

Argyll and Bute Council
Comhairle Earra Ghaidheal agus Bhoid

Customer Services
Executive Director: Douglas Hendry



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18 January 2011

NOTICE OF MEETING

A meeting of the **LOCAL LICENSING FORUM** will be held in the **MEMBERS ROOM, KILMORY, LOCHGILPHEAD** on **TUESDAY, 25 JANUARY 2011** at **10:30 AM**, which you are requested to attend.

Douglas Hendry
Executive Director - Customer Services

BUSINESS

1. **APOLOGIES FOR ABSENCE**
2. **INTRODUCTION OF NEW MEMBERS**
3. **APPOINTMENT OF CHAIRPERSON**
4. **MINUTES OF MEETING HELD ON 27 OCTOBER 2010**(Pages 1 - 4)
5. **FEEDBACK FROM NATIONAL LICENSING CONFERENCE 2010**
6. **ALCOHOL FOCUS SCOTLAND**
7. **OVERPROVISION: UPDATE** (to follow)
8. **POLICE STATISTICS**(Pages 5 - 14)
9. **UPDATE FROM LSO**(Pages 15 - 16)
10. **ISSUE TRACKER**(Pages 17 - 18)
11. **FORUM ATTENDANCE**
12. **FUTURE MEETING DATES**(Pages 19 - 20)
13. **ANY OTHER BUSINESS**

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**MINUTES of MEETING of LOCAL LICENSING FORUM held in the COUNCIL CHAMBER,
KILMORY, LOCHGILPHEAD
on WEDNESDAY, 27 OCTOBER 2010**

Present: Eric Box, Community Representative (Chair)

Charles Reppke, Head of Governance & Law
Inspector Neil Wallace, Strathclyde Police
Cath Cakebread, Argyll and Bute Addiction Team Manager
Sheila Johnston, Community Representative
Kenneth Harrison, Health Representative
Roanna Taylor, Young Scot
Caroline Smith, Oban Youth Forum
Laura Meek, Oban Youth Forum

The Convener welcomed Caroline Smith and Laura Meek of the Oban Youth Forum to their first meeting of the Local Licensing Forum.

1. APOLOGIES

Apologies for absence were submitted from Eric Dearie, David Greenwell, Calum MacLachlann, Brian Kupris, Catherine Dobbie and Fred Bruce.

2. MINUTES OF MEETING HELD ON 13 JULY 2010

The Minutes of the Meeting of the Local Licensing Forum held on 13 July 2010 were approved as a correct record.

3. FEEDBACK FROM JOINT MEETING WITH LICENSING BOARD HELD ON 8 OCTOBER 2010

The Convener provided an update from the Meeting held on 8 October 2010 and advised that the main focus of the meeting was the review of the Policy Statement and within it the assessment of Overprovision. The views of the Forum were presented to the Licensing Board which for the most part were incorporated into the Policy Statement. It was noted that the Policy Statement was out to public consultation at the moment. Cath advised that the Public Health Agenda did not appear anywhere in the Policy Statement.

Decision

Agreed that Cath provide some contextual words regarding Health and Alcohol to be inserted into the covering page of the Policy Statement which would be submitted to the Licensing Board for their consideration.

4. FEEDBACK FROM LOCAL LICENSING FORUM CONVENERS MEETING

The Minute of a meeting of an invited group of Conveners held recently at the Alcohol

Focus Scotland office in Glasgow was circulated to the Forum and noted. The Convener advised that two issues had arisen from the meeting which he would like the Forum to consider.

- Conveners were asked to consider the benefits of regional or national meetings of Forums and how these could be best implemented.
- Suggestion that Alcohol Focus Scotland could add an item to the agenda of each Local Licensing Forum with responses to be reported back to Alcohol Focus.

Decision

1. Agreed that the Convener set up a preliminary meeting with other Forums with a view to having some consistency of the roles of Forum.
2. Agreed to add an item on the agenda for future Meetings – Alcohol Focus Scotland with responses being reported back to AFS.

(Ref: Minute of Local Licensing Forum Conveners Meeting of 14 July 2010, submitted)

5. FEEDBACK FROM NATIONAL LICENSING CONFERENCE 2010

It was agreed to continue this item to the next meeting of the Forum as Russell Buchanan who attended the National Licensing Conference had not attended the meeting today.

