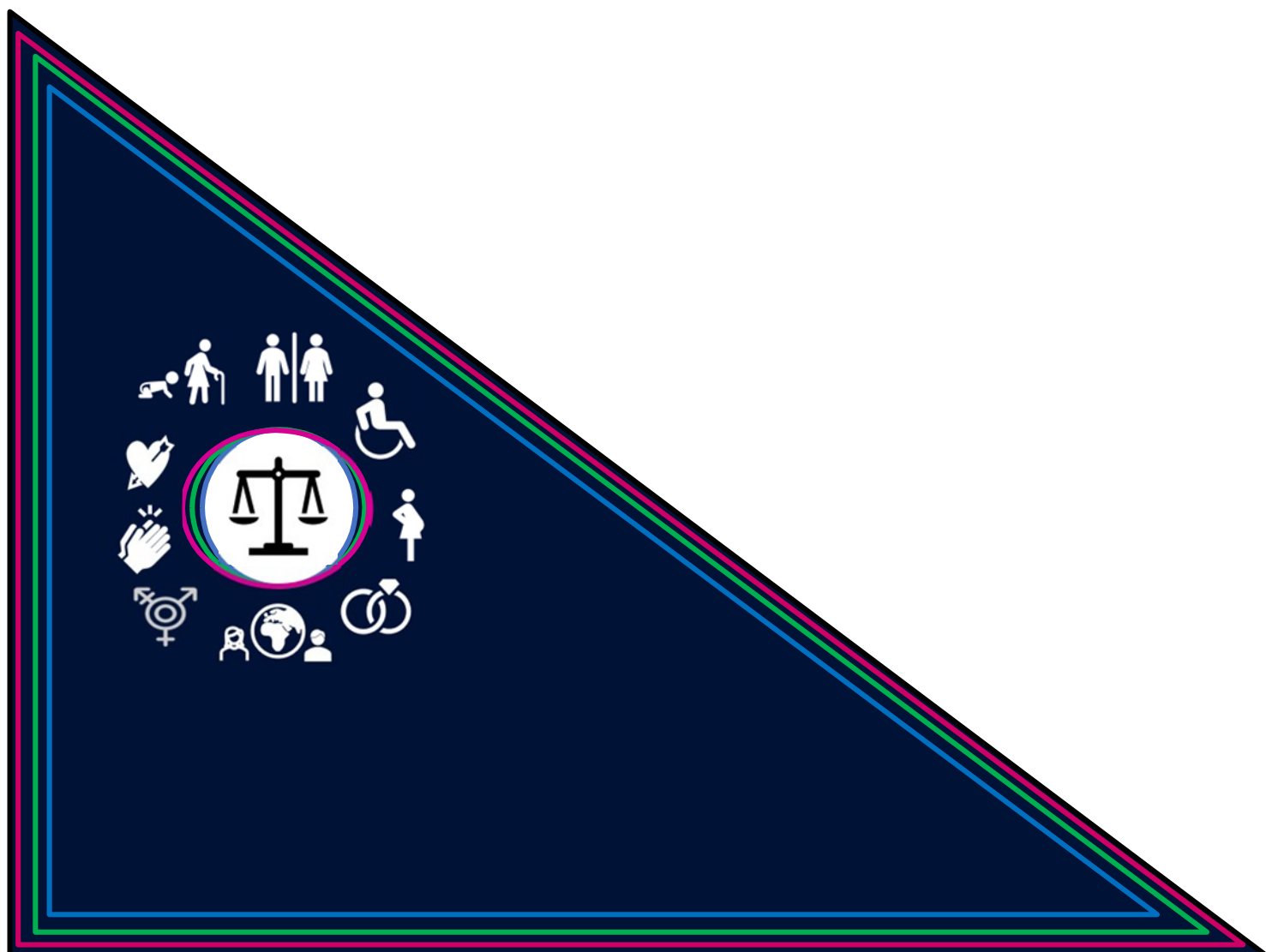


# THE ABERDEENSHIRE LICENSING BOARD





## EQUALITY POLICY – 2021/2025












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## LOCAL OUTCOME IMPROVEMENT PLAN PRIORITIES

Connected and Cohesive Communities	
Changing Aberdeenshire's Relationship with Alcohol	
Reducing Poverty	
Health Eating Active Living (HEAL)	

## EQUALITIES – PROTECTED CHARACTERISTICS

Age	
Disability	
Gender Reassignment	
Pregnancy and Maternity	
Race (Includes: ethnic origin, national origin, colour and nationality)	
Religion or Belief (Includes: a lack of any belief)	
Sex (Gender)	
Sexual Orientation	
Marriage and Civil Partnerships (But only in respect of the duty to consciously consider the need to eliminate discrimination, harassment and victimisation and other conduct prohibited by the Act).	

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Version 1.1 (published ...)



# FOREWORD BY THE CONVENOR

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## FOREWORD

We are pleased to present to you the Aberdeenshire Licensing Board's Equality Policy for the period 2021/2025.

This policy was approved by the Aberdeenshire Licensing Board at their meeting on 18<sup>th</sup> of August 2021.

The Board aims to provide excellent services for all.

This policy and the accompanying action plan therefore sets out the Board's commitment to all parties in line with the protected characteristics contained within the Equality Act 2010.

