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ABERDEEN CITY COUNCIL

To: George Wyatt, Convener; Craig Adams, Vice Convener; and Gerard Rattray (Representative of Holders of Premises Licences/Personal Licences); Inspector John Soutar (Grampian Police); Sandy Kelman (Alcohol and Drugs Partnership); David Wright, (Education); Mairi MacLeod (Children's Services); Linda Smith (Health); Heather Manning (Samaritans); Garry Burnett, JP McGivney, and Mike Saint (Community Safety); Mary Crawford, Allan McIntosh, Ken Eddie, Councillor Martin Greig (Representatives of Residents within the Forum's Area); Barry Black and Callum Martin (Representative of Youth) and Diane Sande (Licensing Standards Officer).

Town House,
ABERDEEN 07 November 2012

LOCAL LICENSING FORUM

The Members of the **LOCAL LICENSING FORUM** are requested to meet in Committee Room 5 - Town House on **THURSDAY, 15 NOVEMBER 2012 at 2.00 pm.**

JANE MACEACHRAN
HEAD OF LEGAL AND DEMOCRATIC SERVICES

B U S I N E S S

GENERAL

- 1.1 Minute of the Previous Meeting of 6 September 2012 (Pages 1 - 6)
- 1.2 Agenda and Minute of Licensing Board Meeting of 21 August 2012

The agenda for this meeting can be found at:

<http://committees.aberdeencity.gov.uk/ieListDocuments.aspx?CId=151&MIId=2598&Ver=4>

- 1.3 Workplan/Decision Sheet (Pages 7 - 10)
- 1.4 Response from Licensing Board - to follow (Pages 11 - 12)
The Licensing Board are due to meet on Tuesday 13 November 2012, where the letter submitted from the Licensing Forum will be considered.
- 1.5 Alcohol Focus Scotland - for information (Pages 13 - 24)
- 1.6 Statement of Licensing Policy Timeline - for information (Pages 25 - 26)
- 1.7 Dates for 2013 (Pages 27 - 28)

INTELLIGENCE (TO INFORM THE WORKING GROUP OF THE LICENSING FORUM)

LICENSING OBJECTIVE 1: PREVENTING CRIME AND DISORDER

- 2.1 Update from Inspector John Soutar, Grampian Police

LICENSING OBJECTIVE 2: SECURING PUBLIC SAFETY

- 2.2 Update from Licensing Standards Officer and Councillor Martin Greig, Chair of Aberdeen Community Safety Partnership

LICENSING OBJECTIVE 3: PREVENTING PUBLIC NUISANCE

- 2.3 Update from Unight Representative

LICENSING OBJECTIVE 4: PROTECTING AND IMPROVING PUBLIC HEALTH

- 2.4 Update from Linda Smith, Public Health NHS Grampian, and Sandy Kelman (Alcohol and Drug Partnership)

LICENSING OBJECTIVE 5: PROTECTING CHILDREN FROM HARM

- 2.5 Update from Mairi MacLoed, Children's Services Representative

MATTERS ARISING

- 3.1 Any other Competent Business
- 3.2 Date of Next Meeting - 13 February 2013

Website Address: www.aberdeencity.gov.uk

Should you require any further information about this agenda, please contact Lynsey McBain on 01224 522123 or email lymcbain@aberdeencity.gov.uk

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LOCAL LICENSING FORUM

Thursday, 6 September 2012

Present: Garry Burnett, Mary Crawford, Ken Eddie, Councillor Martin Greig, Sandy Kelman, Audrey Kirkpatrick, Mairi MacLeod, Heather Manning, JP McGivney, Diane Sande, Linda Smith, Inspector John Soutar.

Also Present: Councillor Graham Dickson, Licensing Board and Lynsey McBain, Clerk to the Local Licensing Forum.

Apologies: Gerard Rattray and David Wright.

APPOINTMENT OF CONVENER

1. Due to the absence of both the Convener and Vice Convener, Garry Burnett took to the chair for the meeting.

MINUTE OF PREVIOUS MEETING OF 21 JUNE 2012

2. The Forum had before it the minute of the previous meeting of 21 June 2012.

The Forum Resolved:-

- (i) to replace the words "off sales" with "variety" under article 8 paragraph 3, to read "Diane explained that over 50 visits to a variety of premises had taken place".
- (ii) to otherwise approve the minute as a correct record.

MINUTE OF JOINT MEETING OF 16 AUGUST 2012

3. The Forum had before it, the minute of the Joint Meeting with the Licensing Board, for information.

The Forum noted that the Joint Meeting had been a very positive meeting and they looked forward to working with the new Licensing Board members.

The Forum resolved:-

to note the minute.

AGENDA AND MINUTE OF LICENSING BOARD

4. With reference to article 3 of the minute of the previous meeting, the Forum had before it, the minute of the Licensing Board of 26 June 2012, for information.

The Forum resolved:-
to note the minute.

WORKPLAN AND DECISION SHEET

5. With reference to article 4 of the minute of the previous meeting, the Forum had before it an updated workplan.

The Forum resolved:-

- (i) to remove item 1 (Doors Supervisor Working Group) item 4 (Protecting and Improving Public Health – City Voice); and item 6 (Staffing Levels); and
- (ii) to otherwise note the workplan.

DOORS SUPERVISOR WORKING GROUP – ADDITIONAL MEMBER

6. With reference to article 5 of the minute of the previous meeting, the Forum had before it a note from the clerk to the Licensing Board, which advised that at the first meeting of the Licensing Board, it appointed one additional member to the Doors Supervisor Working Group. As a result, the Board had asked if the Forum would also like an additional member on the group.

