

PERTH AND KINROSS LICENSING BOARD

Council Building
2 High Street
Perth
PH1 5PH

23/06/2021

A Meeting of the **Licensing Board** will be held virtually on **Thursday, 01 July 2021** at **10:00**.

LISA SIMPSON
Clerk of the Licensing Board

Those attending the meeting are requested to ensure that all mobile phones and other communication devices are in silent mode.

Members:

Members of Licensing Board
C Elliott
S Douglas

PERTH AND KINROSS LICENSING BOARD

Thursday, 01 July 2021

***MEMBERS ARE REMINDED OF THEIR STATUTORY DUTY TO DECLARE ANY
DIRECT OR INDIRECT FINANCIAL INTEREST THEY MAY HAVE IN ANY ITEM ON
THIS AGENDA***

- 1 WELCOME AND APOLOGIES**
- 2 DECLARATIONS OF INTEREST**
- 3 MINUTES OF MEETING OF 27 MAY 2021 FOR APPROVAL AND SIGNATURE 5 - 12**
- 4 AGENDA - 1 JULY 2021 13 - 16**
- 5 ANNUAL FUNCTIONS REPORT 2020-2021 17 - 28**
- 6 ANNUAL FINANCIAL REPORT 2020-2021 29 - 34**
- 7 NEW APPLICATIONS**
 - 7(i) IVYBANK LODGE**
 - 7(ii) WHITEMOSS LODGE**
- 8 VARIATION (MAJOR) APPLICATION**
 - 8(i) STENHOUSE GALLERY & CAFE**
- 9 PREMISES LICENCE REVIEWS**
 - 9(i) TESCO STORES LIMITED X 5 PREMISES
to (v)**

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PERTH AND KINROSS LICENSING BOARD

Minute of Meeting of the Licensing Board

Held virtually on 27 May 2021

Present:-

Councillors Baird; Brock; Duff; Gray; James; McCall; Parrott; Pover; Reid and Wilson.

Councillor Baird presiding.

Also present: Colin Elliott, Depute Clerk to the Licensing Board and Shona Douglas, Licensing Paralegal.

1. WELCOME AND APOLOGIES

The Convenor welcomed those present. There were no apologies.

2. ELECTION OF VICE CONVENOR

Councillor James was elected as Vice Convenor of Perth and Kinross Licensing Board

3. DECLARATIONS OF INTEREST

There were no declarations of interest.

4. **MINUTES**

The Minute of the Meeting of 22 April 2021 was submitted and approved as a true record and authorised for signature.

5. **PREMISES LICENCE APPLICATIONS**

Premises	Applicant	Decision
Bed and Breakfast Letterellan Fearnan Aberfeldy PH15 2NY	Jonathan Mark Morris	Grant subject to mandatory conditions
Tipple in a Tuk Tuk The Shielling Moray Street Blackford Auchterarder PH4 1QP	Tipple in a Tuk Tuk Ltd	<p>Grant subject to mandatory conditions, and</p> <p>Local Conditions</p> <p>(1) Written policies shall be in place for the premises and shall be implemented by the premises licence holder and all staff involved in the sale and consumption of alcohol, all to the continuing satisfaction of the Board, for:</p> <p>(i) the taking of orders and subsequent delivery of alcohol out with the premises.</p> <p>With the premises licence not to be issued until the premises licence for Tipple in a TukTuk, Wolfhill is surrendered.</p>

5. VARIATION (MAJOR) APPLICATIONS

Premises	Applicant	Decision
Craigvrack Hotel 38 West Moulin Road Pitlochry PH16 5EQ	Global Hotels Ltd	<p>Grant subject to amending the premises licence as follows:</p> <p>Operating Plan</p> <p>2 Amend terminal hour as follows: Monday 12 midnight Tuesday 12 midnight Wednesday 12 midnight</p> <p>4 Delete existing narrative and insert instead: ‘Festive social demand hours per Board policy’.</p> <p>Box after 5(e) – delete existing narrative and insert instead: ‘Open for tea/coffee/food, breakfast, snacks, conference facilities prior to 11 am. Receptions including funerals and christenings, club and group meetings can take place before core hours. Background music including video/dvd's available prior to core licensing hours. Indoor and outdoor sports, televised sports will not be played after core hours but can start at 8am. No outdoor alcohol drinking facilities outside core hours but breakfast or other activities can start at 8am’.</p>

