

TAYSIDE COMMUNITY JUSTICE AUTHORITY

Meeting: Tayside Community Justice Authority – 16 September 2014

Title: Administration Expenditure Monitoring 2014/15

Report by: Marjory Stewart, Treasurer

Report No: TCJA218-2014

Abstract – This report notes the projected financial outturn for the Tayside Community Justice Authority Administration Budget for 2014/15 based on expenditure incurred to 30 June 2014.

1. RECOMMENDATIONS

It is recommended that the Community Justice Authority (CJA):

- notes that overall the 2014/15 CJA Administration budget projected outturn is currently in line with the grant allocation.

2. BACKGROUND

- 2.1 The Scottish Government informed the Chief Officer in January 2014 that the 2014/15 Tayside CJA Administration Grant was £229,400 and the CJA agreed the 2014/15 Administration Budget at its meeting on 18th March 2014. Throughout the financial year, the Treasurer and Chief Officer monitor the expenditure against the budget and advise the CJA and the Scottish Government of any variances. The current projected outturn is shown in Appendix 1.
- 2.2 The overall projected outturn position for the CJA Administration budget is currently in line with the grant allocation. Members will be aware, however, that the post of Office Manager has been vacant since late April 2014. It is anticipated that this post will remain vacant until at least October 2014. The resultant projected saving against the agreed Staff Pay Costs budget will be partly offset by additional costs arising from commissioned project work, resulting in a net saving of £6,900. At this point, the projected net

saving of £6,900 is shown as being utilised within the Supplies & Services expenditure head.

3. PROPOSAL(S)

- 3.1 The projected financial position of 2014/15 is noted.

4. CONSULTATION

- 4.1 The CJA Chief Officer has been consulted in the preparation of this report.

5. FINANCIAL/RESOURCE IMPLICATIONS

- 5.1 The projected financial position for 2014/15 is shown at Appendix 1.

6. STRATEGIC OBJECTIVES

- 6.1 The grant allocation for 2014/15 provides the CJA with sufficient resources to support the authority in meeting its strategic aims and objectives.

7. CONCLUSION

- 7.1 The 2014/15 CJA Administration budget is currently projecting an overall outturn in line with the grant allocation. The Treasurer and Chief Officer will continue to monitor this budget throughout the remainder of this financial year and take action as necessary.

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**TAYSIDE COMMUNITY JUSTICE AUTHORITY
ADMINISTRATION BUDGET**

Expenditure to 30 June 2014 and Projected Outturn to 31 March 2015

<u>Budget Heading</u>	<u>Budget 2014/15 £</u>	<u>Actual Expenditure to 30 June 2014 £</u>	<u>Projected Outturn to 31 March 2015 £</u>	<u>Over/ (Under) Spend £</u>
Staff Pay Costs	150,995	33,773	144,095	(6,900)
Other Staff Costs including Training, Conferences, Seminars, Project Work etc	4,000	1,494	4,000	-
Property Costs	13,500	3,250	13,500	-
Supplies & Services	15,857	2,305	22,757	6,900
Professional Support Charges	25,000	-	25,000	-
Staff Transport Costs	4,400	408	4,400	-
Members Conference Expenses	1,000	-	1,000	-
Thematic Seminars and Workshops	3,000	-	3,000	-
Elected Members Remuneration	7,248	-	7,248	-
Audit Fee	4,400	-	4,400	-
Total Gross Expenditure	229,400	41,230	229,400	-
Scottish Government Administration Grant	(229,400)	(57,350)	(229,400)	
Net Expenditure/(Income)	-	(16,120)	-	-