convenience stores. We feel that this request is equivalent to the provision of an additional licensed premises in the area for that period. We would ask that the Board consider the request in this context.

This application could provide a total alcohol capacity of 59.63m². This represents an overall increased capacity of almost 40% for the new Lidl store. We welcome the return of this Lidl store to the Bucksburn area but we would question the requirement for such a large increase to the alcohol display area during these 33 days.

Our objection is focussed on the following areas:

- 1. Proximity of similar premises**
- 2. Capacity issues**
- 3. Increased marketing of alcohol**
- 4. Health concerns for Aberdeen citizens**

1. Proximity of premises

In section 27.4 of the statement of licensing policy, the Board acknowledges that

*“Increased access and availability to alcohol through increased numbers of premises and/or opening hours or decreased pricing is linked to increased consumption, which in turn potentially leads to increased harm...
Alcohol availability is affected by outlet density, outlet distance”*

There are 8 existing licensed premises within this post code area which serve the local community.

Store	Location	Capacity
Co-op	Stoneywood Road, Aberdeen	34.69m2
Marks & Spencer	Stoneywood Park, Dyce, Aberdeen	37.2m2
Co-op	Sclattie Park, Bucksburn	19.6m2
DSG	177 Bankhead Road, Bucksburn	3.5m2
Scotmid	8 Sclattie Park, Bucksburn	16.42m2
Grocer's Shop	56 Auchmill Road, Bucksburn	7.020m2
Chalmers Bakery	77 Greenburn Drive, Bankhead	3.9m2
Charlies	97 Kepplehills Road, Bucksburn	103.210m2

These premises are open all year round and do not increase the size of the alcohol display between 01 December and 02 January. We do not see any justification for the provision of what would effectively be another premises in this area during this period.

2. Capacity issues

Section 4 of the Statement of Licensing Policy indicates that the Board

“welcomes the powers given to it by the Act and intends to use those powers in a socially responsible way”

The operating plan makes it clear that this additional display area is to help Lidl cope with festive demand. This is a commercial need that should be addressed by the store, e.g. employing more staff to re-stock shelves. We are concerned that granting this request would set a precedent for the expectation of additional display capacity. Replicated over many stores, this could significantly increase the amount of alcohol available for consumption in the city which in turn potentially leads to increased harm.

3. Increased marketing of alcohol

We are aware that special occasions, such as Christmas, herald the introduction of increased marketing of many products, including alcohol.

International evidence clearly indicates that increasing price, reducing availability and restricting marketing are amongst the most effective and cost-effective policy measures to reduce alcohol consumption and harm in a population¹. They are identified as the 'three best buys' of alcohol policy by the World Health Organization². The Scottish Government's alcohol strategy Changing Scotland's Relationship with Alcohol: A Framework for Action³, by giving the 'three best buys' central prominence, is internationally recognised as being one of the most forward-thinking and ambitious responses to alcohol-related harm. The price, availability and marketing of alcohol are intrinsically linked; for example, increased availability increases marketing opportunity and drives down price in a competitive business environment¹.

We object to any increase in marketing of alcohol that is clearly aimed to increase sales and therefore lead to increased consumption. We are aware that 74% of alcohol is now purchased in off sales premises with drinking at home, in unregulated environments becoming more common⁴. We believe that most harm by drinking alcohol is caused by people drinking at home.

4. Health Concerns

The board are aware of the health harms associated with alcohol and have accepted and acknowledged the evidence submitted by NHS Grampian for the formation of the Statement of Licensing Policy 2013 – 2016.

Information from the Scottish Public Health Observatory (ScotPHO) can be broken down to post code sector. This postcode sector includes the data zone of Bucksburn South which covers 41.2% of the population. Health statistics for this data zone identify alcohol related hospital admissions, early deaths from coronary heart disease and emergency admissions to hospital to be more than 5% worse than the Scottish average⁵. Referral rates to the specialist integrated alcohol service for the treatment of alcohol dependence from the Bucksburn medical practice are above average for Aberdeen City and have remained largely steady, showing no reduction, since 2011.

Lidl is a well known store with broad market appeal. It is likely that its customers would be drawn from across the city.

¹ Alcohol: no ordinary commodity (Second Edition). Babor T et al, 2010

² From Burden to "Best Buys": Reducing the Economic Impact of Non-Communicable Diseases in Low- and Middle-Income Countries. World Health Organization and World Economic Forum, 2011

³ Changing Scotland's Relationship with Alcohol: A Framework for Action. Scottish Government, 2009

⁴ <http://www.alcohol-focus-scotland.org.uk/media/222528/Alcohol-strategy-recommendations-Report.pdf>

⁵ http://www.nhsgrampian.org/nhsgrampian/gra_display_simple_index.jsp?pContentID=3146&p_applic=CCC&p_service=Content.show&

The Scottish Public Health Observatory (ScotPHO) Health & Wellbeing Profiles for Aberdeen City identify Alcohol related hospital stays as being “statistically significantly “worse” than the National average⁶. Despite the fall in the rate of alcohol related hospital admissions since 2007, the numbers of people newly diagnosed with alcoholic liver disease almost doubled between 2007 and 2016.

The Board will also be aware that health harms are not solely related to the drinker but extend to impact on friends and family. Holiday periods are often a time of added stress for many families.

Even small reductions in the availability of alcohol can contribute to health gain and reduce violence and harm to the population generally, as well as to the drinker themselves. We would suggest that this store limit its alcohol capacity to 47.61m² in an effort to protect and improve the health status of Aberdeen city residents and request that approval for the increased seasonal display capacity is not granted.

For these reasons, and in terms of Section 22(1) (a) of the Licensing (Scotland) Act 2005, the Public Health Directorate of NHS Grampian submits this letter of objection as the granting of the application would be inconsistent with one or more of the licensing objectives, namely Protecting and Improving Public Health.

Yours sincerely

Dr Tara Shivaji
Consultant in Public Health

pp Heather Wilson
Health Improvement Officer (Alcohol & Drugs)

⁶ <https://scotpho.nhs.uk/scotpho/homeAction.do>

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LICENSING BOARD INFORMATION SHEET

TYPE OF APPLICATION: VARIATION OF A PREMISES LICENCE
PREMISES: SCOTIA BAR, 7-11 SUMMERFIELD TERRACE, ABERDEEN

DESCRIPTION

- Extend operating hours from 1100 hours to 1000 hours Monday to Sunday
- Extend terminal hour to 0100 hours on Friday's and Saturday's

OBJECTIONS/REPRESENTATIONS

Police Scotland
EH
Member of public x 2

POLICY

20 HOURS OF TRADING – GENERAL & EXTENDED General

20.1 The Board expects that all applicants for licensed premises will consider hours of trading to be an important issue when preparing their operating plans. Applicants should not overestimate their trading hours just in case they may be required, as this may precipitate a review of the licence. Should licence holders wish to reduce their operating hours this can be done by way a minor variation which can be granted using delegated powers.

20.2 In its approach to hours of trading the Board will distinguish the city centre from all other areas of the city. The Board will define the city centre as that area shown on the map at Appendix 3.

20.3 In determining the hours of trading, the Board will give full consideration to the Scottish Government guidance under the Act and to the provisions of the Act itself.

21 Each case will be dealt with according to its individual circumstances. The Board will deem up to a maximum of 14 hours continuous trading in any 24 hour period to be reasonable. This is in accordance with the aforementioned Government Guidance which further states that any application for licensed hours for more than 14 hours should require further consideration to the effect of granting extra operating hours. The Board will not normally grant hours beyond 00:00 hours outwith the city centre. The Board will not normally grant hours beyond 02:00 hours within the city centre on weekdays and 03:00 hours on Fridays and Saturdays. Function rooms, for private functions only, wherever located, will normally have a terminal hour of 01:00 hours. Any private functions taking place after 00:00 hours may only do so in purpose built function suites. Applicants wishing to trade before 10:00 hours and beyond 01:00 hours will have to show that they have taken account of all the factors at 20.10

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19 July 2017

Your Ref:

Our Ref: 245438

Legal and Democratic Services
Corporate Governance
Aberdeen City Council
Business Hub 6 L1S
Marischal College, Broad Street
Aberdeen
AB10 1AB



Philip Gormley QPM
Chief Constable

North East Division
Queen Street
Aberdeen
AB10 1ZA

Dear Sir/Madam,

**LICENSING (SCOTLAND) ACT 2005
APPLICATION FOR THE VARIATION OF A PREMISES LICENCE
SCOTIA BAR, 7-11 SUMMERFIELD TERRACE, ABERDEEN, AB24 5JB
PUNCH PARTNERSHIPS LTD**

I refer to the above application for the variation of a premises licence under terms of Section 29(5) of the Licensing (Scotland) Act 2005.

The variation requested consists of the following amendments to the operating plan:

1. On sales licensed hours to be amended to allow opening at 1000 hours daily and a terminal hour of 0100 hours on Fridays and Saturdays, when a function is being catered for on the premises.
2. Off sales licensed hours to be amended to allow sales to commence at 1000 hours daily.
3. The addition of seasonal variations to allow additional licensed hours in accordance with the Licensing Board's Festive Guidelines.

In terms of Section 29(5) of the Act this request can be considered a variation.

With regard to points 2 and 3 above, I have no adverse comment to make.

With regard to point 1, in terms of Section 22(1)(b)(ii) and (iii) of the Licensing (Scotland) Act 2005, I make representation that the variation be granted subject to the condition that all functions which seek to take advantage of the 0100 terminal hour on Friday and Saturday must take place in the lounge bar part of the

premises and comply with the conditions as set out in Appendix 4 of the Licensing Board's Statement of Licensing Policy regarding private functions.

This representation is submitted for your attention in considering this application.

Yours faithfully

Philip Gormley QPM
Chief Constable

For enquiries please contact the Licensing Department on 01224 306468

licensing Team
Legal & Democratic Services
Corporate Governance - ACC
Marischall College
Aberdeen AB10 1AB.



19/7/17.

Dear Sir / Madam,

RE: Application for Variation of Premises Licence
- Bucha Bar, 7 Summerfield Terrace, Aberdeen
Extension of hours. M-F 10.00-11.00 F-Sat - late closing

I would like to object to the above application due to the increase in public nuisance this will likely create.

The premises / clientele already create a public nuisance in the area and staff would seem to exercise little control over this or have any consideration for the wider residential community. For example:

This premises already unpleasantly closes at midnight every night. I have double glazing and keep my windows closed but still sleep gets disturbed by the noisy clientele exiting the premises or even worse the smokers and others who congregate outside the premises with their loud conversations, shrieking, laughter etc.

A recent example was on the 14/7/17, at approximately 1.50 am

There was a loud argument / high spirits from at least one couple from the Scotia.

I contacted the Scotia at approx 23.08 to inform them and request they take action. Things did eventually quieten down, whether this was due to people returning inside or staff intervention or other possibilities is unknown.

There are ample premises within Aberdeen City Centre / closeby that open to 1am on Fridays & Saturdays. It is not like the area is deprived of such facilities.

This Company (Pinch Partnership Ltd) also shows its contempt for the (local) community by its constant encouragement of street littering ~~from~~ of cigarette ends by its smoking customers. Numerous complaints have been made against this but still the company (e indeed the Council) does little to physically address this.

In this day and age of increasing drink (alcohol) health issues and the implications of this on services / wider community, it surely can not be a positive step toward to grant earlier opening and later closing. However, the main objection is due to Public Nuisance at a local level.

Regards,



ABERDEEN CITY LICENSING BOARD
Licensing (Scotland) Act 2005, section 22
Notice of Objection or Representation



Please provide your name and postal address

Name	[REDACTED]
Address	[REDACTED]
Tel. No	[REDACTED]
E-mail	[REDACTED]

Name and address of premises to which the objection or representation refers

SCOTIA BAR
7 SUMMERFIELD TERRACE
ABERDEEN

Please give details of the objection or representation below (please continue on a separate sheet if necessary)

AT OUR LAST MEETING ON 28/6/17 THE COMMUNITY COUNCIL DISCUSSED THE TREND FOR LICENCE EXTENSION APPLICATIONS IN THE CASTLEGATE AREA. THE SALTOUN ARMS & PORTALS BAR HAVE RECENTLY APPLIED FOR LICENCE EXTENSIONS. ALTHOUGH WE HAVE NOT OBJECTED TO ANY INDIVIDUAL EXTENSION APPLICATION, THESE EXTENSIONS WILL NOT HELP THE LOCAL COMMUNITY TO ACHIEVE ANY OF THE FIVE LICENSING OBJECTIVES SET OUT IN LAW.

Signature [REDACTED]

Date [REDACTED]

RETURN TO:

Legal and Democratic Services
Corporate Governance
Aberdeen City Council
Business Hub 6 L1S
Marischal College
Broad Street
Aberdeen AB10 1AB

or e-mail to licensing@aberdeencity.gov.uk

DATA PROTECTION ACT 1988

Any person who submits an objection should be aware that it will be disclosed to the applicant and to any other relevant parties. It will be available to members of the Licensing Board, and will form part of the agenda pack which is available on the Council's website. To that extent, however, they are redacted, with e-mail addresses, telephone numbers and signatures removed from this correspondence.

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LICENSING BOARD INFORMATION SHEET

TYPE OF APPLICATION: VARIATION OF A PREMISES LICENCE

PREMISES: SING CITY, 74-78 CHAPEL STREET, ABERDEEN

DESCRIPTION

- Variation of operating plan to extend the terminal hour on Friday's and Saturday's to 03:00

OBJECTIONS/REPRESENTATIONS

Police Scotland
NHS
EH
Public x 1

POLICY

20.3 In determining the hours of trading, the Board will give full consideration to the Scottish Government guidance under the Act and to the provisions of the Act itself. 21 Each case will be dealt with according to its individual circumstances. The Board will deem up to a maximum of 14 hours continuous trading in any 24 hour period to be reasonable. This is in accordance with the aforementioned Government Guidance which further states that any application for licensed hours for more than 14 hours should require further consideration to the effect of granting extra operating hours. The Board will not normally grant hours beyond 00:00 hours outwith the city centre. The Board will not normally grant hours beyond 02:00 hours within the city centre on weekdays and 03:00 hours on Fridays and Saturdays. Function rooms, for private functions only, wherever located, will normally have a terminal hour of 01:00 hours. Any private functions taking place after 00:00 hours may only do so in purpose built function suites. Applicants wishing to trade before 10:00 hours and beyond 01:00 hours will have to show that they have taken account of all the factors at 20.10.