A lot has been achieved since our First Equality Policy came into effect at the end of April 2013 and we remain strongly committed to achieving equality for all members of society,

We recognise of course that this is a continuing journey and for this reason we will continue to update and review this policy to ensure that the importance of fairness and equality remains at the heart of everything we do.

This policy aims to build on what has already been achieved and commits the Board to continuing its work in ensuring that equalities is built into every part of the licensing process.

This policy and the attached action plan take on board what people have told us directly through their involvement in the licensing process; or in consultation responses; or during information gathering activities or through our partnerships with voluntary and other organisations who help us assess and set our equalities outcomes.

We therefore welcome any comments which you may have in respect of this policy and our progress in this regard as these are helpful in allowing us to monitor the effectiveness of the policy and assess where any improvements may be made.



**Brian Topping**  
Convener of The Aberdeenshire Licensing Board

## **INTRODUCTION**

This policy sets out the commitment of the Aberdeenshire Licensing Board ("The Board") to meeting our responsibilities under the Public Sector Equality Duties. The Policy sets out our equality outcomes for the next five-year period and the actions we will take to progress those.

Although the Board has a separate legal status from Aberdeenshire Council ("The Council"), it is resourced entirely by the Council. The close connections between the Board and the Council affords the Board the opportunity to benefit directly from the actions already taken or proposed by the Council to ensure it fulfils its equality obligations. This is reflected in the Policy set out in the following pages.

This policy was approved by the Aberdeenshire Licensing Board at their meeting on the 18<sup>th</sup> of August 2021.

If you wish to submit any comments in respect of this document, please feel free to so at any time, by addressing these to The Clerk of the Licensing Board, as per the contact details listed at page 17 of this policy.

## LEGAL CONTEXT

### 1.1 Public Sector Equality Duty

Section 149 of the Equality Act 2010 came into force in April 2011, introducing a new Public Sector Equality duty that became law across Scotland.










The Public Sector Equality Duty has three parts which must be complied with. It requires public bodies, such as Licensing Boards, to have due regard (to consciously consider) the need to:

- Eliminate discrimination, harassment and victimisation;
- Advance equality of opportunity between those who have protected characteristics and those who don't; and
- Foster good relations between those who have protected characteristics and those who don't.

### 2.2 Protected Characteristics

Everyone is protected by the Act, as every person has one or more of the protected characteristics, so this protects all of us against unfair treatment.

The protected characteristics are as follows:

Characteristic	Symbol
Age	
Disability	
Gender Reassignment	
Pregnancy and Maternity	
Race (Includes: ethnic origin, national origin, colour and nationality)	
Religion or Belief (Includes: a lack of any belief)	
Sex (Gender)	
Sexual Orientation	
Marriage and Civil Partnerships (But only in respect of the duty to consciously consider the need to eliminate discrimination, harassment and victimisation and other conduct prohibited by the Act).	



### 1.3 The Specific Duties

The Scottish Government has introduced a set of specific equality duties to support better performance of the general duty by public bodies. These duties include requirements to:

- Publish a report on mainstreaming the equality duty;
- Publish equality outcomes and report on progress;
- Assess and review policies and practices;
- Gather and use employee information;
- Publish gender gap pay information;
- Publish an equal pay statement; and
- Consider award criteria and conditions in relation to public procurement.

We continue to work with Aberdeenshire Council and the Education Authority in relation to complying with the public sector and specific equalities duties. Aberdeenshire Council will publish the mainstreaming report which will include sections for the Board and the Education Authority in relation to equality outcomes and reporting on their progress.

## ABOUT THE ABERDEENSHIRE LICENSING BOARD

### 3.1 Board Areas

Aberdeenshire previously had 3 divisional boards, covering North, Central and South Aberdeenshire. Aberdeenshire Council dissolved the divisional boards on 28th April 2020. A new Licensing Board covering all of Aberdeenshire took effect from 29th April 2020 replacing the former divisional Boards. The Aberdeenshire Licensing Board (“The Board”) covers the geographical area shown on the map below.



*A more detailed version of this map will be published online once available – the old divisional boundaries are shown for historical reference<sup>3</sup>*

### 3.2 Constitution

The Board is constituted in terms of the Licensing (Scotland) Act 2005. The Board is entrusted with the administration of both gaming and liquor licensing as well as having other statutory duties.

The Board has 10 Members, which is the maximum permitted.

A Licensing Board must consist of at least 5 Members.

Our Board Members are elected Members of the Council. Members to the Board were appointed by Aberdeenshire Council at their meeting on 18th March 2020.

Our meetings and decisions are held in public but deliberations can be made in private.

All of our decisions are made in public.

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<sup>3</sup> Link will be added once the new map has been published online.

All revenue received by us from licence application fees must be transferred to the Council.

The Council is charged with the responsibility for providing accommodation in terms of our meetings as well as meeting all necessary expenses in terms of our proceedings.

