

## **Finance Update**

### **For information**

1. A finance update is attached at Appendix A.

### **Discussion**

2. The salaries budget is likely to underspend because the vacant Secretary post will not be filled until the end of the financial year. The figures given are only estimates until a payroll report is available.
3. Commissioner fees are paid up-to-date with only February and March claims still to be made.
4. Recent administration spend has been on Scottish Government iTECs (Information and Technology Services) charges (£1,4k) and replacing three laptops (£3.5k). The profile has been increased to allow for the purchase of a further three laptops this financial year.
5. Recent review costs for the local inquiries included: £10k for advertising during December 2023 and January 2024; printing £2k; and hire of halls £1.8k. Transcription costs of £5.4k are expected and will be settled in February.
6. We have budgeted another £10k for advertising and £15k for graphics and printing for February and March 2024.
7. The Commission is invited to note the finance update.

Secretariat

February 2023