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26 July 2017

Your Ref:

Our Ref: 247245

Legal and Democratic Services
Corporate Governance
Aberdeen City Council
Business Hub 6 L1S
Marischal College, Broad Street
Aberdeen
AB10 1AB



Philip Gormley QPM
Chief Constable

North East Division
Queen Street
Aberdeen
AB10 1ZA

Dear Sir/Madam,

**LICENSING (SCOTLAND) ACT 2005
APPLICATION FOR THE VARIATION OF A PREMISES LICENCE
SING CITY, 74-78 CHAPEL STREET, ABERDEEN, AB10 1SN**

I refer to the above application for the variation of a premises licence under terms of Section 29(5) of the Licensing (Scotland) Act 2005.

The variation requested consists of amending the on-sales core hours on Friday and Saturday night from 1200 - 0100 hours to 1200 - to 0300 hours.

In terms of Section 29(5) of the Act this request can be considered a variation.

In terms of Section 22(1)(a) of the same Act, and in support of the Preventing Crime and Disorder licensing objective I make the following objection in relation to the application.

The applicant premises principally provides karaoke facilities. Karaoke is considered within the Aberdeen City Licensing Board Statement of Licensing Policy 2013-2016, at Appendix 4, to be 'not significant entertainment', the guideline terminal hour of which is 0000 Sunday to Thursday and 0100 on Friday and Saturday. Additionally, if granted, the premises would trade for fifteen continuous hours on Friday and Saturday which is also outwith the guidelines contained at 20.3 of said Policy.

Since mid- 2016, Aberdeen City Licensing Board has considered several applications made for an increase to the terminal hour of premises that have, for many years, operated 'not significant entertainment' hours.

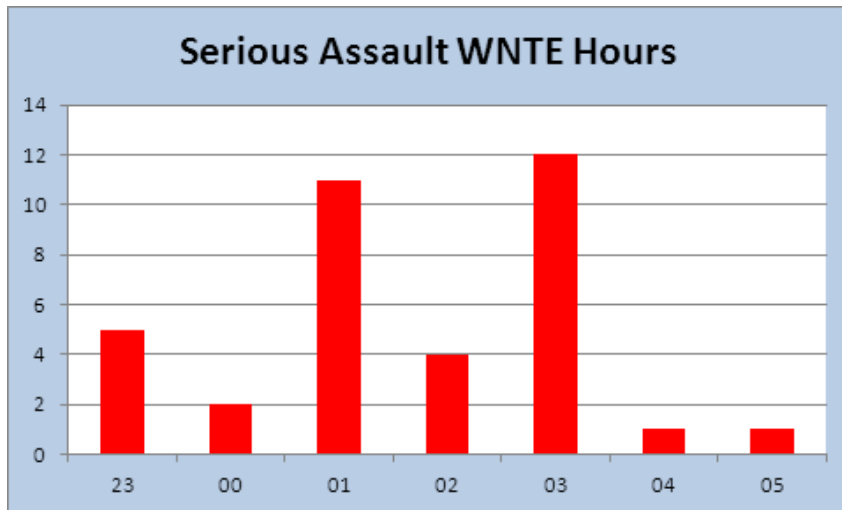
Police Scotland has objected to such applications on the basis that it would be inconsistent with the licensing objective of Preventing Crime and Disorder as crime statistics consistently demonstrate that, in terms of the Aberdeen city centre, the longer and later 'on sale' licensed premises are open, the higher the incidence of crime and disorder, particularly crimes of violence and this has been amply evidenced by Anti-Social Behaviour Reports, compiled the Aberdeen Community Safety Partnership, which have formed the basis of the objections to extensions of terminal hours.

I am aware that when considering such applications, the Board has taken into account what it considers constitutes 'significant entertainment' and has applied their policy in terms of operating hours accordingly.

In respect of this application, the activity to take place which forms the basis of the later terminal hour sought does not constitute 'significant entertainment' in the Board's current Policy.

Police Scotland maintains the position that longer and later licensed hours leads to an increase in the commission of crime, particularly crimes of violence, and, with regard to Aberdeen city, while the overall figures in terms of crime appear to be decreasing, the figures pertaining to serious assaults are not reducing and this is illustrated by the following relevant data, which is exclusive to Aberdeen city centre during the weekend night time economy hours (i.e. 2200 to 0559 on Friday and Saturday nights).

Offence/Fiscal Year	2014/15	2015/16	2016/17
ASB	456	409	318
Common Assault	391	312	275
Serious Assault	41	35	41



The most recent data capture possible, for the year 1 July 2016 to 30 June 2017, indicates there were 36 serious assaults recorded within Aberdeen city centre during the weekend night time economy hours. All with the exception of one are linked to the consumption of alcohol within the city centre.

Of these 36, eleven were committed on licensed premises and of these eleven; eight were committed within late opening venues (premises open beyond 0100). Of the 25 committed outwith licensed premises, all persons involved had consumed alcohol in the time period prior to the offence.

All offenders (with the exception of one) who were traced at the time of the offence had a recorded sobriety status of 'had been drinking' or 'drunk'.

However, 21 of the 36, just less than two thirds, can be directly linked to persons who had been drinking within late opening venues.

In April 2013, the Scottish Community Safety Network published a report entitled 'Measuring Preventative Spend - A Cost Toolkit for Community Safety'. Although dated April 2013, the Community Safety Partnership considers this document to still be accurate and relevant. The report provides that the estimated average cost of a serious assault was £24,719. These costs significantly impact on the public services involved, not just the police service; the health service and criminal justice system are similarly affected and it is my view that the 'public purse' continues to be faced with meeting the costs of alcohol fuelled violence.

In support of the Preventing Crime and Disorder licensing objective I recommend that the application be refused.

This letter is submitted for your attention when considering this application.

Yours faithfully
Philip Gormley QPM
Chief Constable

For enquiries please contact the Licensing Department on 01224 306468

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Date 17th July 2017
Enquiries to 01224 557047
Our Ref 201701082
Email: grampian.phalcohollicensing@nhs.net

Ms Jennifer Wilson
Team Lead
Legal and Democratic Services
Corporate Governance
Aberdeen City Council
Business Hub 6, Level 1 South,
Marischal College, Broad Street
Aberdeen AB10 1AB

Dear Ms Wilson

**Licensing (Scotland) Act 2005 – Application for a Variation of Premises Licence
Sing City, 74-78 Chapel Street, Aberdeen, AB10 1SN**

I refer to the above application and in terms of Section 22(1)(a) of the Licensing (Scotland) Act 2005, I make the following objections under the licensing objective:

Protecting and Improving Public Health.

The applicant seeks a terminal hour of 3am on Fridays and Saturdays. This extension to operating times concerns NHS Grampian as it increases the availability of alcohol.

The Aberdeen City Licensing Board Statement of Licensing Policy, 2013-2016 states at Section 20.3, paragraph 1:

“The Board will deem up to a maximum of 14 hours continuous trading in any 24 hour period to be reasonable.”

These premises would be trading for a period of 15 hours on Friday and Saturday if this variation is granted, which would not comply with the terms of the Statement of Licensing Policy.

In addition, in order for a facility to be granted additional late opening times the board should be satisfied that significant entertainment is being provided. Detailed information on this topic is available within Appendix 4 of the Statement of Licensing Policy. The following example of “**Not Significant Entertainment**” is provided

*“ For example **karaoke**, billiards, pool, snooker, darts, dominoes, leisure facilities, background live or recorded music”*

Within the operating plan it is stated that entertainment activity includes:

Recorded music is in the form of background music, or from the karaoke machines in the private karaoke rooms.

Live performance: the occasional social evening with the provision of mobile DJ or musical act.

Although live performance is mentioned there is no indication of the regularity. We are not of the opinion that significant entertainment is provided by this venue. For these reasons, and in terms of Section 22(1) (a) of the Licensing (Scotland) Act 2005, the Public Health Directorate of NHS Grampian submits this letter of objection as the granting of the application would be inconsistent with one or more of the licensing objectives, namely Protecting and Improving Public Health.

Yours sincerely

Dr Tara Shivaji
Consultant in Public Health

pp Heather Wilson
Health Improvement Officer (Alcohol & Drug

MEMO

Environmental Health and Trading Standards

Communities, Housing and Infrastructure

Business Hub 15 ,3rd Floor South ,Marischal College



ABERDEEN
CITY COUNCIL

To	Litigation & Licensing , Legal & Democratic Services , Corporate Governance , Business Hub 6, Level 1 South, Marischal College		
From	Mark Nicholl		
Email	mnicholl@aberdeencity.gov.uk		Date 26/07/17
Tel.	01224 522596		Our Ref.
Fax.			Your Ref.

Licensing (Scotland) Act 2005

Application for Variation of Premises License –Sing City 70 Chapel St Aberdeen AB10 1SN

Dear Sir/Madam,

The above variation application has been assessed by this Service. The assessment focussed on extension of the terminal hour from 01:00 Hours to 03:00 Hours on Friday and Saturday nights and potential for impact on neighbouring residences.

It is naturally desirable to avoid a situation that would result in this Service serving formal notices to abate activities that have caused statutory nuisance. I am of the opinion that application of suitable music noise control measures can protect the amenity of local residences and reduce the possibility of disturbance and statutory noise nuisance. Additionally, there are no current unresolved music noise disturbance complaints associated with the premises.

Having carefully considered the matter I am not objecting to this application. There is however an expectation that Management at the premises would establish and apply suitable and robust noise control measures for all reasonably foreseeable noise sources associated with the business. This is considered necessary to protect the amenity of local residences and reduce the risk of noise disturbance constituting a statutory nuisance. These noise sources may include for example; music noise breakout from the premises.

I would therefore recommend that these noise control measures are formalised in writing to demonstrate and convey to staff for training purposes, the specific detail of the required noise controls.

I trust this information is of use. If you have any queries, please contact me on the number below.

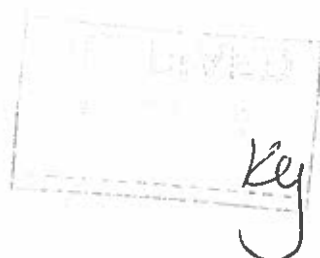
Kind regards

Mark Nicholl
Environmental Health Officer

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[REDACTED]

Legal and Democratic Services
Corporate Governance
Aberdeen City Council
Business Hub 6 L1S
Marischal College
Aberdeen
AB10 1AB



Dear Sir/Madam,

I am writing regarding the application for Sing City, 74-78 Chapel Street, Aberdeen, AB10 1SN to extend their opening our to 03:00 hours.

I would like to object to this licence. The current situation for the premises surrounding Sing City is already a nuisance for myself. The amount of people the clubs around my flat currently draw in with the addition of sing city would mean at 03:00 there would be the possibility of thousands of people spilling out from Vogue, Sing City and Club Tropicana at the same time. This will lead to an increase in noise in the area. Which for myself is unacceptable. I already get woken up (IF I get to sleep to start with) multiple times at night due to the ridiculous amount of noise Vogue and Club Tropicana make. Combining this with the level of drunk people who spill out and think it is ok to scream, shout, fight and urinate in the streets surrounding the clubs in the area.

If you would like to go on Saturday at 03:00 and have a look at the amount of people already exiting the clubs on chapel street at that time and see for yourself the noise they create in an area surrounded by flats you will see that it is completely unacceptable and there shouldn't even be any clubs there so to ask to have another open that late is a joke.

Regards,

[REDACTED]

[REDACTED]

LICENSING BOARD INFORMATION SHEET

TYPE OF APPLICATION: VARIATION OF A PREMISES LICENCE

PREMISES: STAGE DOOR RESTAURANT, 26 NORTH SILVER STREET, ABERDEEN

DESCRIPTION

- Change of premises name to “Engage Gaming”
- Amendment to the commencement hour for on-sales to 11:00 on Sunday’s
- Children will be permitted access unaccompanied until 20:00 & young person’s will be permitted access when accompanied by an adult
- The addition of clubs, gaming, indoor/outdoor sports & televised sport as activities.

OBJECTIONS/REPRESENTATIONS

Police Scotland
EH

POLICY

LICENSING OBJECTIVE – PROTECTING CHILDREN FROM HARM

28.1 The Board wishes to see child safe premises thriving in the city. It welcomes applications from those who wish to operate licensed premises which accommodate children and families. In determining any such application the risk of harm to children will be paramount.

28.2 Where applicants wish to operate such premises, the Board expects them to appreciate that this places additional responsibilities upon them at the same time as recognising that parents and other adults accompanying children also have responsibilities.

28.4 The following examples of control measures are given to assist applicants.

- effective and responsible premises management
- adoption of best practice guidance
- imitations on the hours when children may be present, in all or parts of the premises
- imitations or exclusions by age when certain activities are taking place
- imposition of requirements for children to be accompanied by an adult
- acceptance of accredited proof of age cards with photographs, or passports
- measures to ensure children do not purchase, acquire or consume alcohol
- measures to ensure children are not exposed to incidences of violence or disorder

- appropriate training and supervision of those employed to secure protection of children from harm.
- Imposition of reasons for children to be present and/ or accompanied by a responsible person / adult who shall have responsibility for, and supervise such children and young persons will normally only be admitted to licensed premises for the purpose of consuming light refreshments or a meal, partaking in a relevant sporting activity or attending a pre-arranged function

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4 August 2017

Your Ref:

Our Ref: 251458

Legal and Democratic Services
Corporate Governance
Aberdeen City Council
Business Hub 6 L1S
Marischal College, Broad Street
Aberdeen
AB10 1AB



Philip Gormley QPM
Chief Constable

North East Division
Queen Street
Aberdeen
AB10 1ZA

Dear Sir/Madam,

**LICENSING (SCOTLAND) ACT 2005
APPLICATION FOR THE VARIATION OF A PREMISES LICENCE
STAGE DOOR RESTAURANT, 26 NORTH SILVER STREET, ABERDEEN,
AB10 1RL**

I refer to the above application for the variation of a premises licence under terms of Section 29(5) of the Licensing (Scotland) Act 2005.

The variation requested consists of the following requests, namely;

1. Amend the commencement of on sales hours on Sunday from 1230 to 1100;
2. Amend Q5 to include the provision of Club Meetings during core hours and Gaming, Indoor/Outdoor Sports and Televised Sport during and outwith core hours;
3. Amend Q6 relating to state that children are permitted unaccompanied access until 2000 hours and young persons are permitted unaccompanied access until 2100 hours, thereafter both must be accompanied by an adult;
4. Change the name of the premises to 'Engage Gaming'.

In terms of Section 29(5) of the Act this request can be considered a variation.

In respect of points 1 and 4 I have no adverse comment to make.

In respect of points 2 and 3 and terms of Section 22(1)(b)(ii) and (iii) of the same Act, I make the following representation.

