

HIGHLAND AND WESTERN ISLES VALUATION JOINT BOARD

13 November 2014

Agenda Item	7
Report No	VAL 23/14

Revenue Monitoring Report 1 April 2014 to 30 September 2014

Report by the Assessor and Electoral Registration Officer

Summary

This report sets out the revenue monitoring position of the Board for the period to 30 September 2014 and the projected year end position.

1. Current Position

The attached monitoring statement shows the position for the period to 30 September 2014. Net expenditure to date is £0.885m and represents 33% of the annual budget of £2.662m.

2. Year-end Projection

At this point in the year, the overall outturn is expected to be an underspend of £0.050m.

Expenditure on staffing related costs is currently behind budget due to vacancies. While it is anticipated that acting up allowances, overtime and canvasser costs relating to IER and the Referendum shall utilise most of the budget, an underspend of £0.050m is currently projected.

Despite expenditure of only £0.012m to date, the postages budget of £0.220m is expected to be fully utilised by the year end, as significant volumes of postages will be incurred over the coming months in relation to the Referendum and Individual Electoral Registration.

3. Recommendation

The Board is invited to note the content of this report.

Designation: Assessor and ERO

Date: 4 November 2014

Author: Fiona Callum

HIGHLAND & WESTERN ISLES VALUATION JOINT BOARD
REVENUE BUDGET 2014/15
MONITORING STATEMENT FOR THE PERIOD ENDED 30 SEP 2014

Heading	Period to date		Annual Estimated		Year End Estimated variance £000
	Budget £000	Actual £000	Budget £000	Estimated outturn £000	
Staff costs					
Salaries including NI, superann and overtime	912	771	1,824	1,774	(50)
Travel and subsistence	46	27	91	91	-
Other staff costs	(6)	15	(11)	(11)	-
	952	813	1,904	1,854	(50)
Property costs					
Heating, lighting and cleaning	22	13	45	45	-
Rent, rates and water	130	153	205	205	-
Other property costs	3	4	4	4	-
	155	170	254	254	-
Administrative costs					
Printing, stationery and photocopying	8	13	17	17	-
Postages	122	12	220	220	-
Telephone and fax costs	2	1	8	8	-
Advertising	5	1	10	10	-
Legal expenses	10	13	20	20	-
Consultancy Fees	0	0	0	0	-
Other administration costs	2	(2)	13	13	-
	149	38	288	288	-
Apportioned Costs					
Central service support	-	-	60	60	-
Transport costs	2	2	4	4	-
Supplies and services					
Computer charges	140	30	280	280	-
Office equipment	1	2	3	3	-
Miscellaneous supplies and services	2	8	11	11	-
	143	40	294	294	-
Board expenses	0	0	0	0	-
Valuation Appeal Committee expenses	32	17	65	65	-
TOTAL EXPENDITURE	1,433	1,080	2,869	2,819	(50)
Income	(100)	(195)	(207)	(207)	-
NET EXPENDITURE	1,333	885	2,662	2,612	(50)