

Useable Reserves at 1st April 2011		(£296,047)
October Outturn		
<u>Analysis of actual variation to Budget</u>		
<u>Employee</u>		
Single status implementation date January - full year budgeted	Underspend	(£168,110)
Management of vacancies target exceeded		
<u>Property costs</u>		
Additional service costs estimated this year	Overspend	£6,930
<u>Transport Costs</u>		
Minor variances	Underspend	(£190)
<u>Supplies and Services</u>		
Minor variances	Overspend	£2,270
<u>Administration</u>		
Additional Election postage costs off-set by additional income	Overspend	£10,960
<u>Computer Equipment</u>		
Additional Software maintenance costs - 50% to be recharged to constituent authorities	Overspend	£9,960
<u>Third Party Payments</u>		
No Variance	Nil	£0
<u>Support Services</u>		
Additional costs associated with implementation of Single Status	Overspend	£15,000
<u>Income</u>		
Additional income to cover postage costs etc - Election £3,075	Underspend	(£11,020)
Recovery of 50% of Additional software maintenance costs £4,750		
Recharge of additional election services provided £3,195		
Estimated outturn position at 31st March 2012	Underspend	<u>(£134,200)</u>
Estimated Useable Reserves at 31st March 2012		(£430,247)

CENTRAL SCOTLAND VALUATION JOINT BOARD
5503 3000 Admin

Outturns 2011/12
31/10/2011

	Budget 2011/2012 £	Budget to 31/10/2011 £	Actual to 31/10/2011 £	Outturn 31/03/2012 £
<u>Employee Costs</u>				
Gross Salaries	1,540,300	898,457	804,554	1,403,660
Employer's Superannuation	300,360	175,200	156,991	273,720
Employer's National Insurance	122,310	71,343	68,564	111,460
Overtime	0	0	4,933	6,000
SMP	0	0	1,787	0
Canvassers	10,000	0	250	7,000
Occupational Sick Pay	0	0	10,933	0
Superannuation Annual Charges	16,980	9,904	7,469	18,000
Staff Advertising	0	0	198	500
Employee Training	5,500	3,208	5,194	6,500
Conf. Exp. & Subsistence	1,500	875	424	2,000
Other Employee Costs	1,500	875	1,142	1,500
	1,998,450	1,159,862	1,062,439	1,830,340
				(168,110)
<u>Property Costs</u>				
Repairs & Maintenance	14,000	8,166	1,573	10,000
Repairs and Maint - Internal#	0	0	3,602	4,000
Heat & Light - Gas	2,420	1,412	1,991	2,670
Heat & Light - Electricity	13,790	8,044	5,063	13,790
Property Rental	136,080	102,060	89,583	136,080
Service Charge	11,460	8,595	12,150	17,600
Rates	60,070	60,070	60,620	60,070
Water Charges	6,470	3,774	4,083	6,470
Cleaning Materials	1,500	875	313	1,500
Cleaning Services	13,880	8,096	6,940	13,880
Window Cleaning	0	0	90	200
Insurance	2,520	2,520	2,862	2,860
	262,190	203,612	188,870	269,120
				6,930
<u>Transport Costs</u>				
Petrol	0	0	0	0
Staff Travelling Expenses	22,000	12,833	13,364	22,000
Staff Travel home to work	0	0	12	20
Car Allowances	11,120	6,486	5,782	10,910
	33,120	19,319	19,158	32,930
				(190)

	Budget 2011/2012	Budget to 31/10/2011	Actual to 31/10/2011	Outturn 31/03/2012
	£	£	£	£
<u>Supplies and Services</u>				
Equipment	0	0	344	340
Furniture	500	292	0	160
Equipment Maintenance	0	0	4,839	2,420
Clothing	300	175	23	150
Bottled Water	1200	700	736	1,200
Hospitality	2,000	1,167	923	2,000
	4,000	2,334	6,865	6,270
				2,270
<u>Administration</u>				
Purchase Office Equipment	0	0	100	100
Office Equipment Maintenance	5,000	2,917	2,011	5,000
Printing	9,000	5,250	11,165	12,000
Photocopying	6,000	3,500	0	6,000
Stationery	11,000	6,416	3,125	11,000
Publications	5,000	2,917	1,774	5,000
Advertising	5,000	2,917	583	5,000
Insurance	13,200	13,200	0	13,200
Professional Subscriptions	0	0	274	280
Postages	89,690	52,316	54,881	92,770
Telecommunications	10,000	5,833	7,403	10,000
Legal Fees	6,000	3,500	5,200	10,000
Miscellaneous Supplies	500	292	717	1,000
	160,390	99,058	87,233	171,350
				10,960
<u>Computer</u>				
Computer Hardware Purchase	7,000	4,083	0	7,000
Disaster recovery	24,860	14,501	4,216	24,860
Computer Hardware Maintenance	4,120	4,120	6,957	4,120
Computer Software Purchase	1,000	583	2,458	2,460
Computer Software Maintenance	60,000	55,300	56,133	69,500
Computer Peripherals	1,000	583	0	500
Computer Consumables	1,000	583	25	500
Computer Services	28,160	16,426	20,542	28,160
	127,140	96,179	90,331	137,100
				9,960

Third Party Payments
Accounts Commission - Audit Fees
Payments to Contractors
Other local authorities

Budget 2011/2012	Budget to 31/10/2011	Actual to 31/10/2011	Outturn 31/03/2012
£	£	£	£
8,010	4,672	(16)	8,010
1,000	583	713	1,000
8,000	4,666	5,809	8,000
17,010	9,921	6,506	17,010
			0

Support Services

Financial Services	27,990	0	0	27,990
HR Services	23,690	0	6,185	38,690
Legal Services	5,000	0	0	5,000
Clerking of the Board	9,620	0	0	9,620
	66,300	0	6,185	81,300
				15,000

TOTAL EXPENDITURE

2,668,600	1,590,285	1,467,587	2,545,420
			(123,180)

Income

Electoral Roll Sales	0	0	0	(6,020)
Sales	(3,000)	(1,750)	0	(3,000)
Other Income	(1,000)	(583)	1,481	(6,000)
	(4,000)	(2,333)	1,481	(15,020)
				(11,020)

NET EXPENDITURE

2,664,600	1,587,952	1,469,068	2,530,400
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(134,200)