

Finance Update

For Information

1. A Finance Update table is at Appendix A. The Commission is invited to note the financial position for the year 2017-18 to date.
2. Some items the Commission may wish to note are:
 - The forecast expenditure has increased by £20,000 to provide for a refresh of the Commission's website. This amount is included under Administration for February. This does not require additional funds to be sought from the Scotland Office
 - the £5,489 under Administration for September is predominantly charges from the Scottish Government's Information Services & Information Systems (ISIS) department for maintenance and website support / access. The Secretariat is awaiting clarification from ISIS as to the amount and timing of payment for its services this financial year. The amounts are not expected to exceed the amounts provided for in the forecasts.
 - the £13,824 under Review Costs for September is the Commission's share of support and maintenance costs for the consultation portal, which is shared with the Boundary Commission for England and the Boundary Commission for Wales.
 - the £6,511 under Review Costs (unscheduled) is funds set aside to pay for any additional improvements to the consultation portal should the Commission decide this would be beneficial.
 - the £3,538 under Administration (unscheduled) is predominantly funds set aside for training.
3. The Secretariat will meet with colleagues in the Scottish Government and Scotland Office in September to discuss treatment of VAT, and will provide an update at the next meeting.

**Secretariat
August 2017**

Boundary Commission for Scotland
Budget and Outturn Forecast 2017 - 2018

	Budget	Actual Spend				Forecast Spend									Spend to Date	Balance to spend		Overall Forecast To Date	Forecast Estimated Underspend	
		April	May	June	July	August	Sept	Oct	Nov	Dec	January	February	March	Unscheduled		(£)	(%)		(£)	(%)
Staff Salaries	197,000	16,130	16,055	16,204	16,204	16,506	16,506	16,506	16,506	16,506	16,506	16,506	16,506	0	64,594	132,406	67	196,640	360	0
Commissioners' Fees and Expenses	23,000	769	769	506	1,344	2,812	1,549	2,038	2,038	2,038	2,038	2,038	2,038	0	3,388	19,612	85	19,976	3,024	13
Total	220,000	16,899	16,824	16,710	17,549	19,318	18,054	18,544	18,544	18,544	18,544	18,544	18,544	0	67,982	152,018	69	216,617	3,383	2
Accommodation, Rent, Rates etc	18,000	0	0	0	4,324	0	4,324	0	0	4,324	0	0	4,324	checksum	0	0	0	0	0	0
Administration	39,000	344	633	200	140	1,087	5,489	1,664	122	160	1,575	20,122	3,903	3,538	1,317	37,683	97	38,977	23	0
Mapping	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Travel & Subsistence	2,000	0	0	12	0	0	35	0	0	343	158	10	0	1,250	12	1,988	99	1,807	193	10
Review costs	26,000	0	0	0	0	0	18,076	450	0	100	0	0	0	6,511	0	26,000	100	25,136	864	3
Unallocated	95,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	95,000	100	0	95,000	100
Total	180,000	344	633	211	4,464	1,087	27,924	2,113	122	4,927	1,733	20,132	8,227	11,298	5,652	174,348	97	83,216	96,784	54
														checksum	0	0	0	0	0	0
Total	400,000	17,244	17,457	16,921	22,013	20,405	45,978	20,657	18,666	23,471	20,277	38,676	26,771	11,298	73,635	326,365	82	299,833	100,167	25
														checksum	0	0	0	0	0	0

Notes

Forecast correct as of 28 August 2017

Overall budget based on allocation from sponsor department is £400,000

Totals for April - July are actuals copied from outturn ledger