

ACTION SHEET

ABERDEENSHIRE LOCAL LICENSING FORUM – 20th APRIL, 2018

No.	ACTION	ACTION OWNER	UPDATE
1.	To identify venue and set up a next meeting of the Forum on 23 rd May, 2018	Committee Officer	Meeting scheduled on 23 rd May, 2018 at Committee Room, Viewmount, Stonehaven.
2.	To circulate Alcohol Focus Scotland Report on 'Alcohol Outlet Availability and Harm in Aberdeenshire'	Committee Officer	Email sent on 1 st May, 2018
3.	To put together briefing note/guidance for Forum on Data Protection	Fiona Stewart	To follow
4.	To circulate slide presentation from the Meeting	Committee Officer	Email sent on 15 th May, 2018.
5.	To supply a copy of the draft strategy document	Kenny McGeough	Email received from Kenny on 11 th May, 2018. Document attached under item
6.	To supply a briefing note with update on the Review of Licensing Board Policy process along with timetable	Fiona Stewart	To follow
7.	To circulate LOIP section on Alcohol priority,	Committee Officer	Email sent on 1 st May, 2018