

**REPORT TO: TAYSIDE VALUATION JOINT BOARD – 28 AUGUST 2017**  
**REPORT ON: REVENUE MONITORING FOR 4 MONTHS TO 31 JULY 2017**  
**REPORT BY: TREASURER**  
**REPORT NO: TVJB 16-2017**

**1 PURPOSE OF REPORT**

The purpose of this report is to appraise the Joint Board of the latest monitoring position on its 2017/18 Revenue Budget, based on the actual spend to 31 July 2017.

**2 RECOMMENDATIONS**

It is recommended that the Joint Board:-

- i. note the Revenue Monitoring position as at 31 July 2017;
- ii. note that the Treasurer and the Assessor will continue to monitor the Joint Board's projected outturn for 2017/18 and endeavour to ensure that the final outturn is within the approved Revenue Budget.

**3 FINANCIAL IMPLICATIONS**

Based on the financial ledger information up to 31 July 2017, the projected outturn for the financial year 2017/2018 shows an underspend of £26,000. (see Appendix A).

The UK Government has not confirmed the arrangements for additional electoral registration costs after 2018 onwards. The projected out-turn described in this report assumes that the balance of unutilised grant already received will be carried forward to next year to fund additional expenditure.

The Revenue Budget 2017/2018 includes a contribution from General Reserve of £26,000. The projected balance on the General Reserve at 31 March 2018, taking cognisance of the Projected Outturn at 31 July 2017, is estimated to be £103,000.

**4 MAIN TEXT**

Reasons for Revenue Expenditure Variances:

The main reasons for the projected budget variances can be summarised as follows:-

	£000
<b>STAFF COSTS</b>	
An underspend of £110,000 on staff costs overachieves a target slippage budget of £62,000 and additional expenditure on Individual Electoral Registration related expenditure of £40,000, which is compensated for by income. The underspend is achieved through the delay filling of vacant posts.	(8)
<b>PROPERTY COSTS</b>	
A breakeven position is anticipated at this stage..	0
<b>SUPPLIES &amp; SERVICES</b>	

Overspends on Postages and Computer Services of £115,000 are compensated for by Individual Electoral Registration funding £89,000 results in an overspend on base budgets of £26,000. 115

**TRANSPORT COSTS**

An underspend in car lease charges anticipated due to a reduction in the number of leases £4,000 offset by an increase in the payment of travel allowances £7,000, compensated for by Individual Electoral Registration funding. 3

**THIRD PARTY PAYMENTS**

A breakeven position is anticipated on the Valuation Appeal Committee expenses related to the current number of appeals 0

**Individual Electoral Registration Grant (136)**

Additional grant from the UK Cabinet Office to compensate for expenditure over a number of headings related to the implementation of Individual Electoral Registration.

**Overall Projected Outcome (26)**

Note

Figures contained within brackets are underspends or increases in income, figures without brackets indicate overspends or decreases in income.

5 **POLICY IMPLICATIONS**

This Report has been screened for any policy implications in respect of Sustainability, Strategic Environmental Assessment, Anti-Poverty, Equality Impact Assessment and Risk Management.

There are no major issues.

6 **CONSULTATIONS**

The Assessor and Clerk to the Joint Board have been consulted on the content of this report.

7 **BACKGROUND PAPERS**

None

**GREGORY COLGAN  
TREASURER  
TAYSIDE VALUATION JOINT BOARD**

**17 AUGUST 2017**

**TAYSIDE VALUATION JOINT BOARD**  
**REVENUE MONITORING REPORT**  
**4 MONTHS TO 31 JULY 2017**

<b><u>Staff Costs</u></b>	<b>Budget 2017/18 £000</b>	<b>Actual as at 31/07/2017 £000</b>	<b>Projected Outturn £000</b>	<b>Variance Over/(Under) £000</b>
Gross Pay	1,964	645	1,916	(48)
Superannuation	334	109	322	(12)
National Insurance	196	61	181	(15)
Overtime	5	4	9	4
Supp Supn Charge	18	5	18	0
Additional E R Duties	25	0	25	0
Staff Cost Saving (2.5%)	(63)	0	0	63
Other Staff Costs	11	2	11	0
	<b>2,490</b>	<b>825</b>	<b>2,482</b>	<b>(8)</b>
<b>Property Costs</b>	<b>333</b>	<b>92</b>	<b>333</b>	<b>0</b>
<b>Supplies and Services</b>	<b>320</b>	<b>183</b>	<b>435</b>	<b>115</b>
<b>Transport Costs</b>	<b>49</b>	<b>15</b>	<b>52</b>	<b>3</b>
<b>Third Party Payments</b>	<b>50</b>	<b>(5)</b>	<b>50</b>	<b>0</b>
<b>GROSS EXPENDITURE</b>	<b>3,242</b>	<b>1,110</b>	<b>3,352</b>	<b>110</b>
<b><u>Income</u></b>				
Requisitions	2,765	922	2,765	0
Additional Electoral Registration Duties	27	9	27	0
Electoral Registration	413	138	413	0
Interest on Revenue Balances	2	0	2	0
Individual Electoral Registration Grant	0	0	136	136
Other	9	2	9	0
<b>GROSS INCOME</b>	<b>3,216</b>	<b>1,071</b>	<b>3,352</b>	<b>136</b>
<b>NET EXPENDITURE</b>	<b>26</b>	<b>39</b>	<b>0</b>	<b>(26)</b>

**General Reserve**

	<b>£000</b>
General Reserve at 1st April 2017	103
Contribution to Revenue Budget 2017/2018	0
Projected General Reserve at 31st March 2018	<b>103</b>

The balance of Individual Electoral Registration funding not utilised during 2017/2018 will be carried forward into 2018/2019.