Inspector Soutar gave a brief synopsis of the group and explained that the main aim of the group was to get consistency with door staff at licensed premises however noted that the group had not met since April due to the local government election. Licensing Board members however were now all trained and so the meetings could commence again in the foreseeable future.

It was suggested that the extra member be allocated from Unight and John Paul McGivney noted that it would be discussed at Unight's November meeting.

The Forum resolved:-

- (i) to request that an additional member for the Doors Supervisor Working Group be allocated by Unight; and reported back to the next meeting of the Forum; and
- (ii) to otherwise note the information provided.

JOINT AIMS AND OBJECTIVES

7. With reference to article 4 of the Joint Meeting with the Licensing Board, the Forum discussed the joint aims and objectives of the Licensing Board and Forum and noted that since the joint meeting in August, nothing had been done to progress this.

At the joint meeting, it was suggested that a small working group would be set up with Licensing Board and Forum members, to discuss the joint objectives. The Forum discussed which partners would form part of the small working group and also noted that monthly meetings of the Working Group would be very beneficial for progressing the work to be undertaken.

The Forum resolved:-

- (i) to recommend to the Licensing Board that should the working group be set up, that the members of the Working Group from the Licensing Forum would be Inspector John Soutar (Grampian Police), Diane Sande (Licensing Standard Officer), Linda Smith (NHS Grampian), Sandy Kelman (Alcohol and Drug Partnership), Mairi MacLeod, (Children's Services), Garry Burnett, (Grampian Fire and Rescue), Ken Eddie, (Civic Forum representative) and a representative from Unight, to be identified at a later date; and
- (ii) to otherwise note the information provided.

ABERDEEN CITY ALCOHOL & DRUGS PARTNERSHIP STRATEGY 2009-2019

8. With reference to article 9 of the meeting of the Joint Meeting with the Licensing Board and Forum, the Forum heard from Garry Burnett who advised that the Aberdeen City Alcohol & Drugs Partnership Strategy for 2009-2019 had been published.

Garry explained that the strategy was split into 3 sections, and from the Grampian Fire and Rescue point of view, the strategy would be adopted immediately.

The Forum discussed the strategy in detail and focused on the sale of alcohol from supermarkets. Discussion then focused on the amount of premises which hold alcohol licenses and Sandy Kelman questioned how easy it would be to arrange for a statistical mapping exercise to be carried out. The mapping would be carried out on both off sales and on sales across Aberdeen City and the mapping of the off-sales should detail the location of the premise and total square area of shelf space used at each location for selling alcohol.

The Forum concluded that the collation of this statistical data would be extremely useful in relation to work needed to be done in preparation for the new policy statement, especially around the section on overprovision.

The Forum resolved:-

- (i) to request that the Licensing Board formally acknowledges the publication of the Aberdeen City ADP Alcohol strategy and endorses that they are in agreement with its aims and objectives;
- (ii) to request that the Licensing Board arrange for a statistical mapping exercise to be carried out on off-sales and on-sales across Aberdeen City, which would detail the location of the premise and total square area of shelf space used for selling alcohol; and
- (iii) to otherwise note the information provided.

CITY VOICE QUESTIONNAIRE RESULTS

9. The Forum had before it an abstract from the recently published City Voice Questionnaire which produced the results to the various questions asked.

The paper explained that the questionnaire was carried out by Aberdeen City Alcohol and Drugs Partnership, which is a multi agency partnership with members from

Aberdeen City Council, NHS Grampian, Grampian Fire and Rescue Service and the Third Sector, formed in 2009 to deliver improvements in the quality of life for the people of Aberdeen in regards to alcohol and drugs. The survey focused on alcohol 'off-sales' which referred to alcohol purchased to consume outwith pubs, bars, restaurants and clubs.

In relation to the results of the survey, it was noted that one of the most important responses was to the question on whether the panellists had purchased off-sales alcohol anywhere that was not a pub, club or restaurant during the last 12 months. The response showed that 81.8% had done so and only 18.2% had not. It was also recorded that in relation to this, the proportion of male respondents who had bought off-sales alcohol was noticeably higher than the proportion of females, noted at 86.3% compared to 77.7%. Younger panellists also seemed more likely to purchase off-sales alcohol and the proportion of respondents who had done so was the highest among those aged 16-34, recorded at 87.5%.

Garry Burnett spoke in furtherance of the questionnaire, and advised that he had met the media today along with Sandy Kelman in order to promote the results gathered from the questionnaire. Members also discussed the results and noted that the survey had gathered very worthwhile data which could be used positively in the future.

Sandy finally explained that it was very important to change the culture around alcohol sales, and noted that at the press release, it was acknowledged that the Civic Forum had also been involved with the City Voice Questionnaire, as well as Aberdeen City Alcohol and Drugs Partnership.

The Forum resolved:-

- (i) to request the Licensing Board formally acknowledge the results from the results of the Aberdeen City Voice questionnaire 26 (Alcohol purchase and promotion);
- (ii) to request that the Licensing Board agrees that the information from the questionnaire should be considered as part of the intelligence/data which would help to inform them in the work to be undertaken in preparing for the drafting of the updated Licensing Board policy;
- (iii) to request that the clerk circulate an email from the Alcohol and Drug Partnership in relation to the launch of the Alcohol Strategy to all members of the Licensing Forum and Board; and
- (iv) to otherwise note the information provided.

LICENSING OBJECTIVE 1: PREVENTING CRIME AND DISORDER

10. The Forum heard from Inspector John Soutar, Grampian Police in relation to Licensing Objective 1, Preventing Crime and Disorder.

