

ANGUS LICENSING BOARD – 9 JUNE 2022

ANNUAL FINANCIAL REPORT

REPORT BY CLERK TO THE BOARD

ABSTRACT

The purpose of this report is to present the Annual Financial Report of the Angus Licensing Board to Board members.

1. RECOMMENDATION

It is recommended that the Board: -

- (i) note and approve the Annual Financial Report of the Angus Licensing Board for the period 1 April 2021 to 31 March 2022 found at **APPENDIX 1** to this Report.

2. BACKGROUND

2.1 Under section 9B (1) of the Licensing (Scotland) Act 2005 (“the Act”) the Angus Licensing Board is required to prepare and publish an Annual Financial Report. This report must include: -

- (a) a statement of: -
 - (i) the amount of relevant income received by the Licensing Board during the financial year, and
 - (ii) the amount of relevant expenditure incurred in respect of the Board's area during the year, and
- (b) an explanation of how the amounts in the statement were calculated.

2.2 Under section 9B (7) of the Act the financial year is defined as a yearly period ending on 31 March 2022.

2.3 Under section 9B (3) of the Act:

- (a) “relevant income” means income received by the Board in connection with the exercise of the Board’s functions under the Act, or section 14(1) of the Alcohol etc. (Scotland) Act 2010 (social responsibility levy) in so far as relating to holders of premises licences or occasional licences, and.
- (b) “relevant expenditure” means any expenditure which is attributable to the exercise of the Board’s functions under the Act, or section 14(1) of the Alcohol etc. (Scotland) Act 2010, (social responsibility levy) in so far as relating to holders of premises licences or occasional licences, and which is incurred by the Board, the relevant council, or the Licensing Standards Officer (or Officers) for the Board’s area.

2.4 The Annual Financial Report of Angus Licensing Board for the period 1 April 2021 to 31 March 2022 is attached as **Appendix 1**. The Board will see that income exceeded expenditure by £9918. Officers have been unable to quantify all staff time. It is therefore likely that the total net income is less than the figure stated. Most fees in respect of alcohol licensing are fixed by the Scottish Government and a copy of the Annual Financial Report will be forwarded to the Scottish Government to assist them in reviewing the fees fixed by them (and which have not been altered since they were fixed when the Licensing (Scotland) Act 2005 was enacted).

3. FINANCIAL IMPLICATIONS

3.1 The financial implications are contained within the body of this report and **APPENDIX 1**.

4. HUMAN RIGHTS IMPLICATIONS

4.1 There are no human rights implications arising from this report.

5. EQUALITIES IMPLICATIONS

5.1 The issues dealt with in this report have been the subject of consideration from an equalities perspective (as required by legislation). An equalities impact assessment is not required.

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Licensing (Scotland) Act 2005

Angus Licensing Board Annual Financial Report
Financial Year: 2021/2022

Angus Licensing Board is required under section 9B of the Licensing (Scotland) Act 2005 to publish an annual financial report within 3 months of the end of the relevant financial year.

This report has been prepared using licensing and financial data taken on 31 March 2022. Whilst it is believed that the figures are accurate, some information has had to be estimated (e.g., in relation to apportioned costs). Work is ongoing to ensure that, where possible, information will be retained in a format which permits the accurate reporting of income and expenditure in relation to Licensing Board functions.

The financial statement is as follows:

Income¹:	
Premises Licence	£ 4,600
Provisional Premises Licence	£ 600
Confirmation	£ 3,800
Annual Fees	£ 107,163
Transfers	£ 460
Minor Variations	£ 2,797
Major Variations	£ 5,907
Extended Hours	£ 90
Occasional Licence	£ 5,220
Personal Licence	£ 3,595
Total	(£134,232)
Direct Staff Costs²:	
Licensing Standards Officers	£ 16,271
Legal Services	£ 23,860
Administrative Support	£ 25,191
Elected Members	£ 912
Total	£ 66,234
Other Direct Costs³:	
Training and Development	£ 0
Supplies and Services	£ 9,105
Transport	£
Total:	£ 9,105
Indirect Costs⁴:	
	£ 48,975
Total:	£ 48,975
	£ 124,314
Total Net Income	
	(£ 9,918)

Notes:

1. Denotes income from the categories detailed for applications and annual fees received under the Licensing (Scotland) Act 2005.
2. Denotes salary, national insurance and pension costs associated with the Clerk and other Legal Services staff, Licensing Standards Officers and other staff responsible for administrative support under paragraph 8 of Schedule 1 to the Licensing (Scotland) Act 2005.
3. Denotes the identified direct budgetary costs associated with the exercise of the Licensing Board function under each category provided.
4. Denotes the portion of central administrative costs allocated to the Licensing Board budget for each category provided.