



CENTRAL ABERDEENSHIRE LICENSING FORUM – 18 MARCH, 2015

ANNUAL GENERAL MEETING BUSINESS (CONVENER'S ANNUAL REPORT, APPOINTMENT OF OFFICE BEARERS, APPOINTMENT OF MEMBERS)

1 Recommendations

It is recommended that the Forum:-

- 1. note the Convener's Report 2014/15;**
- 2. formally appoint a Convener for 2015/16;**
- 3. decide on the arrangements for continued administration support to the Forum in 2015/16; and**
- 4. formally agree the appointment of members for 2015/16.**

2 Purpose of Report

- 2.1 This report advises members of the formal business which has to be transacted at the Annual General Meeting of the Forum.

3 Background

- 3.1 Section 9 of the Licensing Forum's constitution specifies that the Annual General Meeting of the Forum shall take place in March each year.
- 3.2 The business of the Annual General Meeting shall include (a) an annual report from the Convener, (b) appointment of the office bearers, and (c) appointment of members.

4 Proposals

- 3.1 Convener's Report – The Convener, Paul MacLennan, will provide an annual report for 2014/15.
- 3.2 Appointment of Office Bearers – The office bearers are the Convener and a Secretary. Paul MacLennan was appointed as Convener. It was agreed not to appoint a Secretary but to use an administrator provided by Aberdeenshire Council. Administrative support is being provided by Aberdeenshire Council Committee Services, by the Committee Officer. Members are requested to formally appoint a Convener for 2015/16 and to decide whether they wish to appoint a Secretary or continue the current arrangements for administrative support.

- 3.3 Appointment of Members – Members are requested to formally agree the appointment of members for 2015/16. In this connection, I have attached to this report for information a chart setting out the possible and actual number of attendances of Forum members (Appendix 1).

Committee Officer

Fiona Tweedie
27 February, 2015

Convener's Annual Report 2014 / 2015

As described by the Licensing (Scotland) Act 2005, the role of the Forum is to keep under review the operation of the Act and the work of the Central Aberdeenshire Licensing Board and to give advice to the Board on matters which the Forum considers appropriate. This is the eighth annual general meeting of the Central Aberdeenshire Licensing Forum.

During the year we have had three meetings, the one in October being inquorate. We need to address this problem. It has been brought up on a few occasions that at meetings, the subjects seem not to engage people, especially the young. This could be seen where pupils attended from the Gordon Schools in Huntly and had not attended any further meetings. This is a challenge faced by all three forums I'm sure, and we need to look at this.

During the year, the Forum discussed a range of topics covering overprovision ("One Too Many"), along with the issue of the Licensing Policy Statement for Central Aberdeenshire, where a number of Forum members provided direct responses to the consultation.

It is noted that members had suggested that the Clerk to the Licensing Board attend Forum meetings periodically to update members, as they always had done previously. They made valid contributions to the Forum and if they cannot attend at least have representation.

Wayne Gault had forwarded a copy of the "Good Licensing Practice", produced by Alcohol Focus Scotland, and it was agreed that members would look at one section per meeting starting with section 1.

The subject of training has been discussed over meetings, and it is worth noting that on February 19 2015, published on the front page of the SLTN (Scottish Licensed Trade News) that Licence training is still a 'time bomb' and it was quoted that around 2000 licenses were revoked in Glasgow, Aberdeen and Edinburgh.

I have suggested that we take up the offer from Gillian Bell of Alcohol-focus Scotland for a presentation or workshop with all three forums taking part. The study of alcohol availability and harm found that there was a significant positive relationship between alcohol outlet density (both on and off-sales premises) and alcohol-related hospitalisation.

We have a new member from Police Scotland, Sergeant Gavin Jardine, who has taken over the post from Sergeant Tom Lawson.

As well as welcoming new members, it is with regret that we have seen some members leave the forum over the last year.

We would like to thank Sergeant Tom Lawson of Police Scotland, Mr Alistair Strachan and Mr James Singer for their input during their time with the Forum. Their contributions were greatly appreciated and on behalf of the Forum we wish them well for the future.

I would also like to thank Mr Paul Robinson (Vice Convener) for his on-going support.

This completes my report and I would like to thank you all for attending the meetings during the past year.

Paul MacLennan

March 2015

Appendix 1

**CENTRAL ABERDEENSHIRE LICENSING FORUM -
ATTENDANCE MARCH 2014 TO JANUARY 2015**

Name	Date of Joining Forum	Maximum Possible Attendances	Actual Attendances
William Duncan	10/01/08	28	20
Paul MacLennan	28/06/07	30	22
Paul Robinson	24/08/07	29	23
James (Stuart) Singer (resigned autumn 2014, replacement will come)	30/06/10	16	11
Education Representative (currently Jason Fitzgerald, Westhill Acad)	30/06/10 22/01/14	18 3	2
Licensing Standards Officer	04/06/08	26	23
Dawn Tuckwood	08/03/13	7	3
ADP	01/10/08	24	17
Community Safety	22/06/11	13	3
Grampian Police	28/06/07	30	23
Licensing Board Convener	28/06/07	30	24

Name	Meetings March, 2014 – January, 2015			
	March 2014	June 2014	Oct 2014	Jan 2015
William Duncan	✓	✓	Did not take place. Not quorate.	(a)
Jason Fitzgerald	✓	✓		(a)
Paul MacLennan	(a)	✓		(a)
Paul Robinson	✓	✓		✓
James (Stuart) Singer – resigned autumn 2014	✓	✓		-
Licensing Standards Officer	✓	✓		✓
Dawn Tuckwood	✓	(a)		✓
ADP	✓	✓		✓
Community Safety	(a)	(a)		(a)
Grampian Police	(a)	✓		✓
Licensing Board Convener	✓	✓	✓	

(a) apologies received
✓ present

