

**REPORT TO: TAYSIDE VALUATION JOINT BOARD - 30 JANUARY 2012**  
**REPORT ON: REVENUE MONITORING FOR 9 MONTHS TO 31 DECEMBER 2011**  
**REPORT BY: TREASURER**  
**REPORT NO: TVJB 5-2012**

**1 PURPOSE OF REPORT**

The purpose of this report is to appraise the Joint Board of the latest monitoring position on its 2011/12 Revenue Budget, based on the actual spend to 31 December 2011.

**2 RECOMMENDATIONS**

It is recommended that the Board:-

- i. note the Revenue Monitoring position as at 31 December 2011;
- ii. note that the Treasurer and the Assessor will continue to monitor the Board's projected outturn for 2011/12 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 2011 the projected outturn for the financial year 2011/12 shows an underspend of £137,200 (see Appendix A). If the final outturn position is an underspend, this will be returned to the constituent Councils. The projected balance on the General Reserve at 31 March 2012 is estimated to be £103,000.

**4 MAIN TEXT**

Reasons for Revenue Expenditure Variances:

The main reasons for the projected underspend of £137,200 can be summarised as follows:-

**£000**

**STAFF COSTS:**

**Chief Officer**

Projected overspend relates to slippage allowance of 1.75% not being achieved during the year to 31st March 2012. 7.5

**Principal Officer**

Two principal officers retired during the first three months of the year and two are working reduced hours. The savings have been projected to 31 March 2012 now that the changes outlined in the Assessor's review of staff structure (report TVJB 23-2011) have been implemented. (101.6)

**Admin & Professional**

One employee left the Board at the end of April, whilst the salaries of two others have been increased as a result of the review of staff structure which was implemented in November 2011. (1.1)

**General Division**

One employee is now working part-time as part of a flexible retirement agreement, whilst another employee is on long term sickness absence. (24.8)

**Technicians**

One employee is currently working reduced others whilst another has had a salary increase as a result of the review of staff structure. 4.2

**Overtime**

Additional overtime required in IT department following retiral of IT manager. 2.8

**Additional ER Duties**

Additional cost of Canvassers 7.8

**PROPERTY COSTS:**

Mainly due to projected underspends in Rent, Fixtures and Fittings, Cleaning, Energy, Ravenswood (Forfar) costs and Repairs and Maintenance. (16.4)

**SUPPLIES & SERVICES:**

Mainly due to projected underspends in Books & Publications, Exhibition of lists and Electoral IT Licences (12.2)

**TRANSPORT COSTS:**

Mainly due to projected underspends in CCH costs and car allowances (8.4)

**THIRD PARTY PAYMENTS:**

Due to overspends in Valuation Appeal Expenses. 5.0

**Total Projected Underspend at 31 March 2012** **(137.2)**

**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 has been consulted on the content of this report.

**7 BACKGROUND PAPERS**

None

**TAYSIDE VALUATION JOINT BOARD**  
**REVENUE MONITORING REPORT**  
**9 MONTHS TO 31 DEC 2011**

	(1)	(2)	(3)	(4)
	Final Revenue Budget 2011/12 £	Actual & Committed to 31-Dec-11 £	Projected Outturn 2011/12 £	Projected Variance Overspend/ (Underspend) (3)-(1) £
Expenditure:				
Staff Costs				
- Gross Pay	2,079,418	1,429,509	1,955,305	(124,113)
- Superannuation	381,563	261,431	355,661	(25,902)
- Superannuation Supplementary Charges	0	11,088	0	0
- National Insurance	158,565	110,151	146,920	(11,645)
- Overtime	5,000	7,763	7,763	2,763
Additional E R Duties	21,000	28,891	28,891	7,891
Slippage (1.75%)	(45,843)	0	0	45,843
Strain on Fund	55,703	53,759	55,703	0
Other Staff Costs	15,000	6,289	15,000	0
	2,670,406	1,908,881	2,565,243	(105,163)
Property Costs	329,100	252,074	312,733	(16,367)
Supplies & Services	299,300	189,999	287,119	(12,181)
Transport Costs	64,500	42,034	56,045	(8,455)
Third Party Payments	25,000	13,003	30,000	5,000
GROSS EXPENDITURE	3,388,306	2,405,991	3,251,140	(137,166)
Income :-				
Requisitions - Valuations	2,967,703	2,257,390	2,967,703	0
- Electoral Registration	391,403	293,552	391,403	0
Additional E R Duties	25,000	10,500	25,000	0
Interest on Revenue Balances	1,600	0	1,600	0
Other	2,600	4,267	2,600	0
GROSS INCOME	3,388,306	2,565,709	3,388,306	0
NET EXPENDITURE/(INCOME)	0	(159,718)	(137,166)	(137,166)