

# Assessment of compliance with the Code of Practice for Official Statistics

## Statistics on Alcohol, Late Night Refreshment and Entertainment Licensing in England and Wales

*(produced by the Home Office and the Department for Culture,  
Media and Sport)*

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### **About the UK Statistics Authority**

The UK Statistics Authority is an independent body operating at arm's length from government as a non-ministerial department, directly accountable to Parliament. It was established on 1 April 2008 by the *Statistics and Registration Service Act 2007*.

The Authority's overall objective is to promote and safeguard the production and publication of official statistics that serve the public good. It is also required to promote and safeguard the quality and comprehensiveness of official statistics, and good practice in relation to official statistics.

The Statistics Authority has two main functions:

1. oversight of the Office for National Statistics (ONS) – the executive office of the Authority;
2. independent scrutiny (monitoring and assessment) of all official statistics produced in the UK.

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## ASSESSMENT AND DESIGNATION

The *Statistics and Registration Service Act 2007* gives the UK Statistics Authority a statutory power to assess sets of statistics against the *Code of Practice for Official Statistics*.

Assessment will determine whether it is appropriate for the statistics to be designated as National Statistics.

Designation as National Statistics means that the statistics comply with the *Code of Practice*. The *Code* is wide-ranging. Designation can be interpreted to mean that the statistics: meet identified user needs; are produced, managed and disseminated to high standards; and are explained well.

Designation as National Statistics should not be interpreted to mean that the statistics are always correct. For example, whilst the *Code* requires statistics to be produced to a level of accuracy that meets users' needs, it also recognises that errors can occur – in which case it requires them to be corrected and publicised.

Assessment reports will not normally comment further on a set of statistics, for example on their validity as social or economic measures. However, reports may point to such questions if the Authority believes that further research would be desirable.

Assessment reports typically provide an overview of any noteworthy features of the methods used to produce the statistics, and will highlight substantial concerns about quality. Assessment reports also describe aspects of the ways in which the producer addresses the 'sound methods and assured quality' principle of the *Code*, but do not themselves constitute a review of the methods used to produce the statistics. However the *Code* requires producers to "seek to achieve continuous improvement in statistical processes by, for example, undertaking regular reviews".

The Authority may grant designation on condition that the producer body takes steps, within a stated timeframe, to fully meet the *Code's* requirements. This is to avoid public confusion and does not reduce the obligation to comply with the *Code*.

The Authority grants designation on the basis of three main sources of information:

- i. factual evidence and assurances by senior statisticians in the producer body;
- ii. the views of users who we contact, or who contact us, and;
- iii. our own review activity.

Should further information come to light subsequently which changes the Authority's analysis, it may withdraw the Assessment report and revise it as necessary.

It is a statutory requirement on the producer body to ensure that it continues to produce the set of statistics designated as National Statistics in compliance with the *Code of Practice*.

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# 1 Summary of findings

## 1.1 Introduction

- 1.1.1 This is one of a series of reports<sup>1</sup> prepared under the provisions of the *Statistics and Registration Service Act 2007*<sup>2</sup>. The Act requires all statistics currently designated as National Statistics to be assessed against the *Code of Practice for Official Statistics*<sup>3</sup>. This report covers the set of statistics reported in *Entertainment Licensing Statistics; England and Wales*<sup>4</sup> (*Entertainment Licensing*), produced by the Department for Culture, Media and Sport (DCMS), and in *Alcohol and Late Night Refreshment Licensing England and Wales*<sup>5</sup> (*Alcohol and Late Night Licensing*), produced by the Home Office.
- 1.1.2 These two sets of statistics were previously published in a single report<sup>6</sup> produced by DCMS. Responsibility for the production of *Alcohol and Late Night Licensing* statistics was transferred to the Home Office, while *Entertainment Licensing* was retained by DCMS. This is discussed further in section 2.
- 1.1.3 Section 3 of this report adopts an ‘exception reporting’ approach – it includes text only to support the Requirements made to strengthen compliance with the *Code* and Suggestions made to improve confidence in the production, management and dissemination of these statistics. This abbreviated style of report reflects the Head of Assessment’s consideration of aspects of risk and materiality<sup>7</sup>. The Assessment team nonetheless assessed compliance with all parts of the *Code of Practice* and has commented on all those in respect of which some remedial action is recommended.
- 1.1.4 This report was prepared by the Authority’s Assessment team, and approved by the Board of the Statistics Authority on the advice of the Head of Assessment.