		<p>5(f) Add as follows: ‘Outdoor area including decking area for eating and drinking. No outdoor alcohol drinking facilities outside core hours. Restaurant open to residents and non-residents. No functions after core hours but can start at 8 am’.</p> <p>6(b) Remove reference to ‘challenge 21 policy’.</p> <p>7 Amend on-sales capacity to ‘204’ and amend the capacity breakdown figure for the outdoor area to ‘85’. Add "Off-sales = Nil".</p> <p>Layout Plan</p> <p>Amend location/layout plan as sought.</p>
Perth & District Ex Servicemens Club Ltd 20 Milne Street Perth PH1 5QL	Perth & District Ex Servicemens Club Ltd	<p>Grant subject to amending the premises licence as follows:</p> <p><u>Premises Licence</u></p> <p>Amend Description of Premises to read: ‘.... games room, function hall, and outdoor areas.’</p> <p><u>Operating Plan</u></p> <p>5 Amend activities as follows: Outdoor drinking YYN Box at the end of 5(e), paragraph 1, line 3, delete ‘and after core hours’</p> <p>5(f) Add: ‘The outdoor areas shall be delineated (enclosed) in order to be seen as part of the licensed premises and separate from the immediate surrounding area.’</p>

		<p>6(c) Add: 'and young persons' after 'children'.</p> <p><u>Layout Plan</u></p> <p>Substitute block plan and site location plan as requested.</p> <p><u>Conditions</u></p> <p>Add local conditions as follows:</p> <p>(5) Written policies shall be in place for the premises and immediate external area and shall be implemented by the premises licence holder and all staff involved in the sale and consumption of alcohol, all to the continuing satisfaction of the Board, for:</p> <p>(i) operating the outdoor areas, including noise mitigation and dispersal of patrons</p> <p>(6) The outdoor areas shall not be operated after 10pm</p> <p>(7) No music shall be played in or into the outdoor areas</p> <p>(8) No television or similar shall be operated in or into the outdoor areas</p> <p>This variation shall only have effect until 31 October 2021, except for the variation to the Operating Plan, Box after 5(e) and to 6(c) which shall be permanent variations.</p>
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Strathord Inn 7 Duchess Street Stanley PH1 4NG	Kenneth David Bygate	<p>Grant subject to amending the premises licence as follows:</p> <p><u>Premises Licence</u></p> <p>Amend Premises Licence Holder's address to: '9 Duchess Street, Stanley, PH1 4NG.'</p> <p><u>Operating Plan</u></p> <p>2 Amend as follows:</p> <table><tr><td>Monday</td><td>11am to 12 midnight</td></tr><tr><td>Tuesday</td><td>11am to 12 midnight</td></tr><tr><td>Wednesday</td><td>11am to 12 midnight</td></tr><tr><td>Thursday</td><td>11am to 12 midnight</td></tr><tr><td>Friday</td><td>11am to 12 midnight</td></tr><tr><td>Saturday</td><td>to 12 midnight</td></tr></table> <p>3 Amend as follows:</p> <table><tr><td>Monday</td><td>11am</td></tr><tr><td>Tuesday</td><td>11am</td></tr><tr><td>Wednesday</td><td>11am</td></tr><tr><td>Thursday</td><td>11am</td></tr><tr><td>Friday</td><td>11am</td></tr></table> <p>4 Amend to 'YES' and add, 'Festive social demand hours per Board policy.'</p>	Monday	11am to 12 midnight	Tuesday	11am to 12 midnight	Wednesday	11am to 12 midnight	Thursday	11am to 12 midnight	Friday	11am to 12 midnight	Saturday	to 12 midnight	Monday	11am	Tuesday	11am	Wednesday	11am	Thursday	11am	Friday	11am
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		<div>5 Amend as follows:<div>Restaurant facilities YYN</div><div>Bar meals YYN</div><div>Receptions YYN</div><div>Recorded music YYN</div><div>Gaming YYN</div><div>Indoor/outdoor sports YYN</div></div> <div>5(f) Remove existing narrative and insert instead, 'Quiz nights and charity nights'</div> <div>6(b) Insert, 'Children and young persons are allowed entry accompanied by an adult when having a meal'</div> <div>6(c) Insert, 'Age 8 and above'</div> <div>6(d) Insert, 'During social demand hours'</div> <div>6(e) Insert, 'Lounge, entrance corridor and lounge toilets only'</div> <div>7 Insert, 'On Sales – 36 persons, Off sales – nil'</div> <div>8(c) Amend DPM address as requested</div> <div>8(d) Amend email address as requested</div> <div>8(e) Amend date of personal licence to '25 July 2017'</div> <div><u>Layout Plan</u></div> <div>Amend location and layout plans as requested.</div>
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PERTH AND KINROSS LICENSING BOARD