The application and accompanying operating plan and layout plans indicates there are significant changes to how the premises wish to operate. The premises previous operated principally as a restaurant and enjoys licensed hours until 0100, consistent with Appendix 4 of the Board's current Policy.

The applicant seeks to change the core function and environment of the premises from being a restaurant to a premises principally offering computer gaming facilities. There will also be provision of televised sport, indoor and outdoor sport, gaming and other activities as listed on the operating plan which accompanies the application.

Police Scotland spoke with the premises manager regarding all the proposed changes and it was established that the provision of 'restaurant facilities' would no longer be provided and not seen as a core function of the premises. I therefore recommend that the core hours within the operating plan are amended to operate from 1100 to 0000 hours from Sunday to Thursday and between 1100 to 0100 hours on Friday and Saturday.

In respect of point 2 the application includes the provision of 'gaming' which the premises manager has indicated includes competitions resulting in a monetary reward. It is my recommendation that the operating plan is amended to state that 'no person under eighteen years of age will be permitted to participate in a competition that results in a monetary reward'.

In addition it was also established that the premises intend on providing the provision of 'bar meals' therefore I further recommend that the operating plan is amended to include such a provision.

In respect of point 3 above relating to Children and Young Persons access, I am of the opinion that given the core function of the premises has materially changed, and as such, in terms of Section 22(1)(b)(ii) and (iii) of the same Act, I recommend that the operating plan in its current form in relation to such terms is modified to reflect the following:

- Children over the age of five are permitted entry for the purposes of attending an age appropriate pre-booked 'gaming camp' which will be appropriately supervised at all times. No alcohol is permitted to be sold during this time and all 'gaming camps' will terminate by 2000 hours.
- Children under the age of twelve who are not participating in a 'gaming camp' are permitted until 2000 hours and must be accompanied by an appropriate adult over eighteen years of age at all times.
- Children aged 12-15 are permitted unaccompanied access until 2000 hours, thereafter are only permitted to remain on the premises until the terminal hour providing they are participating in an age appropriate private pre-booked function and accompanied by an appropriate adult over eighteen years of age.
- Young persons are permitted unaccompanied until 2200 hours, thereafter are only permitted to remain on the premises until the terminal hour providing they are participating in an age appropriate private pre-booked

function and accompanied by an appropriate adult over eighteen years of age.

Police Scotland have spoken with the premises manager regarding the operating plan that accompanied the application and she intimated they were agreeable to all of aforementioned recommendations.

This representation is submitted for your attention in considering this application.

Yours faithfully

Philip Gormley QPM
Chief Constable

For enquiries please contact the Licensing Department on 01224 306468.

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MEMO

Environmental Health and Trading Standards

Communities, Housing and Infrastructure

Business Hub 15 ,3rd Floor South ,Marischal College



To	Litigation & Licensing , Legal & Democratic Services , Corporate Governance , Business Hub 6, Level 1 South, Marischal College		
From	Mark Nicholl		
Email	mnicholl@aberdeencity.gov.uk		Date
Tel.	01224 522596		03/08/17
Fax.			Our Ref.
			Your Ref.

Licensing (Scotland) Act 2005

Application for Variation of Premises License – Stage Door/Engage Gaming – 26 North Silver Street AB10 1RL

Dear Sir/Madam,

The above application has been assessed by this Service in relation to noise breakout from the premises. Consideration has been given to the risk of noise impact on local residences on a daily basis, including Sundays, at the proposed times.

As with any such matter it is naturally desirable to avoid a situation that would result in this Service serving formal notices to abate activities that have caused nuisance.

Having carefully considered the matter I am not objecting to this application. There is however an expectation that Management at the premises would apply suitable and robust noise control measures associated with all activities of the operation to protect the amenity of local residences and reduce the risk of noise impact and disturbance, if any.

I would therefore recommend that these noise control measures are formalised in writing to demonstrate and convey to staff for training purposes the specific detail of the required noise controls.

I trust this information is of use. If you have any queries, please contact me on the number below.

Kind regards

Mark Nicholl
Environmental Health Officer

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LICENSING BOARD INFORMATION SHEET

TYPE OF APPLICATION: VARIATION OF A PREMISES LICENCE

PREMISES: TESCO EXPRESS, HOLBURN STREET, ABERDEEN

DESCRIPTION

- Variation to layout plans resulting in an increase in the alcohol display

OBJECTIONS/REPRESENTATIONS

None

POLICY

N/A

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LICENSING BOARD INFORMATION SHEET

TYPE OF APPLICATION: VARIATION OF A PREMISES LICENCE

PREMISES: ABERCROMBIE, 224 UNION STREET, ABERDEEN

DESCRIPTION

- Amendment to local conditions in relation to door supervisors so that it only applies on Friday's and Saturday's

OBJECTIONS/REPRESENTATIONS

Police Scotland

POLICY

Door Supervisors

It is a condition that the licence holder will ensure that from 23:00 onwards they shall employ or use suitably licensed door supervisors at or near the entrance to, or within the premises, to maintain order and/or security and prevent patrons breaching the licensing objectives.

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20 July 2017

Your Ref:

Our Ref: 245414

Legal and Democratic Services
Corporate Governance
Aberdeen City Council
Business Hub 6 L1S
Marischal College, Broad Street
Aberdeen
AB10 1AB



Philip Gormley QPM
Chief Constable

North East Division
Queen Street
Aberdeen
AB10 1ZA

Dear Sir/Madam,

**LICENSING (SCOTLAND) ACT 2005
APPLICATION FOR THE VARIATION OF A PREMISES LICENCE
ABERCROMBIE, 224 UNION STREET, ABERDEEN, AB10 1TL**

I refer to the above variation of a premises licence in terms of Section 29(5) of the Licensing (Scotland) Act 2005.

The premises currently has a local condition that the licence holder will ensure that from 2300 hours onwards they shall employ or use suitably licensed door supervisors at or near the entrance to, or within the premises, to maintain order and/or security and prevent patrons breaching the licensing objectives

The variation requested consists of amending this condition to be only applicable on Friday and Saturday and at the premises discretion any other day.

In terms of Section 29(5) this request can be considered a variation.

I offer no objection to this application and have to advise that when considering same, due regard was given to reviewing recent incidents on the premises on any day it is requested that the condition will no longer apply. While that number is very low indeed, it cannot be assessed, or quantified, what may have been prevented from occurring, or de-escalated, by virtue of door supervisors being deployed.

This information is provided for your attention when considering this application.

Yours faithfully

Philip Gormley QPM
Chief Constable

For enquiries please contact the Licensing Department on 01224 306468

LICENSING BOARD INFORMATION SHEET

TYPE OF APPLICATION: VARIATION OF A PREMISES LICENCE

PREMISES: THE CRAFTSMAN COMPANY, 2 GUILD STREET, ABERDEEN

DESCRIPTION

- Amendment to the commencement of an on & off consumption from 12:30 to 11:00
- The addition of restaurant facilities, receptions, club & other group meetings and recorded music as activities
- Recorded music may be played outwith core hours
- The removal of gaming as an activity
- Children & young persons will be permitted access when accompanied by an adult for the purposes of consuming food or attending a private function between 08:00 & 22:00 or until the end of any meal or for the duration of any private function
- Amendment of premises description to 'coffee & ale house'

OBJECTIONS/REPRESENTATIONS

Police Scotland

POLICY

LICENSING OBJECTIVE – PROTECTING CHILDREN FROM HARM

28.1 The Board wishes to see child safe premises thriving in the city. It welcomes applications from those who wish to operate licensed premises which accommodate children and families. In determining any such application the risk of harm to children will be paramount.

28.2 Where applicants wish to operate such premises, the Board expects them to appreciate that this places additional responsibilities upon them at the same time as recognising that parents and other adults accompanying children also have responsibilities.

28.4 The following examples of control measures are given to assist applicants.

- effective and responsible premises management
- adoption of best practice guidance
- imitations on the hours when children may be present, in all or parts of the premises
- imitations or exclusions by age when certain activities are taking place
- imposition of requirements for children to be accompanied by an adult

- acceptance of accredited proof of age cards with photographs, or passports
- measures to ensure children do not purchase, acquire or consume alcohol
- measures to ensure children are not exposed to incidences of violence or disorder
- appropriate training and supervision of those employed to secure protection of children from harm.
- Imposition of reasons for children to be present and/ or accompanied by a responsible person / adult who shall have responsibility for, and supervise such children and young persons will normally only be admitted to licensed premises for the purpose of consuming light refreshments or a meal, partaking in a relevant sporting activity or attending a pre-arranged function

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24 July 2017

Your Ref:

Our Ref: 246959

Legal and Democratic Services
Corporate Governance
Aberdeen City Council
Business Hub 6 L1S
Marischal College, Broad Street
Aberdeen
AB10 1AB



Philip Gormley QPM
Chief Constable

North East Division
Queen Street
Aberdeen
AB10 1ZA

Dear Sir/Madam,

**LICENSING (SCOTLAND) ACT 2005
APPLICATION FOR THE VARIATION OF A PREMISES LICENCE
THE CRAFTSMAN COMPANY, 2 GUILD STREET, ABERDEEN, AB11 6NE**

I refer to the above application for the variation of a premises licence under terms of Section 29(5) of the Licensing (Scotland) Act 2005.

The variation requested consists of the following requests, namely:

1. Changing the commencement time of on and off sales core hours on Sunday to 1100 hours;
2. Amending Question 5 to permit the provision of restaurant facilities, receptions, club meetings and recorded music during and outwith core hours;
3. Amending Question 5 to remove the provision of gaming during core hours;
4. Amending Question 6 to permit Children and Young Persons access for the purpose consuming food or attending a private function when accompanied by a responsible adult (aged 18 years or over), from 0800 until 2200, or until the end of any meal or the duration of any private function.

In terms of Section 29(5) of the Act this request can be considered a variation.

Due to the significant amount of changes contained within the operating plan, the premises manager was contacted by Police Scotland and it was established that it is the intention of the premises to promote a family friendly environment.

Question 5 of the operating plan that accompanies the application states the premises would operate 'karaoke, disco, quiz night, tribute bands, live bands, comedy acts, charity nights, raffles, bingo, poker, race nights, clubs and meetings'.

The premises manager stated that it would not be the intention of the premises to operate the activities of karaoke, disco, tribute bands, bingo and race nights and that these activities reflect how the premises operated previously.

In respect of the variation sought I have no adverse comment to make, however, in terms of Section 22(1)(b)(i) and (ii) of the Licensing (Scotland) Act 2005, I recommend that operating plan in its current form should be modified and the activities of 'karaoke, disco, tribute bands, bingo and race nights' be removed.

This representation is submitted for your attention in considering this application.

Yours faithfully

Philip Gormley QPM
Chief Constable

For enquiries please contact the Licensing Department on 01224 306468

LICENSING BOARD INFORMATION SHEET

TYPE OF APPLICATION: VARIATION OF PREMISES LICENCE
PREMISES: THE GRANITE CITY, ABERDEEN AIRPORT, ABERDEEN

DESCRIPTION

- Amendment to layout plan to include an external customer area within the terminal building.

OBJECTIONS/REPRESENTATIONS

Police Scotland

POLICY

N/A

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18 July 2017

Your Ref:

Our Ref: 246789

Legal and Democratic Services
Corporate Governance
Aberdeen City Council
Business Hub 6 L1S
Marischal College, Broad Street
Aberdeen
AB10 1AB



Philip Gormley QPM
Chief Constable

North East Division
Queen Street
Aberdeen
AB10 1ZA

Dear Sir/Madam,

**LICENSING (SCOTLAND) ACT 2005
APPLICATION FOR THE VARIATION OF A PREMISES LICENCE
THE GRANITE CITY, ABERDEEN AIRPORT, DYCE, ABERDEEN, AB21 7DU**

I refer to the above variation of a premises licence in terms of Section 29(5) of the Licensing (Scotland) Act 2005.

The variation requested consists of amending the layout plan to provide additional external seating and amending the premises capacity within the operating plan.

In terms of Section 29(5) this request can be considered a variation.

In terms of Section 22(1)(b)(ii) and (iii) of the Licensing (Scotland) Act 2005, the Chief Constable makes recommendation that the external seating area sought be clearly demarked by barriers or other form of physical boundary.

This representation is submitted for your attention in consideration of this application.

Yours faithfully

Philip Gormley QPM
Chief Constable

For enquiries please contact the Licensing Department on 01224 306468

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LICENSING BOARD INFORMATION SHEET

TYPE OF APPLICATION: VARIATION OF A PREMISES LICENCE

PREMISES: WILD BOAR, 19 BELMONT STREET, ABERDEEN

DESCRIPTION

- Amendment to local conditions in relation to door supervisors so that it only applies on Friday's and Saturday's

OBJECTIONS/REPRESENTATIONS

Police Scotland

POLICY

Door Supervisors

It is a condition that the licence holder will ensure that from 23:00 onwards they shall employ or use suitably licensed door supervisors at or near the entrance to, or within the premises, to maintain order and/or security and prevent patrons breaching the licensing objectives.

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20 July 2017

Your Ref:

Our Ref:

Legal and Democratic Services
Corporate Governance
Aberdeen City Council
Business Hub 6 L1S
Marischal College, Broad Street
Aberdeen
AB10 1AB



Philip Gormley QPM
Chief Constable

North East Division
Queen Street
Aberdeen
AB10 1ZA

Dear Sir/Madam,

**LICENSING (SCOTLAND) ACT 2005
APPLICATION FOR THE VARIATION OF A PREMISES LICENCE
WILD BOAR RESTAURANT, 19 BELMONT STREET, ABERDEEN, AB10 1JR**

I refer to the above variation of a premises licence in terms of Section 29(5) of the Licensing (Scotland) Act 2005.

The premises currently has a local condition that the licence holder will ensure that from 2300 hours onwards they shall employ or use suitably licensed door supervisors at or near the entrance to, or within the premises, to maintain order and/or security and prevent patrons breaching the licensing objectives

The variation requested consists of amending this condition to be only applicable on Friday and Saturday and at the premises discretion any other day.

In terms of Section 29(5) this request can be considered a variation.

I offer no objection to this application and have to advise that when considering same, due regard was given to reviewing recent incidents on the premises on any day it is requested that the condition will no longer apply. While that number is very low indeed, it cannot be assessed, or quantified, what may have been prevented from occurring, or de-escalated, by virtue of door supervisors being deployed.

This information is provided for your attention when considering this application.