## 1.2 Decision concerning designation as National Statistics

- 1.2.1 The Statistics Authority judges that the statistics covered by this report are readily accessible, produced according to sound methods and managed impartially and objectively in the public interest, subject to any points for action in this report. The Statistics Authority confirms that the statistics published in *Alcohol and Late Night Licensing* and *Entertainment Licensing* are designated as National Statistics, subject to the Home Office and DCMS implementing the

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<sup>1</sup> <http://www.statisticsauthority.gov.uk/assessment/assessment-reports/index.html>

<sup>2</sup> [http://www.opsi.gov.uk/Acts/acts2007/pdf/ukpga\\_20070018\\_en.pdf](http://www.opsi.gov.uk/Acts/acts2007/pdf/ukpga_20070018_en.pdf)

<sup>3</sup> <http://www.statisticsauthority.gov.uk/assessment/code-of-practice/index.html>

<sup>4</sup> <https://www.gov.uk/government/publications/entertainment-licensing-2012>

<sup>5</sup> <https://www.gov.uk/government/publications/alcohol-and-late-night-refreshment-licensing-statistical-news-release>

<sup>6</sup> <https://www.gov.uk/government/publications/alcohol-entertainment-and-late-night-refreshment-licensing-england-and-wales-april-2009-to-march-2010>

<sup>7</sup> <http://www.statisticsauthority.gov.uk/assessment/assessment/guidance-about-assessment/criteria-for-deciding-upon-the-format-of-an-assessment-report.pdf>

enhancements listed in section 1.5 and reporting them to the Authority by September 2013.

- 1.2.2 The Home Office and DCMS have informed the Assessment team that they have started to implement the Requirements listed in section 1.5. The Statistics Authority welcomes this.

### **1.3 Summary of strengths and weaknesses**

- 1.3.1 The Home Office and DCMS have limited understanding of the use of the statistics outside government, and neither has a formal engagement mechanism for these statistics. They have attempted to identify a wider range of users outside the departments, but without success.
- 1.3.2 Data are collected, using a single questionnaire, from licensing authorities that informs both *Alcohol and Late Night Licensing* and *Entertainment Licensing*. This is administered by the Home Office, which shares the relevant data with DCMS. The Home Office and DCMS do not have a formal agreement to ensure the continued sharing of this single data collection.
- 1.3.3 *Alcohol and Late Night Licensing* and *Entertainment Licensing* each contain a clear and demonstrable link to a government policy area, strong commentary and some good examples of explanatory text linking to other sets of statistics to explain the trends shown by the statistics.

### **1.4 Detailed recommendations**

- 1.4.1 The Assessment team identified some areas where it felt that the Home Office and DCMS could strengthen their compliance with the *Code*. Those which the Assessment team considers essential to enable designation as National Statistics are listed in section 1.5. Other suggestions, which would improve the statistics and the service provided to users but which are not formally required for their designation, are listed at annex 1.

### **1.5 Requirements for designation as National Statistics**

<b>Requirement 1</b>	Engage with users of the statistics outside of government; publish the relevant information and assumptions and use them to support the use of the statistics (para 3.1) – (Home Office and DCMS).
<b>Requirement 2</b>	Adopt systematic statistical planning arrangements, including priority setting, that reflect user need (para 3.2) – (Home Office and DCMS).
<b>Requirement 3</b>	In meeting Requirement 2, ensure that the statistical Head of Profession has the sole responsibility for deciding on the timing of <i>Entertainment Licensing</i> (para 3.2) – (DCMS).

