

**ABERDEEN CITY LOCAL LICENSING FORUM**  
**UPDATE FOR LICENSING BOARD 30<sup>th</sup> MAY 2023**

**Introduction**

This paper provides an update to the Licensing Board of Local Licensing Forum activity since our last meeting on Tuesday 28<sup>th</sup> March 2023. The Forum's role is to provide feedback and recommendations to the Board in relation to the safe use of alcohol and the upholding of the licensing objectives.

**1. Scottish Government Local Licensing Forums Survey Report**

- A workshop/training event is taking place on Friday 9<sup>th</sup> June 2023 in Glasgow. The LLF Convenor will be speaking about the various challenges faced by Forums. It is hoped that there may be other attendees from Aberdeen City Council.

**2. Forum contribution to the new Statement of Licensing Policy**

- The Forum has submitted its contribution to new Statement of Licensing Policy and looks forward to seeing a draft policy in due course.

**3. Community Engagement**

- a) A training session for Community Councils Licensing Officers took place on Thursday 27<sup>th</sup> April 2023 in partnership with the Community Councils Liaison Officer, Karen Finch. This was the 4<sup>th</sup> session which has been delivered over the last year. The April session focussed on supporting the CC Licensing Officers to prepare and make effective representation to the Licensing Board. It included detail of the timetable leading up to a Licensing Board meeting and a breakdown of the process at the Licensing Board meeting. There was also a case study to explore how to consider the paying attention to the licensing objectives when preparing to make a representation.
- b) The Convenor and one of the Vice Convenors recently joined a walkabout in the Bon Accord area of the city centre. The walkabout was led by Police Scotland with the aim of fully understanding the experiences of Bon Accord residents. A report will be produced by Police Scotland in due course.

**4. Recommendations regarding the Annual Functions Report**

- It was agreed at the Annual Joint Meeting of the Licensing Board and the Forum in October 2021 that the Forum would review the Annual Functions report and make suggestions for developing it to become a meaningful and engaging report. This has been completed and shared with the Licensing Board Convenor and Sandy Munro.

**5. Forum Development Session**

- The next meeting of the Forum will be its annual development session and it will take place on 13<sup>th</sup> June 2023. The focus will be to explore how to develop the Forum using the Scottish Government Local Licensing Forums Survey Report as a framework.

**Elaine Mottram**  
**Convenor of the Local Licensing Forum**  
**May 2023**