Yours faithfully

Philip Gormley QPM
Chief Constable

For enquiries please contact the Licensing Department on 01224 306468

LICENSING BOARD INFORMATION SHEET

TYPE OF APPLICATION: VARIATION OF A PREMISES LICENCE

PREMISES: REVOLUTION, 25 BELMONT STREET, ABERDEEN

DESCRIPTION

- Amendment to terminal hour to 02:00 on Friday's and Saturday's
- Amendment to layout plan to include a dance area

OBJECTIONS/REPRESENTATIONS

Police Scotland
EH

POLICY

20.8 Premises in the City that provide significant entertainment (to the satisfaction of the Board) may apply and be granted hours until 02.00 Sunday – Thursday and 03.00 on Fridays and Saturdays .The Board regards significant entertainment to be entertainment which is of such a nature to be the principal attraction for patrons to attend the premises and where alcohol is served to patrons only as an ancillary accompaniment to their attendance and /or participation in the entertainment provided.– The Board considers in these cases that the entertainment is the principal reason for patrons attending the licensed premises and that the consumption of alcohol would therefore be ancillary to such entertainment.in order to be consistent with the licensing objectives. This would apply to premises such as 23 nightclubs (with dance floor areas/facilities included in their operating plan and detailed in their layout plan) where recorded or live music for dancing is provided. Other examples of where significant entertainment may apply are discos, DJs, adult entertainment, and live music for concerts, cabaret and theatrical plays. Some examples where the Board does not consider there to be significant entertainment are pool, darts, dominoes, leisure facilities and background music. The Board are entitled to distinguish between premises of different descriptions offering different facilities or activities. e.g. Section 27(9) of the 2005 Act allows the Board to impose conditions in relation to the sale of alcohol on a premises to which a licence relates or any other activity carried on in such premises. In light of the evidence before the Board on the levels of alcohol consumption in the city and the levels of alcohol related crime the Board wish to promote in terms of the objectives the types of premises which can operate where the service and sale of alcohol is not the primary objective thus contributing to the positive night time economy in the City but not adding to the health or crime related harms associated with are premises which focus wholly or mainly on alcohol consumption.

The Board has taken heed of the advice of the Police and the Health Board and no longer considers snooker as an entertainment that warrants a later terminal hour

(2am or 3am). This change to the Policy is not to apply retrospectively and will not therefore affect current licensed premises where the principal activity is snooker

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26 July 2017

Your Ref:

Our Ref: 248363

Legal and Democratic Services
Corporate Governance
Aberdeen City Council
Business Hub 6 L1S
Marischal College, Broad Street
Aberdeen
AB10 1AB



Philip Gormley QPM
Chief Constable

North East Division
Queen Street
Aberdeen
AB10 1ZA

Dear Sir/Madam,

**LICENSING (SCOTLAND) ACT 2005
APPLICATION FOR THE VARIATION OF A PREMISES LICENCE
REVOLUTION, 25 BELMONT STREET, ABERDEEN, AB10 1JS**

I refer to the above application for the variation of a premises licence under terms of Section 29(5) of the Licensing (Scotland) Act 2005.

The variation requested consists of amending the core on sales hours from 1200 - 0100 hours on Friday and Saturday to 1200 - 0200 hours on Friday and Saturday; the inclusion of the provision of dance facilities during core hours and amending the layout plan to reflect such an inclusion.

In terms of Section 29(5) of the Act this request can be considered a variation.

In terms of Section 22(1)(b)(ii) and (iii) of the same Act, I make the following representation.

Currently, the premises operating hours with are consistent with the guideline operating hours for premises offering 'not significant entertainment' as detailed within Appendix 4 of the Aberdeen City Licensing Board Statement of Licensing Policy 2013 - 2016. Meanwhile, the Operating Plan pertaining to the premises has indicated that the activity of 'live performances' may take place during the core hours. 'Live performances' is not further described in said Plan. The Operating Plan which accompanies the application, other than the inclusion of the provision of 'Dance facilities' does not indicate any change in the activities that may take place.

It is understood that the additional hour on Friday and Saturday is sought for the purpose of allowing patrons to enjoy an extra hour of live music, in particular, live percussion bands, and an area has been identified to allow for patrons dancing.

The section of the Operating Plan which relates to premises which open after 0100 has been completed with the responses 'N/A'.

In late 2016 and early 2017, in connection with very similar applications for other licensed premises within Aberdeen city centre, Police Scotland objected to such applications in support of the Preventing Crime and Disorder licensing objective. In doing so, detailed evidence was provided that demonstrated that the longer and later licensed premises are open, the higher the likelihood of crimes of anti-social behaviour, violence and disorder occurring, particularly the commission of serious assaults.

Police Scotland reserves this position and is not supportive in principle to the extension of licensed hours, however, acknowledges that Aberdeen City Licensing Board are entitled to grant such variations if satisfied that premises are offering 'significant entertainment' as is currently defined within said Policy.

To that end, in terms of Section 22(1)(b)(ii) and (iii) of the Licensing (Scotland) Act 2005, I make representation that, if granted, the variation is subject to condition that significant entertainment, to the satisfaction of the Licensing Board, is to take place during some part of the additional hours sought, that is between 0100 and 0200 on Friday and Saturday.

Additionally, in the event the applicant is granted and the premises are not considered premises to which the Licensing Conditions (Late Opening Premises) (Scotland) Regulations 2007 applies, I request it be subject to the conditions specified at 6.5 of the aforementioned Policy, specifically in respect of CCTV, Door Supervisors and Radiolink .

This representation is submitted for your attention when considering this application

Yours faithfully

Philip Gormley QPM
Chief Constable

For enquiries please contact the Licensing Department on 01224 306468

MEMO

Environmental Health and Trading Standards

Communities, Housing and Infrastructure

Business Hub 15 ,3rd Floor South ,Marischal College



ABERDEEN
CITY COUNCIL

To	Litigation & Licensing , Legal & Democratic Services , Corporate Governance , Business Hub 6, Level 1 South, Marischal College		
From	Mark Nicholl		
Email	mnicholl@aberdeencity.gov.uk		Date 26/07/17
Tel.	01224 522596		Our Ref.
Fax.			Your Ref.

Licensing (Scotland) Act 2005

Application for Variation of Premises License – Revolution Bar 25 Belmont St Aberdeen AB10 1JS

Dear Sir/Madam,

The above variation application has been assessed by this Service. The assessment focussed on extension of the terminal hour from 01:00 Hours to 02:00 Hours on Friday and Saturday nights and potential for impact on neighbouring residences.

It is naturally desirable to avoid a situation that would result in this Service serving formal notices to abate activities that have caused statutory nuisance. I am of the opinion that application of suitable music noise control measures can protect the amenity of local residences and reduce the possibility of disturbance and statutory noise nuisance. Additionally, there are no current unresolved music noise disturbance complaints associated with the premises.

Having carefully considered the matter I am not objecting to this application. There is however an expectation that Management at the premises would establish and apply suitable and robust noise control measures for all reasonably foreseeable noise sources associated with the business. This is considered necessary to protect the amenity of local residences and reduce the risk of noise disturbance constituting a statutory nuisance. These noise sources may include for example; music noise breakout from the premises along with patron noise from use of the open smoking area at the rear.

I would therefore recommend that these noise control measures are formalised in writing to demonstrate and convey to staff for training purposes, the specific detail of the required noise controls.

I trust this information is of use. If you have any queries, please contact me on the number below.

Kind regards

Mark Nicholl
Environmental Health Officer

LICENSING BOARD INFORMATION SHEET

TYPE OF APPLICATION: TRANSFER & VARIATION OF A PREMISES LICENCE

PREMISES: THE BROADSWORD/MCCOLLS, 52 HAYTON ROAD, ABERDEEN

DESCRIPTION

- Removal of onsales
- Variation of offsales on Sunday's
- Removal of all activities
- Variation of layout plan affecting capacity

OBJECTIONS/REPRESENTATIONS

Police Scotland Notice of Convictions on transfer

POLICY

The Board has devised a number of local conditions which may be attached to premises licences.

1. The following condition will be attached to all off-consumption premises licences unless there is cause shown why this should not be the case:

CCTV

The licence holder shall provide sufficient internal and external CCTV coverage of the premises to meet the current technical requirements of the Police Service of Scotland as detailed in Aberdeen City Licensing Board's Statement of Licensing Policy. (all off-sales are however exempt from 4.2 relating to lip sync capability at entrance and exit doors)

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17 July 2017

Your Ref:

Our Ref: 245451

Legal and Democratic Services
Corporate Governance
Aberdeen City Council
Business Hub 6 L1S
Marischal College, Broad Street
Aberdeen
AB10 1AB



Philip Gormley QPM
Chief Constable

North East Division
Queen Street
Aberdeen
AB10 1ZA

Dear Sir/Madam,

**LICENSING (SCOTLAND) ACT 2005 - APPLICATION FOR THE TRANSFER
OF A PREMISES LICENCE ON APPLICATION OF PERSON OTHER THAN
LICENCE HOLDER
THE BROADSWORD BAR, 52 HAYTON ROAD, ABERDEEN, AB24 2UY
APPLICANT - MARTIN MCCOLL LTD, MARTIN MCCALL HOUSE, ASHWELLS
ROAD, BRENTWOOD, ESSEX, CM15 9ST**

I refer to the above application and in terms of Section 33(6)(b)(i) of the Licensing (Scotland) Act 2005, I have to advise you that the applicant has been convicted of the following relevant offences.

Date	Court	Crime/Offence	Disposal
15/03/2016	Suffolk Magistrates	Licensing Act 2003 S146(1) - sale of alcohol to underage persons	Fine £4000
		Licensing Act 2003 S146(1)	Fine £3000, victim surcharge £200, costs £1618.63
		Licensing Act 2003 S146(1)	Fine £3000
26/06/2014	West Suffolk Magistrates	Licensing Act 2003 S146(1) & (7)	Fine £1500

		Licensing Act 2003 S147A	Fine £13500, victim surcharge £120, costs £2785
		Licensing Act 2003 S146(1) & (7)	Fine £2000
		Licensing Act 2003 S146(1) & (7)	Fine £2000

Further, in terms of Section 33(6)(a)(ii) of the Licensing (Scotland) Act 2005, I have to advise you that no connected person has been convicted of any relevant offence.

I am unable to confirm the existence of any foreign offence in respect of any connected person.

Yours faithfully

Philip Gormley QPM
Chief Constable

For enquiries please contact the Licensing Department on 01224 306468

4 August 2017

Your Ref:

Our Ref: 6607

Legal and Democratic Services
Corporate Governance
Aberdeen City Council
Business Hub 6 L1S
Marischal College, Broad Street
Aberdeen
AB10 1AB



Philip Gormley QPM
Chief Constable

North East Division
Queen Street
Aberdeen
AB10 1ZA

Dear Sir/Madam,

**LICENSING (SCOTLAND) ACT 2005
PREMISES LICENCE HOLDER DUTY TO NOTIFY LICENSING BOARD OF
CONVICTIONS
WM MORRISON SUPERMARKETS PLC, 215 KING STREET, ABERDEEN,
AB24 5DA**

I refer to the above and your correspondence. In terms of Section 44(4)(b) of the Licensing (Scotland) Act 2005, I have to advise you that the licence holder has been convicted of the following relevant offences.

Date	Court	Crime/Offence	Disposal
25/05/2017	Basingstoke Magistrates	4 x Food Safety & Hygiene (England) Regulations 2013	Fine £55,000, costs £14,396, victim surcharge £120

Yours faithfully

Philip Gormley QPM
Chief Constable

For enquiries please contact the Licensing Department on 01224 306468

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PREMISES LICENCE REVIEW PROPOSAL - PETERCULTER POST OFFICE AND SHOP, 177 NORTH DEESIDE ROAD, PETERCULTER, ABERDEEN, AB14 0UJ

The Board held a review hearing for the above premises on 1 December 2016 where it was established at the annual fee 2016 due to be paid by 1 October 2016 had not been paid.

The Board resolved to vary the licence to effect that the trading hours are reduced to zero until such time as payment of the annual fee is made.

Payment of the fee is still outstanding.

In terms of Section 36 of the Licensing (Scotland) Act 2005 the Licensing Board in respect of any licensed premises, in relation to which a premises licence has effect may, on their own initiative, propose to review the licence on any of the grounds for review.

The grounds for review are a breach of conditions. Payment of the annual fee is mandatory condition 10 attached to a premises licence and therefore non-payment of the fee is a breach of this condition.

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PREMISES LICENCE REVIEW PROPOSAL - TPC CONFERENCING, 19 CROWN TERRACE, ABERDEEN, AB11 6HD

The Board held a review hearing for the above premises on 1 December 2016 where it was established at the annual fee 2016 due to be paid by 1 October 2016 had not been paid.

The Board resolved to vary the licence to effect that the trading hours are reduced to zero until such time as payment of the annual fee is made.

Payment of the fee is still outstanding.

In terms of Section 36 of the Licensing (Scotland) Act 2005 the Licensing Board in respect of any licensed premises, in relation to which a premises licence has effect may, on their own initiative, propose to review the licence on any of the grounds for review.

The grounds for review are a breach of conditions. Payment of the annual fee is mandatory condition 10 attached to a premises licence and therefore non-payment of the fee is a breach of this condition.

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PREMISES LICENCE REVIEW - THE PRIME CUTS, 21 CROWN TERRACE, ABERDEEN, AB11 6HD

The Board held a review hearing for the above premises on 1 December 2016 where it was established at the annual fee 2016 due to be paid by 1 October 2016 had not been paid.

The Board resolved to vary the licence to effect that the trading hours are reduced to zero until such time as payment of the annual fee is made.

Payment of the fee is still outstanding.

In terms of Section 36 of the Licensing (Scotland) Act 2005 the Licensing Board in respect of any licensed premises, in relation to which a premises licence has effect may, on their own initiative, propose to review the licence on any of the grounds for review.

The grounds for review are a breach of conditions. Payment of the annual fee is mandatory condition 10 attached to a premises licence and therefore non-payment of the fee is a breach of this condition.

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**PREMISES LICENCE REVIEW PROPOSAL- 278 GEORGE STREET,
ABERDEEN, AB25 1HL**

The Board held a review hearing for the above premises on 1 December 2016 where it was established at the annual fee 2016 due to be paid by 1 October 2016 had not been paid.

The Board resolved to vary the licence to effect that the trading hours are reduced to zero until such time as payment of the annual fee is made.

Payment of the fee is still outstanding.

In terms of Section 36 of the Licensing (Scotland) Act 2005 the Licensing Board in respect of any licensed premises, in relation to which a premises licence has effect may, on their own initiative, propose to review the licence on any of the grounds for review.

The grounds for review are a breach of conditions. Payment of the annual fee is mandatory condition 10 attached to a premises licence and therefore non-payment of the fee is a breach of this condition.

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PREMISES LICENCE REVIEW PROPOSAL - DISCOUNT UK, UNIT 4, KITTTYBREWSTER RETAIL PARK, ABERDEEN, AB24 3LW

The Board held a review hearing for the above premises on 1 December 2016 where it was established at the annual fee 2016 due to be paid by 1 October 2016 had not been paid.

