

**WEST LOTHIAN LICENSING BOARD  
INCOME AND EXPENDITURE REPORT 2016/17**

The West Lothian Licensing Board is required under section 9B of the Licensing (Scotland) Act 2005 to publish an annual financial report for 2016/17.

The annual statistics for alcohol licence for the West Lothian Licensing Board are attached at Appendix 1.

**Income<sup>1</sup>**

Income (licensing fees)	(169,556.40)
non liquor licensing fees income (i.e. gambling fees)	(19,756.85)
total income	<u>(189,313.25)</u>

**Expenditure**

staff costs - LSO <sup>2</sup>	29,781.62
staff costs - other <sup>2</sup>	126,506.90
transport	1,815.20
supplies <sup>3</sup>	25,183.73
overheads <sup>4</sup>	10,080.81
total expenditure	<u>193,368.26</u>
<b>(Surplus) deficit</b>	<u><u>4,055.01</u></u>

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 Officer 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 in relation to supplies and services such as such as in house printing costs, stationery, postage, maintenance of computer systems etc.

4. Denotes the portion of central administrative costs such as accommodation, ICT, facility management etc. that are allocated to the Licensing Board budget.

**Liquor Licensing Statistics for Year 2016-17 (Period 01/04/2016 to 31/03/2017)**

**APPENDIX I**

**Local Authority - West Lothian**

**Premises Licence Statistics**

<b>Licences in Force on 31 March 2017 (this should equal total of a+b+c)</b>		<b>393</b>
(a) on license only		126
(b) off license only		158
(c) both		109
<b>Applications received during 2016-17</b>		
(a) on sale		4
(b) off sale		8
(c) both		1
Applications refused during 2016-17 under section 23		NIL
Applications granted during 2016-17 under section 23		13
<b>Applications for review of premises licence during 2016-17 under S36 &amp; S37 resulting in:-</b>		
(a) written warning		NIL
(b) variation		NIL
(c) suspension		NIL
(d) revocation		NIL
(e) no action		NIL
<b>Occasional Licence Statistics</b>		
<b>Number of Occasional Licences granted during 2016-17</b>		<b>338</b>
<b>Personal Licence Statistics</b>		
<b>Personal Licences in Force on 31 March 2017</b>		<b>1,286</b>
<b>Applications during 2016-17 under section 72:-</b>		
(a) refused		NIL
(b) granted		137
<b>Proceedings taken during 2016-17 under section 83 (notice of conviction) resulting in:-</b>		
(a) endorsement		NIL
(b) suspension		NIL
(c) revocation		NIL
(d) no action		NIL
<b>Proceedings taken during 2016-17 under section 84 (conduct inconsistent with licensing objectives) resulting in:-</b>		
(a) endorsement		NIL

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(b) suspension	NIL
(c) revocation	NIL
(d) no action	NIL
<b>Proceedings during 2016-17 under section 86 (multiple endorsements) resulting in:-</b>	
(a) endorsement	NIL
(b) suspension	NIL
(c) revocation	NIL
(d) no action	NIL
<b>Revocations of personal licences during 2016-17 under section 87(3) (failure to provide evidence of having undertaken refresher training)</b>	61
<b>Staff employed at 31 March 2017</b>	
<b>Number (full-time equivalent) of licensing standards officers employed</b>	1