

Licensing Forum

14:00, Tuesday 12th September - Dunedin Room, City Chambers

In Attendance

Roger Colkett, Chris Wiggleworth, Jim Sherval (NHS), Norman Tinlin, Bridget Stevens, Nick Fraser, Isla Burton, Rosaleen Harley, Peter Swanson, Emily Noble (PC), Craig Young (LSO), Sgt. John Young (PC).

GUESTS

Alcohol Focus Scotland (x2)

Ambulance Service - Andrew Smith, Bryan Finlay (BF)

Cllr Mary Campbell

1. **Apologies** - John Lee, Graeme Arnott, Denis Williams, Sam Piacentini, Penny Richardson, Robin Morris.
2. **Minutes Approved** – RC queried if Andrew Mitchell is going to be attending Forum to confirm if the constitution is agreed. IB stated draft constitution circulated - comments have been considered by AM and circulated to Forum members who submitted comments.
3. **Licence Conditions** – defibrillators; PS suggested that new licenced premises have 'new' condition. BF gave presentation (circulated to members). Public access to defibrillators is an issue. Increase awareness and presence of use/availability of defibs. 80% of potential survival if defib is available in event of cardiac arrest. Demonstration on use of defib given. NT – is there a universal defib 'logo'? NT – is there a data source where all public can access and check where the closest defib is? BF – emphasis on people knowing they can go into any licensed premises to access one. Use of QR codes increasing. BS – does the machine make clear where to place pads. BF – machine is clear and will continue to work if the pads aren't perfectly placed. Cllr Mary Campbell – can we have them put in public places (concerns from constituents). NHS – working to deliver 999 service where if you call, they will tell you where the nearest one is. More people install them and register with St John's, the more public will be able to make most of them. Cllr MC – how many in specific radius is needed? BF – no exact figure but ideally as many as possible. NF – placement of machine currently, are they located with training having been provided to staff within vicinity. BF – some organisations have training for staff but are promoting online instructions etc. always call 999 in event of use so there is direct support for person using the defib. Emergency response being developed to ensure that if someone calls 999, they can tell them where their closest defib is. Training not needed to use the defib. IB – how likely is someone to suffer cardiac arrest? NHS – "double decker bus a week and only 2 off the bus will survive a cardiac arrest without defib etc". The ease of using the machine increases their confidence, removes fear of using these machines. CW – servicing and maintenance of machines? BF – machine is designed to check itself if it is in working order. Rest time of 4 years, but machine

will bleep if there is something wrong. Gel pads have 'best before date' – 2 years. Simple checking of the machine that machine is not dead, pads etc. are in date. Every month, ambulance service check all registered defibs are still in same locality and work etc. PS – children defibs are available and have 'key' that goes into adult machine to slightly change instructions on how to use. BS – asked for contact details for NHS to come along to community groups for talks. NHS will leave their contact details and are happy to come out.

4. **Police update** – licensing board & NHS out for Night-time economy visit in city centre and went along to some licensed premises and night club to review risks etc. More visits are planned. Chief Constable report not yet gone before the Board so after that, we will circulate to Forum members. Due to go before the Board on 25 September.
5. **AOCB** – RC – when will the forum will be constituted in future? IB – draft constitution circulated and expect the council to grant as is, with very little if any change to draft. NF – possibility for full council in October? IB – changes to forum will be subject to change in constitution, except for locality changes.

JS – joint meeting coming up and wondered if anyone had any points to discuss with Board? Update on board policy? RH – asked all members to provide details of any issues they wish to be included in the board policy. IB – NF to confirm date for joint meeting with Board. NF – joint meeting should be held after forum constitution is granted. But delays in constitution could possibly push the joint meeting ahead. Board Policy report due at September Board to set outline or process of Board Policy and not specific elements of the policy (e.g. consultation time line, who they need to consult).

NT – are we able to arrange Forum meetings for a year in advance, as is the case with the full council diary. ALL AGREED. Cllr MC – apologies for missing the beginning of the meeting. BS – meetings to alternate dates and times – IB pointed out that this would be subject to availability of rooms. BS - Convenorship rotation should be a possibility and this item will appear on agenda of future meetings, but no changes to membership/convenership until constitution is agreed.

PS – follow on from presentation, are we going to take this forward as a recommendation to the Board on its policy? RH – do not have a full membership available today to agree as a recommendation, but will keep on agenda for future meetings to ensure that all members have a chance to comment. NF – defib condition cannot be made a condition of the licence (statutory conditions) without some form of public consultation etc. Board should give consideration to this as part of its policy, if the Forum agrees to make this a recommendation. Board has to respond to any recommendations made by the Forum. PS – feel strongly about making positive change and that is the purpose of the Forum. NT – wanting clarity on which type of premises. PS – hotels, pubs, clubs, restaurants etc. Or for all new applications or transfers (with end result of eventually having all licensed premises having them). RC – will support the objective of public health etc. NF – cost could be an issue but if the Board make this a condition, they will be imposing a cost on them. Board cannot condition a licence at the time of a transfer. New applications are a possibility but not transfers. JS – can we agree to make a recommendation but not as a condition, but for the Board to look at this issue. What can we and what can't we do – as per the legislation? PS – emergency lighting, fire extinguishers, conditions for training are now all mandatory conditions, can we recommend this or not? JS – make recommendation to the

Board now. Suggest to Board this be a condition in support of the licensing objectives. NT – disagree, this should be an advisory not a condition. NF – possibly invite BF back to present today’s presentation to the Board. Will give the Board more information to consider this as a condition. Joint meeting is the opportunity to discuss this ‘condition’ in greater detail. JS – wanting to move on and discuss other elements of the Board policy. Wanting to come to an agreement on if this is a recommendation or not to allow for more time to be spent on other matters. RH – confirmed discussion of defibrillators to be on agenda of Joint meeting.

IB – Alcohol Focus Scotland, can the Forum members benefit from training from them? Basics on Forum member’s role, relevant legislation, develop action plan for the Forum. AFS are happy to provide further training to the Forum members. Full day’s training can be tailored to the needs of the Forum and shortened to 2 half days. When do you want this training, what do you want training on and then AFS can develop an appropriate training course. NT – should be wait until the constitution is concluded and vacant positions on the Forum filled? IB – need to move on with key issues. JY – agreed with IB as progress needs to be made and not to miss opportunities to achieve a structured action plan – and will benefit from the members’ training. AFS – training can focus on what the Forum can contribute. IB – has invited responses from members on what training they want and their general opinion on what AFS have offered us. AFS – can incorporate Personal Licence Training elements as part of any course agreed.

6. **Date of next meeting** – wait until Board have seen constitution? NF – council need to sign off constitution and then Board can meet with Forum. IB – to follow up to confirm date on constitution being approved by full council and then will be in touch with Forum to confirm a date for next meeting. NT – can Board see draft constitution. NF – no, the full council sign off and then it’s formally reported to the Board. IB – will make decision on next date (Forum meeting and then break and then joint meeting).