Meeting 1 July 2021 at 10:00 am Remotely

Licensing (Scotland) Act 2005

New Grant(s)				
	Premises	Applicant	Date Received	Comments
1	IVYBANK LODGE BOAT BRAE RATTRAY BLAIRGOWRIE PH10 7BH	GARY HACK AND NIGEL ROBINSON T/A IVYBANK LODGE	25 May 2021	
2	WHITEMOSS LODGE WHITEMOSS ROAD DUNNING PH2 0QY	THE PARTNERSHIP OF WHITEMOSS LODGE	4 May 2021	

PERTH AND KINROSS LICENSING BOARD**Meeting 1 July 2021 at 10:00 am Remotely****Licensing (Scotland) Act 2005****Variation (Major)(s)**

	Premises	Applicant	Date Received	Comments
3	STENHOUSE GALLERY & CAFE 22-26 EAST HIGH STREET CRIEFF PH7 3AF	PAUL R ATTEWELL	13 May 2021	

PERTH AND KINROSS LICENSING BOARD

Meeting 1 July 2021 at 10:00 am Remotely

Licensing (Scotland) Act 2005

Premises Licence Review(s)

	Premises	Applicant	Date Received	Comments
4	TESCO EXPRESS - NEW SCONE FILLING STATION 25-29 PERTH ROAD SCONE PERTHSHIRE PH2 6JJ	PERTH AND KINROSS LICENSING BOARD	18 May 2021	Relevant offence(s) confirmed by Police Scotland
5	TESCO METRO 122/134 SOUTH STREET PERTH PH2 8PA	PERTH AND KINROSS LICENSING BOARD	18 May 2021	Relevant offence(s) confirmed by Police Scotland
6	TESCO STORE WELTON ROAD BLAIRGOWRIE PERTH PH10 6NB	PERTH AND KINROSS LICENSING BOARD	18 May 2021	Relevant offence(s) confirmed by Police Scotland
7	TESCO CRIEFF ROAD PERTH PH1 2NR	PERTH AND KINROSS LICENSING BOARD	18 May 2021	Relevant offence(s) confirmed by Police Scotland
8	TESCO EDINBURGH ROAD PERTH PH2 8DX	PERTH AND KINROSS LICENSING BOARD	18 May 2021	Relevant offence(s) confirmed by Police Scotland

PERTH AND KINROSS LICENSING BOARD

Board Meeting: 1 July 2021

ANNUAL FUNCTIONS REPORT 2020-2021

Report by Clerk to the Licensing Board

PURPOSE OF REPORT

This report provides the Board with an Annual Functions Report required under Section 9A of The Licensing (Scotland) Act 2005.

1. BACKGROUND/MAIN ISSUES

- 1.1 In terms of The Licensing (Scotland) Act 2005, Section 9A a Licensing Board must publish an Annual Functions Report within 3 months of the end of the financial year.
- 1.2 In preparing an annual functions report a Licensing Board must include:-
 - (a) a statement explaining how the Board has had regard to:-
 - (i) the licensing objectives, and
 - (ii) the licensing policy statement and any supplementary licensing policy statement including the Board's statement under section 7 (1) (duty to assess overprovision) in the exercise of their functions under this Act during the financial year.
 - (b) a summary of the decisions made by the Board during the financial year
 - (c) information about the number of licences held under this Act in the Board's area (including information about the number of occasional licences issued during the year) and
 - (d) any other information about the exercise of the Licensing Board's functions under this Act as the Board consider appropriate.