Inspector Soutar advised that serious assaults within the city centre had declined in recent months and from May until August, only one serious assault had been reported within licensed premises. Inspector Soutar congratulated Unight for all their work in regards to this.

Inspector Soutar went on to advise that the "Is it Worth it" DVD was now being shown within the school curriculum.

The Forum resolved:-

to note the information provided.

LICENSING OBJECTIVE 2: SECURING PUBLIC SAFETY

11. The Forum heard from Diane Sande, Licensing Standards Officer in relation to Licensing Objective 2, Securing Public Safety.

Diane advised that since June, 3 notices of compliance had been issued and also 39 visits had been undertaken to various premises. Finally Diane explained that a joint operation with Grampian Police was carried out in late August, which tested various toilets within licensed premises for illegal drugs.

The Forum resolved:-

to note the information provided.

LICENSING OBJECTIVE 3: PREVENTING PUBLIC NUISANCE

12. The Forum heard from John Paul McGivney, Unight, who advised that there was no update to be given in relation to Licensing Objective 3, Preventing Public Nuisance.

The Forum resolved:-

to note the information provided.

LICENSING OBJECTIVE 4: PROTECTING AND IMPROVING PUBLIC HEALTH

13. The Forum heard from Linda Smith, NHS Grampian and Sandy Kelman, ADP, in relation to Licensing Forum 4, Protecting and Improving Public Health.

Linda advised that there was no update to be given from NHS Grampian. Sandy explained that the Scottish Government had recently set targets for individuals to receive treatment from the service and by March 2013 individuals shouldn't have to wait more than 3 weeks to get treatment. Sandy finally advised that the service was coping well at present.

The Forum resolved:-

to note the information provided.

LICENSING OBJECTIVE 5: PROTECTING CHILDREN FROM HARM

14. The Forum heard from Mairi MacLeod, Children's Services at Aberdeen City Council, in relation to Licensing Objective 5, Protecting Children from Harm.

Mairi circulated to members the "Getting it Right for Every Child in Aberdeen" operational guidance for 2012, which summarised the Getting it Right values and

principles, the core components and provided an overview of how all agencies would use the Getting it Right approach in Aberdeen.

Mairi explained that Children's Services work under Integrated Children's Services and the circulated guidance highlighted how they delivered various services.

The Forum resolved:-

- (i) to request that the clerk forward on the Getting it Right for Every Child operational guidance via email to all members of the Forum; and
- (ii) to otherwise note the information provided.

-GARRY BURNETT, Acting Convener

ABERDEEN LOCAL LICENSING FORUM

WORKPLAN AS AT 15 November, 2012

Remit of Local Licensing Forums as set out in the Licensing (Scotland) Act 2005 – keeping under review the operation of the Act in the Forum’s area and in particular the exercise by the Licensing Board of their functions including giving advice and making recommendations to the Board in relation to those matters where the Forum considers it appropriate. The Act does not enable a Forum to review or give advice or make recommendations in relation to the exercise by a Board of their function in relation to a particular case. “Case” is taken to mean an application before a Board and in the interests of natural justice is also taken to mean individual licensed premises. The preferred route for consideration of complaints about the running of licensed premises is to write directly to the Clerk or Depute Clerk to the Licensing Board.

The Licensing (Scotland) Act 2005 requires Licensing Boards in exercising any of their functions to have regard to any advice given or recommendations made to them by a Local Licensing Forum and where the Board decides not to follow the advice or recommendation to give the Forum reasons for that decision, the Board must provide copies of relevant statistical information to the Forum as it may reasonably require for the purposes of its general functions.

Licensing Standards Officers have a general function of providing to interested persons information and guidance concerning the operation of the Act, supervising compliance with the Act and the conditions of their licences by holders of Premises Licences and Occasional Licences and mediate between communities and the trade or between any two parties where there is a need to resolve a local problem and develop a local solution. LSOs do not act as “policemen” with regard to licensing but they will liaise with the police and other relevant officials such as Environmental Health Officers in pursuit of the objectives of the Act.

No	Licensing Objective	Update/Outcome/Response	Referrals to Licensing Board or Clerk	Recommendation to Statement of Licensing Policy Consultation
(1)	<p style="text-align: center;">Preventing Crime and Disorder</p> <p style="text-align: center;">•</p>			

No	Licensing Objective	Update/Outcome/Response	Referrals to Licensing Board or Clerk	Recommendation to Statement of Licensing Policy Consultation
(2)	<p>Securing Public Safety</p> <ul style="list-style-type: none"> • Find out from communities what are their areas of concern. • To receive reports from the Licensing Board containing relevant statistical information. • Doors Supervisor Working Group 	<p>The Community Council Liaison Officer is now included in the distribution list of the Forum so that she can disseminate a request for continued communication to all community councils.</p> <p>The Forum and Board will continue to liaise at joint meetings. An invite to the Depute Clerk of the Board to attend a meeting to discuss incoming legislation was made.</p> <p>At the first meeting of the Licensing Board after the local elections, it appointed one additional member to the Doors Supervisor Working Group. As a result, the Board had asked if the Forum would also like an additional member on the group.</p>	<p>A member would be allocated from Unight and reported back to the November meeting.</p>	
(3)	<p>Preventing Public Nuisance</p> <ul style="list-style-type: none"> • Improve intelligence in relation to statutory bodies. 	<p>The Forum is gaining experience as it considers topics and input from Forum members who are representatives of relevant agencies. The Forum has</p>		