### **3.3 Mission Statement**

**“Our mission is to serve the licensing needs of Aberdeenshire as quickly and efficiently as possible, striking a balance between the business needs of our customers and the interests of the community as a whole in order to protect the public and further the licensing objectives set out under the Licensing (Scotland) Act 2005 and the Gambling Act 2005.”**

#### **To achieve our mission:**

- We will reach out to all parts of our society and genuinely reflect their interests in determining policy.
- We will have open and honest exchanges of information in customer-friendly settings and make decisions in a fair and reasoned manner based around agreed and published policies and the legal tests set out in legislation.
- We will be fair in all we do, including having due regard to the public sector equality duties and the protected characteristics, ensuring that equality considerations are central to the administration of the licensing system.
- We will not work in isolation but achieve our objectives in partnership with a wide range of other public bodies, including the Council and its various services, statutory consultees, licence holders and the public. They too must eliminate any form of unlawful discrimination and protect equality of opportunity and good relations between persons from all sections of society.
- We will strive to reflect the interests of people from all sections of the society we serve.

#### **What the public can expect:**

- Fair and equitable treatment from our staff, who are committed to providing high quality services.
- To be able to get the information you need in an easily accessible way.
- To have the opportunity to provide feedback and raise concerns in respect of our policies and procedures.

### **3.4 Statutory Governance**

#### **Licensing Statutory Provisions:**

- The Licensing (Scotland) Act 2005
- The Gambling Act 2005

#### **The Licensing Objectives:**

The regimes under the Licensing (Scotland) Act 2005 and the Gambling Act 2005 set out broad “Objectives” which we must adhere to and support in all our functions:

<b>The Licensing (Scotland) Act 2005</b>	<b>The Gambling Act 2005</b>
<b>Objectives</b>	<b>Objectives</b>
Preventing Crime and Disorder	Preventing gambling from being a source of crime or disorder, being associated with crime or disorder or being used to support crime.
Securing Public Safety	
Preventing Public Nuisance	Ensuring that gambling is conducted in a fair and open way.
Protecting and Improving Public Health	Protecting children and other vulnerable persons from being harmed or exploited by gambling.
Protecting Children and Young Persons from Harm	

### 3.5 Our Staff

We are supported by a Clerk, Depute Clerks, support staff and licensing standards officers. All staff carrying out our responsibilities are recruited and employed by the Council.

One of our Depute Clerks has been appointed as Equalities Service Champion for the Licensing Service and the Board has also appointed their own Equalities Champion:

<b>Licensing Board Member</b>	<b>TO BE ADVISED</b>
<b>Depute Clerk</b>	Fiona M. Stewart

### 3.6 Mainstreaming Equality

Mainstreaming is an approach to delivering equality within an organisation. It is primarily a long-term strategy aimed at ensuring that equal opportunity principles and practices are integrated into every aspect of an institution from the outset. The focus not only be internal (mainstreaming equality principles into procedures and systems) but also external (mainstreaming equality principles into policies and customer service delivery). Mainstreaming provides a framework that facilitates and complements equal opportunities legislation and other equality measures.

This Policy deals with Integrated Impact Assessments, Consultation, Monitoring and collection of data and sets out the Board’s equality objectives (outcomes).

Training is also integral to mainstreaming equalities. Our Members and our staff have attended training briefings and seminars on the Public Sector Equality Duties. This assists in ensuring that Members and staff have an awareness of equalities issues as well as an understanding of their responsibilities under legislation and in terms of this policy.

As the Board is comprised of elected members of the Council, they are subject to an ongoing training programme which, whilst not specific to the Board's business, includes equalities issues.

Staff are subject to the Council's training regime and requirements as employees of the Council.

## **OUR FUNCTIONS AND POLICIES**

### **4.1 Functions**

**Broadly speaking, our functions are to:**

- Accept and process: grant, vary, transfer, review licences or refuse all applications for liquor licences (i.e. premises licences, personal licences, occasional licences and occasional extensions).
- Accept and process: grant, vary, transfer, review or refuse all applications for gaming licences (i.e. premises licences, automatic entitlement to gaming machines, gaming machine permits for licensed premises and registered clubs, registrations for the promotion of Societies' lotteries).
- Consider complaints in respect of licences and permits and the holders of these and, where necessary, hold hearings with a view to resolving the complaint either by way of a suspension of a licence or by some less radical remedy.
- Formulate, consult on and adopt policies in relation to our licensing functions.
- Make a number of decisions in terms of liquor licensing affecting the day-to-day management or hours of operation of premises licensed for the sale of alcohol.
- Provide general support and guidance to the trade and community on the above.

### **4.2 Policies / Guidance**

**We have the following policies and guidance in place: -**

- Policy Statement in terms of the Licensing (Scotland) Act 2005;
- Statement of licensing principles in terms of the Gambling Act 2005;
- Procedures for Hearings;
- Guidance on objecting or making representations to an application for a licence under the Licensing (Scotland) Act 2005; and
- Publication Schemes.

### **4.3 Integrated Impact Assessment (Equalities)**

The way in which we develop policies and conduct our activities should reflect our commitment to diversity and equality. We recognise that we must ensure our policies and procedures do not discriminate, and that we consider equality fully when we develop new policies and activities or consider changes to any of this. The specific duty also requires us to review our policies in relation to Equalities.

Impact Assessments will be conducted using the Council's newly adopted Integrated Impact Assessment as well as guidance developed by both the Council and the Board.

We are in the process of examining all current functions and policies and this will be incorporated into our Action Plan and outcomes.

