

## 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. Since the last finance update (BCS Paper 2018 / 06 at the meeting of 5 February 2018) the overall forecast has increased by c £20.6 k. This is due to an increase in staff costs of 20% due to VAT being applied as a consequence of the arrangement by which the Scottish Government provides staff to the Commission.
3. If VAT had not been applied to staff costs, the overall forecast would have fallen by c. £15.5 k. This is almost entirely (c. £15.3 k) due to a significant reduction in this year's planned expenditure on the website.
4. Some other items from the forecast the Commission may wish to note are:
  - The £16,077 under review costs in February is almost entirely comprised of the outstanding fees for the consultation portal.
  - The £11,714 under Administration in March is chiefly for Geographic Information Systems software licences, both ordinary licences and an advanced licence. The expected cost is £8,322. There is also £2,823 earmarked for purchasing videoconferencing equipment.

**Secretariat  
March 2018**

Boundary Commission for Scotland  
Budget and Outturn Forecast 2017 - 2018

	Budget	Actual Spend										Forecast			Spend to Date	Balance to spend		Overall Forecast To Date	Forecast Underspend	
		April	May	June	July	August	Sept	Oct	Nov	Dec	January	February	March	Unscheduled		(£)	(%)		(£)	(%)
Staff Salaries	197,000	19,356	19,266	19,445	19,445	19,393	19,445	19,445	22,824	13,854	12,187	15,981	15,981	0	184,661	12,339	6	216,623	-19,623	-10
Commissioners' Fees and Expenses	23,000	769	769	506	1,344	3,017	769	0	0	769	0	5,788	2,038	0	7,943	15,057	65	15,769	7,231	31
<b>Total</b>	<b>220,000</b>	<b>20,126</b>	<b>20,035</b>	<b>19,951</b>	<b>20,790</b>	<b>22,410</b>	<b>20,214</b>	<b>19,445</b>	<b>22,824</b>	<b>14,623</b>	<b>12,187</b>	<b>21,769</b>	<b>18,019</b>	<b>0</b>	<b>192,604</b>	<b>27,396</b>	<b>12</b>	<b>232,391</b>	<b>-12,391</b>	<b>-6</b>
Accommodation, Rent, Rates etc	18,000	0	0	0	4,324	0	0	0	4,324	0	4,324	0	4,324	checksum	0	0	0	17,295	705	4
Administration	39,000	344	633	200	140	235	1,310	4,912	237	4,384	655	5,475	11,714	2,633	13,051	25,949	67	32,873	6,127	16
Travel & Subsistence	2,000	0	0	12	0	0	9	-82	35	544	0	10	850	400	518	1,482	74	1,778	222	11
Review costs	21,000	0	0	0	0	0	368	4,261	166	0	0	16,077	0	0	4,795	16,205	77	20,872	128	1
<b>Total</b>	<b>80,000</b>	<b>344</b>	<b>633</b>	<b>211</b>	<b>4,464</b>	<b>235</b>	<b>1,687</b>	<b>9,091</b>	<b>4,762</b>	<b>4,928</b>	<b>4,979</b>	<b>21,562</b>	<b>16,888</b>	<b>3,033</b>	<b>31,335</b>	<b>48,665</b>	<b>61</b>	<b>72,818</b>	<b>7,182</b>	<b>9</b>
<b>Total</b>	<b>300,000</b>	<b>20,470</b>	<b>20,668</b>	<b>20,162</b>	<b>25,253</b>	<b>22,645</b>	<b>21,902</b>	<b>28,536</b>	<b>27,586</b>	<b>19,551</b>	<b>17,166</b>	<b>43,331</b>	<b>34,906</b>	<b>3,033</b>	<b>223,939</b>	<b>76,061</b>	<b>25</b>	<b>305,209</b>	<b>-5,209</b>	<b>-2</b>
												checksum		0	0	0	0	0	0	0

**Notes**

Forecast correct as of 20 February 2018

Overall budget reduced from £400,000 to £300,000 to reflect handback of £100,000 to sponsor department

Totals for April - January are actuals copied from outturn ledger

N.B. Staff costs increased by 20% due to VAT.