

REPORT TO: East Lothian Council

MEETING DATE: 22 June 2021

BY: Executive Director for Council Resources

SUBJECT: Appointments to East Lothian Licensing Forum

1 PURPOSE

- 1.1 To seek approval of the appointment of proposed new members of East Lothian Licensing Forum (the Forum) and for any future decisions on membership of the Forum to be delegated to Council officers.

2 RECOMMENDATIONS

- 2.1 The Council approves the appointments to the Forum as outlined at section 3.3.
- 2.2 The Council approves that future Forum appointments and non-voluntary terminations be delegated to the Head of Council Support as detailed at section 3.4.

3 BACKGROUND

- 3.1 East Lothian Licensing Forum has been established in accordance with the Licensing (Scotland) Act 2005 (the Act) and the Act sets out the way that the Forum must operate.

The Forum is a separate entity from East Lothian Licensing Board and supports and promotes the licensing objectives outlined in the Act. The Membership of the Forum must be between five and 21 members. The Act states that members must be appointed to the Forum by the relevant Council.

The Forum membership recently dropped to only eight members and there is a desire to increase membership to both regenerate the work of the Forum and to champion the Licensed Trade in East Lothian.

- 3.2 Operating procedures for the Forum have recently been modernised by the Council (who provide administrative support to the Forum) and a Scheme of Administration has been introduced covering matters such as membership applications, attendance at meetings, appointment of office bearers, and non-voluntary termination of membership.
- 3.3 Membership applications are assessed by a recruitment panel of Council officers. The panel members are currently the Service Manger – Legal, the Service Manager – People and Governance, and the Team Manager – Democratic and Licensing. Two individuals have applied for Forum membership recently and have been assessed as meeting the membership criteria and have evidenced background experience that would make them very suitable Forum members. Both individuals hold liquor licences from East Lothian Council. They are:
- Graham Blaikie, Designated Premise Manager at the Mercat Grill, Whitecraig
 - Arindam Podder, Designated Premise Manager, Queen Margaret University (sports and student union building)
- 3.4 Approval is sought for all future decisions on membership of the Forum to be delegated to the Head of Council Support. However, as this post is currently vacant with post-holder taking up the role on 1 July 2021, a temporary interim delegation is sought in favour of the Service Manager – People and Governance in order that the appointment letters for the two applicants at section 3.3, if approved by Council, can be issued straight away following the meeting of Council.

4 POLICY IMPLICATIONS

- 4.1 None

5 INTEGRATED IMPACT ASSESSMENT

- 5.1 The subject of this report does not affect the wellbeing of the community or have a significant impact on equality, the environment or economy.

6 RESOURCE IMPLICATIONS

- 6.1 Financial – none
- 6.2 Personnel – none
- 6.3 Other – none

7 BACKGROUND PAPERS

7.1 East Lothian Licensing Forum Scheme of Administration

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