

Licensing (Scotland) Act 2005**Scottish Borders Licensing Board Financial Report****Financial Year: 2020/21**

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

As a result of the Covid-19 outbreak, Schedule 5 Paragraph 4 of the Coronavirus (Scotland) Act 2020 extended the timeframe for the preparation and publishing of annual functions reports and allowed Boards to prepare and publish their annual reports no later than 31 December 2021 due to the coronavirus pandemic. This report has been prepared using financial data taken for year ending 31 March 2021.

It should be noted that expenditure in the statement has been calculated based upon estimates of the direct time spent by legal and licensing service staff on licensing functions. The report excludes allocation of indirect central support costs properly incurred by Scottish Borders Council which would include a share of total costs associated with accommodation, ICT, financial services, catering, telephone calls, printing, stationery and equipment.

The report accordingly should not be relied on as an accurate statement of income and expenditure for the exercise of the Board's functions under the Licensing (Scotland) Act 2005.

The financial statement is as follows:

Income¹:	
Premises inc	£145,580
Annual Fees	£11,430
Extensions/Variations/Transfers/Personal Occasional Licences	£880
Total	£157,890
Direct Staff Costs²:	
Licensing Standards Enforcement Officers	£33,534
Licensing Services	£69,532
Legal Services	£65,516
Total	£168,582
Other Direct Costs³:	
Board Members	£3,164
Transport Costs, Members	£0
Transport Costs, Officers	£10
IT Software Licences	£2,981
Postages	£3,775
Committee Members	£687
Total	£10,617
Indirect Costs⁴:	
Apportionment of central admin costs	£22,216

Net Income – Expenditure**- £43,525**

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 legal and licensing staff responsible for support to the Board 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.
4. Figures exclude any apportionment of central costs such as accommodation, ICT, financial services, catering, telephone calls, printing, stationery and equipment, etc that are expended towards the Council's statutory duty to provide the Licensing Board function.