

SCOTTISH BORDERS LOCAL LICENSING FORUM

MINUTE of MEETING of the SCOTTISH BORDERS LICENSING FORUM held in the Council Chamber, Council Headquarters, Newtown St Boswells on 26 November 2013 at 4.30 p.m.

Present: M. Ballantyne (Convener) S. Bell, N. Gillies, M. Hay, G Todd, Chief Inspector K. Simpson, I. Tunnah, S. Walker.
Apologies: A. Craig, A. Isles.
In Attendance: Democratic Services Officers (J. Turnbull).

ORDER OF BUSINESS

1. As there was a time constraint the Convener suggested that Item No. 8 – ‘Chief Constable’s Report to the Scottish Borders Licensing Board’ be deferred until the next meeting.

DECISION:
Noted.

LOCAL LICENSING CONFERENCE

2. Members discussed the evaluation sheets and agreed to add the definition for scores 1 to 5 (1 being “Not very useful” and 5 being “Very useful”). The evaluation feedback had been positive and delegates had felt that they were being listened to. The post-it-notes that were collected at the conference contained a number of statements but will be treated as advisory; those that contained questions would be answered and published on SBC’s website. The feedback from the conference would be useful to determine the Forum’s focus in the future. Delegates who had given their email address would be kept informed of the Forum’s meetings and receive copies of the Agendas and Minutes of meetings. Community Councils would also be informed of future meetings. It was agreed that if a further conference was to be held, that an alternative location should be considered.
3. The questions that had been received from delegates attending the conference were allocated as follows:-
 - Police, underage drinking and education – Chief Inspector Simpson.
 - Licensing – Ian Tunnah.
 - Rates – Mark Dickson.
 - Licensing Board – Anne Isles.
 - Off sales v. on sales – Forum members.
 - Health – Susan Walker.
 - Future outcomes – Councillor Ballantyne.
 - Minimum pricing – answered at conference.

DECISION

To request that all replies to delegates’ questions should be returned to the Clerk by Friday, 6 December 2013.

MINUTE

4. A note of the Meeting of 1 October 2013 had been circulated.

DECISION NOTED.

MATTERS ARISING

5. The Legal and Licensing Services Manager would be reminded that training disks were required for the two new members - Mr Gillies and Mr Hay.
6. The Convener would liaise with Mrs S Walker and respond to Mr Gillies' concerns re the Alcohol data profile.
7. It was noted that a joint meeting of the Licensing Board and Licensing Forum was scheduled to take place on 11 December 2013. The Licensing Board prepared the Agenda for this meeting.
8. The Forum agreed that equality and diversity training would be useful for members, and it was agreed to ask if the Equality and Diversity Officer would attend the next meeting to give a brief presentation at the next meeting. The presentation should be approximately 20 minute duration, followed by a 40 minute question and answer session.

DECISION

AGREED to request that:-

- (a) **The Convener remind the Legal and Licensing Services Manager that two training disks from Alcohol Focus were required for the two new members of the Forum; and**
- (b) **The Equality and Diversity Officer give a presentation at the next meeting of the Forum.**

MEMBERS

9. Inspector Simpson and Mrs S Walker left the Meeting during consideration of the following item.

LICENSING BOARD POLICY

10. The joint ADP and ADTAC (Safer Communities Subgroup) response to the Licensing Board Policy consultation had been circulated with the Agenda. The policy has 17 different sections however ADP and ADTAC had only commented on the areas most pertinent. The Forum discussed the Policy and agreed that the accessibility and use of language had improved. They also commented favourably on the simpler layout and cross referencing.
11. Section 4 on overprovision was discussed and the Forum noted the Board's acknowledgement of the Forum's assistance in drawing up the Overprovision Policy. However, inclusion of the Forum's evidence in the Policy would have been useful to set the context. A cross reference to the Alcohol data profile would also have been informative. In Appendix 3 to the Policy, the Forum felt that paragraph 7 contradicted paragraph 8 and that paragraph 7 should be deleted and replaced by paragraph 8. Chief Inspector Simpson added that comparison with intermediate geography would give a more consistent approach and would avoid disparities.
12. Changing the licensing hours was discussed. It was agreed that there would have to be a 100% sign up to the change by licencees. However, if 90% and above agreed this would give the Forum leverage to influence change. There was a discussion as to what the core hours for public houses and clubs should be, but no consensus was reached.

13. The section on Occasional Licences was discussed, it was felt that often occasional licences were issued to venues which were not fit for purpose and that the venue would not have been granted a premises licence. The Board should consider accepting that the same criteria should be used for granting Occasional Licences in terms of the venue's suitability.

DECISION

AGREED:

- (a) To consider change of licensing hours as the Forum's next campaign; and
- (b) To respond to the Licensing Board Policy consultation.

FUTURE MEETINGS

14. The next meeting of the Forum was scheduled for Tuesday, 21 January 2014.

The meeting concluded at 6.45 p.m..