- Requirement 4** Publish information about the quality of the statistics, including the main sources of bias and other errors in *Alcohol and Late Night Licensing* and *Entertainment Licensing* (para 3.3) – (Home Office and DCMS).
- Requirement 5** Provide information in *Alcohol and Late Night Licensing* about similar statistics produced by different administrations in the UK (para 3.4) – (Home Office).
- Requirement 6** Report annually the estimated cost to licensing authorities to respond to the survey, and use this information to strive to develop methods that will reduce the burden to data suppliers (para 3.5) – (Home Office).
- Requirement 7** Improve the commentary in the reports so that it aids user interpretation of the statistics (para 3.6) – (Home Office and DCMS).
- Requirement 8** Ensure that *Alcohol and Late Night Licensing* is disseminated in forms that enable and encourage analysis and re-use (para 3.7) – (Home Office).
- Requirement 9** Include the name and contact details for the responsible statistician in *Alcohol and Late Night Licensing* (para 3.8) – (Home Office).



## 2 Subject of the assessment

- 2.1 Alcohol, late night refreshment and entertainment licensing statistics have been produced by government since the early 1980s. The arrangements for the production of the statistics have changed substantially since then, as policy responsibilities have been re-allocated between departments – for example, the statistics were initially published every three years to measure the impact of the *Licensing Act 1964*<sup>8</sup>, by the Home Office. In 2002, responsibility for licensing, and thus the statistics, was transferred to the DCMS, and was expanded to include information about new legislation covering licence revocations, restriction and extended hours orders. Statistics on alcohol, late night refreshment and entertainment licensing were published annually by DCMS until 2010.
- 2.2 DCMS published Alcohol, late night and entertainment licensing statistics in a single publication until a further change in departmental policy responsibilities was made in 2010. The Home Office was allocated responsibility for alcohol and late night refreshment licensing policy from DCMS, while DCMS retained responsibility for entertainment licensing. The production and publication of the alcohol and late night statistics were transferred to the Home Office as part of this change; DCMS is still responsible for entertainment licensing statistics.
- 2.3 *Alcohol and Late Night Refreshment Licensing England and Wales (Alcohol and Late Night Licensing)* presents annual information about the number of alcohol and late night licenses granted in England and Wales. The statistics are produced using data supplied by the 350 licensing authorities in England and Wales. The data are collected by means of a survey and it is a requirement for authorities to provide information about alcohol and late night refreshment licenses under the Single Data List<sup>9</sup>. The survey achieved a 96 per cent response rate in 2011/12. The Home Office told us that it collects these data to monitor the impact of changes in the licensing legislation taking place in 2012 and 2013: it has no definite plans for the future publication of *Alcohol and Late Night Licensing* beyond 2014.
- 2.4 The data used to produce these statistics are collected by the Home Office from management information held by the authorities on the issuing of licenses to sell alcohol granted to pubs, clubs, restaurants and shops; this is governed by the *Licensing Act 2003*<sup>10</sup> and subsequent legislation amendments. Recent amendments to the Act were introduced following the *Police Reform and Social Responsibility Act 2011*<sup>11</sup>, including the requirement for licensing authorities to consult with the fire and rescue authority when determining policy, with further amendments during 2012/13 and 2013/14<sup>12</sup>.

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<sup>8</sup> <http://www.legislation.gov.uk/ukpga/1964/26>

<sup>9</sup> The Single Data List presents the list of central government indicators required from local governments. The latest available is from 2012:

[https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/15039/Single\\_data\\_list\\_-\\_march\\_2012.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/15039/Single_data_list_-_march_2012.pdf)

<sup>10</sup> <http://www.legislation.gov.uk/ukpga/2003/17/contents>

<sup>11</sup> <http://www.legislation.gov.uk/ukpga/2011/13/contents>

<sup>12</sup> The full list of amendments to the Act is available at: <http://www.legislation.gov.uk/changes?affected-title=Licensing%20Act%202003>

- 2.5 *Entertainment Licensing Statistics; England and Wales (Entertainment Licensing)* presents annual information about the number of premises licences and club premises certificates authorising regulated entertainment<sup>13</sup> in England and Wales. Figures and commentary are presented at regional level and for a range of entertainment categories. The statistics are produced using data from the same survey of licensing authorities as *Alcohol and Late Night Licensing*, carried out by the Home Office.
- 2.6 The Home Office told us that it costs around £50,000 to produce *Alcohol and Late Night Licensing* each year; this includes the cost of collecting the data and quality assuring the statistics for publication. DCMS told us that it does not have any collection costs – as these are met by the Home Office – and that its costs will only include the time of those involved in the producing the report, estimated to be around 0.05 FTEs each year.