The Board resolved to vary the licence to effect that the trading hours are reduced to zero until such time as payment of the annual fee is made.

Payment of the fee is still outstanding.

In terms of Section 36 of the Licensing (Scotland) Act 2005 the Licensing Board in respect of any licensed premises, in relation to which a premises licence has effect may, on their own initiative, propose to review the licence on any of the grounds for review.

The grounds for review are a breach of conditions. Payment of the annual fee is mandatory condition 10 attached to a premises licence and therefore non-payment of the fee is a breach of this condition.

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OFFSHORE EUROPE 2017 - GENERAL EXTENSION UNDER SECTION 67 OF THE LICENSING (SCOTLAND) ACT 2005

A Licensing Board, may, if they consider it appropriate to do so in connection with a special event of local or national significance, make a determination extending licensed Hours by such period as the Board may specify in the determination.

The Board are asked to consider a general extension of operating hours for liquor licensed premises in Aberdeen during the course of the Offshore Europe exhibition which takes place at the Aberdeen Exhibition and Conference Centre between 5-8 September 2017.

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ABERDEEN CITY LICENSING BOARD

Licensing (Scotland) Act 2005

SCHEME OF DELEGATION

This Scheme of Delegation details the powers of the Licensing Board for Aberdeen City in terms of the Licensing (Scotland) Act 2005. This Scheme of Delegation was approved by the Board on [XXXX].

The Board recognises that any application should only be determined by the Board where necessary and any straightforward matters should be considered by the Clerk or any member of the Clerk's staff having authority to do so, to save resources and to create as little inconvenience to applicants as possible.

The Board therefore agrees that only those applications and matters which by statute are required to be considered by the Board will be submitted to them for determination and other applications will be determined by the Clerk (or Depute Clerk or persons appointed to assist them) in accordance with the following Scheme of Delegation.

1. MATTERS RESERVED TO THE LICENSING BOARD			
	Nature of Function/ Application	Relevant Provision in Licensing (Scotland) Act 2005	Function
1.1	Determination of Licensing Board Policy	s.6 and Sch.1 para 10(2)(a)	Determining the Board's policy for the purposes of a Licensing Policy Statement or any Supplementary Licensing Policy Statement;
1.2	Determination of Overprovision of Licensed Premises	s.7 and Sch.1 para 10(2)(b)	Determining, for the purposes of any such statement, whether there is overprovision of licensed premises, or licensed premises of any particular description, in any locality;
1.3	Premises Licence Application	s.23 and Sch.1 para 10(2)(c)	Determining a premises licence application;
1.4	Premises Licence Major Variation Application	s.30 and Sch.1 para 10(2)(d)	Determining a premises licence variation application where the variation sought is not a minor variation;

1.5	Premises Licence Transfer Application (Conviction)	s.33, s.34 and Sch.1 para 10(2)(e)	Determining an application for the transfer of a premises licence where the applicant has been convicted of a relevant or foreign offence;
1.6	Provisional Premises Licence Confirmation (Refusal)	s.46 and Sch.1 para 10(2)(i)	Refusing an application for confirmation of a provisional premises licence;
1.7	Temporary Premises Licence	s.47	Determining a temporary premises licence application;
1.8	Personal Licence (Conviction)	s.74 and Sch.1 para 10(2)(f)	Determining a personal licence application, or a personal licence renewal application where the applicant has been convicted of a relevant or foreign offence;
1.9	Conducting a Hearing	s.39, s83(7) s.84 and Sch.1 para 10(2)(g)	Conducting a hearing under the Act, including taking any of the following steps: At a review hearing in respect of a premises licence where necessary in terms of the licensing objectives flowing from the sale of alcohol: (i) Issuing a written warning to the premises licence holder; (ii) Revoking or suspending the premises licence; or (iii) Making a variation of the premises licence; or (iv) Making an order revoking, suspending or endorsing a personal licence.
1.10	Closure Order	s.97 and Sch.1 para 10(2)(h)	Making a Closure Order;

2. MATTERS DELEGATED TO THE CONVENOR/SUB-COMMITTEE			
	Nature of Function/ Application	Relevant Provision in Licensing (Scotland) Act 2005	Function
2.1	Notice of Convictions	s44(7A), s83(7A)	Determining whether to hold a licence review hearing or to take no further action upon receipt of a notice from the Chief Constable which does not contain a recommendation to vary, suspend, revoke or endorse the licence in question
2.2	Occasional Licence or Extended Hours ("Fast Track")	ss.57(4) and 69(4) and Sch.1 para 10(1)	Determining whether an application for an occasional licence or occasional extension requires to be dealt quickly.
2.3	Occasional Licence (Objection/ Contrary to Policy)	s.59 and Sch.1 para 10(1)	Determining whether or not the Licensing Board will hold a hearing to determine an application for an

			occasional licence where an objection, representation or a notice recommending refusal from the Chief Constable or Licensing Standards Officer or where the application is contrary to the terms of the Board's Policy;
2.4	Occasional Licence (Objection)	s.59 and Sch.1 para 10(1)	Where a decision has been taken by the Convenor/Sub-Committee not to hold a hearing in terms of section 59(4) of the Act, the determination of the application following an opportunity for the applicant to comment on the representation in terms of section 59(5);
2.5	Extended Hours Application (Objection/Contrary to Policy)	s.70 and Sch.1 para 10(1)	Determining whether or not the Board will hold a hearing to determine an application for extended hours where an objection, representation or a notice recommending refusal from the Chief Constable or Licensing Standards Officer or where the application is contrary to the terms of the Board's Policy;
2.6	Extended Hours Application (Objection)	s.70 and Sch.1 para 10(1)	Where a decision has been taken by the Convenor/Sub-Committee not to hold a hearing in terms of section 70 (2) of the Act, the determination of the application following an opportunity for the applicant to comment on the representation in terms of section 70(3);
2.7	Personal Licence (Licence Previously Surrendered – Hearing)	s.74(7)	Where the applicant has surrendered a personal licence within the period of 3 years prior to an application for a further personal licence being made by that person to decide whether the reasons for surrender of the previous personal licence warrant consideration of the application by the relevant Board;
2.8	Power to Relieve Procedural Errors	s.135 and Sch.1 para 10(1)	To relieve any applicant or other party to proceedings before the Board of any failure to comply with any procedural provision if the failure is due to a mistake, oversight or other excusable cause, and it is considered appropriate in all of the circumstances to relieve the failure.
2.9	Rejection of Frivolous or Vexatious Objections	s.22(4), s.36(6), s.58(3)	Determining whether to reject a notice of objection or representation or request for a premises licence review received by the Board where they consider it to be frivolous or vexatious;

2.10	Premises Licence Review Proposal	s.37 and Sch.1 para 10(1)	Determining whether to make a premises licence review proposal;
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3. MATTERS DELEGATED TO THE CLERK OR DEPUTE CLERKS TO THE LICENSING BOARD OR ANY PERSONS APPOINTED TO ASSIST THEM			
	Nature of Function/ Application	Relevant Provision in Licensing (Scotland) Act 2005	Function
3.1	Premises Licence Minor Variation Application	s.29 and Sch.1 para 10(1)	Determining any premises licence variation application where the variation sought is a minor variation, including for the avoidance of doubt a change of Designated Premises Manager;
3.2	Premises Licence Application or Variation Application Hearing Attendance	Sch.1 para 10(1)	Determining whether to request an Applicant to attend a hearing for a premises licence application or a variation application where there are no representations or objections and the application is not contrary to the Board's Policy;
3.3	Premises Licence Transfer Application (No Conviction)	s.33, s.34 and Sch.1 para 10(1)	Determining any application for the transfer of a premises licence where the applicant has not been convicted of a relevant or foreign offence;
3.4	Provisional Premises Licence Confirmation	s.46 and Sch.1 para 10(1)	Determining any application for confirmation of a provisional premises licence – where no variation (other than a minor variation) has been made to the operating plan or layout plan for the premises to which the licence relates since the provisional licence was issued or since a variation of the provisional premises licence was granted;
3.5	Obtaining Further Information for the Purposes of a Review Hearing	s.38(5) and (6), and Sch.1 para 10(1)	To exercise the powers under section 38(5) and (6) for the purposes of a review hearing to obtain further information, request any person to attend to provide information and/or request production of any document at a review hearing;
3.6	Premises Licence (Licence Production)	s.49(3) and Sch.1 para 10(1)	To require a premises licence holder to produce the premises licence;
3.7	Occasional Licence (No Objection)	s.59 and Sch.1 para 10(1)	Determining an application for an occasional licence – where no objections or representations have been received, nor a notice recommending refusal from the Chief Constable or any report from the

			Licensing Standards officer recommending refusal;
3.8	Occasional Licence Conditions	s.60 and Sch.1 para 10(1)	To impose conditions under section 60 in respect of an occasional licence as necessary or expedient for the purpose of any licensing objective;
3.9	Extended Hours Application (No Objection)	s.70 and Sch.1 para 10(1)	Determining an application for extended hours where no objections or representations have been received nor a notice recommending refusal from the Chief Constable or any report from the Licensing Standards Officer recommending refusal;
3.10	Personal Licence (No Conviction)	s.74 and Sch.1 para 10(1)	Determining a personal licence application, or a personal licence renewal application where the applicant has not been convicted of a relevant or foreign offence;
3.11	Personal Licence (Licence Previously Surrendered)	s.77(6)	To grant personal licences where the applicant has previously surrendered their personal licence under section 77(6) or their licence has been revoked under s.87(3);
3.12	Revocation of Personal Licence	s.87(3) and Sch.1 para 10(1)	The revocation of a personal licence where the licence holder has not complied with the requirements of Section 87(1) of the Act;

4. Other Matters

Any matters which are not the subject of a specific delegation in terms of this Scheme of Delegation and are not prescribed by the Licensing (Scotland) Act 2005 shall be determined by the Clerk (or any person appointed to assist the Clerk) as appropriate unless the nature of such matter is considered to be appropriate to be determined by the Licensing Board at a meeting arranged by the Clerk in consultation with the Convenor of the Licensing Board.

5. Exercise of Delegated Power

The Clerk, Depute Clerk and any other member of staff appointed to assist them may elect not to use their delegated powers in a particular case, in which case the matter will be referred to the Licensing Board.

6. Legislation

These delegations are subject to any necessary alterations arising from amendments to Legislation, Regulations, Codes of Practice or Government Circulars. In the event of a conflict between the terms of this Scheme of Delegation and the relevant legislation, the Scheme of Delegation shall be deemed amended to accord with the provisions of the said relevant legislation.

Aberdeen City Council

Licensing Board

Income and Expenditure for the year to 31 March 2017

	£
Income from fees	(389,367)
 Staff Costs	
Licensing Staff	121,414
LSO's	79,657
 Admin & Supplies	 15,737
 Central Charges	
Accommodation	9,634
Corporate	24,905
 Total Expenditure	 251,347
 Net Expenditure/(Income)	 (138,020)

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ABERDEEN CITY LICENSING BOARD GUIDE TO INFORMATION AVAILABLE THROUGH THE MODEL PUBLICATION SCHEME 2017

The Freedom of Information (Scotland) Act 2002 (the Act) requires Scottish public authorities to produce and maintain a publication scheme. Authorities are under a legal obligation to:

- publish the classes of information that they make routinely available
- tell the public how to access the information and what it might cost.

Aberdeen City Licensing Board has adopted the **Model Publication Scheme 29 March 2016** produced by the Scottish Information Commissioner.

You can see this scheme on our website at:

http://www.aberdeencity.gov.uk/law_licensing/licences/licensing/lic_LiquorInfo.asp

or by contacting us at the Contact Us address below.

The purpose of this Guide to Information is to:

- allow you to see what information is available (and what is not available) in relation to each class.
- state what charges may be applied.
- explain how you can find the information easily.
- provide contact details for enquiries and to get help with accessing the information.
- explain how to request information we hold that has not been published.

Availability and formats

The information we publish through the model scheme is, wherever possible, available on our website. We offer alternative arrangements for people who do not want to, or cannot, access the information online or by inspection at our premises. For example, we can usually arrange to send information to you in paper copy (although there may be a charge for this).

All our written information can also be made available, on request, in a range of different formats and languages.

Exempt information

We will publish the information we hold that falls within the classes of information below. If a document contains information that is exempt under Scotland's freedom of information laws (for example sensitive personal information or a trade secret), we will confirm whether we hold this information and we may remove or redact the information before publication but we will explain why.

Copyright

The Board holds the copyright for the vast majority of information in this publication scheme.

Where the Board holds the copyright in its published information, the information may be copied or reproduced without formal permission, provided that:

- it is copied or reproduced accurately;

- it is not used in a misleading context; and
- the source of the material is identified.

Where the Board does not hold the copyright in information we publish, we will make this clear.

Charges

This section explains when we may make a charge for our publications and how any charge will be calculated.

There is no charge to view information on our website or at our premises or where it can be sent to you electronically by email except where there is a statutory fee

We may charge for providing information to you e.g. photocopying and postage, but we will charge you no more than it actually costs us to do so. We will always tell you what the cost is before providing the information to you.

For photocopying, we will charge a standard rate of 10p per A4 side of paper (black and white copy) and 30p per A4 side of paper (colour copy).

Information provided on CD-Rom will be charged at £1.00 per computer disc.

Postage costs will be recharged at the rate we pay to send the information to you.

If providing copies of any pre-printed publications, we will charge no more than the cost per copy of the total print run.

We do not pass any other costs on to you in relation to our published information. Although, we do charge in relation to information not published under this scheme.

General information request:

- there will be no charge for information requests which cost us £100 or less to produce;
- where information costs between £100 and £600 to provide to you, you may be asked to pay 10% of the cost. That is, if you were to ask for information that cost us £600 to provide, you would be asked to pay £50, that calculated on the basis of a waiver for the first £100 and 10% of the remaining £500;
- we are not obliged to respond to requests for non-environmental information which will cost us over £600 to process;
- where environmental information costs over £600 to provide to you, we may ask you to pay the additional cost over that amount in full. For example, if you were to ask us for information that costs us £800 to provide, you may be asked to pay £250. This fee would be calculated on the basis of a waiver for the first £100 costs of providing the information, 10% of the next £500 costs, and full cost recovery for cost over £600 (in this example, £200);
- in calculating any fee, staff time will be calculated at actual cost per staff member hourly salary rate to a maximum of £15 per person per hour;
- we do not charge for the time to determine whether we hold the information requested, nor for the time it takes to decide whether the information can be released. Charges may be made for locating, retrieving and providing information to you; and

- in the event that we decide to impose a charge we will issue you with notification of the charge (a fees notice) and how it has been calculated. You will have three months from the date of issue of the fees notice in which to decide whether to pay the charge. The information will be provided to you on payment of the charge. If you decide not to proceed with the request there will be no charge to you.