No	Licensing Objective	Update/Outcome/Response	Referrals to Licensing Board or Clerk	Recommendation to Statement of Licensing Policy Consultation
		been represented at conferences and training events and will continue to do so.		
(4)	Protecting and Improving Public Health			
(5)	Protecting Children from Harm			
(6)	Any Other Competent Business Raised <ul style="list-style-type: none"> To request an outline from the Licensing Board on measures it will employ to ensure compliance with the five licensing objectives. This is being addressed as part of the review of the Statement of Licensing Policy. 	<p>Licensing Standards Officer one other officer has been trained in the Licensing Act duties. Other staff have also received elements of LSO training and this should facilitate a more proactive approach in relation to visiting licensed premises. The LSO's Line Manager will continue to monitor her workload which is standard Council practice. At the joint meeting with the Board on 23/4/10 it was confirmed that it will continue to monitor statistical trends in relation to crime and if possible health and other indicators in order to evaluate contributions to the achievement of the licensing objectives.</p>		

ACTIONS FOR LICENSING FORUM IN
ALCOHOL STRATEGY 2009 – 2019 AND IN ALCOHOL RELATED DISORDER IN THE CITY CENTRE ACTION PLAN

- (1) Reducing Consumption – The Licensing Board will consult widely on specific measures to deliver and enhance their policy including receiving advice from the Licensing Forum.
- (2) Prevention (a) – Encouraging developments to increase access to food and non-alcoholic drinks in clubs and the licensed premises at night in liaison with Unight, the Licensing Board and City Centre/Safer Aberdeen Forum.
- (3) Prevention (b) – Review to establish how a more preventative approach to over-consumption of alcohol can be devised in partnership between the Licensing Board and the trade.
- (4) Prevention (c) – Attract different types of premises to offer family orientated entertainment such as late night coffee shops, cafes, etc. in liaison with the Licensing Board, Unight, Safer Aberdeen Forum and Economic Development staff.

committees/aberdeen local licensing forum/Notes/workplan may 2012



Licensing Forum Contact: Lynsey McBain, Town House, Aberdeen
Telephone Number: 01224 522123
Email: lymcbain@aberdeencity.gov.uk

September 2012

Councillor Marie Boulton
Convener of the Licensing Board
Aberdeen City Council
Town House
Aberdeen

Dear Councillor Boulton

REQUESTS FROM LOCAL LICENSING FORUM

The Local Licensing Forum held a meeting on Thursday 6th September 2012. During discussion, Licensing Forum members decided that a letter should be sent to the Licensing Board asking that it consider the following.

1. The Licensing Forum requests that the Licensing Board set up a sub-group involving members of the Licensing Board and Licensing Forum in order to explore intelligence / data that is required to assist the Licensing Board in preparation for its work on drafting the updated Licensing Board Policy due to be published in November 2013.

If this request is agreed, the Licensing Forum nominates: Inspector John Soutar, Grampian Police; Garry Burnett, Grampian Fire and Rescue; Diane Sande, Licensing Standards Officer; Linda Smith, NHS Grampian; Sandy Kelman, Aberdeen City ADP; Mairi MacLeod, ACC Childrens Services; Ken Eddie, Civic Forum representative and a representative (still to be identified) from 'Unight' to sit on this sub-group.

2. The Licensing Forum requests that the Licensing Board formally acknowledge the recently refreshed publication of the Aberdeen City ADP Alcohol strategy and endorse that they are in agreement with its aims and objectives.

3. The Licensing Forum requests that the Licensing Board formally acknowledge the results from the recently published results of the Aberdeen City Voice questionnaire 26 (Alcohol purchase and promotion) and agree that this information should be considered as part of the intelligence / data which will help to inform it in the work it will do in preparing for the drafting of the updated Licensing Board Policy.
4. The Licensing Forum requests that the Licensing Board arrange for a statistical mapping exercise to be carried out on, a) off-sales, and, b) on sales, across Aberdeen City. The mapping of the off-sales should detail the location of the premise and total square area of 'shelf space' used at each location for the purposes of selling alcohol. The Licensing Forum considers that the collation of this statistical data would prove extremely useful in relation to work needed to be done in preparation for the new policy statement, especially around the section on overprovision.

Thank you in advance and we will look forward to the Boards response.

Yours sincerely

Local Licensing Forum



4 October 2012

Ms Lynsey McBain
Clerk to Aberdeen City Forum
Aberdeen City Council
The Townhouse
Broad Street
Aberdeen
AB10 1AQ

Dear Ms McBain

**Licensing resource toolkit: Factsheet 1
Using evidence to support policy and decision making**

Please find enclosed a copy of *Using evidence to support policy and decision making*. This is the second part of a toolkit which Alcohol Focus Scotland is developing to provide more guidance on public health and licensing and to build on the *Rethinking Alcohol Licensing* report launched last year. I would appreciate it if you could bring this to the attention of members of the Local Licensing Forum.

The first part of the toolkit comprised of three sections: the *Changing Times* booklet, the *Licensing Process Who's Involved* sheet and the *Licensing Policy Statement Timeline*. All sections of the toolkit are available in an electronic format and can be downloaded from the Alcohol Focus Scotland website. <http://www.alcohol-focus-scotland.org.uk/public-health-and-licensing>. We also have some hard copies available of both parts – please contact enquiries@alcohol-focus-scotland.org.uk or call 0141 572 6700 if this would be of use.

If you have any queries about this toolkit, or any matters relating to public health and licensing, please do not hesitate to get in touch.

