

## MINUTE

of

### EAST RENFREWSHIRE LOCAL LICENSING FORUM AND EAST RENFREWSHIRE LICENSING BOARD

Minute of joint meeting held at 7.00pm in the Council Chamber, Council Headquarters, Giffnock, on 13 September 2016.

#### Present:

##### Local Residents

Caroline Church  
Ken Hunter  
Frank McGee  
Helena Shanks

##### Health/Social Work

Janice Thomson

##### Licensees

##### Licensing Standards Officer

Dominic McMahon

##### Strathclyde Police

Sergeant Edward McLemon

##### Licensing Board

Councillors Charlie Gilbert, Stewart Miller and Tommy Reilly.

Dominic McMahon presided

#### Attending:

Eamonn Daly, Clerk to the Forum; Jacqui McCusker, Senior Solicitor.

#### Apologies:

Chief Inspector Angela Carty, Bruce Tulloch, Fiona Macdonald and Councillor Kenny Hay.

#### ACTION BY

#### 1. MINUTE OF PREVIOUS MEETING

The meeting considered and approved the Minute of the previous joint meeting held on 15 September 2015.

**2. MATTERS ARISING**

It was noted that there were no matters arising from the Minute.

**3. POLICE SCOTLAND ANNUAL REPORT**

Mr McMahon invited Sergeant McLemon to present the police annual report for the period 1 April 2015 to 31 March 2016, prepared in accordance with Section 12A of the Licensing (Scotland) Act 2005.

Sergeant McLemon was heard further on the report in the course of which he referred to the National Liquor and Civic Licensing Policy Unit. This was a specialist department which, working with divisional licensing teams, shaped policy and strategy concerning the police licensing function in conjunction with providing practical and tactical advice to police licensing practitioners operational officers supervisors and policing commanders.

Thereafter Sergeant McLemon provided some information in relation to the operational arrangements in the East Renfrewshire area, explaining that the licensing board area was policed by Greater Glasgow Division, with support in respect of licensing matters provided by the divisional licensing department based at Glasgow Road.

Details of the number of licence applications submitted in 2014/15 having been provided, the report provided further information regarding the work carried out by the police in relation to the prevention of the sale or supply of alcohol to children or young persons, it being explained that this was more in relation to agent sales rather than direct sales to young people.

Reference was also made to some of the work being carried out in relation to serious and organised crime where licensed premises were often used as a "front" for illegal activities. In conclusion Sergeant McLemon was then heard on some of the proposed police activity for the coming year.

Thereafter full discussion took place.

In response to a question from Mr McGee on the important role played by campus cops and whether or not current numbers would be retained, Sergeant McLemon explained that numbers were being reduced from 5 to 3. However a business case for the reduction had been made and he was confident that the current levels of service could be maintained.

Sergeant McLemon also provided details of the new the "Innkeeper" IT licensing solution that had been implemented since last referred to. The system had significantly improved front line services as it allowed officer to access information at unsocial hours.

Commenting further on the position in respect of East Renfrewshire, Sergeant McLemon reported that there were no problematic premises in the area. Referring to test purchasing, he explained that any operations

were intelligence led, and outlined the process to be conducted as part of a test purchasing exercise including retesting in the event of failure.

In response to comments from Mr Hunter of the use of a provisional driving licence as an acceptable form of identification/proof of age, Mr McMahon explained that the legislation was prescriptive in respect of the types of identification that were acceptable.

Sergeant McLemon was also heard further on the national priorities, explaining that these had been the same for some time now and were identified following the annual police consultation exercise.

In the course of further discussion on the Innkeeper system, Sergeant McLemon explained that front line officers did not have direct access to the system, but that information was available through the control room which did have 24 hour access.

On behalf of the meeting, Mr McMahon thanked Sergeant McLemon for the presentation.

#### **4. ALCOHOL AND DRUGS PARTNERSHIP ANNUAL REPORT 2014/15**

The forum took up consideration of the feedback response from the Scottish Government to the ADP 3 year delivery plan for 2015-18, with particular reference to 2014/15 annual report submitted to the Scottish government by the ADP.

The Scottish Government feedback indicated significant progress in ADP planning compared to previous plans. With regard to annual reports, progress and improvements had been seen across a number of areas.

Janice Thomson, ADP Coordinator made a comprehensive presentation to the forum on the feedback that had been received. She highlighted that East Renfrewshire had been held up as an exemplar in a number of areas, it being noted that the East Renfrewshire plan more than fully met Scottish Government expectations, and the Scottish Government had requested permission to share the East Renfrewshire plan with other organisations.

Commenting on matters of particular interest to the forum, Ms Thomson referred to the commendation of the ADP for its work over the year and for the continued cooperation with partners including the licensing forum.

She further reported that the 2015/16 annual report had just been submitted to the Scottish Government and would be considered by the ADP at its next meeting.

The report and feedback was noted.

**5. LICENSING UPDATE 2016**

The meeting took up consideration of a presentation from the Licensing Standards Officer providing an update on licensing matters for the preceding year.

He referred to ongoing matters in relation to overprovision statements and in particular to recent legal challenges to the statement approved by Dundee City Licensing Board. This had implications for overprovision statements of all licensing boards.

He reported that legislation to remove the 5 year ban on personal licence holders who had not undergone refresher training had now been made.

Reference was also made to the current requirements for licensing boards to review their policy statements. He explained that new legislation had been introduced linking policy statements to local government elections. Consequently new licensing boards established after the local elections in May 2017 would have 18 months to prepare their new policy statements.

A number of other matters were also highlighted including the reintroduction of the “fit and proper person” test, the requirements for licensing boards to produce an annual report on the exercise of their functions, including financial information and the automatic grant of licences if not dealt with within a prescribed time period.

Mr McMahon also reported on the launch by AFS of their toolkit which had been circulated to a number of community councils.

The presentation was noted.

**6. ANY OTHER BUSINESS**

Mr McMahon reported that a seminar was being held on 28 September and he would report back to the next meeting of the forum.

**7. DATE OF NEXT MEETING**

It was noted that the next joint meeting would be held on Tuesday 12 September 2017 at 7pm in the Council Chamber.