

## Finance Update

### For Information

1. A Finance Update table is at Appendix A. The Commission is invited to note its financial position as of 25 November 2020.

### Discussion

2. The overall forecast has fallen by c. £47,000 since that shown in LGBCS Paper 2540 at the Commission's meeting of 23 October 2020. This is chiefly due to removing costs of c. £30,000 associated with strategy seminars from this year's forecast, taking into account the effect of coronavirus on the Commission's work. Equivalent funds for strategy seminars and associated work have been included in the 2021–2024 Draft Corporate Plan.
3. The reduced forecast is also due to savings on anticipated Review Cost spending of c. £12,000. The remaining reduction comprises net anticipated savings on Commissioners' Fees and Expenses, Administration and Travel and Subsistence expenditure.
4. The Commission is aware that the Scottish Government is facing budget pressures due to the impact of coronavirus. Earlier this year the Commission, taking this and the impact of coronavirus on its own activities into account, made available c. £100,000 of its budget allocation of £437,000 for use by Scottish Government. Having agreed with the Chair that strategy seminar costs would not be incurred this financial year, and having identified further saving above, the Secretariat advised the Commission's Sponsor Team within the Scottish Government that Commission would not spend more than £265,000 this financial year, and that a further £72,000 of its initial budget would be available to be spent elsewhere.
5. The Commission is invited to note the finance update.

Secretariat  
December 2020

LGBCS Paper 2545

Appendix A

	Budget	Actuals							Forecast					Spend to Date (£)	Balance to Spend (£)	Spend (%)	Overall Forecast (£)	Forecast Remainder	
		Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar					(£)	(%)
Secretariat Staff Costs	167,673	12,465	13,668	13,067	13,066	13,068	13,068	13,068	13,068	13,068	13,068	13,068	13,068	91,470	76,203	45%	156,812	10,861	6%
Commissioners' Fees and Expenses	41,547	0	438	2,191	0	1,873	0	0	2,483	2,847	1,740	1,740	2,740	4,502	37,045	89%	16,052	25,495	61%
<b>Subtotal</b>	<b>209,220</b>	<b>12,465</b>	<b>14,106</b>	<b>15,257</b>	<b>13,066</b>	<b>14,941</b>	<b>13,068</b>	<b>13,068</b>	<b>15,551</b>	<b>15,915</b>	<b>14,808</b>	<b>14,808</b>	<b>15,808</b>	<b>95,972</b>	<b>113,248</b>	<b>54%</b>	<b>172,864</b>	<b>36,356</b>	<b>17%</b>
Accommodation	23,557	0	0	0	0	0	5,613	0	5,613	5,613	0	5,613	5,613	17,944	100%	22,452	1,105	5%	
Admin	39,660	511	50	4,686	546	339	538	136	613	4,573	12,516	6,284	563	6,807	32,853	83%	31,356	8,304	21%
T&S	2,000	0	48	0	0	0	0	0	0	50	50	50	50	48	1,952	98%	248	1,752	88%
Legal and Research	34,500	0	0	0	0	0	0	0	0	0	0	5,000	0	0	34,500	100%	5,000	29,500	86%
Review Costs	127,302	0	0	0	0	0	0	0	13,843	10,000	3,740	5,000	0	0	127,302	100%	32,583	94,719	74%
<b>Subtotal</b>	<b>227,019</b>	<b>511</b>	<b>98</b>	<b>4,686</b>	<b>546</b>	<b>339</b>	<b>6,151</b>	<b>136</b>	<b>20,069</b>	<b>14,623</b>	<b>21,919</b>	<b>16,334</b>	<b>6,226</b>	<b>12467</b>	<b>214,552</b>	<b>95%</b>	<b>91,638</b>	<b>135,381</b>	<b>60%</b>
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<b>Overall</b>	<b>436,239</b>	<b>12,976</b>	<b>14,204</b>	<b>19,943</b>	<b>13,613</b>	<b>15,280</b>	<b>19,219</b>	<b>13,204</b>	<b>35,620</b>	<b>30,538</b>	<b>36,727</b>	<b>31,142</b>	<b>22,034</b>	<b>108,440</b>	<b>327,799</b>	<b>75%</b>	<b>264,502</b>	<b>171,737</b>	<b>39%</b>
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Note: The LGBCS has advised Scottish Government that it would not spend more than £265,000 in 2020-21, and has made £172,000 of its budget available for use elsewhere.