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<sup>13</sup> The categories of regulated entertainment which premises licences can cover include: plays; films; indoor sporting events such as boxing or wrestling; live or recorded music; performance of dance; and facilities for making music, dancing or similar

### 3 Assessment findings

- 3.1 The Home Office and DCMS engage regularly on an informal basis with policy officials responsible for monitoring the impact of policy and legislative changes to alcohol and entertainment licensing. The statistical teams in the Home Office and DCMS told the Assessment team that their understanding of the use of the statistics outside government is very limited and that neither of them formally engage with users outside the department about either set of statistics. The Home Office and DCMS told us that the licensing authorities in England and Wales are likely to use these statistics for planning purposes and benchmarking against other authorities. The statistics team in DCMS told us that it is working with its policy team to identify users outside government. The authorities that responded to our user consultation told us that the levels of engagement with the Home Office and DCMS is limited and some told us that they are unsure about the use made of these statistics by government. A recent policy consultation<sup>14</sup> by the Home Office on changes to the licensing regulations and the impact on local communities received over 1,000 formal responses and almost 3,000 campaign responses from the public, trade bodies and licensing communities. The Assessment team considers that this consultation shows a large degree of public interest in alcohol and entertainment licensing at a local level. As part of the designation as National Statistics, the Home Office and DCMS should engage with users of the statistics outside government; publish the relevant information and assumptions and use them to support the use of the statistics<sup>15</sup> (Requirement 1). We suggest that the Home Office and DCMS refer to the types of use put forward in the Statistics Authority's Monitoring Brief, *The Use Made of Official Statistics*<sup>16</sup> when documenting use.
- 3.2 Until 2010, the alcohol, late night and entertainment licensing statistics were published annually by DCMS before the responsibility for alcohol and late night licensing was transferred to the Home Office. Following this transfer, the Home Office assumed responsibility for collecting data from licensing authorities; the Home Office transfers the data used to produce the entertainment licensing statistics to DCMS for processing and publication. The Home Office statistics team told us that the alcohol and late night licensing statistics are used by the Home Office to monitor the impact of legislative changes, and that it does not foresee the publication continuing beyond 2014 – unless statistics are needed to monitor further changes to the licensing legislation. However, DCMS told us that it considers its *Entertainment Licensing* report to be an annual publication, but it does not have plans for the collection of entertainment licensing data if the Home Office survey is ceased. The Assessment team considers that this could present a risk to the future of entertainment licensing statistics. As part of the designation as National Statistics, the Home Office and DCMS should adopt systematic statistical planning arrangements, including priority setting, that reflect user need<sup>17</sup> (Requirement 2). It was not clear to the Assessment team whether DCMS has sufficient input and control over the timing of

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<sup>14</sup> <https://www.gov.uk/government/publications/responses-to-consultation-rebalancing-the-licensing-act>

<sup>15</sup> In relation to Principle 1, Practice 1 and 2 of the *Code of Practice*

<sup>16</sup> <http://www.statisticsauthority.gov.uk/assessment/monitoring/monitoring-reviews/monitoring-brief-6-2010---the-use-made-of-official-statistics.pdf>

<sup>17</sup> In relation to Principle 1, Practice 3 of the *Code of Practice*

*Entertainment Licensing* due to current data collection arrangements. In meeting Requirement 2, and as part of the designation as National Statistics, DCMS should ensure that the statistical Head of Profession has the sole responsibility for deciding on the timing of *Entertainment Licensing*<sup>18</sup> (Requirement 3).

