

## Finance Update

### For information

1. A finance update is at Appendix A.

### Discussion

2. Salaries costs averaging £16k per month with slight increase expected to cover excess fares and 1% pay rise due in January 2025.

3. Members fees showing a slight underspend, however, claims have still to be made.

4. Rent now expected to be £6894 per quarter

5. July 2024 expenditure was mainly on the Scottish Government I-techs recharge – £1354.24 and miscellaneous computer related charges.

6. The administration heading costs includes the computing, training, telephones, postage, and photocopying. Some charges are paid monthly whilst others are paid quarterly or annually. The smaller ones for Society Work, Zoom and Vodaphone tend to be paid monthly. The Scottish Government is paid quarterly and ESRI GIS is paid annually but we also have supplementary charges to settle. Other elements e.g. catering photocopying etc are demand led.

7. There was £20k for research which has been moved to assist with review costs.

8. We've committed £21k to review costs (advertising and printing) and have an additional £20k held for later in the year should it be required. £24k is being held for a consultation portal charge.

9. A long term forecast has been provided for discussion and amendment if required. Our current budget would become challenging in 2028 at the time of the next review.

10. The Commission is invited to note the finance update.

Secretariat

July 2024

