

Public Document Pack

LOCAL LICENSING FORUM

ABERDEEN, 7 May 2024. Minute of Meeting of the LOCAL LICENSING FORUM.
Present:- Elaine Mottram, Convener; John Mooney and William Rae, Vice-Conveners; and Neil Grant, Lucy Simpson, Stephen Stewart and Pete Turner.

WELCOME AND APOLOGIES

1. The Convener welcomed all those in attendance including new member Barry Stephen, who shared a brief insight into his role as a Senior Social Worker.

The Clerk advised the Forum that apologies for absence had been intimated by Officers John Philip and Diane Sande; and Forum Members Finlay Cran and Steve McConnachie.

The Forum resolved:-
to note the apologies.

MINUTE OF PREVIOUS MEETING OF 27 FEBRUARY 2024

2. The Forum had before it the minute of the previous meeting of 27 February 2024.

The Forum resolved:-
to approve the minute.

APPOINTMENT OF NEW MEMBERS UPDATE

3. The Convener provided an update on the Local Licensing Forum Memberships, which included:-

- Welcoming Barry Stephen, Senior Social Worker, as a new member;
- Lucy Simpson agreed to continue as a member;
- On-going efforts to secure the participation of Ronald Sim, Community Safety Officer;
- Continuing the search for an off-sales representative;
- Seeking a young person to replace David Laing with his assistance; and
- Planning to engage with Aberdeen Inspired to find a potential representative.

The Forum resolved:-

- (i) to note that the Convener would continue to liaise with Ronald Sim and his Manager;
- (ii) to note that the Convener would contact Stephen McGowan, Licensing Solicitor who had indicated that he knew of off-sales licence holders who may be interested in becoming a Forum member;
- (iii) to note that the Convener would continue to liaise with David Laing regarding a young person replacement;
- (iv) to note the Convener's engagement with Aberdeen Inspired; and
- (v) to provide an update at the next meeting.

LOCAL LICENSING FORUM

7 May 2024

NATIONAL LICENSING FORUM GROUP UPDATE

4. The Convener updated the Forum on the National Licensing Forum Network and sought suggestions on how the Scottish Government Justice Department could support the Forum.

Recommendations included:-

- using the National Licensing Forum Group;
 - to define success and failure criteria; and
 - to explore economic and tourism impact related to licensing;
- to ensure effective communication in relation to on-going and upcoming National Campaigns to allow the Forum to engage; and
- to support the development of IT systems which will assist local data gathering.

The Forum resolved:-

to note that the Convener would propose the above suggestions to Jim Wilson from the Scottish Government.

LOCAL LICENSING FORUM RECOMMENDATION UPDATE (RELATING TO ANNUAL FUNCTIONS REPORT)

5. With reference to the previous Local Licensing Forum meeting held on 27 February 2024, it was agreed that a subgroup be established to work with the Licensing Board on recommendations concerning the Annual Functions Report.

The sub-group (Elaine Mottram, Finlay Cran and Sandy Munro) met and agreed that there were major difficulties in implementing the recommendations due to the limitations of the IT system used for Licensing. It was agreed that Mr Munro would develop the Annual Functions Report as much as possible and that full implementation of the recommendations would take place over time.

The Forum resolved:-

to continue to work with the Licensing Board to develop the Annual Functions Report.

PLAN FOR DEVELOPMENT DAY

6. The Convener announced the upcoming Development Day for the Forum and requested agenda suggestions, resulting in the following proposals:-

- to invite a representative from the Alcohol and Drugs Action Group to provide an overview and answer any questions;

LOCAL LICENSING FORUM

7 May 2024

- to explore ways for the Local Licensing Forum to support individuals who were in recovery from alcohol (minimising exposure to triggers and the environment, advertising and/or Brand Migration, and to reflect on low/non-alcoholic beverages);
- to discuss success criteria; and
- Barry Stephen would prepare details on referral background and residential rehabilitation statistics for discussion.

The Forum resolved:-

- (i) to note that the Convener would liaise with the Alcohol and Drugs Action Group; and
- (ii) to note that Barry Stephen would collaborate with Gavin Wright, to provide referral background and statistics prior to the Development Day.

AOCB

7. During the meeting, the Convener discussed the upcoming submission of the Annual Report to the Joint Licensing Board and Local Licensing Forum meeting in September. She highlighted the significance of visibility and engagement with the Licensing Board, and advised that she would continue to provide Forum updates to the Board prior to each meeting.

Mr Rae shared that the Forum had purchased gifts to congratulate the Convener on her recent marriage, with everyone extending their best wishes for her future.

DATE OF NEXT MEETING - 18 JUNE 2024 (DEVELOPMENT DAY)

8. The Local Licensing Forum were advised that the next meeting would be their Development Day, which would be held on 18 June 2024.

The Forum resolved:-

to note the details of the next meeting.

- ELAINE MOTTRAM, Convener

This page is intentionally left blank

Document is Restricted

This page is intentionally left blank