

**REPORT TO: TAYSIDE VALUATION JOINT BOARD – 20 JANUARY 2020**  
**REPORT ON: REVENUE MONITORING FOR 9 MONTHS TO 31 DECEMBER 2019**  
**REPORT BY: TREASURER**  
**REPORT NO: TVJB 1-2020**

**1 PURPOSE OF REPORT**

The purpose of this report is to appraise the Joint Board of the latest monitoring position on its 2019/20 Revenue Budget, based on the actual spend to 31 December 2019.

**2 RECOMMENDATIONS**

It is recommended that the Joint Board:-

- i. note the Revenue Monitoring position as at 31 December 2019;
- ii. note that the Treasurer and the Assessor will continue to monitor the Joint Board's projected outturn for 2019/20 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 December 2019, the projected outturn for the financial year 2019/2020 shows an underspend of £26,000 (see Appendix A).

The UK Government has indicated that funding for additional electoral registration costs will continue until the end of the financial year 2019/2020.

The Revenue Budget 2019/2020 includes a contribution from General Reserve of £26,000. The projected balance on the General Reserve at 31 March 2020, taking cognisance of the projected underspend at 31 December 2019, is estimated to be unchanged at £102,000.

A series of budget virements have been included in the Revenue Budget 2019/2020 (see Appendix B) to reflect underlying amendments to the base budget. These include:

- Allocation of the staff slippage target to base budgets,
- Recognition of the additional grant and related expenditure for Individual Electoral registration purposes,
- Allocation of funding in relation to the Barclay Review

**4 MAIN TEXT**

Reasons for Revenue Expenditure Variances:

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

STAFF COSTS	£000
An underspend of £45,000 is projected after taking cognisance of budget virement to reflect the staff cost slippage target and the additional funding related to the Barclay Review. The staff savings have arisen through an increase in the number, and delayed filling of, vacancies over this financial year.	(45)

<b>SUPPLIES &amp; SERVICES</b>	
Higher than anticipated costs and additional costs related to Individual Electoral Registration and legal expenses relating to valuation appeals.	16
<b>TRANSPORT COSTS</b>	
An anticipated increase in the payment of travel allowances £3,000.	3
Overall Projected Outcome	<u>(26)</u>

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**

**09 JANUARY 2020**

**TAYSIDE VALUATION JOINT BOARD**  
**REVENUE MONITORING REPORT**  
**9 MONTHS TO 31 DECEMBER 2019**

	Budget 2019/20 £000	Virement £000	Monitored Budget £000	Actual as at 31/12/2019 £000	Projected Outturn £000	Variance £000
<b>Staff Costs</b>						
Gross Pay	2,089	54	2,143	1,508	2,107	(36)
Superannuation	349	6	355	248	349	(6)
National Insurance	210	4	214	150	211	(3)
Overtime	5	0	5	3	5	0
Supp Supn Charge	18	0	18	13	18	0
Additional Electoral Registration Duties	27	25	52	39	52	0
Staff Slippage (4%)	(106)	106	0	0	0	0
Implementation of Barclay Review	169	(169)	0	0	0	0
Other Staff Costs	21	0	21	19	21	0
	2,782	26	2,808	1,980	2,763	(45)
<b>Property Costs</b>	237	0	237	151	237	0
<b>Supplies and Services</b>	320	89	409	344	425	16
<b>Transport Costs</b>	49	0	49	38	52	3
<b>Third Party Payments</b>	50	0	50	8	50	0
<b>GROSS EXPENDITURE</b>	<b>3,438</b>	<b>115</b>	<b>3,553</b>	<b>2,521</b>	<b>3,527</b>	<b>(26)</b>
<b>Income</b>						
Requisitions	2,765	0	2,765	1,613	2,765	0
Additional Electoral Registration Duties	27	0	27	16	27	0
Electoral Registration	440	0	440	257	440	0
Council Barclay Funding	169	0	169	169	169	0
Recoveries from Councils	0	0	0	0	0	0
Interest on Revenue Balances	2	0	2	0	2	0
Individual Electoral Registration Grant	0	115	115	105	115	0
Other	9	0	9	0	9	0
<b>GROSS INCOME</b>	<b>3,412</b>	<b>115</b>	<b>3,527</b>	<b>2,160</b>	<b>3,527</b>	<b>0</b>
<b>NET EXPENDITURE</b>	<b>26</b>	<b>0</b>	<b>26</b>	<b>361</b>	<b>0</b>	<b>(26)</b>

**General Reserve**

	<b>£000</b>
General Reserve at 1st April 2019	102
Contribution to Revenue Budget 2019/2020	0
Projected General Reserve at 31st March 2020	<u>102</u>

**TAYSIDE VALUATION JOINT BOARD**  
**REVENUE MONITORING REPORT**  
**9 MONTHS TO 31 DECEMBER 2019**  
**BUDGET VIREMENT 2019/2020**

	ER Duties	Staff Slippage	IER Funding	Barclay Review	Total Virement
	£000	£000	£000	£000	£000
<b><u>Staff Costs</u></b>					
Gross Pay	0	(84)	36	102	54
Superannuation	0	(14)	3	17	6
National Insurance	0	(8)	2	10	4
Additional E R Duties	(2)	0	27	0	25
Implementation of Barclay Review	0	0	0	(169)	(169)
Staff Slippage (4%)	0	106	0	0	106
<b>Total Staff Costs</b>	<b>(2)</b>	<b>0</b>	<b>68</b>	<b>(40)</b>	<b>26</b>
<b>Property Costs</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Supplies and Services</b>	<b>2</b>	<b>0</b>	<b>47</b>	<b>40</b>	<b>89</b>
<b>GROSS EXPENDITURE</b>	<b>0</b>	<b>0</b>	<b>115</b>	<b>0</b>	<b>115</b>
<b><u>Income</u></b>					
Individual Electoral Registration Grant	0	0	115	0	115
<b>GROSS INCOME</b>	<b>0</b>	<b>0</b>	<b>115</b>	<b>0</b>	<b>115</b>
<b>NET EXPENDITURE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>