Request for your own personal data:

The Act does not give a person the right to obtain copies of information which the Board may hold about them personally. You are however entitled to request your personal data from the Board under the Subject Access provisions contained in Section 7 of the Data Protection Act 1998.

The Board may charge a maximum fee of £10 for providing your own personal data.

Requests for information in terms of Section 7 of the Data Protection Act must be –

1. made in writing;
2. give your name and address;
3. include proof of your identity;
4. specify the information or documents sought; and
5. include any fee applicable.

Such requests should be addressed to the Clerk to the Licensing Board at the address shown below.

Unpublished Information/Research and Information Services:

The guide only provides access to published information. Other unpublished information may be available on request provided this is possible in terms of the Board's statutory obligations. If you wish to enquire about unpublished information or research and information services please contact us.

Contact us

You can contact us to make requests for information (including requests for paper copies) and for assistance in relation to any aspect of this publication scheme:

Email: licensing@aberdeencity.gov.uk

Telephone: 01224 523411/522985

Write To: The Clerk to the Licensing Board
Legal and Democratic Services
Corporate Governance
Aberdeen City Council
Business Hub 6 L1S
Marischal College
Broad Street
Aberdeen
AB10 1AB

We will also be pleased to advise you how to complain if you are dissatisfied with any aspect of this publication scheme.

Accessing information under the publication scheme

Information available under our scheme will normally be available via the following routes:

Online – Where possible, all information available under this scheme will be downloadable using the links provided to pages on the Board's website:
http://www.aberdeencity.gov.uk/law_licensing/licences/licensing/lic_LiquorInfo.asp

Email – It may be possible on request to send information electronically by email to licensing@aberdeencity.gov.uk headed up as a "Freedom of Information Request"

Otherwise – Please contact us to arrange the provision of information by telephone, by post or in person by appointment.

The classes of information that we publish

We publish information that we hold within the following classes. Once information is published under a class we will continue to make it available for the current and previous two financial years.

Where information has been updated or superseded, only the current version will be available. If you would like to see previous versions, you may make a request to us for that information.

CLASS 1: ABOUT ABERDEEN CITY LICENSING BOARD

Class description:

Information about Aberdeen City Licensing Board, who we are, where to find us, how to contact us, how we are managed and our external relations

The Licensing Board is a Scottish public authority as defined in Part 3 of Schedule 1 of the Act.

Aberdeen City Licensing Board can be contacted at:

Legal and Democratic Services
Corporate Governance
Aberdeen City Council
Business Hub 6 L1S
Marischal College
Broad Street
Aberdeen
AB10 1AB

We can also be contacted by email at licensing@aberdeencity.gov.uk or by telephone to 01224 523411/522985.

The Board comprises nine elected members of Aberdeen City Council one of whom is elected as Convener, currently Councillor Marie Boulton.

Details of the current Board membership are available at:

<http://committees.aberdeencity.gov.uk/mgCommitteeDetails.aspx?ID=151>

Councillor profiles can be found at:

<http://committees.aberdeencity.gov.uk/mgMemberIndex.aspx>.

Councillors are required to adhere to the Councillors' Code of Conduct set out by the Standards Commission for Scotland and published at:

<http://www.scotland.gov.uk/Publications/2010/12/10145144/0>

The Board is a separate legal entity from the Council. It does not employ any staff or own any assets. All staff carrying out the Board's responsibilities are recruited and employed by the Council. The Council provides accommodation for the meetings of the Board and necessary expenses for the work of the Board. All revenue received by the Board from licence application fees must be transferred to the Council and the Board's budget is held by the Council.

The Council's Model Scheme of Publication and Guide to Information are published at:

http://www.aberdeencity.gov.uk/law_licensing/licences/licensing/lic_LiquorInfo.asp

The Board makes decisions on applications and policies. Some of its powers are delegated to officers as per the scheme of delegation in its Statement of Licensing Policy:

http://www.aberdeencity.gov.uk/law_licensing/licences/licensing/lic_LiquorInfo.asp

It is assisted and advised in its work by its Clerk, who is the Head of Legal and Democratic Services within the Council.

Fraser Bell

Head of Legal and Democratic Services
Corporate Governance
Aberdeen City Council

The Clerk is assisted by officials of the Licensing Team within Legal Services.

Senior officials from the Licensing Team responsible for the Licensing Board are:

Jackie Buchanan (Legal Manager) and **Jennifer Wilson** (Team Leader of Licensing)

These officials can be contacted using the above Contact Us details.

Normal working hours for the Board and its staff are 08.30am to 5pm Mondays to Fridays inclusive. The office is closed on Saturdays and Sundays.

Any enquiries or complaints regarding the Board's work can be directed to the principal postal, email or telephone contact details shown above.

The Board's Model Publication Scheme and this Guide to Information are available at

http://www.aberdeencity.gov.uk/law_licensing/licences/licensing/lic_LiquorInfo.asp

The Board's charging schedule for published information and environmental information is shown in the Charges section above.

To contact the Board or ask for advice about how to request information from us, please use the contact details shown in the Contact Us section above.

The Board is established under The Licensing (Scotland) Act 2005. We are required to publish a Statement of Licensing Policy explaining our function under the legislation and this is published at:

<http://www.aberdeencity.gov.uk/nmsruntime/saveasdialog.asp?IID=56156&sID=1146>

The Licensing Board has a statutory relationship under The Licensing (Scotland) Act 2005 with the Local Licensing Forum, the local Health Board and the Police Service of Scotland (Police Scotland).

The Board also has statutory functions under The Gambling Act 2005. Its Gambling Policy, Statement of Principles is published at:

http://www.aberdeencity.gov.uk/law_licensing/licences/licensing/lic_gamblingact.asp

The Board's Equality Outcomes and Mainstreaming Report under the Equality Act 2010 is published at:

http://www.aberdeencity.gov.uk/law_licensing/licences/licensing/lic_LiquorInfo.asp

The Board adopted the Aberdeen City Council Records Retention Schedule at:

<https://committees.aberdeencity.gov.uk/documents/s42672/Appendix%203.pdf>

The Board's Records Management Plan under the Public Records (Scotland) Act 2011 shall be published at:

<http://www.aberdeencity.gov.uk/nmsruntime/saveasdialog.asp?IID=76343&sID=25754>

The Keeper's Assessment Report of the records management plan submitted by Aberdeen City Licensing Board can be found at:

<https://www.nrscotland.gov.uk/files//record-keeping/public-records-act/keepers-assessment-report-aberdeen-city-licensing-board.pdf>

We also carry out other functions and further information is provided on this in Class 2 below.

CLASS 2: HOW WE DELIVER OUR FUNCTIONS AND SERVICES
Class description: Information about our work, our strategy and policies for delivering functions and services and information for our service users.

The Board is responsible for administering the alcohol licensing system under the Licensing (Scotland) Act 2005 within the Aberdeen City Council Area.

Its Licensing Policy Statement in relation to alcohol is published at:

http://www.aberdeencity.gov.uk/law_licensing/licences/licensing/Lic_2005Act.asp

The Board also deals with applications for premises licences and permissions under the Gambling Act 2005.

Its Gambling Policy, Statement of Principles is published at:

http://www.aberdeencity.gov.uk/law_licensing/licences/licensing/lic_gamblingact.asp

These policies contain Schemes of Delegation, which provide that some decisions are delegated to the Clerk to the Board, whilst others must be made by the Board.

We are also required to publish a policy on how we are complying with the equality requirement under the Equality Act 2010. Our Equality Outcomes and Mainstreaming Report is published at:

http://www.aberdeencity.gov.uk/law_licensing/licences/licensing/lic_LiquorInfo.asp

Information about the types of alcohol licence applications we deal with, application forms, criteria, fees, meeting dates and guidelines are published at:

http://www.aberdeencity.gov.uk/law_licensing/licences/licensing/lic_Licensing_Home.asp

Information about the types of gambling applications we deal with, application forms, criteria, fees, meeting dates and guidance are published at:

http://www.aberdeencity.gov.uk/law_licensing/licences/licensing/lic_gamblingact.asp

The Board's Regulations, Guidelines and Policies are published at:

http://www.aberdeencity.gov.uk/law_licensing/licences/licensing/lic_LiquorInfo.asp

Initial contact regarding complaints or concerns in respect of the Board or its officials work can be directed to the postal, email or telephone contact details shown in the Contact Us section above.

The Board's officials, as employees of Aberdeen City Council, are subject to the Council's Corporate Complaints Procedure:

http://www.aberdeencity.gov.uk/council_government/feedback_complaints/crc_complaints.asp

CLASS 3: HOW WE TAKE DECISIONS AND WHAT WE HAVE DECIDED
--

Class description:

Information about the decisions we take, how we make decisions and how we involve others
--

Decision Making

The Board takes decisions in accordance with the Licensing (Scotland) Act 2005 and the Gambling Act 2005.

A statutory public register of premises licences is published at:

http://www.aberdeencity.gov.uk/law_licensing/licences/licensing/Lic_2005Act.asp for alcohol licensing.

Gambling decisions can be accessed in the minutes at the link directly below or by contacting us (see Contact Us section). Gambling registers of premises can be accessed by contacting us (see Contact Us section).

Agendas, reports, consultations and minutes of the Board's meetings (including hearings) are also published at:

<http://committees.aberdeencity.gov.uk/mgCommitteeDetails.aspx?ID=151>

Board consultations shall also be published on Aberdeen City Council's website at:

http://www.aberdeencity.gov.uk/council_government/consultations/cst_ConsultationsHome.asp

The Board is required to advertise some types of application to enable public comment. The Board also carries out, from time to time, public consultations on matters such as its policies.

Applications and consultations are published in the Public Notices section of the Council's website at:

http://www.aberdeencity.gov.uk/law_licensing/licences/licensing/lic_agenda.asp

Please note that the above noted information can be made available in paper copies by post by contacting the authority using the above Contact Us details. Paper copies may be charged for in pursuance of the above noted charging schedule.

Where information is also available as part of a public register it can also be viewed by making an appointment with the authority using the above details in the Contact Us section.

CLASS 4: WHAT WE SPEND AND HOW WE SPEND IT

Class description:

Information about our strategy for, and management of, financial resources (in sufficient detail to explain how we plan to spend public money and what has actually been spent)

The Board is a separate legal entity from the Council. It does not own any assets. The Council provides accommodation for the meetings of the Board and administers the necessary expenses for the work of the Board.

All revenue received by the Board from annual fees and licence application fees must be transferred to the Council and the Board's budget is held by the Council.

The Board, as of 15 May 2017, is required under Section 9B of the Licensing (Scotland) Act 2005 to prepare and publish an Annual Financial Report not later than 3 months after the end of each financial year. This annual financial report must include the amount of relevant income received by the Board during the year, the amount of relevant expenditure incurred in respect of the Board's area during the year and an explanation of how the amounts in the statement were calculated. Relevant income would include licence application fees. Relevant expenditure would include the costs of administering the alcohol licensing regime or the salary costs of Licensing Standards Officers. At the request of the Board the relevant Council must provide the Board with such information as the Board may reasonably require for the purpose of preparing their annual report.

The Board's Annual Financial Report is published at:

<http://www.aberdeencity.gov.uk/nmsruntime/saveasdialog.asp?IID=76340&sID=1146>

CLASS 5: HOW WE MANAGE OUR HUMAN, PHYSICAL AND INFORMATION RESOURCES

Class description:

Information about how we manage the human, physical and information resources of Aberdeen City Licensing Board
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Human Resources

The Board is a separate legal entity from the Council.

It comprises nine elected members of Aberdeen City Council.

It does not employ any staff.

It is assisted and advised in its work by its Clerk, who is the Head of Legal and Democratic Services within the Council.

The Clerk is assisted by officials of the Licensing Team within Legal Services.

All staff carrying out the Board's responsibilities are recruited and employed by the Aberdeen City Council.

Physical Resources

The Council provides accommodation for the meetings of the Board. The Board does not own any assets.

The Council's Model Scheme of Publication and Guide to Information is published at: http://www.aberdeencity.gov.uk/law_licensing/licences/licensing/lic_LiquorInfo.asp

Information Resources

The Board's information governance is managed in pursuance of freedom of information and data protection principles.

Published information on the Board can be found on its web pages at: http://www.aberdeencity.gov.uk/law_licensing/licences/licensing/lic_LicensingBoard.asp

The Board's Model Publication Scheme and this Guide to Information are available at: http://www.aberdeencity.gov.uk/law_licensing/licences/licensing/lic_LiquorInfo.asp

CLASS 6: HOW WE PROCURE GOODS AND SERVICES FROM EXTERNAL PROVIDERS

Class description:

Information about how we procure goods and services, and our contracts with external providers
--

The Board does not hold information within this class. Goods and services are procured by the Aberdeen City Council on behalf of the Board rather than by the Board itself.

The Council's Model Scheme of Publication and Guide to Information is published at:
http://www.aberdeencity.gov.uk/law_licensing/licences/licensing/lic_LiquorInfo.asp

If you require information on procurement of goods and services by the Council it can be accessed at
http://www.aberdeencity.gov.uk/council_government/about_us/tnd_cpu.asp and by contacting the Central Procurement Unit:

Central Procurement Unit

Central Procurement Unit
Aberdeen City Council
Woodhill House
Westburn Road
Aberdeen
AB16 5GB
Phone: 01224 665650
Fax: 01224 665656
Email: CPUCityShire@aberdeencity.gov.uk

CLASS 7: HOW WE ARE PERFORMING

Class description:

Information about how we perform as an organisation, and how well we deliver our functions and services

The Board produces policies in accordance with timescales provided under legislation dealing with alcohol and gambling licensing, the equality duty and the publication of a scheme explaining how to access information which it holds.

Further information on timescales for procedures can be found in the Board's Statement of Licensing Policy at:

http://www.aberdeencity.gov.uk/law_licensing/licences/licensing/Lic_2005Act.asp

and its Gambling Policy, Statement of Principles is published at:

http://www.aberdeencity.gov.uk/law_licensing/licences/licensing/lic_gamblingact.asp

Primary legislation and secondary regulations are published at:

<http://www.legislation.gov.uk/>.

Board Equality Monitoring Reports produced under the Equality Act 2010 (Specific Duties) (Scotland) Regulations 2012, as amended, can be found at:

http://www.aberdeencity.gov.uk/law_licensing/licences/licensing/lic_LiquorInfo.asp

We can help you to locate specific information on procedures and timescales – use the contact details shown in the Contact Us section above.

