

WEST DUNBARTONSHIRE LICENSING FORUM

24 August 2022

Dear Sir/Madam,

The Statutory Joint Meeting of the West Dunbartonshire Licensing Forum and Licensing Board will commence at 10.00 a.m. on Tuesday, 6 September 2022 (see separate agenda)

Notice is hereby given that a Meeting of the **West Dunbartonshire Licensing Forum** will be held immediately following the conclusion of the Joint Meeting. This will be a Hybrid meeting where Members have the option to attend the meeting remotely via Zoom Video Conference, or in person at the Civic Space, 16 Church Street, Dumbarton, G82 1QL.

The business of the **Licensing Forum Meeting** is as shown on the enclosed agenda.

Yours faithfully

PAUL SMITH

Chair to the Licensing Forum

BUSINESS OF MEETING:-

1 APOLOGIES

2 CHAIRPERSON'S REPORT

The Chairperson, Mr Paul Smith, will provide an update on the business of the Forum for 2022/23.

3 MINUTES OF PREVIOUS MEETING 5 – 9

Submit for approval as a correct record the Minutes of the Meeting of the Licensing Forum held on 14 June 2022.

4 COVID-19 AND IMPACT ON LICENSING IN SCOTLAND UPDATE

Mr Paul Smith, Chairperson, will provide a verbal update on the impact of Covid-19 on Licensing in Scotland.

5 LICENSING STANDARDS OFFICERS – UPDATE

The Licensing Standards Officers will provide a verbal update on issues and events that may be of interest to the Forum.

6 LICENSING (SCOTLAND) ACT 2005 – STATISTICAL INFORMATION: PERSONAL AND PREMISES LICENCES

The Forum is advised that premises and personal licence applications, in terms of the Licensing (Scotland) Act 2005 for the period 22 February 2022 to 20 May 2022, have been received as follows:-

<u>Premises Licence Applications</u>	<u>No.</u>
Applications for Premises Licences granted	266
Applications for Premises Licences refused	13
Applications for Premises Licences (Members' Clubs) granted	32
Applications for Major Variation of Premises Licence granted	205

Applications for Variation of Premises Licence pending Hearings	1
Applications for Provisional Premises Licence pending Hearings	0
Application for Provisional Premises Licence (Members' Club)	0
Application for Temporary Premises Licence pending Hearing	0
Application for Premises Licence pending	0
Premises Licences revoked	0

Personal Licence Applications

No.

Applications for Personal Licences received	1438
Personal Licences issued	1431
Application for Personal Licence refused	4
Application for Personal Licence revoked	3

7 UPDATE FROM POLICE SCOTLAND

David Holmes, the Licensing Sergeant, Police Scotland, will provide a verbal update on policing in the West Dunbartonshire area.

8 PROPOSAL FOR NEW MEMBER OF WEST DUNBARTONSHIRE LICENSING FORUM

Submit proposal from Licensing Standards Officer for a new Member of West Dunbartonshire Licensing Forum.

9 CURRENT TRENDS IN LICENSING

Members are requested to consider any current trends in licensing.

10 ANY OTHER BUSINESS

Members are requested to consider any other business with the Forum.

10 DATE OF NEXT MEETING

The Forum is requested to agree the date, time and venue of its next meeting. It is suggested that the meeting be held on Tuesday, 29 November 2022 at 2.00 p.m. as a Hybrid Meeting, with Members having the option of attending in person in the Civic Space, 16 Church Street, Dumbarton, or remotely via Zoom Video Conference.

Distribution:-

Holders of Premises Licences and Personal Licences:-

Paul Smith, Licence Holder & Representative of Entertainment Section of Licensed Trade (Acting Chairperson)

Ian McLean, Representative of the On Sales Section of the Licensed Trade

Craig McLaughlin, Personal Licence Holder/Premises Licence Operator

Representative of the Chief Constable:-

Sergeant David Holmes, Licensing Sergeant, L Division, Police Scotland

Persons having functions relating to Health, Education and Social Work:-

Sylvia Chatfield, Head of Mental Health, Learning Disabilities and Addictions, West Dunbartonshire Community Health and Care Partnership