Any new policies or guidelines that are proposed, or indeed any new functions that arise, will be impact assessed, as will any proposed changes or re-design of existing functions and policies/guidance.

All reports then presented to us proposing new policies or guidelines setting out new functions or proposing changes that have relevance to any equality strand will include as part of the Integrated Impact Assessment details of:

- The assessment of the impact on equalities strands;
- Consultation carried out in conjunction with that assessment; and
- Any action, including monitoring where appropriate, proposed in consequence of that assessment and consultation.

This will enable us to consider these matters in reaching decisions.

## CONSULTATION

### 5.1 Policies / Guidance

At the heart of the equality duties is the requirement to consult and involve people to assess our progress on achieving our duties and how we give due regard to the protected characteristics. We recognise that to improve equalities and eradicate discrimination, stakeholders have to be involved not only in identifying potential discrimination but also in developing solutions and reviewing the progress and impact of those solutions. To maximise the benefits from involvement and to make sure that people have the opportunity to contribute fully, we ensure that external stakeholders are involved in assessing our policies and activities.

In setting our equalities outcomes we have worked closely with Aberdeenshire Council.

The following stages outline the approach taken to develop the draft Outcomes.

Evidence Review	Collecting research and data to form a database of evidence to establish our baseline of facts, figures and key issues.
Equality Community Survey	An <a href="#">online survey</a> was published in February 2021.
Equalities Citizens' Panel Survey	A series of questions was published in the March 2021 Citizens' Panel which was distributed to 1,100 panel members. The panel is broadly representative of Aberdeenshire population. Around 500 responses were received.
Community Conversations	Fifteen community conversations have been hosted through existing networks or online through Microsoft Teams during March and April. These conversations have involved people representing the majority of the nine protected characteristics and aimed to understand individuals' lived experience.
Consultation with British Sign Language users	Conversations were held with British Sign Language (BSL) users within Aberdeenshire. These were facilitated locally by a colleague who uses BSL.
<a href="#">Aberdeenshire Voices on the Pandemic</a>	A report from Community Learning & Development (CLD) which captures feedback from hard to reach groups outlining their experiences of Covid.
EHRC Event	Participation in the Equality and Human Rights event for Local Authorities. This event focused on aiding Local Authorities to identify and tackle the most significant and persistent inequalities.
<a href="#">Formal Consultation</a>	Survey consulting on the six draft outcomes proposed for Aberdeenshire Council over the next four years. The survey was available online (seven different languages) and paper copies were available from service points and libraries.

There were consistent themes that emerged through the research and engagement. These were:

- in general, the themes of the existing outcomes continue to be a priority but some adjustments are required to make them more specific to particular groups



and to incorporate recommended targeted actions to improve the effectiveness of our work

- improve the measurement of outcomes so that we are more able to demonstrate the impact of the work instead of volume
- involvement of groups in service design from the earliest stage
- commit to the principles of Inclusive Communication
- improved communication both internally and with partners about the work being done, sharing best practice and learning
- partnership working and utilising specialist knowledge of equality organisations

## 5.2 Licensing Forum

The Licensing Forum (“the Forum”) is the medium through which the Boards can engage with representatives of all parts of the community and ensure community views are taken into account in the development of Board policies and guidelines.

The Licensing (Scotland) Act 2005 lays down statutory groups that must be represented within the Forums, these being:

- Holders of premises licences and personal licences
- The Chief Constable for the area
- Persons having functions related to health, education or social work
- Young persons
- Persons resident within the Forum’s area
- Licensing Standards Officer

The Act also prescribes minimum and maximum numbers for the Forum.

On 18th January 2018 Aberdeenshire Council appointed a new Aberdeenshire Local Licensing Forum replacing the previous North, Central and South Aberdeenshire Divisional Licensing Forums.

The Forum is currently inactive and so we have not been able to consult with the Forum on the review of this Policy.

The aim of the Board is to become a public body that is much more closely in touch with our stakeholders. We must understand the nature of the people we serve if we are to respond adequately to their needs and priorities. As elected members we are accountable to the public and must demonstrate that we are credible to, and meeting the needs of, all our stakeholders and not just some of them.

We understand that equality of opportunity cannot be achieved merely by treating everyone in the same way. Therefore, the success of our policies and functions in the future will depend on our ability to work with representatives of diverse groups more widely. The Forum is the main vehicle for this involvement and the makeup of the Forum is therefore of primary importance. The Council is responsible for the appointment of and support for the Forum. The Forum will be re-established when resources are less pressured, and the Board will actively engage supporting the Forum in the future.

We will consult with the Forum, when re-established, on all new policies, guidelines or functions, or changes to these and on all impact assessments.

### 5.3 Staff

Our staff have been involved in the development of this Policy. This Policy was drafted by one of the Depute Clerks who sought additional input from fellow Depute Clerks, paralegals, support staff and the Licensing Standards Officers.

### **ACTION**

The Equality Outcomes that we have set are as detailed in the Action Plan listed in **Appendix 1** to this Policy.

## **MONITORING**

### **7.1 Monitoring**

Monitoring is a way of ensuring that the Policy is being implemented and is working. It will highlight whether any particular action has been effective and what other action is required. The Clerk, at our direction, will be responsible for implementing the Action Plan contained within this Policy and providing us with regular reports, as required to comply with the specific duties, on progress towards achieving our Equalities Outcomes.

