

## Finance Update

### For information

1. A finance update is at Appendix A.

### Discussion

2. Pay negotiations are ongoing.
3. We are increasing the estimate for Commissioners' fees to £30k until meeting dates are finalised.
4. Administration (Office Costs) include a provision for £5k legal costs.
5. IT costs are shown separate as we move to MTC. A provision of £22k is allowed for a website upgrade and other IT issues.
6. There is a £10k budget for any potential review costs.
7. There is a potential £74k underspend (plus any unspent legal, IT and review costs).
8. The Commission is invited to note the finance update.

**Secretariat**  
**September 2025**

|                         | Budget         | Actual        |               |               |               |               | Actual Spend to Date | Forecast      |               |               |               |               |               |               | Total Expected Spend | Budget less Total Spend |                 |
|-------------------------|----------------|---------------|---------------|---------------|---------------|---------------|----------------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|----------------------|-------------------------|-----------------|
|                         |                | Apr-25        | May-25        | Jun-25        | Jul-25        | Aug-25        | (£)                  | Sep-25        | Oct-25        | Nov-25        | Dec-25        | Jan-26        | Feb-26        | Mar-26        |                      |                         | Spend Total (£) |
| Secretariat Staff Costs | 206,000        | 16,470        | 16,474        | 16,471        | 16,143        | 16,388        | 81,945               | 17,671        | 17,671        | 17,671        | 17,671        | 17,671        | 17,671        | 17,671        | 123,697              | 205,642                 | 358             |
| Commissioners' Fees     | 30,000         | 2,798         | 876           | 1,890         | 9,763         | 965           | 16,292               | 0             | 2,763         | 0             | 5,526         | 2,763         | 0             | 2,763         | 13,815               | 30,107                  | -107            |
| <b>Subtotal</b>         | <b>236,000</b> | <b>19,267</b> | <b>17,350</b> | <b>18,361</b> | <b>25,905</b> | <b>17,353</b> | <b>98,237</b>        | <b>17,671</b> | <b>20,434</b> | <b>17,671</b> | <b>23,197</b> | <b>20,434</b> | <b>17,671</b> | <b>20,434</b> | <b>137,512</b>       | <b>235,749</b>          | <b>251</b>      |
|                         |                |               |               |               |               |               | 0                    |               |               |               |               |               |               |               |                      |                         |                 |
| Accommodation           | 29,000         | 0             | 0             | 0             | 7,156         | 0             | 7,156                | 0             | 7,156         | 0             | 0             | 7,156         | 0             | 7,156         | 21,468               | 28,624                  | 376             |
| Administration          | 8,000          | 0             | 20            | 67            | 45            | 46            | 177                  | 954           | 0             | 0             | 954           | 5,000         | 0             | 955           | 7,863                | 8,040                   | -40             |
| IT & Website            | 36,000         | 0             | 0             | 1,858         | 3,038         | 0             | 4,896                | 0             | 3,038         | 0             | 3,038         | 22,000        | 3,038         | 31,113        | 36,009               | -9                      |                 |
| T&S                     | 3,000          | 94            | 0             | 71            | 47            | 129           | 341                  | 0             | 100           | 2,047         | 100           | 600           | 0             | 100           | 2,947                | 3,288                   | -288            |
| Review Costs            | 30,000         | 0             | 1,535         | 17,994        | 0             | 0             | 19,529               | 0             | 0             | 0             | 0             | 0             | 10,000        | 10,000        | 29,529               | 471                     |                 |
| <b>Subtotal</b>         | <b>106,000</b> | <b>94</b>     | <b>1,555</b>  | <b>19,990</b> | <b>10,286</b> | <b>175</b>    | <b>32,100</b>        | <b>954</b>    | <b>10,294</b> | <b>2,047</b>  | <b>1,054</b>  | <b>15,794</b> | <b>22,000</b> | <b>21,249</b> | <b>73,391</b>        | <b>105,491</b>          | <b>509</b>      |
|                         |                |               |               |               |               |               | 0                    |               |               |               |               |               |               |               |                      |                         |                 |
| <b>Overall</b>          | <b>342,000</b> | <b>19,361</b> | <b>18,905</b> | <b>38,351</b> | <b>36,192</b> | <b>17,528</b> | <b>130,337</b>       | <b>18,625</b> | <b>30,728</b> | <b>19,718</b> | <b>24,251</b> | <b>36,228</b> | <b>39,671</b> | <b>41,683</b> | <b>210,903</b>       | <b>341,240</b>          | <b>760</b>      |
| Delegated Budget        | 415,000        |               |               |               |               |               | 130,337              |               |               |               |               |               |               |               | 210,903              | 341,240                 | 73,760          |