

ACTION SHEET

SOUTH ABERDEENSHIRE LICENSING FORUM – 27th SEPTEMBER, 2017

No.	ACTION	ACTION OWNER	UPDATE
1.	To identify and set up a meeting between the Board and the Forum to discuss matters in respect of the Review of Licensing Policy Statement	Committee Officer	The meeting was scheduled on 6 th December, 2017.
2.	To organise informal get together session for the Forum members in order to discuss and review the Licensing Policy Statement	Committee Officer	The meeting was scheduled on 17 th November, 2017
3.	To circulate a draft guidance on simplified training for staff under the Occasional Licence regime	Keith Simpson	
4.	To forward Forum comments & suggestions in respect of the consultation on localities to the Licensing Policy Review Team	Committee Officer	Email sent to Lauren Cowie on 6 th October, 2017