

Minute of Meeting Renfrewshire Licensing Forum

Date	Time	Venue
Wednesday, 14 September 2016	14:00	CMR 2, Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

PRESENT

D Reid and N Lappin (Renfrewshire Drug and Alcohol Partnership); M Brier and C Dickson (Civic Government Enforcement Officers); R White (Children's Services); M Dymond and S McLean (local residents); C Colquhoun and P Pierraccini, (Licence Holders); S Clocherty (Health & Social Care Partnership) P Carroll (Scottish Fire and Rescue Service) and D McEwan and A Whitelaw (Police Scotland).

IN ATTENDANCE

R Devine, Senior Committee Services Officer.

OBSERVER

D Campbell, Assistant Managing Solicitor (Licensing).

APOLOGIES

F Taylor, H Cameron and R Anderson.

DECLARATIONS OF INTEREST

There were no declarations of interest intimated prior to the commencement of the meeting.

1 MINUTE OF PREVIOUS MEETING

There was submitted the Minute of the meeting of Renfrewshire Licensing Forum held on 3 February 2016.

The Clerk referred with sadness to the death of G Lethorn, who had been a member of Renfrewshire Licensing Forum, as a representative of local residents, since its establishment in 2007, and to his valued contribution.

DECIDED: That the Minute be approved.

2 NOTE OF INQUORATE MEETING

There was submitted the Note of the Inquorate Meeting of Renfrewshire Licensing Forum held on 11 May 2016

DECIDED: That the Note of the inquorate meeting be noted.

3 POLICE SCOTLAND UPDATE

Police Constable McEwan provided an update on Police activity in the Forum area since the previous meeting.

The Forum was advised that it was intended to hold another local licensing seminar, arrangements were currently being made in this connection although at present no specific dates or venues had been selected. Members of the Forum requested that, in due course, they be invited to attend the seminar.

The representatives of Police Scotland then responded to questions from members of the Forum. Following discussion in connection with incidents in the vicinity of licensed premises after hours it was proposed and agreed that details of incident hotspots, the number of incidents, whether the premises were open or closed be circulated to members of the Forum, together with a copy of the Vector Survey report considered by the Council's Regulatory Functions Board.

DECIDED: That details of incident hotspots in the vicinity of licensed premises, the number of incidents, whether the licensed premises were open or closed be circulated to members of the Forum, together with a copy of the Vector Survey report considered by the Council's Regulatory Functions Board and that otherwise the information be noted.

4 SCOTTISH FIRE AND RESCUE SERVICE - UPDATE

Watch Manager Carroll advised the Forum of the range of licensing activities undertaken by the Scottish Fire and Rescue Service. Reference was made to support and advice element of these activities. Notwithstanding this role there had been inspections of licensed premises undertaken which had raised fire standards concerns. It was noted that the Licensing Board had subsequently continued consideration of the applications involved.

Watch Manager Carroll was then heard in answer to questions from Members of the Forum.

The Forum noted that Watch Commander Coates was to retire on 16 September, 2016.

DECIDED: That the information be noted.

5 **MEMBERSHIP - UPDATE**

The Clerk advised that intimation had been received that P Sale and F Taylor, would undertake the role of Education representative role at future meetings of the Forum.

A general discussion ensued regarding the current vacancies on the Forum, for (i) licence holders; (ii) young people; and (iii) a local resident. Reference was made to the difficulties encountered in attracting and retaining representatives of each of these sectors and the consequential impact on the frequency of inquorate meetings. It was proposed that a pro-active approach be adopted to address the situation with contact being made with neighbouring Licensing Forums to identify how they had resolved the issue, approaches being made to Children's Services, the local pubwatch scheme, tenants and residents associations, Community Councils, etc to identify potential representatives.

In addition following discussion regarding the desirability of altering the perception, amongst some, that the Forum was a 'talking shop' it was agreed that key documents, such as the remit and constitution of the Forum, the licensing objectives, the local Licensing Policy, Alcohol Focus tool kit and action plan developed at the Drug Partnership training be circulated to existing members of the Forum to assist in their understanding of their role and potential influence on local licensing policy. In addition it was proposed and agreed that, prior to the issue of the agenda for each meeting of the Forum, the Clerk contact all members of the Forum to identify potential business items for consideration.

Consideration of altering the time and format of meetings to make them more 'user friendly' was continued pending the outcome of the above actions.

DECIDED:

(a) That it be noted that P Sale and F Taylor, would undertake the role of Education representative role at future meetings of the Forum;

(b) That a pro-active approach be adopted to address the membership vacancies with contact being made with neighbouring Licensing Forums to identify how they had resolved the issue, approaches being made to Children's Services, the local pubwatch scheme, tenants and residents associations, Community Councils, etc to identify potential representatives;

(c) That key documents, such as the remit and constitution of the Forum, the licensing objectives, the local Licensing Policy, Alcohol Focus tool kit and action plan developed at the Drug Partnership training be circulated to existing members of the Forum to assist in their understanding of their role and potential influence on local licensing policy;

(d) That, prior to the issue of the agenda for each meeting of the Forum, the Clerk contact all members of the Forum to identify potential business items for consideration; and

(e) That consideration of altering the time and format of future meetings of the Forum

to make them more 'user friendly' be continued pending the outcome of the above actions.

6 LICENSING STANDARDS OFFICER - UPDATE

C Dickson, who had recently commenced employment as a Licensing Standards Officer (LSO), within the Council, was introduced.

M Brier (LSO) provided an update in relation to his recent licensing activities. He advised that during the period three noise complaints had been received and 189 compliance visits to licensed premises, 53 of which required revisits, many as a result of changes in tenancy.

The Forum was advised that guidance was awaited from the Scottish Government regarding the need for personal licence holders to undertake training prior to their licence being issued in 2019. The LSO was then heard in answer to questions from members of the Forum.

It was agreed that details of the number of existing licence holders in Renfrewshire be circulated to members of the Forum and regular updates be provided by the LSO at all future meetings of the Forum.

DECIDED: That details of the number of existing licence holders in Renfrewshire be circulated to members of the Forum, that regular updates be provided in this connection by the LSO at all future meetings of the Forum and that otherwise the information be noted.

7 LICENSING SURVEY

There was submitted a copy of the Community Consultation on Alcohol in your Local Authority Area, which had been prepared by Renfrewshire Alcohol and Drug Partnership (RADP), and sought the views of people living in Renfrewshire regarding alcohol availability. It was highlighted that the survey was available for completion on line and details of the number completed was provided.

It was proposed and agreed that the survey be circulated to local Community Councils, Tenants and Residents Associations and the Federation of Local Authority Housing Associations for completion.

DECIDED:

(a) That the content of the Community Consultation on Alcohol in your Local Authority Area be noted; and

(b) That RADP arrange to circulate the survey to local Community Councils, Tenants and Residents Associations and the Federation of Local Authority Housing Associations for completion.

8 ARRANGEMENTS FOR FUTURE MEETINGS

There was submitted a report by the Clerk proposing dates for future meetings of the Forum as under:

Wednesday 16 November, 2016;
Wednesday 8 February, 2017; and
Wednesday 10 May, 2017.

DECIDED:

- (a) That the proposed dates for future meetings of the Forum, as detailed in paragraph 3.3 of the report be approved; and
- (b) That it be delegated to the Clerk, in consultation with the Conveners of the Licensing Board and the Licensing Forum to determine which of these meetings will be a joint meeting with the Licensing Board.