

## **Licensing Forum Minute**

**16 January 2018**

Attendees – Councillor K. Baird, Convenor, Licensing Board (until 2.20pm)  
G. Fogg, Legal Manager, Perth & Kinross Council  
D. Merchant Licensing Manager Perth & Kinross Council  
S. Michie, Licensing Standards Officer, Perth & Kinross Council  
F. Burgerseed, On Sale representative  
K. Ogilvie, Service Manager, Housing & Community Safety  
D. Black, Police Scotland?  
I. Kinnear (not sure of designation)

Apologies - D. Petterson  
I. Patterson  
L Cormack

### **1. Welcome and Introductions**

On behalf of Perth and Kinross Council, Councillor Baird welcomed everyone present to the inaugural meeting of the Perth and Kinross Licensing Forum.

### **2. Apologies**

Apologies for absence were noted on behalf of Derek Petterson, Ivor Patterson and Louise Cormack.

### **3. Appointment of Chair of Forum**

It was agreed that this item be deferred until the next meeting of the Forum, and that Geoff Fogg conduct the remaining business on the agenda for this meeting as Councillor Baird had to leave the meeting. .

### **4. Approval of Constitution**

There was submitted a draft constitution for the Forum. This will be further considered at the next meeting.

### **5. Role of the Forum**

G. Fogg spoke to the Forum with regard to their role, explained how often the forum should meet and how grateful he was for their participation. Geoff informed the group that he had contacted a member of staff from Education and Children's Services who may have a further nomination for the Forum.

G. Fogg went on to explain C. Elliott's role as Depute Clerk to the Licensing Board, stated that the Licensing Board will be reviewing the Policy and hoped that the Forum would meet in February to discuss and consider the work to be

carried out. It was anticipated that a further meeting would then take place with the Board, perhaps in March or April. There would then follow consultation with public and other stakeholders as the policy to be finally approved by the Board and in place by November 2018.

F. Burgerseed offered to host the next meeting at the Venue.

G. Fogg suggested that a Street Pastor be contacted to sit on the Forum given Mike Archibald's support of the work of the previous Forum. F. Burgerseed said he would speak to one at the weekend to gain a contact.

G. Fogg asked I. Kinnear if anyone from the Students Association would like to attend and it was agreed she would ask K. Ogilvie to approach C. Lamont who is the Service Manager, Tayside Substance and Misuse to ask if he would sit on the Forum.

**Action: - K. Ogilvy, F. Burgerseed, G. Fogg**

## **6. Licensing Role**

S. Michie explained the role of the Licensing Standards Officer to the Forum and how they would feed back to the Forum any relevant information regarding the Board e.g. suspension of the noise mitigation policy.

## **7. Overprovision**

G. Fogg gave a brief talk on overprovision and explained that, to date, this Board has been operating without an overprovision policy which omission needs to be addressed as part of the update and policy revision.

## **8. Draft Policy**

K. Ogilvie asked about the Draft Policy Statement and when the Forum would be provided with this. DM will ask the Depute Clerk and when ready will circulate to the group for discussion.

**Action: - D. Merchant**

## **9. Licensing Board**

G. Fogg informed the Forum members that the Licensing Board meets every 6 weeks and the group showed an interest in attending the Board as members of the public to see how it was ran. DM will email the group when the next Licensing Board meeting will take place. G. Fogg explained that it was expected that the Forum and the Licensing Board would meet together at least once a year.

**Action: - D. Merchant**

## **10. Police Role**

D. Black gave a brief talk on her role with regard to criminality and licenced premises with Perth and Kinross.

## **11. Any Other Business**

No other business

**12. Date of next meeting**

The next meeting will take place at the Venue on Tuesday 27 February 2018 at 2pm.