

Finance Update

For Information

1. A Finance Update table is at Appendix A. The Commission is invited to note its financial position as of 17 January 2018.
2. The overall forecast decreases by c. £3.5 K since that shown in LGBCS Paper 2432 at the meeting of 4 December 2017. This is due to a c. £4.7 K reduction in forecast for Commissioners' fees and expenses due to reduction in the number of meetings scheduled. This reduction is partially offset by an increase in forecast staff costs of c. £1.1 K.
3. The most significant uncertainty in the forecast is the cost and timing of the website refresh. This is currently forecast to cost c. £19,200, and is scheduled for payment in February.
4. Some items from the forecast the Commission may wish to note are:
 - the Salaries changes after October are due to the impact of uprating of Scottish Government salaries and the effect of staff changes within the Secretariat;
 - the £2,598 under Administration in January is chiefly payment for new office furniture;
 - The £24,642 under Administration for February is chiefly due to the planned website refresh, as well as funds for the new logo, videoconferencing facilities and geographic information systems training.
 - The £8,975 under Administration in March is for Geographic Information Systems software licences: both ordinary licences and an advanced licence.

Secretariat
February 2018

Local Government Boundary Commission for Scotland
Budget and Outturn Forecast 2017 - 2018

17-Jan-18

	Budget	Actual Spend										Forecast Spend				Spend To Date	Balance to spend		Overall Forecast	Forecast Remainder	
		April	May	June	July	August	Sept	Oct	Nov	Dec	January	February	March	Unscheduled	(£)		(%)	(£)		(%)	
Staff Salaries	75,000	6,153	6,145	6,163	6,163	6,119	6,163	6,163	7,136	6,463		5,550	5,901	5,901	0	56,668	18,332	24	74,019	981	1
Commissioners' Fees	20,000	0	393	1,230	0	246	1,327	259	0	2,759		0	2,838	0	500	6,214	13,786	69	9,552	10,448	52
Total	95,000	6,153	6,538	7,392	6,163	6,365	7,490	6,421	7,136	9,223		5,550	8,739	5,901	500	62,881	32,119	34	83,571	11,429	12
Accommodation, Rent, Rates etc	18,000	0	0	0	4,324	0	0	0	4,324	0		4,324	0	4,324	checksum 0	8,648	9,352	52	17,295	705	4
Administration	45,000	344	6,618	200	369	235	1,345	4,877	226	4,516		2,598	24,642	8,975	34	18,730	26,270	58	54,980	-9,980	-22
Travel & Subsistence	2,000	6	507	12	0	0	9	-82	35	544		10	10	850	100	1,031	969	48	2,001	-1	0
Review costs	4,000	0	0	0	0	432	0	0	0	0		0	0	1,000	0	432	3,568	89	1,432	2,568	64
Unallocated	20000	0	0	0	0	0	0	0	0	0		0	0	0	0	0	20,000	100	0	20,000	100
Total	89,000	350	7,125	211	4,693	667	1,355	4,795	4,585	5,060		6,932	24,651	15,149	134	28,841	60,159	68	75,707	13,293	15
Total	184,000	6,504	13,663	7,604	10,856	7,032	8,844	11,216	11,721	14,282		12,481	33,391	21,050	634	91,722	92,278	50	159,278	24,722	13
															checksum 0	0	0		0	0	

Notes

Totals for April - December are actuals copied from outturn ledger

Forecast correct as of 17 January 2018

Overall budget based on allocation from sponsor department is £184,000

* Overall forecast increases by c. £0.8K. This is due to increase in forecast staff costs and Commissioners' fees and expenses of c. £0.9K and c. £0.2K respectively, which are partially offset by lower Administration costs of c. £0.3K.