**APPENDIX**

## Local Licensing Forum Survey (June 2022)

The Scottish Government is working with Alcohol Focus Scotland to undertake a short survey of local licensing board forums / local councils to identify current levels of forum activity. We are also keen to hear about what is working well and any suggestions of how forums could be better supported or improved.

We are asking a representative from each forum, or a relevant council officer if the forum is inactive, to provide **one response** to an **online** version of this survey available at: https://www.surveymonkey.co.uk/r/LJJG6HD

The survey will be live for three months and we would encourage that the questions below are discussed at a forum meeting prior to the answers being submitted online.

### Questions contained in online survey

1) Which local authority are you in?

2) Is the forum currently active?
- **If 'no', please only answer questions 3-6**
- **If 'yes', please only answer questions 7-12**

3) Please describe the main reasons that the forum is inactive

4) Are there currently any plans to reactivate the forum? Please use the space below to provide further information

5) Please use this space to provide any suggestions of how forums could be supported/improved

6) Please use this space to provide any general comments you would like to make about forums

7) Approximately how many times has the forum met in the previous 12 months

8) To what extent do you agree or disagree with the following statements about the forum?

| | Strongly agree | Agree | Neither agree nor disagree | Disagree | Strongly disagree | Don't know |
|---|---|---|---|---|---|---|
| Forum members have a good understanding of their role and remit | | | | | | |
| The forum has clear aims/objectives | | | | | | |
| The forum has developed a workplan | | | | | | |
| The Licensing Board takes the forum's views into account | | | | | | |
| There is good communication between | | | | | | |

| | | | | | | |
|---|---|---|---|---|---|---|
| the forum and Licensing Board | | | | | | |
| The forum has sufficient resources | | | | | | |
| The forum receives support and input from local agencies | | | | | | |
| The forum meets regularly | | | | | | |
| The forum has a good level of membership retention | | | | | | |

9) Overall, how would you describe the current effectiveness of the forum in relation to the following:

| | Very effective | Fairly effective | Not effective |
|---|---|---|---|
| Keeping under review the operation of the licensing system in the area | | | |
| Giving advice and recommendations to the Licensing Board | | | |

10) Please indicate how many of each 'category' of forum member is represented on your forum (please allocate each member to only one category in order to avoid any double counting).

N.B: If a member belongs to more than one category, please add them to the category that best represents their key reason for attending the forum e.g., a licence holder who is also a resident should only be included within the licence holder category.

| **Category** | LSO | Health Board | Licence holder | Police | Health (other) | Education | Social work | Young people | Residents | Other |
|---|---|---|---|---|---|---|---|---|---|---|
| **Number** | | | | | | | | | | |

If you have members within the 'other' category, please provide details

11) Please use this space to provide any suggestions of how forums could be supported/improved

12) Please use this space to provide any general comments you would like to make about forums