2. CONCLUSION AND RECOMMENDATIONS

- 2.1 This Report will be produced no later than three months of the end of the financial year and presented to the Board for their information.

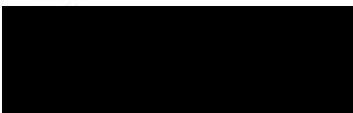
2.2 It is recommended that the Board:

- (i) approve the Annual Functions Report as shown as Appendix 1.

Author(s)

Name	Designation	Contact Details
Debra Gilkison	Licensing Manager	Ext. No. 75159 Email: dgilkison@pkc.gov.uk

Approved

Name	Designation	Signature
Sarah Rodger	Legal Manager	
Date 08 June 2021		

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Council Text Phone Number 01738 442573

ANNEX

1. IMPLICATIONS, ASSESSMENTS, CONSULTATION AND COMMUNICATION

Strategic Implications	Yes / None
Statement of Policy	No
Resource Implications	
Financial	No
Workforce	No
Assessments	
Equality Impact Assessment	None
Consultation	
Internal	No
External	No
Communication	
Communications Plan	No

1. CONSULTATION

1.1 As this report is for information to the Board no consultation is required.

2. APPENDICES

2.1 Annual Functions Report 2020-2021.

Appendix 1 – Annual Functions Report

**PERTH AND KINROSS
LICENSING
BOARD**



Perth and Kinross Licensing Board

Annual Functions Report 2020-2021



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Licensing – Section 11**

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1.0 Introduction – Perth and Kinross Licensing Board

- 1.1 Perth and Kinross Licensing Board (“the Board”) is the licensing authority for the local government area of Perth and Kinross for the purposes of the Act. The current Board, which was formed in May 2017, comprises 10 members all of whom are, elected members of Perth and Kinross Council. The Board is responsible for the functions set out in paragraphs 1.3 and 1.4 below within Perth and Kinross.
- 1.2 Perth and Kinross shares borders with Dundee, Fife, Clackmannanshire, Highland, Aberdeenshire, Angus, Argyll and Bute and Stirling Councils and covers 5285 square kilometres. The 2011 Census states that 146,652 people live within the area, which stretches from the Spittal of Glenshee in the north to Blairingone in the South, bordering with Clackmannanshire and Fife; in the East from Alyth and Blairgowrie and to the West, St. Fillans on the banks of Lochearn, bordering with Stirling. The main administrative centre for Perth and Kinross is based in Perth.
- 1.3 The Licensing (Scotland) Act 2005 as amended (“the Act”) makes provision for regulating the sale of alcohol and for regulating licensed premises and other premises on which alcohol is sold. The **Gambling Act 2005** makes provision for regulating betting and gaming. It gives authority for licensing some forms of gambling to local authorities
- 1.4 Under the Acts, Licensing Boards are responsible for considering applications for: -
- premises licences
 - occasional licences
 - provisional licences
 - temporary licences
 - personal licences
 - transfer of premises licences
 - variation of premises licences
 - extensions of licensing hours
 - betting premises, gaming machines, small lotteries, bingo premises, track betting, adult gaming centres, family entertainment centres.

2.0 The Licensing Objectives

2.1 The Licensing (Scotland) Act sets out the following five alcohol licensing objectives (“the licensing objectives”): -

- preventing crime and disorder
- securing public safety
- preventing public nuisance
- protecting and improving public health
- protecting children and young persons from harm

2.2 The licensing objectives provide a basis for the administration of the alcohol licensing regime. They also provide potential reasons for refusal of an application for the grant or variation of a premises licence or an occasional licence. Breach of the objectives may provide grounds for reviewing a premises licence. Conditions attached to a premises licence or an occasional licence may be based on any one or more of the licensing objectives.

2.3 In exercising its alcohol licensing functions under the Act, the Board is required to have regard to the licensing objectives.