Yours sincerely

A handwritten signature in black ink, appearing to read "Evelyn Gillan".

Dr Evelyn Gillan
Chief Executive

reducing harm caused by alcohol

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The Registered Office is 166 Buchanan Street, Glasgow, G1 2LW

GOOD LICENSING PRACTICE

Evidence underpins effective licensing practice.

Evidence is necessary to promote the licensing objectives.

Without sufficient information, it will be difficult for a licensing board to meet its legal duty to seek to promote the licensing objectives.

There are many sources of evidence available relevant to each of the licensing objectives.

Local agencies can assist licensing boards to collect and analyse evidence.

Scotland's licensing system has five objectives:

1. preventing crime and disorder
2. securing public safety
3. preventing public nuisance
4. protecting children from harm
5. protecting and improving public health

Licensing boards, which administer the licensing system in local authority areas, must seek to promote these objectives in their work. They must do this through their policy statement; when considering whether there is overprovision of licensed premises in their area; and when making decisions on licence applications or reviews.

Promotion of the licensing objectives begins with evidence collection and analysis. Licensing boards must have sufficient information on each of the licensing objectives to be able to consider and apply the most appropriate licensing measures to achieve the objectives. Evidence also provides baseline data that licensing boards need to assess the effectiveness of their policy and practice in meeting the licensing objectives.

Many different sources of evidence can be used to inform licensing policy and practice. Local agencies, such as ADPs, health boards, and the police, can help licensing boards to collect and analyse evidence.

Experience and knowledge of licensing board members

Licensing board members have extensive knowledge of licensing matters in their area. Personal experience can count as evidence in policy and decision-making. But it is not enough. Some information relevant to the promotion of the licensing objectives can only be known through the examination of routinely collected statistics.

Published alcohol statistics/surveys

A range of alcohol statistics are centrally collated and published quarterly, annually, biennially, including crime, health, emergency services, alcohol consumption, expenditure, and sales data. This information gives an indication of the extent and magnitude of alcohol problems, as well as trends over time.

Information from local agencies on request

Some alcohol-related statistics are collected locally, but not always published. However, these may be available on request. For example, local police, social work, ambulance, and fire service statistics.

Research commissioned by licensing boards or local agencies

Research commissioned by local agencies can be used to inform licensing policy and practice. For example, a citizen's panel survey in Inverclyde collected local views on licensing matters. A survey in West Dunbartonshire revealed how far the local population travelled to purchase alcohol from a supermarket. Spatial analysis in Edinburgh demonstrated that 80% of the adult population lives within 400m of an off-licensed premises.

Qualitative information/evidence

Local agencies and organisations can be invited to testify on the impact of alcohol problems and alcohol availability in local communities. Families caring for an alcohol dependent member, or individuals in treatment services, can offer useful insights into how the accessibility and availability of alcohol in a local area influences the recovery journey.

Alcohol statistics and information are available at different geographical levels, from Scotland-wide, to data zones made up of 500 to 1000 household residents.

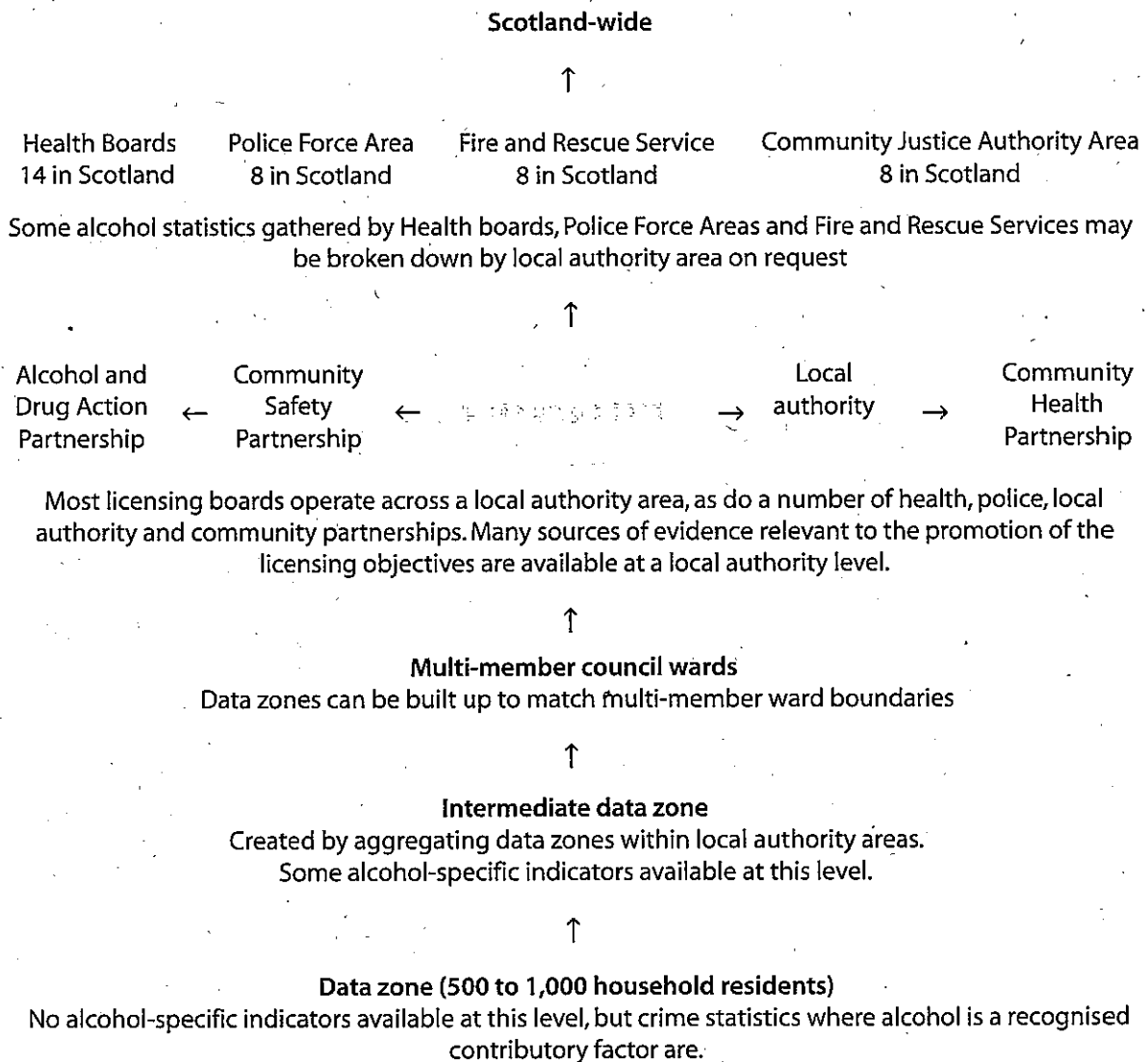
All levels of information can be used to build an alcohol profile for a local area.

