

**WEST DUNBARTONSHIRE LICENSING BOARD**

**Report by the Depute Clerk to the Licensing Board**

**24 March 2021**

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**Subject: Licensing Board's Mainstreaming Report 2017 – 2021**

**1. Purpose**

1.1 To report to the Licensing Board the actions taken to progress and complete the outcomes within the Board's Mainstreaming Report.

**2. Recommendations**

2.1 The Licensing Board is asked to note the progress made under the current Equality Mainstreaming Report.

**3 Background**

3.1 The Specific Equality Duties relevant to the Licensing Board are:-

- Report progress on mainstreaming the equality duty.
- Publish equality outcomes and report progress.
- Assess and review policies and practices.
- Consider award criteria and conditions in relation to public procurement.
- Publish in a manner that is accessible.

3.2 Progress on the current Equality Outcomes cross cut with work carried out on several parts of the equality duty such as the regular review of licensing policies and practices.

3.3 The Outcomes were revised and agreed in March 2017 by the Licensing Board. The revised Outcomes are:-

- 1) Greater participation and involvement of the public and licence holders with protected characteristics in meetings and other statutory processes of the Licensing Board.
- 2) An increased proportion of Licensing Board communication is available digitally as part of the Council's commitment to "Communicating Effectively".

#### 4. Main Issues

- 4.1 Outcome 1) *Greater participation and involvement of the public and licence holders with protected characteristics in meetings and other statutory processes of the Licensing Board.*

All Licensing Board meetings are held in meeting rooms with the ability to cater for protected characteristics. Agendas and minutes of meeting are all available through the Committee Management Information System (CMIS) and this is available to the public through the Councils' website. Groups representing the protected characteristics have been consulted on major policy matters such as the Statement of Licensing Policy and the Statement of Principles under the Gambling Act 2005. During this process the potential related harms to groups with vulnerabilities has been considered during consultation. Consultation with the Access Panel on new premises licence applications continues.

The Covid 19 crisis has brought forward the opportunity of the Licensing Board to operate and meet remotely. This has resulted in meetings occurring through apps such as Zoom. This also improves the potential in future for meetings to be streamed live and therefore be more accessible to groups who have accessibility challenges. This should further encourage greater participation and involvement of the public and licence holders with protected characteristics in meetings and other statutory processes of the Licensing Board.

- 4.2 Outcome 2) *An increased proportion of Licensing Board communication is available digitally as part of the Council's commitment to "Communicating Effectively".*

The Licensing Board and Licensing Team continue to increase the amount of information that is available digitally through its website and is also able to consult digitally through the Citizens' Panel.

Agendas and minutes of meeting are all available through the Committee Management Information System (CMIS) and this is available to the public through the Councils' website. The Licensing Team register of applications are available online and will continue to increase the information that is available online. As of March 2018 this has included details of disability access for licensed premises. This information is available at <https://www.west-dunbarton.gov.uk/business/licences-permits-and-permissions/alcohol-licences/>

- 4.3 The combination of steps noted above under the Board's specific equality outcomes continues to mainstream equalities within the processes and decision making of the Licensing Board.
- 4.4 The mainstreaming report is available via the website and in other accessible formats if requested.

## **5. People Implications**

5.1 There are no personnel issues.

## **6. Financial and Procurement Implications**

6.1 There are no financial or procurement implications.

## **7. Risk Analysis**

7.1 The report contributes to the Licensing Board's continuing compliance with its statutory equality duties.

## **8. Equalities Impact Assessment (EIA)**

8.1 The Equality Impact Assessment (EIA) accompanying the mainstreaming report has been reconsidered and it is noted that potential for positive impacts still apply. The Licensing Board will also monitor any relevant progress to the Council's Equality Duties.

## **9. Consultation**

9.1 Consultation on the proposed revised Equality Outcomes were carried out through a Citizen's Advice Panel survey in 2016. The Licensing Forum was also consulted on the proposed outcomes.

## **10. Strategic Assessment**

10.1 In terms of the Council's Strategic Priorities, the purpose of licensing is to protect the welfare of the community.

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Depute Clerk to the Licensing  
Board

Date: 9/3/2021

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**Appendices:** None

**Background Papers:** West Dunbartonshire Licensing Board Equalities Update  
Report 2019

West Dunbartonshire Licensing Board Equalities  
Mainstreaming Report 2017

**Wards Affected:** All