- 3.3 The Home Office has produced a separate user guide to accompany *Alcohol and Late Night Licensing*, which provides information about how the data are collected and how the statistics are produced. However, the key points from the user guide are not summarised within the main publication. In addition, *Alcohol and Late Night Licensing* and *Entertainment Licensing* do not contain full information in relation to the quality of the statistics and scale of modelled adjustments. *Entertainment Licensing* includes a detailed description of the modelling process for missing responses within the release. DCMS publishes the survey response rate as a percentage of licensing authorities, but does not provide information to inform users whether the missing responses were from authorities that issue a large or small number of licenses, or whether this could influence interpretation of the results. As part of the designation as National Statistics the Home Office and DCMS should publish information about the quality of the statistics, including the main sources of bias and other errors in *Alcohol and Late Night Licensing* and *Entertainment Licensing*<sup>19</sup> (Requirement 4). In meeting this requirement, we suggest that the Home Office should publish summary information about the methods used to produce the alcohol and late night licensing statistics.
- 3.4 *Alcohol and Late Night Licensing* presents statistics for England and Wales but does not provide any links to, or information about, comparable statistics produced by other administrations across the UK. For example, the Scottish Government produces some official statistics on Scottish liquor licensing<sup>20</sup>, which is referenced in *Entertainment Licensing* together with some explanatory text on the lack of direct comparability, but similar statistics are not highlighted in *Alcohol and Late Night Licensing*. As part of the designation as National Statistics, the Home Office should provide information in *Alcohol and Late Night Licensing* about similar statistics produced by different administrations in the UK<sup>21</sup> (Requirement 5).
- 3.5 DCMS includes an estimate of the compliance cost of licensing authorities responding to the survey for *Entertainment Licensing*. However, the Home Office does not report the costs to licensing authorities. As part of the designation as National Statistics, the Home Office should report annually the estimated cost to licensing authorities to respond to the survey, and use this information to strive to develop methods that will reduce the burden to data suppliers<sup>22</sup> (Requirement 6).
- 3.6 The statistical reports contain impartial commentary that is accessible to users and each includes a summary of the key findings at regional level. The commentary in *Entertainment Licensing* is useful, particularly in referencing results from DCMS's Taking Part Survey to help to explain the results. *Alcohol*

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<sup>18</sup> In relation to Principle 3, Practice 3 of the *Code of Practice*

<sup>19</sup> In relation to Principle 4, Practices 1 and 2 of the *Code of Practice*

<sup>20</sup> <http://www.scotland.gov.uk/Topics/Statistics/Browse/Crime-Justice/PubLiquor/LiquLic201112>

<sup>21</sup> In relation to Principle 4, Practice 6 of the *Code of Practice*

<sup>22</sup> In relation to Principle 6, Practice 1 of the *Code of Practice*

*and Late Night Licensing* includes clear and descriptive commentary, and provides some useful links to where further information about applications, fee bands and licensable activities can be found. However, the reports do not provide much information about the key policy areas – such as deregulation of live music being monitored by the Home Office and DCMS under the *Licensing Act 2003* – explaining why these statistics are important to users. Each of the statistical reports provides access to statistics broken down by licensing authority in separate spreadsheets that are published alongside the main report; however, the reports do not provide any commentary at licensing authority level. *Alcohol and Late Night Licensing* does not provide sufficient explanation for changes in the statistics over time. As part of the designation as National Statistics, the Home Office and DCMS should improve the commentary in the reports so that it aids user interpretation of the statistics<sup>23</sup> (Requirement 7). In meeting this requirement, we suggest that the Home Office and DCMS should consider the points detailed in annex 2.