Data zones and other intermediate geographies, such as intermediate data zones and multi-member wards, can be aggregated to match local authority areas. Local authority areas are amalgamated to form health boards, police force areas, fire and rescue services, and community justice authority areas.

Most licensing boards operate across a local authority area, so information at a local authority level and below will be of particular relevance.

However, national level information can be used if inference can be drawn at a local level. For example, alcohol sales data are available for Scotland. These data show that off-sales account for two thirds of the volume of pure alcohol sold in Scotland. This information is consistent with licensing board statistics showing an increase in off-sales capacity. It is also consistent with local survey data revealing that most people do most of their drinking at home. It is therefore reasonable to infer that national alcohol sales figures showing the on/off-trade split in sales more than likely reflect the situation at the local level as well, unless there is contrary evidence.

Not all alcohol statistics can be provided at every geographical level. For example, some statistics are not reliable if reported at small areas levels, such as a data zone, or below that, at a post-code level. What this means for licensing boards is that in order to promote the licensing objectives they must use the evidence that is available, at the level at which it is available, within their area.



Finding evidence

Alcohol statistics and indicators are available relating to each of the licensing objectives. Appendix 1 lists information sources available and where to find them. Some statistics provide supporting evidence for several licensing objectives. For example, indicators of alcohol-related violent crime are relevant for the crime, public health and public safety objectives. Building an alcohol profile is a dedicated piece of work. Licensing boards need to plan ahead to ensure that enough time is allocated to this task in the process of developing new statements of licensing policy.

Comparing different areas

Comparing indicators of alcohol harm across different areas helps to make sense of a situation in an area. Localities with worse indicators than other areas suggest there is room for improvement and plenty of scope for remedial action. Some alcohol statistics allow for comparisons to be made between smaller localities within a local authority area. Many more alcohol indicators can be compared across local authority areas, as well as to the Scottish average. However, as levels of alcohol harm in Scotland are higher than elsewhere in Europe, it needs to be noted that the Scottish average is itself not an aspirational standard.

Monitoring trends over time

Observing what is happening to a range of alcohol indicators over time allows for an assessment of whether a local picture is improving or deteriorating.

Deciding what level of harm is acceptable

Alcohol is a risky and harmful substance. Public authorities charged with controlling the supply of alcohol need to consider measures that can be applied to keep the risks of alcohol harm - to individuals and society - to a minimum. High levels of harm compared to the past, or in comparison with other areas, indicate that more can be done to minimise risk.

How to build a local profile

Plan ahead. Building a local alcohol profile is a substantial piece of work. Ensure sufficient time is allocated to this task in the process of developing new licensing policy statements.

Contact local agencies that can help find and collate relevant information and statistics. The ADP is a good place to start. ADPs bring together police, health board and voluntary sector representatives.

Put the evidence into context by comparing different localities and considering the situation over a period of time. Benchmarking helps to identify areas for improvement.

Apply the evidence to licensing policy. Adopt policy positions based on the evidence and use the policy to drive decision-making.

Once evidence has been gathered and a local picture produced, licensing boards must next consider how local licensing practice can be best applied, or modified if necessary, to promote the licensing objectives.

The licensing system works to prevent and reduce alcohol problems in two main ways. By carefully controlling the overall availability of alcohol through the number, type and opening hours of licensed premises, and by regulating the way individual on-trade establishments and off-licences do business.

Evidence, including the experience of licensing boards, shows that applying conditions to how individual licensed premises operate can work in reducing certain types of alcohol problems. Evidence also shows that independent of the way premises are managed, the general availability of alcohol in an area can have an impact on a range of alcohol-related harms.

It is easier to observe in routine, day-to-day licensing work how the operating conditions of individual licensed premises can impact on alcohol problems. It is less easy to see the relationship between overall availability and alcohol problems. It is therefore important to ensure that the evidence linking overall alcohol availability and alcohol-related harm is not overlooked.

Over 70 research studies published since 2000 find a link between the total number of licensed premises and opening hours in a locality, and levels of alcohol harm. Localities examined include cities, states, provinces and countries. Greater access to alcohol is related to a range of alcohol problems, including: violence, alcohol-related traffic accidents, hospital admissions, mortality, self-reported injuries and suicide, sexually-transmitted disease and child abuse or neglect (Appendix 2). These problems are relevant to all of the licensing objectives.