We will review our Equality Outcomes every 2 years.

### **7.2 Service Delivery**

We encourage feedback at any time both generally and specifically in response to consultations during the application process and when disseminating information. The Licensing Section of the Council's website indicates our willingness to receive feedback.

#### **Performance Indicators**

How we will measure our performance is outlined in the action plan attached as Appendix 1 to this Policy.

Information on each indicator will be reported to us annually as part of our annual report.

#### **Equalities Monitoring Form**

An Equalities Monitoring Form has been developed. This will be distributed with all application forms. Information will be collated, analysed and reported to us annually as part of our Annual Report.

#### **Prejudice Incident Monitoring Forms**

These forms are used to record and monitor any prejudice incident relating to any of the protected characteristics. These are available for use by staff as necessary, including the Licensing Standards Officers, who are the initial contact with regard to complaints.

## **PUBLICATION**

### **8.1 Policy**

We will make this Policy publicly available. This will be accessible on the Council's website at: [www.aberdeenshire.gov.uk](http://www.aberdeenshire.gov.uk)

The Aberdeenshire Licensing Board follows the Council's accessibility standards for all documentation. All policy and procedure documents adopted or approved by the Board are accessibility checked to ensure compliance before they are published on the Board's website.

It will also be available in printed and alternative formats, on demand, by contacting the Clerk to the Board or making a request to any of the licensing offices.

The Policy will be circulated to all members and officers of the Board.

We encourage feedback and comment at any time.

### **8.2 Integrated Impact Assessments (Equalities)**

Impact Assessments (including consultation information) will be available on the Council's website at: [www.aberdeenshire.gov.uk](http://www.aberdeenshire.gov.uk)

They will also be available in printed and alternative formats on demand by contacting the Clerk to the Board or making a request to any of the licensing offices.

### **8.3 Annual Reports**

These reports will be published no later than April every year and will be available on the Council's website at: [www.aberdeenshire.gov.uk](http://www.aberdeenshire.gov.uk)

They will also be available in printed and alternative formats on demand by contacting the Clerk to the Board or making a request to any of the licensing offices.

Annual Reports will be prepared by the Clerk and, as stated in this Strategy, will contain details of:

- Progress in complying with the Board's equalities outcomes.

