

REPORT TO: TAYSIDE VALUATION JOINT BOARD – 24 AUGUST 2020
REPORT ON: REVENUE MONITORING FOR 4 MONTHS TO 31 JULY 2020
REPORT BY: TREASURER
REPORT NO: TVJB15-2020

1 PURPOSE OF REPORT

The purpose of this report is to appraise the Joint Board of the latest monitoring position on its 2020/21 Revenue Budget, based on the actual spend to 31 July 2020.

2 RECOMMENDATIONS

It is recommended that the Joint Board:-

- i. note the Revenue Monitoring position as at 31 July 2020;
- ii. note that the Treasurer and the Assessor will continue to monitor the Joint Board's projected outturn for 2020/21 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 2020, the projected outturn for the financial year 2020/21 shows a budget underspend of £26,000 (see Appendix A).

The Revenue Budget 2020/21 includes a contribution from General Reserve of £26,000. However, the projected outturn at 31 July 2020 anticipates that the Joint Board will not require this contribution. Therefore, the projected balance on the General Reserve at 31 March 2021 is estimated remain at £141,000, of which £39,000 is ringfenced for use towards the implementation of the Barclay Review.

A series of budget virements have been included in the Revenue Budget 2020/21 (see Appendix B) to reflect underlying amendments to the base budget. These include:

- Allocation of the staff slippage target to base budgets,
- Allocation of council Barclay Review funding grant to base budgets to reflect spend plans and the allocation which has been confirmed by the Scottish Government since the budget was set.

As a result of uncertainty caused by the COVID 19 pandemic, the Assessor has not yet finalised the cost plans in relation to additional electoral registration costs, and therefore no virement is included at this time. Once finalised, a budget virement will be reported to reflect this at a future meeting of the Joint Board.

4 MAIN TEXT

Reasons for Revenue Expenditure Variances:

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

	£000
STAFF COSTS	
An underspend of £16,000 is projected after taking cognisance of budget virement to reflect the staff cost slippage target and staff costs relating to the implementation of the Barclay Review. The staff savings have been achieved through the impact of COVID 19 on both the ability of the Joint Board to progress with planned staff recruitment, and the ability of staff to attend in-person training courses and conferences	(16)
SUPPLIES AND SERVICES	
Impact of COVID 19 pandemic resulting in increased Health & Safety costs to enable safe return to offices following COVID 19 and increased legal fees in relation to increased volume of Valuation Appeals. This is partly offset by decreased costs during the office closure in relation to Postages, Stationery and Other Supplies & Services	5
TRANSPORT COSTS	
A 33% decrease in Car Allowances is anticipated as a result of travel restrictions during COVID 19 Pandemic	(15)
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

TAYSIDE VALUATION JOINT BOARD
REVENUE MONITORING REPORT
4 MONTHS TO 30TH JULY 2020

Staff Costs	Budget 2020/21 £000	Virement £000	Monitored Budget £000	Actual as at 31/07/2020 £000	Projected Outturn £000	Variance £000
Gross Pay	2,114	120	2,234	724	2,224	(10)
Superannuation	352	20	372	122	371	(1)
National Insurance	213	12	225	71	224	(1)
Overtime	5	0	5	0	5	0
Supp Supn Charge	20	0	20	(2)	20	0
Additional Electoral Registration Duties	27	(2)	25	0	25	0
Staff Cost Saving (2.5%)	(110)	110	0	0	0	0
Implementatin of Barclay Review	329	(329)	0	0	0	0
Other Staff Costs	18	13	31	1	27	(4)
	2,968	(56)	2,912	916	2,896	(16)
Property Costs	222	0	222	33	222	0
Supplies and Services	323	23	346	51	351	5
Transport Costs	49	0	49	0	34	(15)
Third Party Payments	50	0	50	0	50	0
GROSS EXPENDITURE	3,612	(33)	3,579	1,000	3,553	(26)
Income						
Requisitions	2,765	0	2,765	923	2,765	0
Additional Electoral Registration Duties	27	0	27	27	27	0
Electoral Registration	454	0	454	153	454	0
Council Barclay Funding	329	(33)	296	296	296	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	0	0	121	0	0
Other	9	0	9	0	9	0
GROSS INCOME	3,586	(33)	3,553	1,520	3,553	0
NET EXPENDITURE	26	0	26	(520)	0	(26)

	General Fund £000	Barclay Funding £000
General Reserve at 1st April 2020	102	39
Contribution to Revenue Budget 2020/21	0	0
Projected General Reserve at 31st March 2021	102	39

TAYSIDE VALUATION JOINT BOARD
REVENUE MONITORING REPORT
4 MONTHS TO 30TH JULY 2020
BUDGET VIREMENT 2020/2121

	ER Duties	Staff Slippage	Barclay Review	Total Virement
	£000	£000	£000	£000
<u>Staff Costs</u>				
Gross Pay	0	(87)	207	120
Superannuation	0	(14)	34	20
National Insurance	0	(9)	21	12
Additional E R Duties	(2)	0	0	(2)
Implementation of Barclay Review	0	0	(329)	(329)
Staff Cost Saving (2.5%)	0	110	0	110
Staff Training	0	0	13	13
Total Staff Costs	(2)	0	(54)	(56)
Property Costs	0	0	0	0
Supplies and Services	2	0	21	23
GROSS EXPENDITURE	0	0	(33)	(33)
<u>Income</u>				
Requisitions	0	0	0	0
Additional Electoral Registration Duties	0	0	0	0
Electoral Registration	0	0	0	0
Council Barclay Funding	0	0	(33)	(33)
Recoveries	0	0	0	0
Interest on Revenue Balances	0	0	0	0
Individual Electoral Registration Grant	0	0	0	0
Other	0	0	0	0
GROSS INCOME	0	0	(33)	(33)
NET EXPENDITURE	0	0	0	0