

LOCAL LICENSING FORUM
2pm, Wednesday 13 March 2019
Town House, Aberdeen

Members present: Shamini Omnes, Chairperson (Aberdeen City Health and Social Care Partnership), Sarah Wheeler, Vice Chairperson (Unight), Heather Wilson (NHS), Susan Dunn (C. J. Laing – Spar), Diane Sande (LSO), Tara-Erin Gilchrist (LSO), Gill Flett (Police Scotland), Lorcan O'Connor (Public), Adam Grant (Public) and Elaine Mottram (Samaritans).

Also present: Garry Watson (Clerk), Shereen Balaban (Committee Assistant), Sandy Munro (ACC), Finlay Cran (License Trade Association), Jonathan Smith (Civic Forum), Derek Gardiner (Castlehill & Pittodrie Community Council), and Gillian Donald (Police Scotland).

Apologies:

	Item	Discussion	Action / Decisions	To be actioned by
1	<u>Minute of Meeting of 31 January 2019</u>	<p>The Forum had before it the minute of the previous meeting of 31 January 2019.</p> <p>Heather provided clarity on 8.4 - The data referred to children that are known to Social Services due to alcohol related issues.</p> <p>Subject to the foregoing amendments the minute was agreed as a true record.</p>		
2	<u>Matters Arising</u>	<p>Shamini discussed with the Forum the current approach in dealing with the set objectives. Shamini suggested that a less restrictive approach may be desirable, where all members of the forum can interact and have an input.</p> <p>Garry said he was not aware of any reason why the discussion needed to be restricted under each objective heading.</p>		

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		<p>There was a discussion about the importance of ensuring that each objective remains to be covered by the Forum.</p>	<p>All in agreement</p>	
3	<p><u>Membership Updates</u></p>	<p>Derek Gardiner was welcomed as a member representing Castlehill & Pittodrie Community Council and his membership was endorsed by the Forum.</p> <p>Finlay Cran was welcomed as a member representing the Licensing Trade Association and his membership was endorsed by the Forum.</p> <p>Garry discussed further the membership of the Forum. Garry suggested that as a core member – Jonathan Smith should become the Civil Forum member.</p> <p>Jonathan Smith confirmed that he would fulfil that role in the meantime and that the Civic Forum would nominate a fulltime member in due course.</p>	<p>The forum resolved to endorse the memberships of Derek Gardiner, Finlay Cran and Jonathan Smith.</p>	<p>Shereen</p>
4	<p><u>Scottish Government Campaign on the Low Risk Alcohol Guidance – Heather Wilson</u></p>	<p>(This item was taken at the end of the meeting, due to the requirement of the projector to be used)</p> <p>Heather presented to the Forum, the newly launched national campaign – Count 14.</p> <p>Heather said that the campaign was designed to raise awareness of the recommended alcohol limit and an attempt to familiarise the public of what is a unit.</p>	<p>Link to the campaign to be circulated.</p>	<p>Shereen</p>

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5	<u>Licensing Conference</u>	<p>Sandy provided an update regarding the scheduling of the forthcoming conference. He said that no date had been confirmed.</p> <p>Licensing Conference content was sought from the Forum. Shamini encouraged members to discuss and consider ideas the Forum is able to present at the Conference.</p> <p>Members agreed for the Forum to have a presence at the conference. It was agreed that the Forum would be represented by members, other than the NHS and Police Member's as they would be present at the conference in their own capacity.</p>	<p>Forum to provide suggestions to the Licensing Board on conference content</p> <p>Members to represent the Forum at the conference</p>	<p>LLF Members</p> <p>LLF new Members</p>
6	<u>Objectives for Local Licensing Forum</u>	<p>Shamini presented to the Forum the suggestion to revisit the Forums' Constitution.</p> <p>It was felt that aspects of the Constitution may require to be reviewed and updated. Garry confirmed that as long as the Council was given the opportunity to ratify any changes, the Forum could proceed with a review.</p> <p>Shamini circulated copies of a proposal report prepared by PC Gary Jobson, following his visit to the Forum in 2018. The report contained a number of recommendations and Shamini suggested that it should form part of the next agenda so that members would have an opportunity to read it properly and discuss it at the next meeting.</p> <p>Shamini suggested that the Forum should consider its remit and how it interacts with the Licensing Board.</p>	<p>Constitution is to be circulated to the members</p> <p>Report to be circulated to the LLF members</p>	<p>Shereen</p> <p>Shereen</p>

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		<p>Elaine said there was a need for clarity on how each member could interact and engage with the Forum, to ensure that the Forum remained proactive.</p>		
7	<u>Licensing Board</u>	<p>Sandy said that the Licensing Board had acknowledged the Forums contribution to the recent consultation and that Forum may be asked to monitor the Policy in terms of the new licensing hours and preserved impact.</p> <p>Sandy also said that a joint meeting between the Forum and the Licensing Board would take place on 10th September 2019 had been identified as the proposed date. The Licensing Board was due to meet that day, and members of the Forum would be welcome to attend and observe and the joint meeting would take place thereafter.</p>		
8.1	<u>Member Updates</u>	<p><u>Police</u></p> <p>Gill said that there had been an upturn in personal licence renewals however out of 450, that were due only 75 had been received. It was noted that licence trade has a transient workforce eg students, and that many of the 450 may no longer be employed in the licence trade.</p> <p>Gill provided an overview of the ongoing work. Work continues supporting the various campaigns – Examples provided Ask for Angela and Your Asking for It.</p> <p>Gill confirmed Police Scotland’s attendance at the Licensing Conference.</p> <p>Emily suggested that Unight could be tasked</p>	Unight to perform data capture with regard to	Sarah

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		<p>allocate investment resources to the localities in Aberdeen City to tackle alcohol and drug issues in line with Alcohol and Drug Partnership (ADP) priorities.</p> <p>She said t an ‘outcomes menu’ to offer guidance as to the use of said funding will also be made available for partners to understand potential impact.</p> <p>Jonathan asked if it was possible for funds to be earmarked for future projects. It has advised there are no immediate timescales for the funding i.e. it will be carried forward into the new financial year.</p>		
9	<u>AOCB</u>	<p>Finlay Cran introduced himself as a member of the License Trade Association, with 34 years’ experience within the Trade.</p> <p>He welcomed the partnership approach which was now taken to licensing in Aberdeen and said he looked forward to contributing to the Forum.</p>		
2	<u>Date of Next Meeting</u>	<p>The date of the next meeting to be arranged.</p> <p><u>SHAMINI OMNES, Chairperson</u></p>	Provisional dates to be provided for the year and for the LLF to be made aware of the date of the next meeting.	Shereen

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If you require any further information about this minute, please contact Shereen Balaban, tel. 01224 522497 or email sbalaban@aberdeencity.gov.uk