



## **AGENDA ITEM 4**

### **VALUATION JOINT BOARD FOR CENTRAL SCOTLAND**

**Subject:** Draft Revenue Budget 2013/2014 to 2015/2016  
**Meeting:** Central Scotland Valuation Joint Board  
**Date:** 25th January, 2013  
**Author:** Joint Report by Treasurer and Assessor

#### **1. Introduction**

- 1.1 This report presents the Draft Revenue Budget for Central Scotland Valuation Joint Board for the financial year 2013/2014.
- 1.2 The report details the budget estimates for consideration and makes recommendations on the allocation of the net costs to Falkirk, Stirling and Clackmannanshire Councils.
- 1.3 The Assessor is responsible for three functions and services to the constituent authorities. These are the compilation and maintenance of the Electoral Register, the maintenance of the Council Tax Valuation List, and the maintenance and annual publication of the Valuation Roll. These are key services for the authorities, being important for local democracy and elections, and providing income from domestic and non-domestic taxation.

#### **2. Draft Revenue Budget 2013/2014**

- 2.1 The summary of the Draft Revenue Budget for the Valuation Joint Board is attached as Appendix A.
- 2.2 The Draft Budget has been prepared on the basis of a carry forward of the current year's budget with adjustments for known variations.
- 2.3 Adjustments have been made to the base figures for 12/13 to produce the final estimates for 13/14. Salary inflation is estimated to be 1% for all financial years. A percentage of 0.25% has been assumed for management of vacancies. The provision for superannuation has been calculated at 20% for the 13/14 financial year. No inflation has been added to any other areas except where there is deemed to be a specific requirement for an inflation provision.

- 2.4 Adjustments have then been made to the base figure for 13/14 to produce estimates for financial years 14/15 and 15/16. Again no inflation has been added except where there is deemed to be a specific requirement.
- 2.5 It is proposed that a review of IT services will be carried out during 2013/14 which is estimated to reduce costs in the following year by £27K. As a result of the current property review it is anticipated that property costs will also reduce by £25K in the following year.
- 2.6 Additional costs will be incurred in future years as a result of the introduction of Individual Electoral Registration. However, based on the information currently available it is anticipated that the Government will fund the associated additional costs.
- 2.7 The proposed three year budget has been set within the constraints of "flat cash" and any increases in costs have been off-set by efficiency savings. Therefore the proposed budget sets an increase on the 2012/13 budget of only £1,290 or 0.05%. This is due to the ongoing scrutiny of the budget and future efficiency savings that have been identified by the Treasurer and Assessor. A full summary of the budget is attached as Appendix B.

### **3. Requisitions**

- 3.1 The net cost for financial year 2013/14 that requires to be allocated amongst the constituent authorities is £2,549,230.
- 3.2 On the basis of the draft budget the requisition is as follows:-

Falkirk	£ 1,256,260
Stirling	£ 898,880
Clackmannanshire	£ 394,090

### **4. Recommendations**

**The recommendations arising from this report are that the Valuation Joint Board :-**

- (i) Formally approves the Valuation Joint Board's Revenue Budget for 2013/2014 of £2,549,230, as detailed in Appendix A.**
- (ii) Agrees to requisition the constituent authorities for their share of the net expenditure as outlined in 3.2. above.**

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Assessor/Electoral Registration Officer

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Treasurer

Date : 15<sup>th</sup> January, 2013

### **LIST OF BACKGROUND PAPERS**

1. Budget working papers (these are available from the Treasurer Tel 01259 452072)