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REPORT TO: MORAY LICENSING BOARD 2 DECEMBER 2020

SUBJECT: APPOINTMENT OF DEPUTE CLERK

BY: CLERK TO THE BOARD

1. Reason for Report

- 1.1 The reason for this report is to request the formal appointment of a new Depute Clerk to the Board.

2. Recommendations

- 2.1 **It is recommended that the Board appoint a replacement Depute Clerk to assist the provision of the Licensing Service**

3. Background

- 3.1 The Clerk to the Board is Mr Alasdair McEachan, Head of Governance Strategy and Performance.
- 3.2 There are currently three Depute Clerks – Mrs Aileen Scott, Legal Services Manager (Litigation & Licensing), Mr Sean Hoath, Senior Solicitor (Litigation and Licensing) and Ms Morag Smith, Senior Solicitor (Litigation and Licensing).
- 3.2 In order to assist in advising of the Licensing Board, and administration of the same, the Clerk proposes that Ms Sana Sarwar, Solicitor, is appointed from within the Legal and Democratic Services section, as a Depute Clerk.

4 Implications

(a) Moray 2023 A Plan for the Future/Service Plan

The Moray Licensing Board exercises statutory functions under various Acts including the Licensing (Scotland) Act 2005, the Gambling Act 2005, which includes promoting licensing objectives such as :

- Preventing crime and disorder
- Securing public safety
- Preventing public nuisance
- Protecting and improving public health
- Protecting children and young persons from harm

The objectives of licensing regimes closely reflect some of the objectives of the Community Plan. Provision for appropriate staff and support will assist the Board in promoting community involvement and preventing the consumption of alcohol from being the source of nuisance, anti-social behaviour and harm. This is also true of the caring and healthy communities and environmental aspects of the Corporate Plan.

(b) Policy and Legal

None arising directly from this report.

(c) Financial Implications

None

(d) Risk Implications

The appointment of additional staff to support the Clerk should serve to maximise service delivery.

(e) Staffing Implications

Appointments can be made from within existing staff resources.

(f) Property

None.

(g) Equalities

None.

(h) Consultations

None required.

5. Conclusion

5.1 It is proposed that the Board appoint a replacement Depute Clerk to assist the provision of the Licensing Service.

Author of Report: Sean Hoath, Senior Solicitor, Depute Clerk to the Board

Background Papers:

Ref: SH

Signature: _____

Designation: Head of Governance Strategy and Performance, Clerk to the Board

Name: Alasdair McEachan