In seeking to promote the licensing objectives, licensing boards must take account of the relationship between overall alcohol availability and harm, as well as the operating conditions of individual premises.

Appendix 1

Sources of evidence

Licensing objective

Preventing crime and disorder

Alcohol specific offences

Drunkenness offences and drunk driving, reported by police force area (PFA). (Statistics for local authority (LA) areas may be available on request from the Scottish Government Justice Department.) Consumption of alcohol in designated places, by LA. Available online in Alcohol Statistics Scotland:

http://www.alcoholinformation.isdscotland.org/alcohol_misuse/9729.html

Proportion of victims of violent crime reporting offender under influence of alcohol

In 2010/11, 63% of victims of violent crime in Scotland perceived offender to be under the influence of alcohol. Breakdown for LA areas may be available on request from the Scottish Government Justice Department.

More crime data are held locally than are available through centrally collated surveys. For more detailed and up to date information on alcohol-specific and alcohol-attributable crimes, contact the local ADP.

Offences in which alcohol is known to be an aggravating factor

Local data may be available from some police force authorities on the number of local cases of vandalism, breach of the peace, assault or anti-social behaviour, where alcohol has been flagged as being a contributory factor.

Alcohol-related domestic abuse

Local police data may be available on percentage of reported domestic violence incidents in which alcohol was identified as a factor.

Licensing objective

Securing public safety

Fire statistics

Number of fires in Scotland where impairment due to suspected alcohol/drugs use was a contributory factor, including fatalities and non-fatal casualties. Statistics provided by fire rescue service (FRS) area. LA area may be available on request.

<http://www.scotland.gov.uk/Resource/Doc/361231/0122132.pdf>

Incidents of anti-social behaviour and other types of public disorder linked to alcohol use. May be available from Community Safety Partnerships on request.



Licensing objective

Protecting and improving public health

Published statistics

Alcohol-related hospital admissions

General acute admissions by selected diagnoses, including acute intoxication and alcoholic liver disease. Emergency admissions and psychiatric admissions. By LA and health board (HB).

http://www.alcoholinformation.isdscotland.org/alcohol_misuse/1407.html

Statistics for intermediate datazones available on request from NHS Information Services Division (ISD) or local HB. Historical statistics are available to assess long-term trends.

Alcohol-related deaths

Figures available for HB and LA, from 1979 onwards. Assessment of long-term trends possible, benchmarking against other LA areas, Scottish average and England/Wales average.

<http://www.gro-scotland.gov.uk/statistics/theme/vitalevents/deaths/alcohol-related/index.html>

Community health partnership (CHP) Profiles <http://www.scotpho.org.uk/>
Statistics for intermediate datazones available on request from ISD or HB.

Chronic liver disease deaths and hospital admissions

Figures available for HB and LA, from 1982 onwards for deaths and 1996 onwards for hospital admissions. Assessment of long-term trends possible, benchmarking against other LA areas, Scotland, UK and other European countries. Available at: <http://www.scotpho.org.uk/health-wellbeing-and-disease/chronic-liverdisease/data/mortality>

Alcohol-related brain damage

Statistics not routinely published, but can be made available on request from ISD and HB.

Proportion of individuals who are alcohol dependent

Estimates for HB and LA available after September 2012 from Scottish Health Survey data.

Local information available on request

Alcohol-related ambulance call outs

Scottish Ambulance Service reports that alcohol is involved in 68% of all life-threatening emergencies at weekends in Scotland. In Glasgow city there are around 3000 alcohol-related emergency incidents at weekends each year. Statistics for other local areas may be obtainable from local ambulance services.

Alcohol-related A&E attendances

Some health boards operate systems to flag up alcohol-attributable attendances at emergency departments. This information may be available on request.

Alcohol brief interventions (ABI)

There are three priority settings for the delivery of ABIs: primary care, ante-natal and A&E. Currently the number of ABIs delivered is reported as an aggregate figure. A breakdown may be available from HB.

Licensing objective

Preventing public nuisance

Perception of alcohol abuse as a social problem

Percentage of population by criminal justice authority area (CJAA) and PFA. Alcohol Statistics Scotland.

http://www.alcoholinformation.isdscotland.org/alcohol_misuse/9729.html

Perceptions of prevalence of neighbourhood problems

Statistics on vandalism/graffiti/damage to property, rowdy behaviour, noisy neighbours/loud parties, rubbish/litter lying around, percentage of people who think 'alcohol abuse' is problem in their area. By LA area. Available from ADPs.

Noise complaints relating to licensed premises may be available from local authority environmental health services.

Licensing objective

Protecting children from harm

Children's alcohol consumption and related harm

Percentage of 13 and 15-year-olds reporting drinking, number of units and type of alcoholic drink consumed, sources of purchased alcohol, drinking location, and negative effects experienced of drinking in the last year. By LA.

http://www.drugmisuse.isdscotland.org/publications/abstracts/salsus_national10.htm

Test-purchasing - number/type/location of premises that have failed

Social Work - statistics may be available from local social work departments on caseload in which problem alcohol use has been identified. A 2004 audit from West Dunbartonshire Social Work Department noted addiction problems in 50% of all cases held by Children and Families Team; 72% of all cases in the Criminal Justice Team; and 61% of accommodated children and young people.

Alcohol treatment services - statistics may be available on users of services who are responsible for a child/children.

