

## Briefing Note to the North, Central and South Aberdeenshire Licensing Forums

### Update on the Future of the Licensing Forums in Aberdeenshire

6<sup>th</sup> February, 2018

Dear Forum Members

You will all be aware of the review of the existing Licensing Forums within Aberdeenshire.

#### Decision

At its meeting on 18<sup>th</sup> January 2018, Aberdeenshire Council, after considering a report by the Director of Business Services, setting on options for retaining the existing Divisional Licensing Forums or replacing them with one Licensing Forum covering all of Aberdeenshire, decided as follows:

1. To establish one new Licensing Forum for Aberdeenshire to take effect from 1<sup>st</sup> April 2018.
2. That the membership of the new Forum would be set at the maximum of 21 members, to consist of:
  - a. A representative of the Chief Constable
  - b. A Licensing Standards Officer
  - c. A representative of the Health Board
  - d. To seek applications for the remaining members to be representatives from across Aberdeenshire, wherever possible, of:
    - i. Premises Licence Holders
    - ii. Personal Licence Holders
    - iii. Persons having functions relating to health, education or social work
    - iv. Young People
    - v. Aberdeenshire residents
3. To delegate the power to determine any initial applications submitted for membership of the Forum to the Director of Business Services, following consultation with the Chair, Vice-Chair and opposition spokesperson of the Business Services Committee, noting that, thereafter, the Forum will appoint its own members.
4. To approve the terms of a revised constitution for the new Aberdeenshire Licensing Forum and to note the terms of the application for membership of the new Forum.

For information, copies of the report considered by Aberdeenshire Council can be accessed at Council website ([Item 6](#)):

### **What Does This Mean for the Existing Forums?**

The new Licensing Forum will take effect from 1<sup>st</sup> April 2018. This means that the existing North, Central and South Divisional Licensing Forums will cease to have effect from 31<sup>st</sup> March 2018.

This means that your Forum Meetings in February 2018 are likely to be the last meetings of the existing Licensing Forums.

### **What Happens Next?**

Aberdeenshire Council will be running a recruitment campaign to ensure that there is a fair representation of members from across Aberdeenshire on the new Forum.

As a member of an existing Licensing Forum, you will not automatically transfer to become a member of the new Forum. You will, however, be eligible to apply to become a member and the Council would encourage you to seriously consider this. A membership form is attached to this Briefing Note for your information.

Training will be provided to the members of the new Licensing Forum in advance of 1<sup>st</sup> April 2018.

### **Thank You**

Finally, Aberdeenshire Council and the North, Central and South Aberdeenshire Divisional Licensing Boards wish to thank you for the work you have done as a Forum Member since the Forums were created in June 2007 and for drawing to the attention of the Council the need for a review in the way the Forums had been working.

**Ritchie Johnson**  
**Director of Business Services**



**APPLICATION FORM FOR MEMBERSHIP OF THE ABERDEENSHIRE LOCAL LICENSING FORUM**

<b>FULL NAME (PLEASE PRINT)</b>	
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<b>ADDRESS, INCLUDING POSTCODE</b>	
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<b>E-MAIL ADDRESS</b>	
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<b>TELEPHONE NUMBER</b>	
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<b>WHICH OF THE FOLLOWING CATEGORIES APPLY TO YOU</b>	<b>HEALTH, EDUCATION, SOCIAL WORK</b>	<input type="checkbox"/>
	<b>YOUNG PERSON</b>	<input type="checkbox"/>
	<b>RESIDENT IN THE FORUM AREA</b>	<input type="checkbox"/>
	<b>HOLDER OF A PREMISES/PERSONAL (LIQUOR) LICENCE</b>	<input type="checkbox"/>
	<b>OTHER</b>	<input type="checkbox"/>

<b>IF YOU ARE A LICENCE HOLDER PLEASE GIVE THE NAME, FULL ADDRESS OF THE PREMISES AND DETAILS OF THE LICENCE YOU HOLD IN THE FORUM AREA</b>	
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The Forum's role is to keep under review the decisions of the South/Central/North Aberdeenshire Divisional Licensing Boards and to consider the impact of those decisions at local level. Keeping in mind the Objectives of the Licensing (Scotland) Act 2005, the Forum may give advice and make recommendations to the South/Central/North Aberdeenshire Divisional Licensing Boards. The objectives are:

- Preventing crime and disorder;
- Securing public safety;
- Preventing public nuisance;
- Protecting and improving public health; and
- Protecting children and young persons from harm.

<b>WHY DO YOU WANT TO BE PART OF THE FORUM?</b>	
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<b>PLEASE GIVE A BRIEF STATEMENT ABOUT WHAT YOU CAN BRING TO THE FORUM DETAILING MEMBERSHIP OF ANY ORGANISATIONS OR NETWORK GROUPS/COMMUNITY PARTNERSHIPS YOU ARE PART OF.</b>	
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<b>Signature:</b>	
<b>Date:</b>	



Please post your completed form to:

Anna Ziarkowska  
Committee Services  
Legal and Governance  
Business Services  
Aberdeenshire Council  
Woodhill House  
Westburn Road  
Aberdeen  
AB16 5GB

A scanned copy of a signed application can be e-mailed to:  
[anna.ziarkowska@aberdeenshire.gov.uk](mailto:anna.ziarkowska@aberdeenshire.gov.uk)

