

Orkney Local Licensing Forum meeting

10 July 2024

REPORT OF THE LICENSING STANDARDS OFFICER

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1. Background

This report updates the Orkney Local Licensing Forum (The Forum) on the activities of the Council’s Licensing Standards Officer during the period 01 April 2024 to 24 June 2024. Please note that within this report the names of licence holders and licensed premises have been removed to assist complying with data protection provisions.

2. Current staffing arrangements

The Council does not have a full time LSO or an officer for whom undertaking the role of LSO is the main stated purpose of their job. The function of “licensing standards (alcohol)” continues to be carried out by the Service Manager for Environmental Health who endeavours to deliver LSO functions in addition to their other work. In this reporting period there has been a significant volume of other critical pressing work, meaning unfortunately some licensing deadlines have been missed. Work is underway with Senior Management to look at longer term options for providing a resilient and sustainable staffing resource for the LSO (alcohol) function, and the Licensing Forum will be kept aware of developments in this regard. Although the LSO function is managed from within the Council’s Environmental Health team, it is independent and separate to other environmental health work.

3. Review of activities 01 April 2024 to 24 June 2024

In accordance with LSO functions, the following activities are of note:

The LSO has been requested to provide comments on the following applications:

Type of application	Number
Application for premises licence (including variations)	5
Application for occasional licence	63
Application for extended hours	0
Application for personal licence	5

The following reports have been made by the LSO to the Licensing Board:

Type of LSO report	Number
Section 38(4)(a) Licensing (Scotland) Act 2005 [LSO response to an application for review of a licence]	0
Section 69(3) Licensing (Scotland) Act 2005 [LSO comments on the determination of an application for extended hours]	0

Providing to interested persons information and guidance

The following requests for information/ guidance have been received during the period covered by this report.

- Attended meetings with the Licensing Forum Chair with Senior School staff and pupils
- Provision of information to show organisers
- Contribution to discussions at Safety Advisory Group

Supervising compliance of licence holders with their licence and conditions

Given the current resources available, pro-active inspections of licensed premises are not being undertaken. Reactive inspections may be made in response to a specific application, case or investigation on a risk assessed basis. Topics of compliance dealt with in this period include:

- Visits to local premises in response to application for a new licence

Providing information to Licensing Board in response of applicants for personal licences

There have been no instances during the period covered by this report where the LSO has needed to provide information to the Board in this regard.

Providing mediation services for the purposes of resolving disputes or disagreements between licence holders and other persons

No requests for mediation services have been received during the period covered by this report.

Issuing, in appropriate circumstances a “compliance notice”

No compliance notices have been issued during the period covered by this report.

Making an application for review of a licence

No applications for review of a licence have been made by the LSO during the period covered by this report.

4. Work with partners

By invitation the LSO attending the following partnership meetings:

- Community Alcohol Partnership Meeting
- Meeting with Licensing Forum Convenor
- Alcohol and Drugs Partnership

5. Other activities/ forward look

We continue to work on planning for the Island Games 2025.

We secured funding for 1000 anti-spiking caps from the CAP. Intention is to make these available via the “Scam Action Group” stand at the County Show.

Comments provided to Licensing regarding the review of the Gambling Act policy

Promoted the CAP alcohol survey for local residents

6. Contact details for the LSO

The LSO can be contacted via the following email address LSO@orkney.gov.uk