Licensing objectives

Alcohol sales figures in Scotland and England/Wales, including volumes of alcohol sold on/off-trade, litres consumed per head of population and price paid per unit.

<http://www.healthscotland.com/documents/4558.aspx>

Number, type, and capacity of licensed premises available by licensing board area. Broad categories of licence type, such as off-sales, should be broken down to allow more detailed analysis of trends. For example, independent convenience store, "metro" format of major supermarket retailer, large supermarket, takeaway etc., Information should be stored in a database, searchable by category and easily retrievable.

The financial costs of alcohol use covering health, crime, social services and workplace costs. Profiles available for LAs.

www.alcohol-focus-scotland.org.uk/licensing

Appendix 2

Impact of overall alcohol availability on alcohol problems: The evidence

Violence	<p>Consistent relationship with outlet density and trading hours.^{1,2}</p> <p>Bar density more strongly associated with rates of assault than restaurant density.³</p> <p>Late night trading hours associated with higher assault rates.^{4,5}</p> <p>More violence linked to off-premises than on-premises in two studies.^{6,7}</p> <p>Number of licensed premises linked to alcohol-related crime in Glasgow.⁸</p> <p>Closure of alcohol outlets linked to decrease in assault rates in a US city.⁹</p> <p>Cutting pub late night opening by two hours produced a large relative reduction in the rate of assaults in an Australian city.¹⁰</p>
Hospital attendances	<p>Significant positive association with outlet density and licensed hours:</p> <p>Alcohol-related hospital admissions increase in London hospital after extension in licensed hours.¹¹</p> <p>More off-sales premises in England linked to alcohol-related hospitalisations of under-18s.¹²</p> <p>Reduction in off-licensed hours associated with a significant decrease in hospital admissions for acute intoxication among adolescents and young adults in Swiss city.¹³</p> <p>Reduction in the density of premises selling beer significantly decreased alcohol-related hospitalisation among young people aged 10 to 19 years in Sweden.¹⁴</p>
Underage drinking	<p>Outlet density found to be significant factor at the community level in the prevalence of teenage high risk drinking.^{11,12,13,15,16,17}</p>
Property crime/damage	<p>People living closer to alcohol outlets in high density areas are more likely to report damage to property.^{1 (3 studies)}</p>
Car crashes/injuries/fatalities	<p>Linked to increased outlet density and hours of sale.^{1 (6 studies)}</p> <p>Alcohol-involved pedestrian collisions significantly and positively related to number of on-sales per kilometer of road in US city.¹⁸</p>
Drink driving	<p>Self-reported drinking after driving goes up with increased outlet density.¹</p> <p>10% increase in outlet density associated with 3% increase in drink driving incidents in US state.¹⁹</p>
Child maltreatment and neglect	<p>Areas with greater amounts of bars found to have higher rates of child maltreatment.^{1 (2 studies)}</p>
Domestic violence	<p>Domestic violence increases as the number of premises selling alcohol goes up.^{20,21}</p>
Murder	<p>Significant positive relationship found with outlet density.¹</p>
Mortality	<p>Increase in alcohol outlets over five-year period associated with rising alcohol consumption and a 27% increase in the alcohol mortality rate.^{22,23}</p> <p>Privately-run liquor stores (as opposed to state-run) found to have a bigger effect on local rates of alcohol-related death.</p>
Suicide	<p>Significant association with outlet density.¹</p>
Sexually-transmitted disease	<p>A decrease of one alcohol outlet per mile of roadway was associated with 21 fewer cases of gonorrhoea per 100,000 people.²⁴</p>

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Statement of licensing policy timeline

Scottish licensing law requires that every licensing board publish a statement of licensing policy **every three years** setting out how it will seek to promote the five licensing objectives. New statements of licensing policy are due by **November 2013**. The process of preparing a new policy statement could take up to 21 months. Many organisations can provide valuable assistance to licensing boards in formulating evidence-based policy. **Get involved.**

STEP 1	Bring together the key local stakeholders who could provide evidence, such as the ADP, the local licensing forum, the police, the health board. Look at what evidence is available and agree what should be collected and analysed. Evidence can include international evidence on effective policies, expert opinion, local statistics and local knowledge. The police, health board and council must supply information as the licensing board may reasonably require. Other sources of information may include the fire service, organisations working with young people, or services for problem drinkers.	Start now
STEP 2	Evidence collection Stakeholders compile the agreed evidence	3 months or more Up to July 2012
STEP 3	Analysing evidence and writing report of findings This may need support from a specialist, for example, in plotting maps of health harms or crime.	Up to 3 months Aug to Oct 2012
STEP 4	Discussion of findings report by the licensing board and forum The licensing board must consult with the local licensing forum when preparing their statement of licensing policy.	Up to 3 months Nov to Jan 2013
STEP 5	Writing the statement of licensing policy.	3 months or more Feb to April 2013
STEP 6	Consultation on policy statement Licensing boards are required consult with their licensing forum or any interested parties that the forum is supposed to represent. In practice this will usually mean a public consultation for anyone wishing to participate.	Up to 3 months May to July 2013
STEP 7	Revisions of policy statement if required Issues arising from the consultation may lead to revisions of the draft policy statement.	Up to 3 months Aug to Oct 2013

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Local Licensing Forum

Meeting Dates For 2013

The undernoted dates are proposed as the meeting dates for the Local Licensing Forum for 2013.

All meetings will be held in the Town House, Broad Street, Aberdeen and will commence at 2.00 pm

2013 Meeting Dates

Wednesday 13 February

Wednesday 24 April

Wednesday 19 June

Wednesday 11 September

Wednesday 20 November

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