

<b>Title of Item</b>	<b>Name of Officer or organisation</b>	<b>Date of Meeting</b>	<b>Action required</b>	<b>Notes</b>
<b>Training</b>	<b>LLF</b>		<b>Agreed to delay until new Members in place</b>	<b>2010 Training Materials now available to borrow.</b> <b>Training to be arranged for next meeting.</b> <b>Training took place on 17 May 2011 – outcomes to be discussed at future meeting (17/05/11)</b>
<b>National Outcomes for LLF</b>		<b>Discussed October 09</b>	<b>Await National Outcomes</b>	<b>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</b>
<b>Promotion of LLF</b>	<b>Council</b>	<b>Discussed Joint Meeting Nov 09</b>	<b>Arrange with New Communications Manager</b>	<b>New Communication Manager in post – discussion with Chair to be set up</b>
<b>Local Licensing Forum Conveners</b>	<b>LLF</b>	<b>27 October 2010</b>	<b>Convener to set up meeting with other Forums with a view to having some consistency within the roles of forums.</b>	
<b>Alcohol Focus Scotland</b>	<b>Committee Services</b>	<b>27 October 2010</b>	<b>Agenda item “Alcohol Focus Scotland” to be added to agenda for future meetings and responses reported back to AFS.</b>	<b>Charles been in discussion with Linda Bowie and anticipated visit to October meeting (17/05/11)</b>
<b>Educational DVD – Don’t make the same mistakes we did</b>	<b>Young Scot</b>	<b>25 January 2011</b>	<b>DVD to be shown at a future meeting of the Forum</b>	<b>Noted that funding of £1050 needed to continue production (17/05/11)</b>

<b>Police Statistics</b>	<b>Committee Services</b>	<b>17 may 2011</b>	<b>Document showing Police Statistic trends over previous year to be provided to July meeting.</b>	
<b>Evaluation of Alcohol Licensing Act</b>	<b>Scottish Centre for Social Research</b>	<b>17 May 2011</b>	<b>Scottish Centre for Social Research to attend meeting on 19 July 2011 for group discussion.</b>	