

REPORT TO: TAYSIDE VALUATION JOINT BOARD – 28 AUGUST 2023
REPORT ON: REVENUE MONITORING FOR 4 MONTHS TO 31 JULY 2023
REPORT BY: TREASURER
REPORT NO: TVJB22-2023

1 PURPOSE OF REPORT

The purpose of this report is to appraise the Joint Board of the latest monitoring position on its 2023/24 Revenue Budget, based on the actual spend to 31 July 2023.

2 RECOMMENDATIONS

It is recommended that the Joint Board:-

- i. note the Revenue Monitoring position as at 31 July 2023;
- ii. note that the Treasurer and the Assessor will continue to monitor the Joint Board's projected outturn for 2023/24 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 2023, the projected outturn for the financial year 2023/24 shows a budget overspend of £3,000 (see Appendix A).

The projected balance on the General Reserve at 31 March 2024 is therefore expected to reduce to £26,000 of which £4,000 is ringfenced for use towards the implementation of the Barclay Review.

4 MAIN TEXT

Reasons for Revenue Expenditure Variances:

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

	£000
STAFF COSTS	
Staff Costs are currently projected to be under budget. This is due to current level of vacancies together with some staff working reduced hours. This projection also takes into account an equivalent annual pay award of 5.5% by year end as this is in line with the latest estimates.	(21)
PROPERTY	
Utility bills at Robertson House are projected to be greater than budget by £16,000 due to previous years bills being under-estimated. William Wallace House is projected to be £10,000 lower than budget due to rent costs being agreed after budget was approved.	6
SUPPLIES AND SERVICES	
A projected overspend on Computer Services of £14,000 and Electoral IT Licences of £5,000 are contributing factors to this overspend however these additional costs are expected to reduce going forward. Postages are also expected to be over budget based on current trends.	34

TRANSPORT COSTS

There is now only one car lease required and fewer journeys being taken. 1

INCOME

Other Income is greater than budgeted due to additional funding for additional Electoral Registration duties. (17)

Overall Projected Overspend / (Underspend) 3

Note

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

A series of budget virements have been included in the Revenue Budget 2022/23 (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.

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**

28 August 2023

APPENDIX A

TAYSIDE VALUATION JOINT BOARD
REVENUE MONITORING REPORT
4 MONTHS TO 31/07/2023

	Budget 2023/24 £000	Virement £000	Monitored Budget £000	Actual as at 30/06/2023 £000	Projected Outturn £000	Variance £000
Staff Costs						
Gross Pay	2,306	106	2,412	745	2,391	(21)
Superannuation	392	18	410	128	410	0
National Insurance	239	11	250	76	245	(5)
Overtime	4	1	5	0	2	(3)
Supp Supn Charge	20	0	20	12	29	9
Additional Electoral Registration Duties	27	0	27	2	27	0
Staff Cost Saving (2.5%)	(183)	183	0	0	0	0
Implementatin of Barclay Review	322	(322)	0	0	0	0
Other Staff Costs	13	3	16	0	15	(1)
	3,140	0	3,140	963	3,119	(21)
Property Costs	190	0	190	94	196	6
Supplies and Services	346	8	354	92	388	34
Transport Costs	12	0	12	4	13	1
Third Party Payments	15	0	15	(16)	15	0
GROSS EXPENDITURE	3,703	8	3,711	1,137	3,731	20
Income						
Requisitions	(2,794)	0	(2,794)	(1,060)	(2,794)	0
Additional Electoral Registration Duties	(34)	0	(34)	(7)	(50)	(16)
Electoral Registration	(493)	0	(493)	(112)	(493)	0
Council Barclay Funding	(303)	0	(303)	(31)	(303)	0
Recoveries from Councils	0	0	0	0	0	0
Interest on Revenue Balances	(2)	0	(2)	6	(2)	0
Individual Electoral Registration Grant	(46)	0	(46)	(78)	(46)	0
Postal Votes and Foreign Nationals	0	0	0	0	0	0
Other	(8)	0	(8)	0	(9)	(1)
GROSS INCOME	(3,680)	0	(3,680)	(1,282)	(3,697)	(17)
NET EXPENDITURE/ (INCOME)	23	8	31	(145)	34	3

General Fund uncommitted £000	Barclay Funding £000	General Fund Total £000
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General Reserve at 1st April 2023	(29)	(31)	(60)
Projected contribution from/(to) reserves 2023/24	7	27	34
Projected General Reserve at 31st March 2024	(22)	(4)	(26)

TAYSIDE VALUATION JOINT BOARD
REVENUE MONITORING REPORT
4 MONTHS TO 31/07/2023
BUDGET VIREMENT 2023/2024

	Staff Slippage	Barclay Review	Total Virement
	£000	£000	£000
<u>Staff Costs</u>			
Gross Pay	(143)	249	106
Superannuation	(24)	42	18
National Insurance	(15)	27	12
Additional Electoral Registration Duties	0	0	0
Implementation of Barclay Review	0	(322)	(322)
Staff Cost Saving (2.5%)	182	0	182
Staff Training	0	2	2
Other	0	2	2
Total Staff Costs	0	0	0
Property Costs	0	0	0
Supplies and Services	0	8	8
GROSS EXPENDITURE	0	8	8
GROSS INCOME	0	0	0
NET EXPENDITURE	0	8	8