6. RECRUITMENT OF NEW MEMBERS TO FORUM

Charles reported that after advertisement, 4 applications had been received from interested parties to sit on the Local Licensing Forum. A report will be submitted to the Council for consideration in due course.

Decision

1. The Convener and Charles to discuss the applications at the conclusion of the Forum meeting.
2. Agreed that both Young Persons be invited to attend future meetings of the Forum.

7. POLICE STATISTICS

Inspector Neil Wallace spoke to the report stating that the trend was quieter than normal during July for the summary of STORM statistics. The number of visits to licensed premises in the Helensburgh area from July to September was also reported to the Forum.

Decision

It was noted that the number of visits to licensed premises for the other areas would be reported to the next meeting.

(Ref: Report by Strathclyde Police, submitted)

8. UPDATE FROM LSO

The Licensing Standards Officer had submitted his apology for absence to the meeting but tabled a report advising of the issues he had been involved with since the last meeting. These included training, attendance at seminar, licence processing, attendance at Licensing Board, formal inspections and mediation. Charles advised the Forum that he had met recently with Eric Dearie and Alan Morrison with regard to the recruitment of LSO's where it had been agreed to wait until the Service Reviews had been completed before appointing permanent LSO's.

Decision

Agreed that Charles take forward the possibility of taking on a short term contractor to assist the work of the LSO.

(Ref: Report by the LSO, tabled)

9. ISSUE TRACKER

Charles provided an update on some of the items on the Issue Tracker including:-

- Discussion with Licensing Board with regard to fees – no room for manoeuvre at the moment.
- Duty to Trade – now resolved.
- Offsales Licences for sale of Gifts – no change.
- Policing of Licensed Clubs – Neil had made section inspectors aware of the concerns of the Forum.
- Recruitment of Young Persons Representative – Roanna had recruited Caroline Smith and Laura Meek of Oban Youth Forum.

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**Summary of Storm Incidents
October 2010**

	Public Drunkenness	Outwith Lic Hours Sect.62	Noise Comp Inside	Noise Complaint Outside	Disturb Outside Violent	Disturb Inside Violent	Drunkenness & Disorderly Conduct	Assist Remove Patron	Underage Drinking	In Extended Hours	Drugs in Licensed Premises	Arrests
OBAN	2	1	1	5	2	3		1	1		1	8
LORN			1	1								
ISLE						1						1
C'TOWN	2				8	2		1				8
KINTYRE												
ISLAY												
MID ARGYLL	1				3	1	1	1	1			4
DUNOON			1	1	2	3						3
COWAL	1											
R'SAY								2				1
TOTAL	6	1	3	7	15	10	1	5	2		1	25

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**Summary of Storm Incidents
November 2010**

	Public Drunkenness	Outwith Lic Hours Sect.62	Noise Comp Inside	Noise Comp Outside	Disturb Outside Violent	Disturb Inside Violent	Drunkenness & Disorderly Conduct	Assist Remove Patrons	Underage Drinking	In extended Hours	Drugs in Licensed Premises	arrests
Oban	3			3		4		1			1	5
Lorn Isles											1	
C'town Kintyre Islay	2					3						1
Mid Argyll	1	1			1	2	1		1			
Dunoon Cowal R'say				1		2						
					1							
TOTAL	6	1		4	2	12	1	1	1		2	6
Helensburgh Gare'head												
TOTAL	NO figures rec.											

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**Summary of Storm Incidents
December 2010**

	Public Drunkenness	Outwith Lic Hours Sect.62	Noise Comp Inside	Noise Comp Outside	Disturb Outside Violent	Disturb Inside Violent	Drunkenness & Disorderly Conduct	Assist Remove Patrons	Underage Drinking	In extended Hours	Drugs in licensed premises	arrests
Oban			1	2		6	1	2	1		1	6
Lorn Isles						1						
C'town Kintyre Islay						4		1				3
Mid Argyll						2		1			1	1
Dunoon Cowal R'say			1	1	2	1		2			1	1
TOTAL			2	3	2	18	2	7	1		5	12
Helensburgh Garelochhead												
TOTAL	No figures Rec											

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**Number of Visits To Licensed Premises
LB Sub Division
Oct 2010 to Dec 2010**