- 3.7 The Home Office and DCMS websites have recently migrated to the new gov.uk site as part of the Government's commitment to providing information about government services in a simpler and clearer fashion. DCMS publishes *Entertainment Licensing* in HTML, Word and PDF format with supplementary tables in Excel and CSV format, while the Home Office publishes *Alcohol and Late Night Licensing* only in HTML format with supplementary tables in Excel format. The Assessment team considers that publishing only in HTML may restrict the ability of users to save the report for use offline or to print the document easily. As part of the designation as National Statistics, the Home Office should ensure that *Alcohol and Late Night Licensing* is disseminated in forms that enable and encourage analysis and re-use<sup>24</sup> (Requirement 8). We suggest that the Home Office publish *Alcohol and Late Night Licensing* as a single downloadable document, such as in PDF or other similar format.
- 3.8 *Alcohol and Late Night Licensing* does not include the name and contact details of the responsible statistician. As part of the designation as National Statistics, the Home Office should include the name and contact details for the responsible statistician in *Alcohol and Late Night Licensing*<sup>25</sup> (Requirement 9).

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<sup>23</sup> In relation to Principle 8, Practice 2 of the *Code of Practice*

<sup>24</sup> In relation to Principle 8, Practice 6 of the *Code of Practice*

<sup>25</sup> In relation to Protocol 2, Practice 6 of the *Code of Practice*

## Annex 1: Suggestions for improvement

A1.1 This annex includes some suggestions for improvement to the Home Office’s alcohol and late night licensing statistics, and DCMS’ entertainment licensing statistics in the interest of the public good. These are not formally required for designation, but the Assessment team considers that their implementation will improve public confidence in the production, management and dissemination of official statistics.

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|---------------------|--|
| <b>Suggestion 1</b> | Refer to the types of use put forward in the Statistics Authority’s Monitoring Brief, <i>The Use Made of Official Statistics</i> when documenting use (para 3.1) – (Home Office and DCMS). |
| <b>Suggestion 2</b> | In meeting Requirement 4, publish summary information about the methods used to produce the alcohol and late night licensing statistics (para 3.3) – (Home Office).                        |
| <b>Suggestion 3</b> | In meeting Requirement 7, consider the points detailed in annex 2, in seeking to improve the statistical reports (para 3.6) – (Home Office and DCMS).                                      |
| <b>Suggestion 4</b> | Publish <i>Alcohol and Late Night Licensing</i> as a single downloadable document, such as PDF or other similar format (para 3.7) – (Home Office).   |

## Annex 2: Compliance with Standards for Statistical Reports

- A2.1 In November 2012, the Statistics Authority issued a statement on *Standards for Statistical Reports*<sup>26</sup>. While this is not part of the *Code of Practice for Official Statistics*, the Authority regards it as advice that will promote both understanding and compliance with the *Code*. In relation to the statistical reports associated with the alcohol, late night and entertainment licensing statistics, this annex comments on compliance with the statement on standards.
- A2.2 In implementing any Requirements of this report (at paragraph 1.5) which relate to the content of statistical reports, we encourage the producer body to apply the standards as fully as possible.

### **Include an impartial narrative in plain English that draws out the main messages from the statistics**

- A2.3 The reports contain impartial commentary that is accessible to users and each includes a summary of the key findings. The commentary in *Entertainment Licensing* is useful, particularly in referencing results from DCMS's Taking Part Survey to help to explain the results. *Alcohol and Late Night Licensing* includes clear and descriptive commentary, and provides some useful links to where further information can be found. However, it offers little explanation for changes in the statistics over time. Both reports contain results for individual licensing authorities within supplementary Excel tables, but there is no commentary to reflect this in the main reports.
- A2.4 The reports contain references to the lack of data collection in 2011, but offer no explanation for this gap in the results. *Entertainment Licensing* includes a combination of actual returns and modelled results. The process is clearly explained in an annex, and each table or figure includes a warning note, but the main commentary and tables do not inform users whether this could introduce bias or influence interpretation of the results.

### **Include information about the context and likely uses of the statistics**

- A2.5 *Alcohol and Late Night Licensing* and *Entertainment Licensing* give descriptions of what they are measuring and why, as well as descriptions and explanations of the concepts. The introductions provide some of the operational context in which these statistics have been produced, such as monitoring performance against the *Licensing Act 2003*. However, the reports do not include any further details of the key policy drivers and targets within the Home Office and DCMS, explaining why these statistics are important. The reports do not include assumptions about potential uses of these statistics, or about uses of the statistics by users outside the Home Office and DCMS.

