

REPORT TO: TAYSIDE VALUATION JOINT BOARD – 24 JANUARY 2022
REPORT ON: REVENUE MONITORING FOR 8 MONTHS TO 30 NOVEMBER 2021
REPORT BY: TREASURER
REPORT NO: TVJB 4-2022

1 PURPOSE OF REPORT

The purpose of this report is to appraise the Joint Board of the latest monitoring position on its 2021/22 Revenue Budget, based on the actual spend to 30 November 2021

2 RECOMMENDATIONS

It is recommended that the Joint Board:-

- i. note the Revenue Monitoring position as at 30 November 2021;
- ii. note that the Treasurer and the Assessor will continue to monitor the Joint Board's projected outturn for 2021/22 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 30 November 2021, the projected outturn for the financial year 2021/22 shows a budget underspend of £26,000 (see Appendix A).

The Revenue Budget 2021/22 includes a contribution from General Reserve of £26,000. However, the projected outturn at 30 November 2021 anticipates that the Joint Board will not require this contribution. Therefore, the projected balance on the General Reserve at 31 March 2022 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 2021/22 (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.
- Recognition of the utilised grant and related expenditure for Individual Electoral registration purposes.

4 MAIN TEXT

Reasons for Revenue Expenditure Variances:

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

	£000
STAFF COSTS	
<i>An underspend of £9,000 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 arisen through the impact of COVID 19 on the ability of staff to attend in-person training courses and conferences.</i>	(9)
PROPERTY COSTS	
<i>An underspend of £5,000 is anticipated as a result of the confirmed Rates charge for the year being lower than budgeted, and reductions in Repairs & Maintenance costs due to staff primarily working from home during the COVID-19 pandemic.</i>	(6)
SUPPLIES AND SERVICES	
<i>Impact of COVID 19 pandemic resulting in increased Health & Safety costs to enable safe return to offices following COVID 19, increased legal fees in relation to increased volume of Valuation Appeals, and increases to postages and Electoral IT Licences as a result of the 2021 canvas. This is partly offset by decreased costs during the office closure in relation to Stationery and Other Supplies & Services, and a reduction to the Board's insurance premium</i>	17
TRANSPORT COSTS	
<i>A 75% decrease in Car Allowances is anticipated as a result of travel restrictions in place as a result COVID 19 Pandemic</i>	(33)
THIRD PARTY PAYMENTS	
<i>A slight increase in Valuation Appeal expenses is anticipated</i>	5
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

ROBERT EMMOTT
TREASURER
TAYSIDE VALUATION JOINT BOARD

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**TAYSIDE VALUATION JOINT BOARD
REVENUE MONITORING REPORT
8 MONTHS TO 30TH NOVEMBER 2021**

	Budget 2021/22 £000	Virement £000	Monitored Budget £000	Actual as at 30/11/2021 £000	Projected Outturn £000	Variance £000
Staff Costs						
Gross Pay	2,118	161	2,279	1,502	2,287	8
Superannuation	354	27	381	247	376	(5)
National Insurance	214	16	230	151	232	2
Overtime	5	0	5	5	5	0
Supp Supn Charge	20	0	20	10	20	0
Additional Electoral Registration Duties	27	(2)	25	21	21	(4)
Staff Cost Saving (2.5%)	(107)	107	0	0	0	0
Implementatin of Barclay Review	302	(302)	0	0	0	0
Other Staff Costs	17	8	25	13	15	(10)
	2,950	15	2,965	1,949	2,956	(9)
Property Costs	221	0	221	128	215	(6)
Supplies and Services	324	79	403	260	420	17
Transport Costs	49	0	49	8	16	(33)
Third Party Payments	50	0	50	29	55	5
GROSS EXPENDITURE	3,594	94	3,688	2,374	3,662	(26)
Income						
Requisitions	2,765	0	2,765	1,811	2,765	0
Additional Electoral Registration Duties	27	0	27	27	27	0
Electoral Registration	463	0	463	309	463	0
Council Barclay Funding	302	0	302	305	302	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	9	9	121	9	0
Postal Votes and Foreign Nationals	0	85	85	85	85	0
Other	9	0	9	9	9	0
GROSS INCOME	3,568	94	3,662	2,667	3,662	0
NET EXPENDITURE	26	0	26	(293)	0	(26)
					General Fund £000	Barclay Funding £000
General Reserve at 1st April 2021					102	39
Contribution to Revenue Budget 2021/22					0	0
Projected General Reserve at 31st March 2022					102	39