	Oct 10	November 10	Dec 10	Total
OBAN	322	258	246	826
MAKI	414	489	539	1442
COWAL	302	198	540	1040
ROAD POLICING	27	?	?	27
TOTAL	1065	945	1325	3335

Total Number of visits over the 3 month period = 3335

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**Number of Visits To Licensed Premises
Helensburgh
October 2010 to December 2010**

OCT 10	NOV 10	DEC 10	TOTAL
74	19	57	150

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**LOCAL LICENSING FORUM - 25 JANUARY 2011
LICENSING STANDARDS OFFICER REPORT**

ACTIVITY BETWEEN 28/10/10 AND 13/01/11

1. GUIDANCE

Training

18/11/10 – Joint Presentation with Environmental Health on Liquor Licensing and Entertainment Licensing to an HIE Voluntary Group Seminar, Craignish Village Hall, Ardfern.

Liaison

23/12/10 – Accompanied Lochgilphead Police, and local councillor and community councillors, on their annual Christmas Crime Prevention visits of licensed premises. Good reception from all premises visited.

Information

I provided information and assistance (telephone, letter and e-mail) on the Act on 37 occasions.

2. COMPLIANCE

Licence Processing

149 Occasional licence and 91 Extended Hours licence applications processed.

Licensing Board

One Board meeting attended on 07/12/10.

Premises Licence Review

One Premises Licence Review Hearing at the Board meeting of 20/12/10. A second premises review is to be consider by the Board 17/01/11.

Formal LSO Inspections

I have carried out 3 formal licensed premises inspections (under Section 15) in Mid Argyll. Each inspection concentrates on the following 5 areas:

- Statutory Notices Display
- Staff Training/Knowledge
- Management Overview
- Security
- Children & Young Persons

3. MEDIATION

Licensing Complaints

I have dealt with and resolved 3 complaints, in Oban (2) and Lochgoilhead (1) all related to music and patron noise.

Eric Dearie
Licensing Standards Officer

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Title of Item	Name of Officer or organisation	Date of Meeting	Action required	Notes
Servewise Training	LLF		Agreed to delay until new Members in place	2010 Training Materials now available to borrow.
Draft Statement on Overprovision	Licensing Board	Discussed Joint Meeting 17 Nov 09	Clerk to provide draft statement for comment following consideration by L.B	Report on overprovision to be provided to meeting on 13 July 2010 Peter Robertson asked to provide an update to the Forum on 25 January 2011
National Outcomes for LLF		Discussed October 09	Await National Outcomes	Fiona Meyers from NHS appointed to conduct 3 year study of new Act to include the role of Boards and Forums – outcomes could not be set until this had been completed
Promotion of LLF	Council	Discussed Joint Meeting Nov 09	Arrange with New Communications Manager	New Communication Manager in post – discussion with Chair to be set up
Items for Discussion with Licensing Board		Discussed 27 October 2010	Agreed to ask the Board to take a view on the Forums suggestion that there be a low set fee for all off-sales licences in terms of the new Act with an additional charged levied in respect of annual turnover.	Discussed with Board and there is no room for manoeuvre with regard to fees at the moment.

Offsales Licenses for sale of Gifts	LLF	27 January 2010	For discussion at future meeting	Discussed at meeting on 28 April 2010 - Licensing Board to review annual fees – currently set at maximum. To be brought back to a future meeting once fees have been reviewed.
Review of Argyll and Bute Licensing Board Policy Statement	Licensing Board	27 October 2010	Policy Statement currently out to public consultation.	Cath Cakebread to provide contextual words regarding Health and Alcohol to be inserted into the covering page of the Policy Statement and submitted to Licensing Board for consideration.
Policing of Licensed Clubs	LLF	27 October 2010	Inspector Wallace to raise issue with Command Structure and report back.	Inspector Wallace reported that he had made section Inspectors aware of the concerns of the Forum.
Local Licensing Forum Conveners	LLF	27 October 2010	Convener to set up meeting with other Forums with a view to having some consistency within the roles of forums. Agenda item “Alcohol Focus Scotland” to be added to agenda for future meetings and responses reported back to AFS.	

Argyll and Bute Local Licensing Forum proposed Meeting Dates 2011

19 April 2011

19/20 July 2011

25/26 October 2011

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