

Minute of Meeting

Renfrewshire Licensing Forum.

Date	Time	Venue
Monday, 11 September 2023	14:00	Corporate Meeting Room 2, Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

PRESENT

J McSorley (Renfrewshire Health & Social Care Partnership), D Edmonds (Renfrewshire Alcohol & Drug Partnership), I Robertson and A Hume (both Police Scotland), J Hampsay, Fair Trading Officer (Communities and Housing Services), M Dymond and S McLean.

ALSO IN ATTENDANCE

D Cunningham, Committee Services & Licensing Officer (Finance & Resources).

APOLOGIES

T Mills, D Reid, F Hewitt.

DECLARATIONS OF INTEREST AND TRANSPARENCY STATEMENTS

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

1 **MINUTE OF PREVIOUS MEETING**

There was submitted the Minute of the previous meeting of the Renfrewshire Licensing Forum held on 23 May 2023.

S McLean requested that her apologies be added to the previous minute. The Clerk confirmed that the Minute would be amended accordingly.

DECIDED: That the Minute be approved subject to the amendment.

2 **MATTERS ARISING**

Under reference to Item 1 of the Minute of the previous meeting of the Renfrewshire Licensing Forum held on 23 May 2023 relative to the Election of Convener. The Convener advised that he would return to his substantive post on 1 October 2023 and as of that date he would no longer Chair the Renfrewshire Licensing Forum.

Under reference to Item 8 of the Minute of the previous meeting of the Renfrewshire Licensing Forum held on 23 May 2023 relative to the Local Licensing Forums Training/Awareness Session which had been provided by the Scottish Government in June 2023. The Convener advised that this matter would be carried forward to be discussed at a future meeting of the Renfrewshire Licensing Forum at which Mr Mills would provide feedback on his attendance at the Glasgow training event to Forum members.

DECIDED:

(a) That it be noted that the Convener would cease to be Chair of the Renfrewshire Licensing Forum effective from 1 October 2023; and

(b) That the Scottish Government Licensing Training Event item be carried forward to be discussed at a future meeting of the Renfrewshire Licensing Forum at which Mr Mills would provide feedback on his attendance at the Glasgow training event to Forum Members.

3 **POLICE SCOTLAND UPDATE**

Police Scotland provided a verbal update on local licensing issues which had arisen during the 12 months prior to the meeting date.

Police Scotland attended 297 incidents, 177 within Paisley and 120 across Renfrewshire. 480 proactive visits to Licensed Premises were carried out. There were no premises categorised as “problematic” and 2 Town Centre premises were being “monitored”. Police Scotland had agreed to Renfrewshire Licensing Board’s Policy on Festive Hours 2023/24 and advised they would object to any premises being granted further hours in excess of these additional festive hours. Police Scotland advised that most of the incidents within Paisley were related to a particular premises and that these had reduced following a change of management. Various safety campaigns were ongoing, these included the “Talk To” campaign, a UV Bottle campaign, CCTV and a Halloween/Christmas campaign.

Best Bar None would be revisited next year due to limited interest by licence holders in 2023.

Sergeant Robertson was heard in answer to questions from members on the update.

DECIDED: That the verbal update be noted

4 **LICENSING STANDARDS OFFICER UPDATE**

The Fair Trading Officer provided a verbal update relative to licensing activity undertaken since the previous meeting of the Renfrewshire Licensing Forum on 23 May 2023. Two premises had been visited in connection with breaches of their operating plans and three premises were no longer licensed. Numbers of premises licences held were 89 trading as on sales, 188 both on and off sales and 153 off sales, which totalled 430 licensed premises throughout Renfrewshire.

Premises Licence Annual Fees were due to be paid by 1 October 2023, reminders were sent in August and there would be a structured approach to recovering any late fees.

The Fair Trading Officer outlined the implementation of a duty rota for the five Licensing Standards/Trading Standards Officers who would respond to enforcement emails and was then heard in answer to questions from members on the update.

DECIDED: That the verbal update be noted.

5 **ALCOHOL RELATED DEATHS IN RENFREWSHIRE 2022**

There was submitted a report by Renfrewshire Alcohol and Drug Partnership relative to the number of alcohol-specific deaths which occurred in Scotland and Renfrewshire in 2022. These figures were published by the National Records of Scotland on 29 August 2023.

The Renfrewshire Alcohol and Drug Partnership representative summarised the report and was then heard in answer to questions on the report.

DECIDED: That the report be noted.

6 **ACTION PLAN**

The Convener provided a verbal update which advised that there had been little movement on the action plan since the last meeting of the Renfrewshire Licensing Forum on 23 May 2023. The Convener advised that he would make contact with the two Licensed Trade members who had expressed an interest in joining the Forum before he ceased in his role. Membership of the Forum remained an ongoing issue. The Convener advised that prior to vacating the Chair, he would provide a handover note to the Clerk and, if appointed, the new Chair, regarding membership and other action plan items.

DECIDED: That the verbal update be noted.

7 **ALCOHOL FOCUS SCOTLAND NEWSLETTER - MAY 2023**

There was submitted the Alcohol Focus Scotland Newsletter for May 2023.

DECIDED: That the May 2023 newsletter be noted.

8 **ALCOHOL FOCUS SCOTLAND NEWSLETTER - JUNE 2023**

There was submitted the Alcohol Focus Scotland Newsletter for June 2023.

DECIDED: That the June 2023 newsletter be noted.

9 **ALCOHOL FOCUS SCOTLAND NEWSLETTER - JULY 2023**

There was submitted the Alcohol Focus Scotland Newsletter for July 2023.

DECIDED: That the July 2023 newsletter be noted

10 **ALCOHOL FOCUS SCOTLAND NEWSLETTER - AUGUST 2023**

There was submitted the Alcohol Focus Scotland Newsletter for August 2023.

The Convener highlighted the World Health Organisation Webinar dates and topics detailed in the August Newsletter for Forum members to attend if they wished and asked that these dates be circulated to Members. The Clerk confirmed this would be actioned following the meeting. The Convener was then heard in answer to queries on newsletter topics.

DECIDED:

(a) That the August 2023 newsletter be noted.

(b) That the World Health Organisation Webinar dates be emailed to Forum members by the Clerk following the meeting.

11 **FUTURE MEETINGS**

There was submitted a report by the Clerk relative to proposed meeting dates to September 2024. These dates were agreed.

DECIDED: That the meeting dates to September 2024 be agreed.

12 **DATE OF NEXT MEETING**

DECIDED: Members noted that the next meeting of the Renfrewshire Licensing Forum was the joint meeting with Renfrewshire Licensing Board to be held on 27 November 2023.