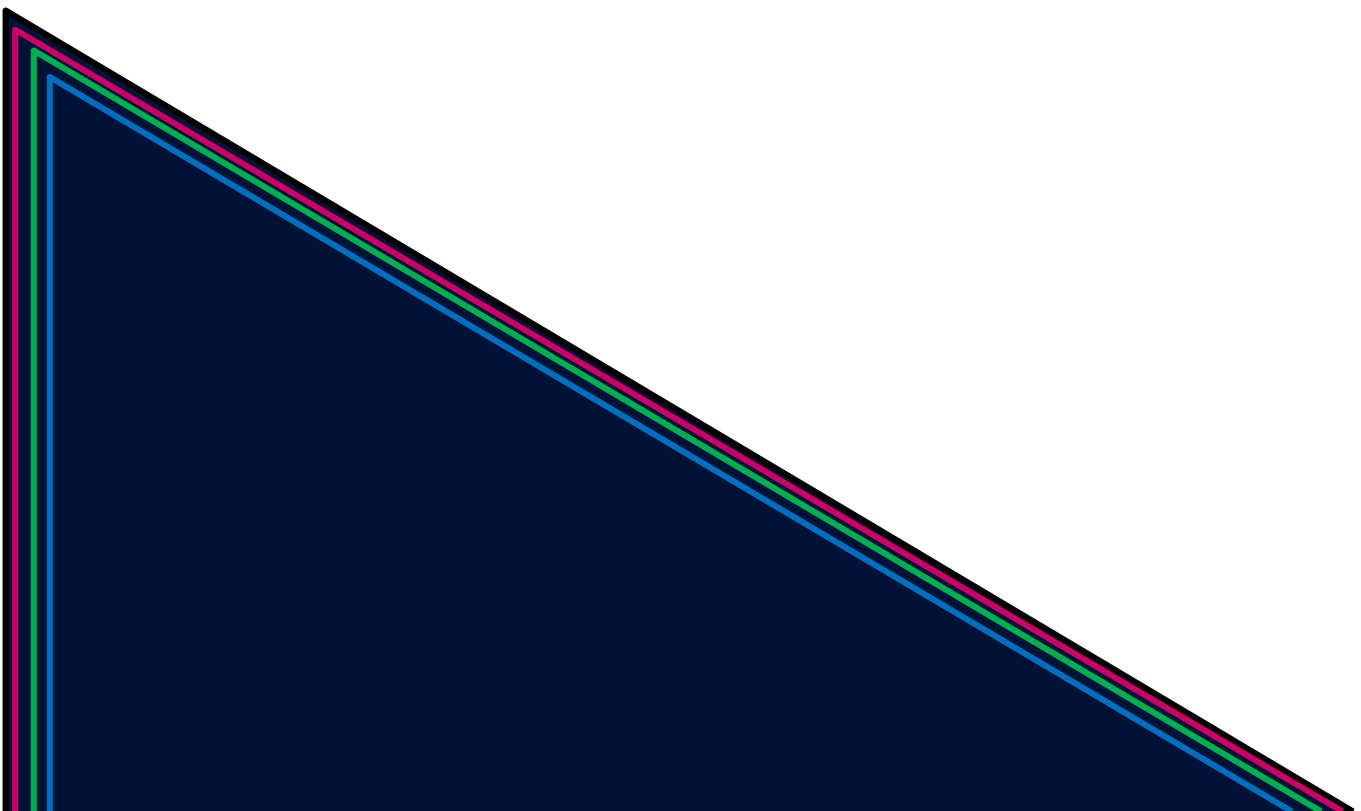
## CONTACT DETAILS FOR LICENSING OFFICE ON EQUALITIES ISSUES

The Clerk to the Board  
C/O Legal and People  
Aberdeenshire Council  
Town House,  
34 Low Street,  
Banff,  
AB45 1AN

**Tel: 01467 534517**

**E-mail: [licensing@aberdeenshire.gov.uk](mailto:licensing@aberdeenshire.gov.uk)**

Licensing information can be found on the Council's website at:  
[www.aberdeenshire.gov.uk](http://www.aberdeenshire.gov.uk)



## APPENDIX 1: EQUALITY OUTCOMES AND ACTIONS

Protected Characteristics: age; disability; gender re-assignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex and sexual orientation.

Equality Outcomes *"The Licensing Board"			
1	Equalities is key to all we do.		
Ref:	Aspiration:	Actions / Measures:	Evidence:
A	We recognise the need for strong 'equalities' leadership and our vocal in our commitments.	i <i>Licensing Board to appoint an 'Equality Champion' and support the Member in this role.</i>	Licensing Board Members Appointed – Glen Reynolds
		ii <i>Members to declare commitment to equalities at each meeting and ensure that these principles are upheld.</i>	Equalities Statement published in the agenda of every Board Meeting and this is formally agreed at the start of each meeting.  This is evidenced through the Agendas and Minutes of the Board which are publicly available on the Board's website via this link: [Insert Link].  The Board's commitment in terms of Equalities is also stipulated within the Board's Policy Statements which are also available online at: [Link]
		iii <i>Our Equality Policy is available online and is transparent.</i>	The Board's Equalities Policy as approved is available at <a href="https://www.aberdeenshire.gov.uk/licensing/alcohol/policies/licensing-equalities/">https://www.aberdeenshire.gov.uk/licensing/alcohol/policies/licensing-equalities/</a>
		iv <i>All new policy documentation and guidance will include a statement emphasising the importance of equalities.</i>	This can be evidenced through the documentation published on the Board's website which can be accessed at: <b>TO BE UPDATED</b>
B	We are informed, respectful and courteous.	i. <i>At least 90% of the appointed Members to have completed Equality and Diversity Training on ALDO. (Note: attainment figures to be provided by the Council).</i>	This will be assessed annually using the Council statistics relating to the completion of the ALDO Training.  This will be revisited after the Local Government Elections in 2022

		ii	<i>At least 90% of employees to have completed Equality and Diversity Training on ALDO. (Note: Attainment figures to be provided by the Council).</i>	
		iii	<i>Staff to undertake training on the new IIA process</i>	
		iv	<i>All consultations to include specific sections to enable individuals to raise equalities concerns and suggest improvements.</i>	<p>The Board routinely includes equality monitoring questions within their consultations to assess any impacts on the protected characteristics the results of which help inform the subsequent Integrated Impact Assessment (Equalities) which is key to the decision-making process.</p> <p>Evidence of this can be obtained through the publication of consultation responses as part of the reports considered by the Board as well as the public facing Integrated Impact Assessment and these can be accessed on the Board's website at: <b>TO BE UPDATED</b></p>
		v	<i>The Licensing survey to include specific sections to enable individuals to raise equalities concerns and suggest improvements.</i>	
		vi	<i>The Boards actively seek and monitor equalities statistics as part of their Annual Report.</i>	
		vii	<i>We will continue to work with other organisations and groups to ensure that we remain informed when it comes to equalities issues.</i>	

		viii	<i>We welcome contributions from organisations and individuals and are happy to work with them in assessing concerns and improving our procedures.</i>	Annual Assessment – Comes from Council Statistics.
C	Equalities are a fundamental consideration in terms of our decision-making process.	i	<i>All reports will be assessed in line with Aberdeenshire Council's Integrated Impact Assessment (IIA) Toolkit and any concerns will be documented in the body of the report.</i>	
		ii	<i>The results of the consultation and feedback processes will be considered by the board.</i>	
		iii	<i>Any proposed policies or procedure will be assessed in terms of Aberdeenshire Council's Integrated Impact Assessment (IIA) Toolkit before being determined and implemented.</i>	This will be the case in respect of all review of policy and procedure and evidence of this will be available publicly through publication of the assessment online and as part of the report being considered. These will be accessible online at: <b>TO BE UPDATED</b>
		iv	<i>The Board will be verbal in their consideration of equalities when determining applications and a</i>	This is ongoing and can be heard at every Board meeting as this forms an integral part of each Agenda.