Representative for Young People:-

Jessica Boyle, Member of the Scottish Youth Parliament - Dumbarton & Alexandria

Tian-Qi Yu, Member of the Scottish Youth Parliament - Clydebank & Milngavie

Representative of Persons resident within the Forum's area:-

Linda Speir, Silvertoun and Overtoun Community Council

Pauline Larking, Bonhill and Dalmonook Community Council

Isabel Plunkett, Old Kilpatrick Community Council

Representative of Members Clubs within the Forum's area:-

Vacancy

Representative of Supermarkets:-

Allan Cowan, Lidl Supermarket, Dumbarton

Representative of Pubwatch:-

Vacancy

Chair of the Licensing Board:-

Councillor Ian Dickson

Councillor June McKay

Licensing Standards Officers:-

Peter Clyde, Licensing Standards Officer

Lawrence Knighton, Licensing Standards Officer

Officers:-

Peter Hessett, Clerk to the Licensing Board

Nigel Ettles, Interim Depute Clerk to the Licensing Board

Robert Mackie, Senior Officer (Licensing Services), Regulatory

For information on the above agenda please contact Lynn Straker, Committee Officer, Regulatory, Municipal Buildings, Station Road, Dumbarton G82 1NR

Email: lynn.straker@west-dunbarton.gov.uk

Minutes of Meeting of West Dunbartonshire Local Licensing Forum**Tuesday, 14 June 2022 at 2.00 p.m. held by Zoom Video Conference****Present:**

Paul Smith, Representative for Entertainment Section of the Licensed Trade (Chair of Licensing Forum)

Councillor Ian Dickson, Chair of the Licensing Board

Lawrence Knighton, Licensing Standards Officer (LSO), West Dunbartonshire Council

Sergeant David Holmes, Police Scotland – Licensing Sergeant for West Dunbartonshire

Sylvia Chatfield - Head of Mental Health, Learning Disabilities and Addictions, West Dunbartonshire Council

Pauline Larking, Bonhill and Dalmonach Community Council

Councillor John Millar, Member of Licensing Board, West Dunbartonshire Council

Councillor Lawrence O'Neill, Member of Licensing Board, West Dunbartonshire Council

Attending:

Nigel Ettles, Interim Depute Clerk to the Licensing Board

Lynn Straker, Committee Officer, West Dunbartonshire Council

Also Attending:

Christine Anderson, Health Improvement - Health and Social Care Partnership

Sophie Marshall, Working4U Development Officer

Apologies:

Councillor June McKay, Member of Licensing Board, West Dunbartonshire Council

Peter Clyde, Licensing Standards Officer (LSO), West Dunbartonshire Council

Craig McLaughlin, Representative for Premises Licence Holders

Linda Speir, Silverton and Overtoun Community Council

Isobel Plunkett, Old Kilpatrick Community Council

Tian Qi Yu, MSYP Representative

Jessica Boyle, MSYP Representative

Mr Paul Smith in the Chair**CHAIRPERSON'S REPORT**

The Chairperson, Mr Paul Smith, provided an update on the business of the Forum for 2022/23. He welcomed the new Members of the West Dunbartonshire Licensing Board and thanked the outgoing Chair of the Licensing Board, Councillor Ian

Dickson, for his dedicated work and commitment to the Licensing Forum throughout his tenure. He noted that West Dunbartonshire Licensing Board and Licensing Forum had been pioneering in the work they had done throughout the Covid pandemic and endured what had been a particularly difficult time for the hospitality industry. He added that there were tough times ahead for the industry and its recovery would take some time.

He also commented on the additional pressures facing the industry, namely:-

- The cost of living crisis;
- The increase in costs of electricity and gas, particularly in a commercial sense having almost doubled making the running of hospitality establishments a costly business;
- The loss of client base for hospitality, with numbers of customers turning to the off-sales market rather than on-sales premises; and
- The cost of large debts that had been run up throughout the lockdown months.

MINUTES OF PREVIOUS MEETING

The Minutes of the Meeting of the Licensing Forum held on 8 March 2022 were submitted and approved as a correct record.

A REVIEW OF LICENSING RELATED ACTIVITY CARRIED OUT BY HEALTH THROUGHOUT 2021/22

Sylvia Chatfield, Head of Mental Health, Learning Disabilities and Addictions within West Dunbartonshire Health and Social Care Partnership, provided an overview of health activity during 2021/22 in relation to Licensing. She detailed the current Alcohol Harm Indicators which were used by Health when reviewing and responding to licensing applications and noted, in comparison to Scotland overall, West Dunbartonshire's stats were the worse.

Sylvia also updated the Forum on the current Planet Youth in Scotland survey which was completed by S3 pupils in Clydebank High School giving a better understanding of our young people and their access to and consumption of alcohol.

