

Item 9.



The Scottish Parliament
Pàrlamaid na h-Alba

Local Government and Communities Committee

By email only

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6 April 2018

Dear Chief Executive,

At its meeting on 28 March 2018, the Local Government and Communities Committee agreed to hold a one-off roundtable evidence session on Alcohol Licensing in Scotland. This session will focus on the ability of communities to engage with and influence alcohol licensing decisions in their areas and will take place on Wednesday 23 May 2018.

The Committee has invited a range of stakeholders to participate in the round table including representatives from two Licensing Boards and Local Licensing Forums from different parts of Scotland. The main themes of the roundtable will be:

- the transparency, accountability and public participation in the decision making processes for the licensing system,
- how LLFs operate across Scotland, and
- how appropriate levels of licensed premises in local areas are determined.

We are keen that Licensing Boards and Local Licensing Forums have an opportunity to submit any comments on the above themes should they wish to and I would therefore be grateful if you could forward this letter to your Licensing Boards and Licensing Forums for their consideration. Any comments should be provided to the Committee by **Thursday 10 May 2018**. I have set out in an Annexe to this letter information on how any written views received will be treated. If you have any queries or wish to discuss this further then please do not hesitate to contact Graeme Donoghue, the Assistant Clerk to the Committee.

Kind regards,

Bob Doris
Convener to the Local Government and Communities Committee

Written Evidence

The Committee would welcome written views from you to the Committee ahead of the session. Any submission should be sent to the Committee clerking team (in MS Word format) to LocalGovernmentandCommunities@parliament.scot by **close of business on Wednesday 10 May**. Please let me know as soon as possible if it will cause you any difficulties.

All submissions to the Parliament are published in line with its policy on the treatment of written evidence. A link to the policy is attached below – please let us know whether you are content for any submission to be published in line with this policy.

[Policy on treatment of written evidence by subject and mandatory committees](#)