			<i>statement in this regard will be made prior to the final determination.</i>	
D	Our documentation is respectful, clear, easy to understand and services are accessible.	Where it is in our remit to do so:		
		i	<i>All documents to use accepted terminology.</i>	The Board adopted Aberdeenshire Council's templates for Board reports, equalities statements and applies the most up to date templates as they are approved by the Council [ONGOING].
		ii.	<i>All documents meet the Council's Accessibility Standards</i>	The Board ensures that all documentation adheres to the Council's accessibility standards before these are published online.
		ii	<i>All documents to use gender neutral terms</i>	ONGOING
		iii	<i>All documentation to meet 'Plain English' standards.</i>	
		iv	<i>All documents to include signposting to relevant assistance provided by the Boards.</i>	
		v	<i>At least 75% of existing policy and guidance documents to be available in different formats.</i>	
		vi	<i>All meetings to be held in buildings with access for all.</i>	All physical Board Meetings are held in Aberdeenshire Council buildings that are accessible wherever possible.
		vii	<i>All reasonable requests for assistance and the use of assistance technology will be considered.</i>	We have had no requests to date.
		viii	<i>At least 90% of requests in terms of the translation of documents into another language will be considered.</i>	



		ix	<i>All requests for translation services at Hearings will be met.</i>	The use of interpretation services is available to any party who requires this at meetings of the Board. It has not been required at a Board Meeting for some time.
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#### Long Term Contextual Indicators



- Strong equalities message through clear leadership.
- Increased understanding about the challenges facing people with protected characteristics.
- Individuals will be able to access services with confidence.
- Inclusive and improved access to services.
- Equality of opportunity.
- Individuals will have an active platform will be in place allowing concerns to be addressed.
- Increase in customer satisfaction as the boards are better informed of issues.

### Joint Equality Outcomes (The Licensing Board and Aberdeenshire Council)

1	People with disabilities have an improved experience in accessing services that meet their needs through more regular and systematic involvement in design of service delivery across the Council.		
LOIP Priorities	Connected and Cohesive Communities		
Applicable Legal Entities	Aberdeenshire Council, Education Authority and Licensing Board		
Protected Characteristics	Disability		
Duty Addressed	Eliminate discrimination, advance equality of opportunity and foster good relations.		
Supporting Actions	References – 1A, 1B, 1C and 1D (All Parts)		
Long Term Contextual Indicators			
<ul style="list-style-type: none"><li>• Board will have a better understanding of the needs of people with a disability.</li><li>• Inclusive and improved access to services.</li><li>• Equality of opportunity.</li><li>• Individuals will have an active platform will be in place allowing concerns to be addressed.</li><li>• Increased as the boards are better informed of issues.</li></ul>			








2	Service users, particularly those who face barriers through disability and language, are provided with accessible information on services provided by the Council and are supported to access these digitally where appropriate.		
LOIP Priorities	Connected and Cohesive Communities		
Applicable Legal Entities	Aberdeenshire Council, Education Authority and Licensing Board		
Protected Characteristics	Disability and Race		
Duty Addressed	Eliminate discrimination, advance equality of opportunity and foster good relations.		
Supporting Actions	References - 1A, 1B, 1C and 1d (All Parts)		
Long Term Contextual Indicators			



- Accessible Documentation.
- Inclusive and improved access to services
- Equality of opportunity.
- Individuals will be able to access services with confidence.
- Individuals will have an active platform will be in place allowing concerns to be addressed.
- Increased customer satisfaction as the board is better informed of issues.



3	LGBTI+, disabled, religious, faith and black and minority ethnic people have increased confidence to report that hate crime through our work with partners to: * prevent hate crime before it happens, * encourage people to report hate crime when it happens and * improve service responses to victims.	
LOIP Priorities	Connected and Cohesive Communities	
Applicable Legal Entities	Aberdeenshire Council, Education Authority and Licensing Board	
Protected Characteristics	Sexual Orientation, Disability, Religion or Belief and Race	
Duty Addressed	Eliminate discrimination, advance equality of opportunity and foster good relations.	
Supporting Actions	References -	
Long Term Contextual Indicators		
<ul style="list-style-type: none"><li>• Individuals will be able to access services with confidence.</li><li>• Individuals will have an active platform will be in place allowing concerns to be addressed.</li><li>• Increased customer satisfaction as the board is better informed of issues.</li></ul>		

The Licensing Board has included close links to the previous LOIP objectives within its current Licensing Policy Statement but these relate mainly to the alcohol issues which were raised within the LOIP and form part of their objectives rather than the protected characteristics.

#### Equality Outcomes (Aberdeenshire Council)

4	Aberdeenshire Council (Education and Children's Services) continue to improve outcomes in relation to attainment and achievement for children and young people including those experiencing socio-economic disadvantage, those for whom English is not their first language, Gypsy / Traveller children and young people, those who identify as black and minority and disabled children and young people. This should involve working closely with parents and carers.		
LOIP Priorities	Reducing Poverty and Connected and Cohesive Communities.	£  	
Applicable Legal Entities	Aberdeenshire Council And Education Authority		
Protected Characteristics	Age, Disability and Race	    	
Duty Addressed	Eliminate discrimination, advance equality of opportunity and foster good relations.		
The Licensing Board fully supports the aspirations of Aberdeenshire Council and the Education Authority in respect of this outcome.			
5	Aberdeenshire Council as an employer create a fair and inclusive place to work where differences between people are celebrated and barriers are reduced for women, disabled people, minority ethnic people and young people.		

