

## Financial Statement 2009/10

7th December 2009

### 1 Purpose of report

This report has been prepared in consultation with the Assessor and summarises the Revenue position for the period ending 31st October, 2009, together with projections of likely expenditure to the year end.

### 2 Main Report

#### Performance to 31st October 2009

2.1 The table below compares actual and budgeted expenditure for the seven month period to 31st October, 2009, together with a year-end projection to 31st March 2010.

	Annual Budget £000	--- seven months to 31.10.09 --- Budget £000	Actual £000	Variance £000	%	-- Projected to -- 31.03.10 Outturn £000	£000
<b>Expenditure</b>							
Employee	4,860	2,855	2,782	(73)	(2.6)	4,752	(108)
Property	641	502	461	(41)	(8.2)	619	(22)
Supplies and Services	674	442	460	18	4.1	712	38
Transport	140	93	94	1	1.1	133	(7)
Third Party Payments	84	38	32	(6)	(15.8)	76	(8)
Support Services	105	9	7	(2)	(22.2)	90	(15)
	6,504	3,939	3,836	(103)	(2.6)	6,382	(122)
<b>Income</b>							
Grant	(23)	(23)	(23)	-	-	(23)	-
Fees and Charges	(43)	(43)	(45)	(2)	(4.7)	(45)	(2)
Interest	(10)	-	-	-	-	(5)	5
<b>Net Expenditure</b>	6,428	3,873	3,768	(105)	(2.7)	6,309	(119)

2.2 The performance at the seven month stage shows a net underspend of £105,000 and is 2.7% below the net approved budget. The main variances are as follows:

(a) **Employee Costs underspend £73,000**

This is due to an underspending on APT&C staff costs and has arisen primarily as a result of savings in respect of maternity leave and changes to working hours to reflect work/life balance and non filling of staff vacancies.

(b) **Property underspend £41,000**

This is due to lower than anticipated expenditure on repairs and maintenance, and phasing of energy costs.

(c) **Supplies and Services overspend £18,000**

This is mainly due to greater than expected printing and stationery costs £20,000; postages £10,000 and legal fees £15,000. These overspendings have been offset by an underspending on equipment and materials £14,000; and conference and training costs £15,000.

**Projections to Year End**

2.3 At this stage, the projected outturn indicates a potential net expenditure of £6,309,000 which results in a net underspend of £119,000. The principal reasons for the variance are as follows:

(a) **Employee Cost underspend £108,000**

This is due to lower than expected APT&C costs and non filling of staff vacancies.

(b) **Property Costs underspend £22,000**

This is mainly due to lower than budgeted repairs and maintenance costs £14,000 and lower rental costs £5,000.

(c) **Supplies and Services overspend £38,000**

This is mainly due to greater than anticipated postages costs £56,000 as a result of costs in respect of revaluation notices and an increase in canvass costs as a result of a larger than anticipated number of reminders issued; and legal fees £21,000. This has been partially offset by lower than expected costs for equipment and materials £20,000 and conference and training £17,000.

(d) **Support and Services underspend £15,000**

This is mainly due to a refund of solicitor charges made in 2008/09.

2.4 The projected outturn at period 7 is £35,000 lower than reported to the Board at its meeting on 7th September, 2009. This is principally due to greater staff cost savings, partially offset by additional postages and legal costs.

**3 Conclusion**

The projected net expenditure is anticipated to be £119,000 below budget and will continue to be monitored against the approved budget.

**4 Recommendation**

It is recommended that the Board notes the financial statements for the seven month period to 31st October, 2009, together with year end projections.

*Kadey Kelly*  
D. McGoughan,  
Treasurer.

*pp.*

---

<b>Appendices</b>	None
<b>Contact/Tel:</b>	Mr. I. Knowles: 0131 469 3173
<b>Background Papers</b>	Held at the Office of Treasurer