CLASS 8: OUR COMMERCIAL PUBLICATIONS

Class description:

Information packaged and made available for sale on a commercial basis and sold at market value through a retail outlet e.g. bookshop, museum or research journal.
--

The Board does not hold information within this class.

CLASS 9: OUR OPEN DATA
Class description: Open data made available by us as described by the Scottish Government's Open Data Strategy & Resource Pack, available under an open licence.

Aberdeen City Council is working on creating a new city-wide Open Data portal which we aim to have in place in 2017. The link to this can be found at:

http://www.aberdeencity.gov.uk/open_data/open_data_home.asp

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ABERDEEN CITY LICENSING BOARD

MODEL PUBLICATION SCHEME 2017

Introduction

The Freedom of Information (Scotland) Act 2002 (the Act) requires Scottish public authorities to produce and maintain a publication scheme. Authorities are under a legal obligation to:

- i) Publish the classes of information that they make routinely available
- ii) Tell the public how to access the information and whether information is available free of charge or on payment.

The Act also allows for the development of model publication schemes which can be adopted by more than one authority. The Commissioner's Model Publication Scheme was approved on 29 March 2016.

About this scheme

This single Model Publication Scheme has been produced and approved by the Scottish Information Commissioner.

It is suitable for adoption by any authority listed in Parts 3, 5, and 6 of Schedule 1 of the Freedom of Information (Scotland) Act 2002 (councils and other local authority bodies, educational institutions, police authorities).

The scheme may also be suitable for adoption by other Scottish public authorities. Any other authority who wishes to adopt the scheme should apply to the Commissioner for approval to do so.

Adopting the single Model Publication Scheme

This single Model Publication Scheme can be adopted only in its entirety, **without amendment**. It commits an authority to:

- i) **Publishing the information**, including environmental information, that it holds and which falls within the classes of information below.
- ii) **Ensuring** that the way it publishes its information meets the Model Publication Scheme Principles.
- iii) **Producing** a Guide to Information which sets out the information the authority publishes through the model scheme, how to access it, whether there is a charge for it and how to get help to access information.
- iv) **Notifying** the Scottish Information Commissioner that it has adopted the model scheme.

The Commissioner has issued Guidance to accompany this model scheme www.itspublicknowledge.info/MPS. This is essential reading for authorities adopting the model scheme: it explains the above requirements in further detail and lists the types of information the Commissioner expects authorities will publish under each class of information.

Terms used	Explanation
FOISA	The Freedom of Information (Scotland) Act 2002
EIRs	The Environmental Information (Scotland) Regulations 2004
Model Publication Scheme	A standard framework for authorities to publish information under FOISA, approved by the Scottish Information Commissioner
MPS	The Model Publication Scheme
Guide to Information	A guide that every public authority adopting the MPS must produce to help people access the information it makes available
MPS Principles	The six key principles with which all information published under the MPS must comply
Classes of information	Nine broad categories describing the types of information authorities must publish (if they hold it)
Notification form	The form an authority must submit to notify the Commissioner of its adoption of the MPS
Re-use Regulations	The Re-use of Public Sector Information Regulations 2015
Copyright law	The Copyright, Designs and Patents Act 1988
TNA	The National Archives

Guide to Information

An authority adopting this model scheme must produce a guide to the information it publishes through the scheme. The authority can decide the format of its Guide to Information.

The authority's Guide to Information must:

- I) allow the public to see what information is available (and what is not available) in relation to each class
- II) state what charges may be applied
- III) explain how to find the information easily
- IV) provide contact details for enquiries and to get help with access to the information
- V) explain how to request information that has not been published.

These requirements are set out in more detail below.

Principle One: Availability and formats

The information published through this model scheme should, wherever possible, be available on the authority's website. There must be an alternative arrangement for people who do not wish to, or who cannot, access the information either online or by inspection at the authority's premises. An authority may, for example, arrange to send out information in paper copy on request (although there may be a charge for this).

Principle Two: Exempt information

The authority must publish the information it holds that falls within the classes of information below. If a document contains information that is exempt under Scotland's freedom of information laws (for example sensitive personal data or a trade secret), and cannot be published then the authority may withhold the information or provide a redacted version for publication of the information, but it must explain why it has done so.

Principle Three: Copyright

The authority must publish a copyright statement which explains what can, and what cannot, be done with information accessed through this model publication scheme. The statement must be consistent with the fair dealing provisions of the Copyright, Designs and Patents Act 1988.

The Commissioner recommends the use of the Open Government Licence and/or the non-commercial Government Licence, produced by the National Archives for their published information. A link to the licence and an alternative sample copyright statement are available in the accompanying Guidance.

Where the authority does not hold the copyright in information it publishes, this should be made clear.

Any conditions applied to re-use of published information must be consistent with the Re-use of Public Sector Information Regulations 2015.

Principle Four: Charges

The authority must publish within its Guide to Information a charging schedule which explains when there is a charge for publications available through the scheme and how any charge will be calculated. There should be no charge to view information on the authority's website or at its premises, except where there is a statutory fee, for example, for access to registers.

The authority may charge for computer discs, photocopying, postage and packing and other costs associated with supplying the information, but the charge must be no more than these elements actually cost the authority. There may be no further charges for information in Classes 1 – 7 below. An exception is made for commercial publications (see Class 8 below) where pricing may be based on market value.

The authority must give the recipient advance notice of any charges to be applied.

Principle Five: Contact details

The authority must provide contact details for enquiries about any aspect of the adoption of the model scheme, the authority's Guide to Information and for requests for copies of the authority's published information.

The authority is under a duty to provide reasonable advice and assistance to anyone who wants to request information which is not published and the authority's Guide to Information must provide contact details for this purpose.

Principle Six: Duration

Once published through the Guide To Information, the Information should be available for the current and previous two financial years. Where information has been updated or superseded, only the current version need be available (previous versions may be requested from the authority).

The Classes of Information

The authority must publish information that it holds which falls within the following classes. The Commissioner's Guidance accompanying this scheme provides lists of the types of information authorities are expected to publish under each class. The authority's Guide to Information should make clear what is available under each class.

CLASS 1: ABOUT ABERDEEN CITY LICENSING BOARD

Class description:

Information about Aberdeen City Licensing Board, who we are, where to find us, how to contact us, how we are managed and our external relations.

CLASS 2: HOW WE DELIVER OUR FUNCTIONS AND SERVICES

Class description:

Information about our work, our strategies and policies for delivering functions and services and information for our service users.

CLASS 3: HOW WE TAKE DECISIONS AND WHAT WE HAVE DECIDED

Class description:

Information about the decisions we take, how we make those decisions and how we involve others.

CLASS 4: WHAT WE SPEND AND HOW WE SPEND IT

Class description:

Information about our strategy for, and management of, financial resources (in sufficient detail to explain how we plan to spend public money and what has actually been spent).

CLASS 5: HOW WE MANAGE OUR HUMAN, PHYSICAL AND INFORMATION RESOURCES

Class description:

Information about how we manage the human, physical and information resources of the authority.

CLASS 6: HOW WE PROCURE GOODS AND SERVICES FROM EXTERNAL PROVIDERS

Class description:

Information about how we procure goods and services, and our contracts with external providers.

CLASS 7: HOW WE ARE PERFORMING

Class description:

Information about how we perform as an organisation, and how well we deliver our functions and services.

CLASS 8: OUR COMMERCIAL PUBLICATIONS

Class description:

Information packaged and made available for sale on a commercial basis and sold at market value through a retail outlet e.g, bookshop, museum or research journal.

CLASS 9: OUR OPEN DATA

Class description:

Open data made available by us as described by the Scottish Government's Open Data Strategy & Resource Pack, available under an open licence.

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ABERDEEN CITY COUNCIL

LICENSING BOARD

DATE: 22 August 2017

CLERK TO THE LICENSING BOARD Fraser Bell

TITLE OF REPORT: Licensing Board Equalities Outcomes and Mainstreaming Report

REPORT NUMBER: CG/17/089

1. PURPOSE OF REPORT

This report provides the Board with an update on progress achieved at the end of Year 2 of the Licensing Boards Equality Outcomes for 2015-2017 and sets out new draft Equality Outcomes for 2017-2021.

2. RECOMMENDATION(S)

That the Board

- (1) approve the Licensing Board's new draft equality outcomes for 2017-2021;
- (2) approves the draft Report on the Boards Outcomes and Mainstreaming of the Equality Duty (Appendix 1)
- (3) instructs the Clerk to undertake to publish the Boards new equality outcomes for 2017 - 2021; and
- (4) note the progress since publication of the Boards equality outcomes and mainstreaming report of 2015.

3. BACKGROUND

(1) Section 149 of the Equality Act 2010 came into force in April 2011, introducing a new Public Sector Equality Duty that applies to all public authorities, across Scotland, such as Licensing Boards. The 2010 Act brings together the nine protected characteristics into one Act. The Licensing Board therefore have to have due regard to or consciously consider the need to :-

- Eliminate discrimination, harassment and victimization;
- Advance equality of opportunity between those who have protected characteristics and those who don't;
- Foster good relations between those who have protected characteristics and those who don't.

(2) The purpose of the public sector equality duty is to ensure that public authorities consider how they can positively contribute to a more equal society through advancing equality and good relations in their day-to-day business to:-

- Take effective action on equality
- Make the right decisions, first time around
- Develop better policies and practices, based on evidence
- Be more transparent, accessible and accountable
- Deliver improved outcomes for all

The Public Sector Equality Duty requires equality to be considered in all the functions of public bodies, including decision-making, in the design of internal and external policies and in the delivery of services, and for these issues to be kept under review.

(3) Everyone is protected by the 2010 Act. Every person has one or more of the protected characteristics, so the Act protects everyone against unfair treatment. The protected characteristics are:-

- Age
- Disability
- Gender reassignment
- Pregnancy and maternity
- Race (this includes ethnic or national origin, colour and nationality. It also includes Gypsy-Travellers)
- Religion or belief (this includes lack of belief)
- Sex (gender)
- Sexual orientation
- Marriage and Civil Partnership (but only in respect of the duty to consciously consider the need to eliminate discrimination, harassment, victimization and other conduct prohibited by the Act.)

(4) Aberdeen City Licensing Board is a relevant public body under the 2010 Act. Therefore Aberdeen City Licensing Board is required to prepare and monitor the progress towards achieving Equality Outcomes in terms of Regulation 4 of the Equality Act 2010 (Specific Duties)(Scotland) Regulations 2012. The Board published their Equality outcomes in April 2013. In April 2015 the Board published a report, in accordance with its legal duties, on the progress towards achieving those outcomes.

In terms of the required reporting cycle the Board requires to publish a further report on its Equality outcomes in 2017.

In terms of the Licensing (Scotland) Act 2005, Section 5, there is to be a Licensing Board for the area of each Council under Section 46(1) of the Local Government (Scotland) 1994. The members of the Licensing Board are to be elected by the relevant Council from among their members. The Licensing Board although comprised of Councillors is a separate legal body from the Council. The Council must, at its first meeting after each ordinary election of the Council, hold an election of members to the Licensing Board for their area.

The Scottish Council Elections were held on 4 May 2017. Therefore the new Aberdeen City Council elected a new Aberdeen City Licensing Board at the first Council meeting on 16 May 2017.

It is therefore proposed that this new Aberdeen City Licensing Board, should review, consider and approve the required report on its Equality Outcomes.

The new Aberdeen City Licensing Board will also publish their new Statement

of Licensing Policy by November 2018 which will include a statement as to their duties under the Equality Act 2010 as well as their Equality Outcomes.

As part of preparing their new Statement of Licensing Policy the Board will complete an Equality and Human Rights Impact Assessment.

(5) Mainstreaming and Equality Policy Progress Report-

The Aberdeen City Licensing Board must report on the progress in making equalities integral to their activities. The Licensing Board does this in conjunction with Aberdeen City Council. The City Council approved and subsequently published their latest Equality Outcomes and Mainstreaming Report in April 2017. However as outlined above the new Licensing Board had not been appointed at this time and therefore the report is now brought before the Board. It is intended that Aberdeen City Licensing Board will continue to work jointly with Aberdeen City Council in progressing Equalities over the next four years.

(6) Licensing Board Equality Outcomes 2017 – 2021

The Aberdeen City Licensing Board must set new Equality Outcomes for the next four year period. The aim is to build on the work already done by the Board and promote a fairer more inclusive Aberdeen where everyone can feel part of the City and ensure that equalities are always an important consideration in everything the Board do.

The Boards Equality Policy has been updated and new Equality Outcomes are proposed for the next four years (Appendix 1).

(5) Consultation

Once the Aberdeen City Licensing Board approve their Equality Outcomes and Mainstreaming Report they will consult the Local Licensing Forum at their joint meeting on 31 August 2017 and thereafter the policy will require to be published on the City Councils website from 1 September.

4. REPORT AUTHOR DETAILS

Lynn May, Depute Clerk
LynMay@aberdeencity.gov.uk
01224 523173

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Equality Outcomes and Mainstreaming Report 2017-21

Aberdeen City Licensing Board



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Ma tha thu ag iarraidh eadar-theangachadh den sgrìobhalnn seo ann an cànan neo cruth eile (cò mòr neo clàr dalstinneach) feuch an cuir thu fios gu

If you are deaf or have a hearing impairment, you can still communicate with the Council via Text Relay by dialling 18001 + telephone number:



Equality Outcomes and Mainstreaming Report 2017-2021

Introduction – The Legal Requirement

Equality outcomes are strategic and are what the Local Authority and Licensing Board, often in partnership, will try to achieve to improve local people's lives. In "Equality Outcomes and the Public Sector Equality Duty: A Guide for Public Authorities in Scotland" 2016, the Equality and Human Rights Commission (EHRC) has provided a guide on preparing and publishing equality outcomes. It states that outcomes should be relevant and realistic. Aberdeen City Licensing Board set their equality outcomes for the period 2013-2017 with a review of progress on these outcomes in 2015.

A key legal requirement under the Equality Act 2010 is for local authorities to publicise and deliver equality outcomes. An equality outcome must further one or more of the aims of the public sector general equality duty:

- Eliminate unlawful discrimination, harassment and victimisation and other conduct that is prohibited by the Equality Act 2010;
- Advance equality of opportunity between people who share a relevant protected characteristic and those who do not;
- Foster good relations between people who share a protected characteristic and those who do not.