Sylvia lastly noted that West Dunbartonshire had some of the worst alcohol harm rates in Scotland and asked the Forum to note these findings and support measures to tackle the problem.

COVID-19 AND IMPACT ON LICENSING IN SCOTLAND UPDATE

Mr Smith, Chairperson, provided a verbal update on the impact of Covid-19 on Licensing in Scotland. He advised that we are beginning to now see the data on the significant shift of consumption of alcohol from the On-Sales trade premises to Off-Sales which was understandable when the hospitality industry was

effectively closed but had now re-opened, showing that customers were still slow in returning.

He advised that it was worth noting that the cost of production of alcohol, including the cost of ingredients, had sky-rocketed in recent months since the pandemic had eased, which would inevitably increase the on-trade price of alcohol. He further advised that only the large supermarkets would be better equipped to absorb the additional costs effectively and this could really effect the smaller on-trade and off-sales licensed premises.

Lastly, Mr Smith advised that one of the key duties of the Licensing Board was to produce an Overprovision Policy. The existing Policy would have to be refreshed and all of partner agencies who inputted significantly to the existing Policy would be required to liaise and update their contribution to the new Policy. He asked Lawrence Knighton, Licensing Standards Officer for West Dunbartonshire Council to research what was required and also the deadline date for the new Overprovision Policy and circulate this information to Forum members.

LICENSING STANDARDS OFFICER'S – UPDATE

Lawrence Knighton, Licensing Standards Officer, West Dunbartonshire Council provided a verbal update on issues and events that may be of interest to the Forum. He noted that Pub watches had been successfully re-established since the pandemic which was good news for the trade. He advised that they were noticing a certain amount of normality returning to the trade such as larger events taking place, e.g. the Kiltwalk and Pipe Band Championships etc. Equally there was an increased amount of interest in smaller community events and West Dunbartonshire had received 245 occasional license applications this year so far and the average pre-pandemic was 300 for the full year so it appeared things were back on track to where they were prior to the pandemic.

Mr Knighton also noted that there was an ongoing project to reduce trouble in local green space and parks etc. in conjunction with Police Scotland aimed at making outdoor spaces safer.

He also asked for assistance from the Forum on the use of Occasional Licenses for outdoor beer gardens on Licensed Premises. The regulations for Occasional Licenses being granted were relaxed during the pandemic to make socialising and social distancing easier, however this relaxing of the rules will cease in September 2022 and there was concern that the Scottish Government may then request the applicant to seek Planning permission for the outdoor space, so Forum members will need to liaise closely to decide if Occasional Licenses going forward will continue to be the norm or if it would be for Planning to make the final decision. The Licensing Board will require to work closely to ensure correct decisions are made on applications; particularly when there has been very little trouble, if any at all, driven from these outdoor spaces and they have been of great assistance to the trade.

**LICENSING (SCOTLAND) ACT 2005 – STATISTICAL INFORMATION:
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UPDATE FROM POLICE SCOTLAND

The Licensing Sergeant, Sergeant David Holmes, Police Scotland, introduced himself to the Forum as this was his first meeting and stated that he was looking forward to working closely with Members of the Forum. He advised, from a Police perspective, that they were beginning to see a return to normal in terms of post-pandemic and the public slowly returning to on-sales premises.

He noted that since he had been appointed to the Licensing Sergeant role there had not been anything glaring or urgent requiring to be dealt with in terms of License trade in West Dunbartonshire. Any incidents which had been raised he had noted that Police Scotland had worked well with the LSOs and License holders to offer additional support and be more pro-active in the area to ensure it did not happen again. Sergeant Holmes advised that he would liaise with LSOs and the Interim Depute Clerk in the coming months and discuss anything he could bring back to the next Licensing Forum meeting.

DATE OF NEXT MEETING

The Forum was requested to agree the date, time and venue of its next meeting. It was proposed that the next meeting be held as a Joint Meeting of the Licensing

Board and the Licensing Forum on Tuesday, 6 September 2022 at 10.00 a.m. as a Hybrid Meeting, with Members having the option of attending in person in the Civic Space, 16 Church Street, Dumbarton, or remotely via Zoom Video Conference.

The Forum noted that this date, time and format would require to be approved by the new Chair of the Licensing Board on 21 June 2022 and by West Dunbartonshire Council on 22 June 2022, and that Members of the Licensing Forum would be emailed to confirm the date once fully agreed.

The meeting closed at 2.57 p.m.

DRAFT