



West Lothian Licensing Board

West Lothian Civic Centre
Howden South Road
LIVINGSTON
EH54 6FF

1 April 2021

A meeting of West Lothian Licensing Board will be held within the **MS Teams Virtual Meeting Room** on **Friday 9 April 2021** at **10:00am**.

Clerk to the Licensing Board

BUSINESS

1. Apologies for Absence
2. Declarations of Interest - Members should declare any financial and non-financial interests they have in the items of business for consideration at the meeting, identifying the relevant agenda item and the nature of their interest
3. Order of Business, including notice of urgent business and declarations of interest in any urgent business
4. Confirm Draft Minute of Meeting of the Board held on 12 March 2021 (herewith).

Private Items for Decision

5. Application for Variation of a Premises Licence - report by Clerk to the Licensing Board.
6. Application for a personal licence - report by Clerk to the Licensing Board.
7. Application for Review of Premises Licence - report by Clerk to the

DATA LABEL: Public

Licensing Board.

8. Report from Police Scotland under Section 84A of the Licensing (Scotland) Act 2005 - report by Clerk to the Licensing Board.

Private Items for Information

9. Update on how the Code of Conduct for Councillors affects Board members - verbal report by the Depute Clerk.
10. Board Equality Documentation - verbal report by the Depute Clerk (draft documentation to be tabled).

NOTE **For further information please contact the Licensing Team on 01506 281632 or email licensingboard@westlothian.gov.uk**

MINUTE of MEETING of the WEST LOTHIAN LICENSING BOARD held within MS TEAMS VIRTUAL MEETING ROOM, on 12 MARCH 2021.

Present – Councillors Dom McGuire (Chair), Alison Adamson, Peter Heggie and George Paul

Apologies – Councillors Damian Doran-Timson, David Dodds, Bruce Fairbairn and Dave King

In Attendance –

Carol Johnston, Clerk, West Lothian Licensing Board
Audrey Watson, Depute Clerk, West Lothian Licensing Board
Gary McMullan, Depute Clerk, West Lothian Licensing Board
Douglas Frood, Licensing Standards Officer, West Lothian Council

1. DECLARATIONS OF INTEREST

There were no declarations of interest made.

2. MINUTE

The Board confirmed the draft Minute of its Meeting held on 12 February 2021 as a correct record. The Minute was thereafter signed by the Chair.

3. ANNUAL FEES AND PREMISES LICENCE

The Board considered a report by the Depute Clerk regarding a proposal from the Licensing Forum that the Board should consider refunding some premises part of their annual fees due to the impact of lockdown on operators. The background to the report was explained by the Depute Clerk and questions from Board members were answered by the Chief Solicitor and the Managing Solicitor of the Licensing Team.

Decision

To approve the report's recommendation that it would not be appropriate for the Board to determine that there should be a refund of any fees and to request that the Clerk inform the Licensing Forum of the Board's decision.

4. RESPONSE TO GAMBLING CONSULTATION BY THE UK GOVERNMENT

The Board considered a proposed response to the UK Government's consultation on the Gambling Act 2005. The proposed wording for the response had been prepared by the Depute Clerk and had been circulated to Board members by email prior to the meeting. The Depute

Clerk explained the issue raised in the proposed response and answered questions from Board members.

Decision

To approve the proposed response and authorise the Depute Clerk to submit the response to the Consultation.

5. WEST LOTHIAN LICENSING BOARD GAMBLING POLICY CONSULTATION 2021

The Depute Clerk highlighted that an email had been circulated to Board members prior to the meeting with a proposed consultation document and template letter for stakeholders in respect of a required Consultation to review the Board's gambling statement of principles. The Depute Clerk advised that as part of the review the Board would undertake a consultation process with a wide range of stakeholders and an online consultation through which anyone in West Lothian could submit a response to the consultation. The Depute Clerk advised that following the review a new gambling statement of principles required to be published by January 2022.

The Depute Clerk recommended that the Board note that a review of the Gambling Policy was underway with a view to the publication of a new statement of policy by January 2022 and approve the previously circulated consultation document and letter to stakeholders.

Decision

- (a) The Board noted that a review of their Gambling Policy was underway to include a public consultation with a view to the publication of a new statement of policy by January 2022;
- (b) To approve the proposed consultation document and letter to stakeholders circulated to Board Members by the Depute Clerk by email dated 26 February 2021 subject to adding premises licensed for on-sales of alcohol to the list of matters within the Board's remit for gambling (as stated on page 1 of the consultation document) and to delegate authority to the Clerk to make any final adjustments to the documents as required to correct any typographical errors or to deal with any other minor adjustments required.