3.0 Annual Function Report

3.1 In the year from 1 April 2020 to 31 March 2021 the Board met every six weeks with the exception of 2 July 2020, 10 December 2020 and 11 March 2021, to determine applications. The meetings of the Board scheduled to take place on 12 March 2020, 23 April 2020, 28 May 2020 and 28 January 2021 were cancelled in recognition of the coronavirus situation. In addition to the scheduled Board Meetings 6 Special Meetings of the Board took place between 6 May 2020 and 11 February 2021.

3.2 All applications before the Board were dealt with in an open and transparent manner in accordance with licensing legislation and the Board’s Statement of Licensing Policy 2018 – 2023.

3.3 Information and assistance was made available to those wishing to apply for a licence, make representations or lodge objections.

3.4 The Board is aware of the need to ensure that the licensing process is accessible to all. Assistance is therefore always available on request for those who require special arrangements to access any part of the process.

3.5 At the six weekly meetings, the Board adopts as informal a process as possible but consistent with the carrying out of the Board’s quasi-judicial function.

- 3.6 The shift to virtual meetings has meant that people have to engage in a different way, however a range of options are available to enable people to participate and are supported to do that.

4.0 Decisions of the Board

- 4.1 The Board considered 18 new Premises Licence Applications (5 of which were downgraded to a Provisional), 21 Major Variations, a Transfer of a Premises Licence, a Major Variation on Transfer of a Premises Licence, 6 Occasional Licences and an Adult Gaming Centre Variation. Twelve objections, with one being withdrawn, and 7 representations in support were considered in relation to new Premises Licences; 3 objections were considered in relation to Major Variations; 1 objection was received in relation to the Transfer of a Premises Licence and 2 Objections, one anonymous, and 3 representations were received in relation to Occasional Licences. Two new Premises Licence Applications and 3 Major Variations are ready to be scheduled to a future Board Meeting. In addition to the above a further 3 new Premises Licence Applications and 4 Major Variations were received but require further communication with the Applicants to validate them. 115 Personal Licence applications were received during the period 1 April 2020 to 31 March 2021, 101 of which were new applications and 14 of which were renewals. The remainder of the applications have all been approved under delegated powers.

78 minor variations were approved under delegated powers, 3 of these variations were to include outdoor areas on the Premises Licence.

Where the Board received objections/representations to Occasional Licences, new Premises Licences and Major Variations the Board granted these applications subject to mandatory and local conditions being imposed. Local conditions imposed consisted of complying with any relevant legislation, directions and guidance of the UK and Scottish Governments in relation to coronavirus; whether the outdoor area could be used, and if so, what measures must be followed such as for numbers permitted, hygiene, and social distancing, use of music or television; noise mitigation and dispersal of patrons policies and policies to manage the taking of orders and delivery/collection of alcohol.

- 4.2 During the course of the year, the Board received 573 applications for Occasional Licences, a decrease of 467 applications compared to the same time period as the previous year. The decrease in applications for occasional licences was due to lockdown restrictions imposed by Covid-19 which meant that events were not taking place e.g. weddings, seasonal gatherings, gala days, markets, live music events, horse shows, light nights.

- 4.3 11 Extended Hours applications were received and 8 were approved under delegated powers. 3 were not considered as the premises was closed due to the Pandemic.
- 4.4 In assessing applications, the Board used a considerable number of different sources of information to enable them to reach determinations. These sources included reports from Police Scotland, Scottish Fire and Rescue Service, Licensing Standards Officer, Building Standards, Planning and Environment Services.

