

# The City of Edinburgh Council

10.00am, Thursday, 4 February 2016

## Appointment of Monitoring Officer and Clerk to the Licensing Board

Item number 8.3

Report number

Executive/routine

Wards

### Executive Summary

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Following the resignation of the current Head of Legal and Risk, the Council is requested to appoint Nick Smith, Interim Head of Legal and Risk, as the Monitoring Officer and the Clerk to the Licensing Board, effective from 6 February 2016.

### Links

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Coalition pledges

Council outcomes CO25

Single Outcome Agreement

## Appointment of Monitoring Officer and Clerk to the Licensing Board

### 1. Recommendations

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- 1.1 To appoint Nick Smith, Interim Head of Legal and Risk, as the Monitoring Officer and Clerk to the Licensing Board, effective from 6 February 2016.

### 2. Background

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- 2.1 The Local Government and Housing Act 1989 requires that the Council designate one of its officers to act as Monitoring Officer.
- 2.2 The Licensing (Scotland) Act 2005 requires the Council to appoint a clerk of the Licensing Board and that the clerk must be an advocate or a solicitor.

### 3. Main report

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- 3.1 Following the resignation of the current Head of Legal and Risk, it is intended that the Interim Head of Legal and Risk, Nick Smith, should also assume the duties of Monitoring Officer and Clerk to the Licensing Board.

### 4. Measures of success

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- 4.1 A Monitoring Officer and Clerk to the Licensing Board is appointed.

### 5. Financial impact

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- 5.1 There is no financial impact as a result of this report.

### 6. Risk, policy, compliance and governance impact

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- 6.1 The appointments of Monitoring Officer and Clerk to the Licensing Board are statutorily required and are essential to the operations of the Council.

## 7. Equalities impact

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7.1 There are no direct equalities impacts as a result of this report.

## 8. Sustainability impact

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8.1 There is no direct sustainability impact as a result of this report.

## 9. Consultation and engagement

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9.1 Not applicable.

## 10. Background reading/external references

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10.1 None.

### Andrew Kerr

Chief Executive

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## Links

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### Coalition pledges

**Council outcomes** CO25 - The Council has efficient and effective services that deliver on objectives

**Single Outcome Agreement**

**Appendices** None