

LOCAL LICENSING FORUM SUB-GROUP – 31 JANUARY 2013

Present:- Garry Burnett, Grampian Fire and Rescue Service (Chair)
 Inspector John Soutar, and Sergeants Barry Skinner and Gill Flett, Grampian Police
 Diane Sande, Aberdeen City Council (Licensing Standards Officer)
 Sandy Kelman, Alcohol and Drugs Partnership
 Michelle Wall, Unight
 Linda Smith, NHS Grampian
 Vikki Cuthbert and Lynsey McBain, Aberdeen City Council (Legal and Democratic Services)
 Councillor Dickson as an observer.

Apologies:- Kay Dunn, Children's Services

Topic	Discussion/Decision	Action By
1. Minute of Previous Meeting	<p>The Sub Group approved the minute, subject to recording Linda Smith's apologies which had been intimated in advance of the meeting.</p> <p>The Chairperson advised that he had emailed Ruary Campbell of Unight, to thank him for the work he had undertaken in the short period of time that he had been involved with the Forum. It was noted that Michelle Wall would be the new representative from Unight on both the Forum and the Sub Group.</p> <p>The Chairperson also advised the Sub Group that members of the Licensing Board would not attend any future meetings of the Sub Group due to the need for them to make decisions on the Statement of Licensing Policy independently of the Forum. Whilst it was disappointing that they could not be involved in discussions with the Forum and the Sub Group, this was an understandable position for the Board to take.</p>	Lynsey McBain
2. Current Statement of Licensing Policy	<p>The Chairperson advised that the first draft of the new Statement of Licensing Policy was to be drafted by March 2013. He then invited members to discuss the current policy and what changes they would like to see in the new version.</p> <p>Members discussed how generic the current SLP was, and not personalised to Aberdeen, although this was possibly the case for a number of policies across Scotland. Aberdeen's policy was not performance-based, and this was felt to be necessary in order for the Board to be able to assess its own performance, and to avoid the creation of a static policy.</p>	

Topic	Discussion/Decision	Action By
	<p>Sandy Kelman highlighted five points that he felt should be included in the new Licensing Policy:-</p> <ul style="list-style-type: none"> ❖ An overview of the current local position in relation to the 5 licensing objectives and ADP strategy, ensuring that it captures Aberdeen city as a whole, rather than just city centre issues; ❖ Details of the data, and other relevant information it has considered in formulating the policy; ❖ How implementation of the policy will aim to help promote the 5 licensing objectives; ❖ How the Board intends, on an on-going basis, to gather, monitor and assess national and local data so that it can measure ongoing local performance against the 5 licensing objectives; and ❖ How often the Board will review its performance against its policy and performance against the 5 licensing objectives. <p>During further discussion, Michelle Wall enquired how the Board intended to enforce the new policy, and queried whether this aspect could also be added, along with the five points above. Members agreed that this was a worthy addition.</p> <p><u>The Sub Group resolved:-</u> to request that the six points raised above be used for a basis for future work, and for the points to be further developed before submission to the Licensing Board.</p>	<p>All members</p>
<p>3. Feedback from Edinburgh and West Dumbartonshire Councils</p>	<p>The Sub Group had before it various documents from both Edinburgh and West Dumbartonshire Council's and discussed the SLPs in place at both the local authorities. IN particular it was noted that West Dumbartonshire's policy was held up across the country as a example of good practice. This would be useful as the Forum progressed with it's recommendations to the Board.</p>	<p>For information</p>
<p>4. Statistical Information under the 5 Licensing Objectives</p>	<p>The Sub Group discussed statistical information and how it could be used to provide evidence to the Licensing Board in order for the new Licensing Policy to be amended. It was noted that the more evidence presented, the better, and that timescales were pretty tight.</p> <p>Also noted by the Sub Group -</p> <ul style="list-style-type: none"> ❖ Statistical information should be contextual, to provide greatest assistance to the 	<p>All members</p>

Topic	Discussion/Decision	Action By
	<p>Board.</p> <ul style="list-style-type: none"> ❖ Possible need to identify data zones for the city. ❖ Look beyond Scotland to other countries, and learn from their experience as regards licensing policy. ❖ Link with new Single Outcome Agreement and information contained therein. <p><u>The Sub-Group resolved:-</u> that members gather statistical information from their respective organisations and submit any evidence collected to Sandy Kelman by Monday 18 February in order for Sandy to collate the evidence into a template for future discussion; and that a template be issued to Sub Group members after the meeting by the clerk.</p>	<p>Lynsey McBain</p>
<p>5. Closing Remarks</p>	<p>The Chairperson thanked Inspector John Soutar for all his hard work over the years, particularly his contribution to the Local Licensing Forum, and wished him a happy and healthy retirement from the police force.</p>	
<p>6. Date of Next Meeting</p>	<p>It was noted that the next meeting of the Sub Group would be held on Wednesday 27 February at 10am.</p>	<p>All members</p>