5.0 Licensed Hours

- 5.1 In granting licences the Board recognised that licensing hours are important to individual licensed premises but can have a wider impact for an area. Balanced against this, the Board did not wish to unnecessarily inhibit the development of thriving and safe evening and night-time local economies which are important for investment, employment and tourism.
- 5.2 In terms of the Act, the sale of alcohol for consumption off the premises is not permitted before 10.00 am and after 10.00 pm.
- 5.3 Each application for a premises licence is assessed on its own merits against the policy hours appropriate to the type of activity and venue for which a licence is being sought.
- 5.4 Should an application be received in respect of opening earlier than 11 am for on sales, the Board will expect the applicant to justify their request and demonstrate measures that promote the five licensing objectives.
- 5.5 Extended hours applications are individually assessed on their own merits. When the extended hours sought are in respect of on sale premises and are outwith on sale policy hours appropriate to the applicant's premises, the applicant is required to demonstrate to the Board that there are good reasons for the hours sought and that the hours are appropriate in the circumstances. The applicant will require to provide the Board with sufficient information to enable a decision to be made in this regard. This information will include:-
- the hours sought;
 - a description of the special event or occasion;
 - the proposed activities to take place during these hours;
 - when each activity will take place;
 - management arrangements to be in place for the special event or occasion.

6.0 Licensing Board Training

- 6.1 As stated at the beginning of this report, our current Board comprises of 10 Members who are elected Councillors for Perth and Kinross Council. They are appointed by the Council as Board Members.
- 6.2 In May 2017, Board members at that time attended a day's mandatory training from Alcohol Focus Scotland in licensing legislation and Board functions with a further two members completing their training in December 2020 and January 2021. This included a post training examination which all were required to pass. Further training was provided to Members by the Depute Clerk to the Board and the Licensing Standards Officer which further enhanced the knowledge of the Members.

7.0 Licensing Forum

- 7.1 The role of the Licensing Forum is to keep under review the operation of the Licensing (Scotland) Act in the Perth and Kinross area and to give advice and make recommendations to the Board in relation to those matters as the Forum deems appropriate. The Forum is the community's voice on alcohol issues.
- 7.2 In January 2018 the group re-formed. Members include representatives from the Drugs and Alcohol Partnership, Police Scotland, Licensing Standards Officer, on and off sales representatives and an officer from the local University, however due to Covid-19 restrictions, no recent meetings have taken place.
- 7.3 Perth and Kinross Licensing Forum normally meets when possible on a quarterly basis at various venues within Perth and tries to accommodate the members with regard to timings of meetings. The Licensing Forum was consulted during the Licensing Board Policy Statement 2018-2023 review.

8.0 Perth and Kinross Licensing Board Policy Statement – 2018-2023

- 8.1 Consultation on the revised Statement took place between June and August 2018. The Statement will be due for review again in 2023.

9.0 Statement of Gambling Principles – 2019-2022

- 9.1 Section 349 of the Gambling Act 2005 requires all Licensing Boards to prepare and publish every three years a statement of the principles that it proposes to apply in exercising its functions under the Act. The Statement of Principles is largely dictated by the legal framework, and therefore there is limited scope for the Licensing Board to deviate from this. A revised statement of principles for 2019-2022 was approved by the Licensing Board in December 2018.

10.0 Reviews

- 10.1 In the period 1 April 2020 to 31 March 2021 the Board considered 3 Premises Licence Reviews. Two related to breaches of Coronavirus rules and one due to the licence holder being convicted of a relevant offence. The Licensing Board issued one written warning, took no action on one and determined that grounds were not established on the other.
- 10.2 In the course of Board business, applications for Personal Licences were only heard and determinations made on them if the applicant had relevant convictions or a representation had been made from Police Scotland stating that the applicant was not a fit and proper person to hold a licence. Six personal licence reviews were considered by the Board, 2 were revoked, 2 were endorsed, one had the offence noted on the personal licence with no other action and one was rejected by the Board due to lack of specification.

11.0 Covid-19 challenges and changes in relation to alcohol Licensing

This year has been particularly challenging for Licensed Premises due to the Covid-19 pandemic. Alternative ways of operating businesses had to be utilised in line with guidance issued by the Scottish Government at specific times. As indoor drinking was not permitted during the summer period, a surge of Occasional Licences was sought for outside drinking areas for the use of land attached to Licenced Premises during spells when guidance allowed. Once easing of lockdown commenced in early July, there was a shift of attention by the trade to how they could safely open outdoor areas, and it was quickly identified that there was a need to have a guide available to licensees and applicants in relation to what would be required of them to be able to operate safely. Therefore, during July, the Depute Clerk, Licensing Manager and Licensing Standards Officer (LSO) collaborated with colleagues in the Housing and Environment Service so that a single set of guidance could be issued to licensed premises to support them in relation to the use of outdoor areas. The Licensing Manager and LSO also produced a licensing guide for the Board's web pages which included practical information and links to the HSE website on drafting risk assessments; links to the Scottish Government hospitality sector guidance; links to the corporate guidance and practical information about issues which premises would need to consider. The LSO continues to support the trade as restrictions ease and provide guidance as and when needed.

