

Licensing (Scotland) Act 2005

West Dunbartonshire Council Licensing Board Financial Report

Financial Year: **[2021/2022]**

The **[West Dunbartonshire Council]** 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 financial data taken on **[31/3/2022]**. The relevant budgets and other finance sources that the data has been extracted from have not yet been audited. Consequently the figures provided in this report are indicative and cannot be relied upon as an accurate reflection of income and expenditure relative to the exercise of the Licensing Board's functions under the Licensing (Scotland) Act 2005.

The financial statement is as follows:

Income¹:	-£93,668
Direct Staff Costs²:	£196,609
Other Direct Costs³:	£ 424
Indirect Costs⁴:	£ 93,628
Net Income – Expenditure	£ 196,993

Notes:

1. Denotes income from applications and annual fees received under the Licensing (Scotland) Act 2005
2. Denotes salary, superannuation, national insurance and pension costs associated with the Clerk, Licensing Standards Officers and other Council staff responsible for administrative support under paragraph 8 of Schedule 1 to the Licensing (Scotland) Act 2005.
3. Denotes direct budgetary costs associated with the exercise of the Licensing Board function such as travel and transport costs, stationery, supplies and services etc.
4. Denotes the portion of central administrative costs such as accommodation, ICT, facility management etc. that are allocated to the Licensing Board budget.

*** Suggested Expanded Template for Standard Financial Statement ***

[If Authorities elect to do so, the suggested template can be expanded]

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The financial statement is as follows:

Income¹:

Provisional Premises Licence	-£200
Confirmation	-£1,100
Annual Fees	-£80,760
Transfers	-£32
Minor Variations	-£1,347
Major Variations	-£2000
Extended Hours	-£400
Occasional Licence	-£4,310
Personal Licence	-£3,231
Total	-£93,668

Direct Staff Costs²:

Licensing Administrative Costs	£ 112,468
Legal Services	£ 55,182
Administrative Support	£ 22,629
Elected Members	£ 6,330
Total	£ 196,609

Other Direct Costs³:

Training and Development	£
Stationery	£
Supplies and Services	£ 424
Pays to Other Agencies Bodies	£
Transport	
Travel	£
Total:	£ 424

Indirect Costs⁴:

ICT	£ 35,639
Accommodation	£ 7,218
Facility Management	£ 47,873
Financial Services	£ 2,898
Total:	£ 93,628

Net Income – Expenditure	£ 196,993
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Notes:

1. Denotes income from the categories detailed for applications and annual fees received under the Licensing (Scotland) Act 2005
2. Denotes salary, superannuation, 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.