### **Include information about the strengths and limitations of the statistics in relation to their potential use**

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<sup>26</sup> <http://www.statisticsauthority.gov.uk/news/standards-for-statistical-reports.html>

- A2.6 *Entertainment Licensing* includes a clear statement in its introduction that the number of licences in force does not provide a measure of the regulated entertainment which actually takes place, to avoid potential misuse of the statistics. *Entertainment Licensing* contains a mixture of actual and modelled results, and tables are clearly labelled as such throughout the release.
- A2.7 *Alcohol and Late Night Licensing* includes a link to a user guide, but the guide does not provide sufficient information about the strengths and limitations of the statistics. The Home Office told the Assessment team that the guide is due to be reviewed and expanded.

### **Be professionally sound**

- A2.8 *Alcohol and Late Night Licensing* includes text that is impartial and avoids statements of opinion. The report provides descriptive statements that are consistent with the statistics and descriptions of proportions, changes, trends are professionally sound; it also makes good use of graphs and tables.
- A2.9 *Entertainment Licensing* includes text that is impartial and makes good use of graphs and tables. The maps present total licence numbers: the Assessment team felt that these maps could offer additional benefit to users if the licence numbers were presented per head of population, providing further context for analysis. One disparity was identified between a map (Figure 3) in *Entertainment Licensing* and its corresponding commentary. The commentary highlights East Midlands as being amongst the areas with the greatest number of licensed premises (>12,500), while the map presents the figure for the region as between 5,500 and 10,100.

### **Include, or link to, appropriate metadata**

- A2.10 Both reports have titles describing the coverage of the statistics and the point in time or period to which the latest statistics relate. *Entertainment Licensing* prominently presents the name of the producer body, contact details for the responsible statistician and the frequency of publication. *Alcohol and Late Night Licensing* does not include details of the responsible statistician or the frequency of publication.
- A2.11 *Entertainment Licensing* includes a statement that there are no comparable reports within the UK. It also includes a link to the Scottish liquor licensing statistics, together with an explanation of why they are not directly comparable. *Alcohol and Late Night Licensing* does not include links to any comparable reports.



## **Annex 3: Summary of assessment process and users' views**

- A3.1 This assessment was conducted from February to April 2013.
- A3.2 The Assessment team – David Duncan-Fraser, Russell Whyte and Catherine Barham – agreed the scope of and timetable for this assessment with representatives of the Home Office and DCMS in February. The Written Evidence for Assessment was provided on 21 March by DCMS and 13 March by the Home Office. The Assessment team subsequently met the Home Office and DCMS during March to review compliance with the *Code of Practice*, taking account of the written evidence provided and other relevant sources of evidence.

### **Summary of users contacted, and issues raised**

- A3.3 Part of the assessment process involves our consideration of the views of users. We approach some known and potential users of the set of statistics, and we invite comments via an open note on the Authority's website. This process is not a statistical survey, but it enables us to gain some insights about the extent to which the statistics meet users' needs and the extent to which users feel that the producers of those statistics engage with them. We are aware that responses from users may not be representative of wider views, and we take account of this in the way that we prepare Assessment reports.
- A3.4 The Assessment team received 8 responses from the user consultation. All of the responses were from individual licensing authorities (generally borough councils), who are both suppliers of the data and users of the statistics.
- A3.5 Users said that the statistics largely met their needs, although some concerns were raised. Some users suggested that they would like additional detailed information for both *Alcohol and Late Night Licensing* and *Entertainment Licensing*: these included breakdowns for the type of premises licensed (pub, restaurant or club) and for the timing of the license issued (before or after midnight or 1am). Some users of *Alcohol and Late Night Licensing* said that they had difficulty locating the supporting Excel files, and that there had been a lack of user consultation around the development of the statistical report and the resource that is required by licensing authorities to provide the data to the Home Office. One data supplier told us that the guidelines issued to licensing authorities could provide clearer information about the definitions used to supply data.

### **Key documents/links provided**

Written Evidence for Assessment document