12.0 Conclusion

- 12.1 Licensed premises in Perth and Kinross have been generally well run and generally problem free in the last year. We hope that with restrictions beginning to ease, licenced premises can get back to some form of normality and begin to prosper before the end of the year.
- 12.2 The efforts of officers and partners are recognised involved in ensuring that licensed premises in Perth and Kinross are compliant and kept well informed of the requirements of licensing legislation and regulations. Licence holders' efforts are acknowledged with regard to compliance with legal requirements and the management of well-run businesses.
- 12.3 The Board will continue to ensure that good practice continues and the licensing objectives are complied with during the period 2021-2022.

PERTH AND KINROSS LICENSING BOARD

Board Meeting: 1 July 2021

FINANCIAL REPORT

Report by Clerk to the Licensing Board

PURPOSE OF REPORT

This report provides the Board with a Financial Report required under Section 9B of the Licensing (Scotland) Act 2005.

1. BACKGROUND / MAIN ISSUES

Background

1. The Perth and Kinross 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 14 June 2021. 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.


2. CONCLUSION AND RECOMMENDATIONS

- 2.1 This Report will be produced no later than three months of the end of the financial year and presented to the Board for their information.
- 2.2 It is recommended that the Board:
 - (i) Note the contents within the Financial Statement as shown as Appendix 1
 - (ii) Publish the report

Author(s)

Name	Designation	Contact Details
Debra Gilkison	Licensing Manager	Ext. No. 75159 Email: dgilkison@pkc.gov.uk

Approved

Name	Designation	Signature
Sarah Rodger	Legal Manager	
Date: 16 June 2021		

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Council Text Phone Number 01738 442573

ANNEX

1. IMPLICATIONS, ASSESSMENTS, CONSULTATION AND COMMUNICATION

Strategic Implications	Yes / None
Statement of Policy	No
Resource Implications	
Financial	No
Workforce	No
Assessments	
Equality Impact Assessment	None
Consultation	
Internal	Yes
External	No
Communication	
Communications Plan	No

1. CONSULTATION

- 1.1 The terms of this Report have been considered internally with the Assistant Accounts Exchequer Manager.

2. APPENDICES

- 2.1 Financial Report – Financial year 2020-2021.

APPENDIX 1

Licensing (Scotland) Act 2005 Perth and Kinross Council Board Financial Report Financial Year: 2020-2021

The Perth and Kinross 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 14 June 2021. 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:

Income

Premises/Provisional/Confirmation Licences	£ 20,020.20
Annual Fees	£195,366.00
Transfers	£ 460.00
Major/Minor Variations	£ 8,089.40
Extended Hours	£ 70.00
Occasional Licence	£ 5,901.00
Personal Licence	£ 4,142.00
Total	£234,048.60

Direct Staff Costs

Licensing Standards Officers	£ 37,162.00
Administrative Support	£ 48,255.00
Legal Services	£ 59,817.00
Total	£145,234.00

Other Direct Costs

Northgate total	£ 3,075.00
Training and Development	£ 0.00
Stationery	£ 0.00
Supplies and Services	£ 2,216.13
Catering	£ 0.00
Travel	£ 31.87
Total	£ 5,323.00

Indirect Costs	£ 38,701.00
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Financial Services/Procurement/Accommodation N/A*

* The accommodation costs for 2 High Street are a single figure incurred by the Council therefore an accurate figure for accommodation in respect of the Licensing Board cannot be determined at the present time, however if these were factored in it is unlikely there would be a surplus figure. The costs of the democratic process are also not included.

Net Income-Expenditure	+ £44,790.60
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