The public sector equality duty covers all of the protected characteristics, which are: **Age, Disability, Gender Reassignment, Marriage and Civil Partnership, Pregnancy and Maternity, Race, Religion and Belief, Sex, Sexual Orientation.**

Many of the specific equality duties require information to be reported upon and published on a reporting cycle of either two or four years. As part of the specific duty to report on mainstreaming the equality duty, the Licensing Board is required to publish a report on the progress it has made to make the general equality duty integral to the exercise of its functions, so as to better perform that duty. These should be published at intervals of not more than two years apart.

These reports must include (if not published previously); an annual breakdown of the information the Licensing Board has gathered under its duty and details of the progress that it has made in using that information to enable the Licensing Board to better perform the general equality duty.

The Licensing Board must publish a fresh set of equality outcomes within four years of publishing its previous set. In preparing a set of equality outcomes, the Licensing Board must take reasonable steps to involve people who share a relevant protected characteristic and anyone who appears to the Licensing Board to represent the interests on those people.

The Licensing Board must also consider relevant evidence relating to people who share a relevant protected characteristic. If a Licensing Boards set of outcomes does not further the needs of the general equality duty in relation to every relevant protected characteristic, it must publish the reasons for this.

The Aberdeen City Licensing Board

Aberdeen City Licensing Board is a relevant public body under the 2010 Act. Therefore Aberdeen City Licensing Board is required to prepare and monitor the progress towards achieving Equality Outcomes in terms of Regulation 4 of the Equality Act 2010 (Specific Duties)(Scotland) Regulations 2012. The Board published their Equality outcomes in April 2013. In April 2015 the Board published a report, in accordance with its legal duties, on the progress towards achieving those outcomes.

In terms of the required reporting cycle the Board requires to publish a further report on its Equality outcomes in 2017.

In terms of the Licensing (Scotland) Act 2005, Section 5, there is to be a Licensing Board for the area of each Council under Section 46(1) of the Local Government (Scotland) 1994. The members of the Licensing Board are to be elected by the relevant Council from among their members. The Licensing Board although comprised of Councillors is a separate legal body from the Council. The Council must, at its first meeting after each ordinary election of the Council, hold an election of members to the Licensing Board for their area.

The Scottish Council Elections were held on 4 May 2017. Therefore the new Aberdeen City Council elected a new Aberdeen City Licensing Board at the first Council meeting on 16 May 2017.

It is therefore proposed that this new Aberdeen City Licensing Board, should review, consider and approve the required Equality Outcomes.

The new Aberdeen City Licensing Board will also publish their new Statement of Licensing Policy by November 2018 which will include a statement as to their duties under the Equality Act 2010 as well as their Equality Outcomes.

The Equality Outcomes 2015 - 2017

Equality Outcome 21

People with protected characteristics are able to participate in meetings and other statutory processes of the Licensing Board.

The lead service will be Corporate Governance.

Publicity - raise awareness among staff and Licensing Board Members.

The elements of the General Duty addressed will be:

- Eliminate discrimination
- Advance equality of opportunity
- Foster good relations.

The protected characteristics covered are age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation.

Equality Outcome 22

An increased proportion of Licensing Board communication adheres to Corporate Accessible Information Guidelines.

The lead service will be Corporate Governance.

Publicity - raise awareness among staff and Licensing Board Members.

The elements of the General Duty addressed will be:

- Eliminate discrimination
- Advance equality of opportunity
- Foster good relations.

The protected characteristics covered are age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation.

Equality Outcomes 2015-2017 Progress Report

Equality Outcome 21. People with protected characteristics are able to participate in meetings and other statutory processes of the Licensing Board.

Output	Actions/Activities	Indicators	Sources	Updates	Responsible Officer	Further Comment
Persons with protected characteristics are empowered to participate in Licensing Board meetings	The Licensing Board has moved from the Town and County Hall to the Committee rooms in the Town House	<p>It was considered that it may be difficult for persons who have restricted mobility or wheelchair users to access Licensing Board meetings.</p> <p>The Committee rooms have hearing loop systems in place for persons with hearing impairment.</p>	Corporate Governance – Legal and Democratic Services (both legal and Committee)	The move to rooms that are accessible by lift rather than by stairs is of benefit to service users, as is the hearing loop system. The environment is less formal and daunting, and the size of the rooms are smaller which may assist people who have difficulty speaking in public. The rooms are fitted with a hearing loop for those that require to use a hearing aid.	Jennifer Wilson / Lynn May	This action is now complete. Although there may be other similar actions that could support accessibility, which responsible officers aim to identify

Persons with protected characteristics are empowered to comment on the Licensing Board's processes and procedures	In 2014 the Licensing Board produced Equalities Monitoring forms that are attached to all application forms, and made available on the Board's web pages	It was considered that by preparing and making available this form, anonymous comments could be provided. This would allow the Board's officers to update its processes and procedures to assist persons with protected characteristics, as required.	Corporate Governance – Legal and Democratic Services Equality and Diversity Team – Community, Housing & Infrastructure SOLAR	142 responses have been received in total since 2014, 3 in 2014, 75 in 2015, 44 in 2016 and 20 so far in 2017. This represents a low rate of response. The majority of the forms returned do not reflect the full diversity of applicants to the Licensing Board. The Board shall require to further publicise and encourage the completion of these forms and engagement. These will then have to be further analysed by officers to check if any service improvements are recommended and if so if they can be implemented	Jennifer Wilson / Lynn May	This action is ongoing and may assist to identify further improvement to support outcomes 21 and 22
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Persons with protected characteristics are empowered to participate in the Licensing Board's processes and procedures	<p>Officers will investigate how to record the following data:</p> <ol style="list-style-type: none"> 1. Number of applications and outcomes by equality strands 2. Number of complaints and outcomes by equality strands; and 3. Number of complaints upheld by the Equality and Human Rights Commission (if applicable) 	It is considered that by preparing and making available this form, anonymous comments could be provided. This would allow the Board's officers to update its processes and procedures to assist persons with protected characteristics, as required.	Corporate Governance – Legal and Democratic Services Equality and Diversity Team – Community, Housing & Infrastructure		Jennifer Wilson / Lynn May	This action is ongoing and may assist to identify further improvement to support outcomes 21 and 22
Persons with protected characteristics are empowered to participate in the Licensing Board's processes and procedures	Officers shall use available information on licence holders to understand better the percentages of service users in terms of the age and gender protected characteristics	If it appears that certain age and gender groups are under-represented then the Board shall consider what positive actions are available to facilitate greater access	Corporate Governance – Legal and Democratic Services		Jennifer Wilson / Lynn May	This action is ongoing and may assist to identify further improvement to support outcomes 21 and 22

Equality Outcome 22. An increased proportion of Licensing Board communication adheres to Corporate Accessible Information Guidelines.

Output	Actions/Activities	Indicators	Sources	Updates	Responsible Officer	Further Comment
Corporate Accessible Guidelines require documents to take a certain format in order to be read as easily as possible by persons with protected characteristics, such as visual impairment	<p>The Board's agendas are published according to the Committee format which adheres to the Corporate Accessible Guidelines, e.g. yellow paper with black type, and left justified.</p> <p>All report authors for the Board to adhere to the Corporate Accessible Guidelines</p>	The Board's documentation better adheres to the Corporate Accessible Guidelines	Corporate Governance – Legal and Democratic Services (both legal and Committee)	<p>The responsible officers shall ensure that the Corporate Accessible Guidelines and other equalities monitoring processes can be further implemented</p> <p>Officers have discussed the matter with the Licensing Board to increase practical awareness of their equality outcomes and their significance in Board practice From August 2017 Mainstreaming of the Equality Duty is to be placed as</p>	Jennifer Wilson / Lynn May	Officers will monitor current practice and seek to improve service accessibility in relation to the Board's documents and correspondence. This action is ongoing.

				an item on the agenda of each Licensing Board meeting.		
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Mainstreaming Equality by Aberdeen City Licensing Board

The Licensing Board has taken steps to ensure the mainstreaming of the general equality duty as an integral part of the exercise of its functions. The Board's statutory Statement of Licensing Policy sets out the policies that assist in the exercise of its functions under the Licensing (Scotland) Act 2005. During the formulation of this document an Equalities and Human Rights Impact Assessment was carried out. The Board considered the EHRIA and the licensing policy document before its introduction in November 2010.

Prior to the Specific Scottish Equalities Duties coming into force the Board made the general equality duty part of its procedures by following best practice to use impact assessments in the exercise of its functions. In a report in June 2011 the Board also emphasised its commitment to ensure it had due regard to the general equality duty during the intervening period between the expiry of the earlier equality (disability, gender, and race) duties and the introduction of the specific duties.

The Board's current Statement of Licensing Policy was published in November 2013 and was considered by the Board with a full Equalities and Human Rights Impact Assessment before implementation. Equality impact assessment has been made integral to the development and consideration of the Board's policies and reports. The practical functions of the Board, for example accessibility of publications and meetings, will be monitored and promoted through actions linked to the equality outcomes.

1. Various actions have been taken in the interim, i.e. 30 April 2015 to 30 April 2017, to ensure that the Board makes the equality duty integral to the exercise of its functions so as to better perform that duty.

The Licensing Board's equality outcomes have assisted the Board Members in mainstreaming equality issues. For example, it is noted that the Board's communication now more fully adheres to (Aberdeen City Council) Corporate Accessible guidelines. This is to assist persons with difficult reading, and those with visual impairment. The Board's meetings have been moved to rooms which are accessible to wheelchair users and persons with restricted mobility as there is a lift located close to the entrance to the building, which itself has wheelchair accessibility outside. These rooms also have a hearing loop facility for persons with hearing impairment who use hearing aid devices.

Officers have also agree to place mainstreaming of the equality duty as an item on the agenda of Licensing Board meetings, and have led and facilitated discussion of the Public Sector Equality Duty amongst the Board Members. They have explained its relevance to Licensing Board practice and how it should be made integral to all Licensing Board processes.

Similarly, at team meetings with the relevant officers who dealing with Licensing Board matters mainstreaming of the Public Sector Equality duty has also been explained and discussed, to ensure that all relevant officers are aware of the responsibility and are enacting mainstreaming in practice. Through the introduction of the Equalities and Human Rights Monitoring Questionnaires with all Licensing Board applications, and its availability online, the Board's officers have started to gather helpful equalities monitoring information, which assists them to make progress on mainstreaming the duty. They have noted

however that the number of forms which have been returned have been limited and do not fully reflect the diversity of applicants to the Licensing Board. Officers will now require to further publicise and encourage the completion of these forms. Officers will then use the information from these forms with the existing data from applications to understand better the profile of licence holders and applicants in relation to the protected characteristics. This should also help provide relevant data that can be used to positively mainstream the duty by making appropriate amendments to Board procedure, and improve accessibility to under-represented groups.

It is the intention to place mainstreaming equality duty agenda items on Licensing Board meetings, Licensing Board officers' team meetings, and on the annual meeting between the Board and the Local Licensing Forum. This is with the aim of maintaining and improving awareness of how to make the Public Sector Equality Duty integral to the Board's practice.

The Licensing Board's officers have all been made aware that if there are persons who cannot access Licensing Board services in the same manner as persons without a protected characteristic then they must seek to adapt practice, and facilitate such access.

The Licensing Board's Statement of Licensing Policy was reviewed and the new version was published on 30 November 2013. The new Licensing Board will publish their new Statement of Licensing Policy by November 2018 which will again include a statement as to their duties under the Equality Act 2010 as well as their Equality Outcomes.

As noted above the Board's statutory Statement of Licensing Policy sets out the policies that assist in the exercise of its functions under the Licensing (Scotland) Act 2005. During the formulation of this document an Equalities and Human Rights Impact Assessment was carried out. The Board considered the EHRIA and the licensing policy document before its introduction in November 2013. Paragraphs 2.4 – 2.6 thereof refer. It was clear from preparation of the new Statement of Licensing Policy that there was greater awareness of mainstreaming of the Public Sector Equality duty in the consciousness of officers dealing with the policy review.

The Licensing Board also maintains good practice by utilising Equality and Human Rights Impact Assessment forms (EHRIA) when considering reports.

Proposed New Equality Outcomes 2017-2021

The proposed outcomes for the protected characteristics set out below take account of key issues which are still ongoing and those which have arisen since the last report in 2015.

1. Members of the Licensing Board and the staff of the Licensing Team to improve their understanding and awareness of equality issues in carrying out their statutory roles with Licence holders, trade organisations, partners and the communities of Aberdeen City.

- To achieve this, Members, LSO's and staff will participate in equality and diversity training.
- This will benefit all Protected Characteristics
- Public Sector Equality Duty :- Eliminate unlawful discrimination; Advance equality of opportunity; Foster good relations.
- Applicable authority – Aberdeen City Council, Corporate Governance and Aberdeen City Licensing Board

2. The Licensing Board will seek to promote equal opportunity of access for all to Licensed Premises in the City and promote good practice.

- To achieve this The Board will raise awareness of disabled access to Licensed premises and other awareness campaigns (e.g. work with Guide Dogs for the Blind, work with Building Standards to ensure and highlight the requirements for Disabled toilet provision in licensed premises, ensure the provision of baby changing facilities in licences premises which are accessible to all genders, Promote other equality campaigns led by the Council to the licensed trade through the Board Meetings, the Local Licensing Forum and the Licensing Board pages on the City Council Website.
- This will benefit all Protected Characteristics but with particular focus on disability, pregnancy and maternity, and sex.
- Public Sector Equality Duty:- Eliminate unlawful discrimination; Advance equality of opportunity; Foster good relations.
- Applicable authority – Aberdeen City Council, Corporate Governance and Aberdeen City Licensing Board

3. All applicants and members of the public are able to access the Licensing Boards services easily and confidently and make sure it's information is available to all.

- Action - to improve the promotion and collection of information through our Equalities Monitoring Forms and seek to identify any service concerns specific to persons with protected characteristics in order to monitor and address such concerns. In addition to promote the Councils translation services in terms of our documentation, forms, policy documents and interpretation services for assisting customers with queries and representation at meetings if required.
- This will benefit all Protected Characteristics.
- Public Sector Equality Duty:- Eliminate unlawful discrimination; Advance equality of opportunity; Foster good relations.
- Applicable authority – Aberdeen City Council, Corporate Governance and Aberdeen City Licensing Board

4. Greater participation and involvement of the public and licence holders with protected characteristics in meetings, consultations and other statutory processes of the Board.

- To encourage all members of the public to participate in consultations on applications and consultations on policy matters in particular the consultation on the Licensing boards, Statement of Licensing Policy which will confirm its commitment to equality of persons with protected characteristics and the Public Sector Equality Duty.
- This will benefit all Protected Characteristics.
- Public Sector Equality Duty:- Eliminate unlawful discrimination; Advance equality of opportunity; Foster good relations.
- Applicable authority – Aberdeen City Council, Corporate Governance and Aberdeen City Licensing Board

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