LOIP Priorities	Connected and Cohesive Communities.	
Applicable Legal Entities	Aberdeenshire Council and Education authority.	
Protected Characteristics	All.	
Duty Addressed	Eliminate discrimination, advance equality of opportunity and foster good relations.	
The Licensing Board fully supports the aspirations of Aberdeenshire Council in respect of this outcome as the Board is administered by Aberdeenshire Council staff.		

6	An increased proportion of women, black and minority ethnic people, younger people, disabled people and LGBTI+ are supported to enter employment or training.		
LOIP Priorities	Connected and Cohesive Communities.		
Applicable Legal Entities	Aberdeenshire Council and Education Authority.		
Protected Characteristics	All.		
Duty Addressed	Eliminate discrimination, advance equality of opportunity and foster good relations.		
The Licensing Board fully supports the aspirations of Aberdeenshire Council in respect of this outcome.			

## APPENDIX 2: LICENSED PREMISES AND HOLDERS STATISTICS

### Licensed Premises Statistics

This will be updated as at the end of the last financial year.

As at [DATE] there are the following licences in force in Aberdeenshire:

LIQUOR	
PREMISES LICENCES	
On Sales	
Off Sales	
On and Off Sales	
TOTAL	
PERSONAL LICENCES	
Personal Licences	
APPLICATIONS FOR EXTENDED HOURS	
Extended Hours	
APPLICATIONS FOR OCCASIONAL LICENCES	
Occasional Licences	

GAMING	
PREMISES LICENCES	
Betting	
Bingo	
Adult Gaming Centre	
Family Entertainment Centre	
Notice of Automatic Entitlement	
Gaming Machine Permits	
Club Gaming Permits	
Club Gaming Machine Permits	
Lotteries Registrations	
TOTAL	

### Licence Holders

The Boards historically have not sought, and hence have not recorded, as part of the application process, Equalities Monitoring Information.

## **APPENDIX 3: EQUALITIES OVERVIEW OF ABERDEENSHIRE**

In 2019, Aberdeenshire had the 6th highest population in Scotland (261,210). Between 1998 and 2019, the population increased by 15.5% - the 4th highest percentage change out of 32 council areas. To put it in context, Scotland's population rose by 7.5%. The 65 to 74 age group saw the largest percentage increase (+72.3%) in Aberdeenshire (Source: Aberdeenshire Strategic Assessment 2020).

Between 2020 and 2041 Aberdeenshire is projected to have a significant population increase of 7.2% - the fifth highest in Scotland and above the overall Scottish growth rate. All age groups are expected to increase however the older age groups are projected to increase at a greater rate.

These changes present significant challenges for the shape and delivery of our public services and the resources required to deliver them. In particular, while most older people do not require formal support, as people live longer we know from experience that they are likely to develop health conditions which become complex and, as a consequence, require a growing reliance on local services.

The equality profile of Aberdeenshire is as follows:

### **Age**

The pensionable age group is projected to increase by over 28.7% with the 75+ age group rising by over 94%. Aberdeenshire's child population is expected to decrease by approximately 5,649 by 2043 to 43,384 (based on 2018 figures). That equates to an 11.5% decrease, which is slightly greater than the 10.5% decrease for Scotland as a whole (Source: Aberdeenshire Strategic Assessment 2020).

### **Religion or Belief**

The proportion of adults declaring that they don't have a religion has remained similar since 2015, reported as 55% in 2018. There has been a decrease in the proportion reporting 'Church of Scotland', to 22% in 2018. There has been a marked increase in the proportion declaring themselves as 'Other Christian', up to 20% in 2018 (Source: [Scottish Household Survey 2018 data](#)).

### **Marriage and Civil Partnership**

56% of adults in Aberdeenshire were married or in a civil partnership, 29% were single, 10% were divorced or separated, and 5% were widowed or bereaved (Source: [Scottish Household Survey 2018 data](#)).

## **Race**

98.6% of Aberdeenshire's residents identified themselves as White, 1.2% identified as Asian, Asian British or Asian Scottish, and 0.2% as another ethnic group.

(Source: [Scottish Household Survey 2018 data](#)).

## **Disability**

6.3% of Aberdeenshire's population had a long-term health problem or disability. 26.9% of the population had one or more health conditions. (Source: Census 2011). In 2018, the Scottish Household Survey reported 2% of respondents declared themselves as permanently sick or disabled.

## **Pregnancy and Maternity**

In 2018, there were 2,697 births in Aberdeenshire; this was an increase of 1.4% from 2017 (Source: [Aberdeenshire Strategic Assessment 2020](#)).

## **Sex (Gender)**

In 2019, the resident population in Aberdeenshire consisted of 129,900 males and 131,300 females. From that, 141,800 were economically active (85.6% of males and 75.9% of females)

## **Sexual Orientation**

98.5% respondents to the Scottish Household Survey in 2018 identified themselves as Heterosexual/Straight and 1.2% as Gay/ Lesbian; 0.2% refused to disclose.

(Source: [Scottish Household Survey 2018 data](#)).

## **Gender Reassignment**

No data available at this time.