

## SPCB Finance Report – Q1 2019-20

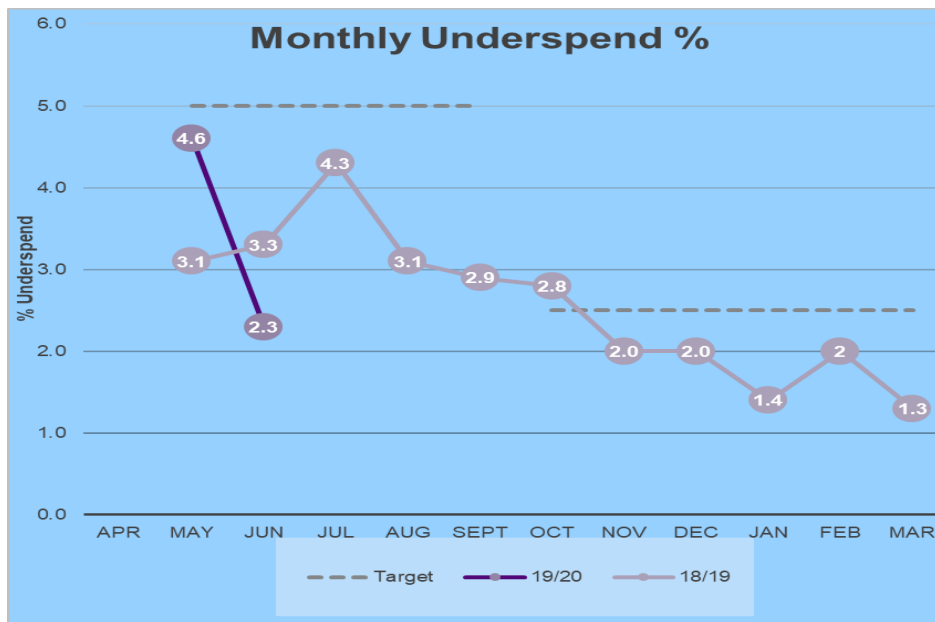
### Purpose

This report is to inform the SPCB of the Q1 financial position for 2019-20.

### Action to note for LG/SPCB

- The budget underspend forecast for 2019-20 is provisionally c£0.9m -assumes a further £1m is committed.
- Leadership Group is invited to encourage all offices and project budget holders to ensure that 2019-20 budget commitments are recorded in the financial system by the end of September and to bring forward plans to utilise additional budget if it becomes available in the autumn.

### Headlines



The Scottish Parliament's total revenue and capital budget for 2019-20 is £90.4m. At the end of Quarter 1, expenditure was £21.4m against a year to date budget of £21.9m representing an underspend against budget of £0.5m (**2.3%**). The comparable 2018-19 position was an underspend against budget of £0.7m (**3.3%**).

SPCB currently has £0.9m showing as uncommitted against PS offices, £0.6m in Projects – a total of £1.5m or 3.0% of PS budget. **LG should as a matter of urgency request a project pipeline up to value of £1m by 30 September to potentially commit to in 2019-20** – whilst being mindful of the impact of this on the ability of FM and Digital to deliver projects in Q1 2020-21.

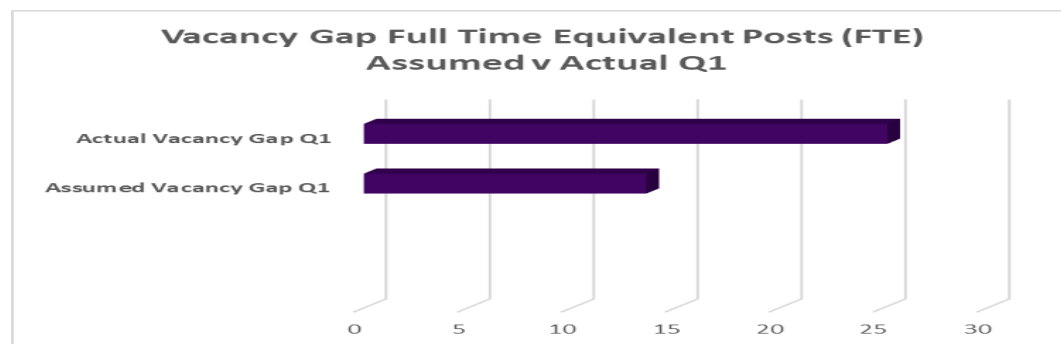
**SPCB Expenditure Summary Outturn - Q1:**

	Year to Date					Annual Forecast Outturn	Current Annual Budget	Original Annual Budget
	Actual	Budget	Variance	Variance				
	£'000	£'000	£'000	%		£'000	£'000	£'000
Parliamentary Service Costs	11,755	12,215	459	3.8		49,430	49,360	48,752
Members Costs	7,285	7,311	26	0.4		30,270	30,670	30,670
Commissioners & Ombudsman Costs	2,362	2,384	22	0.9		9,745	9,945	9,945
<b>Sub Total</b>	<b>21,403</b>	<b>21,909</b>	<b>507</b>	<b>2.3</b>		<b>89,445</b>	<b>89,975</b>	<b>89,367</b>
Reserves – SPCB contingency						0	392	1,000
<b>Total SPCB Expenditure</b>	<b>21,403</b>	<b>21,909</b>	<b>507</b>	<b>2.3</b>		<b>89,445*</b>	<b>90,367*</b>	<b>90,367</b>

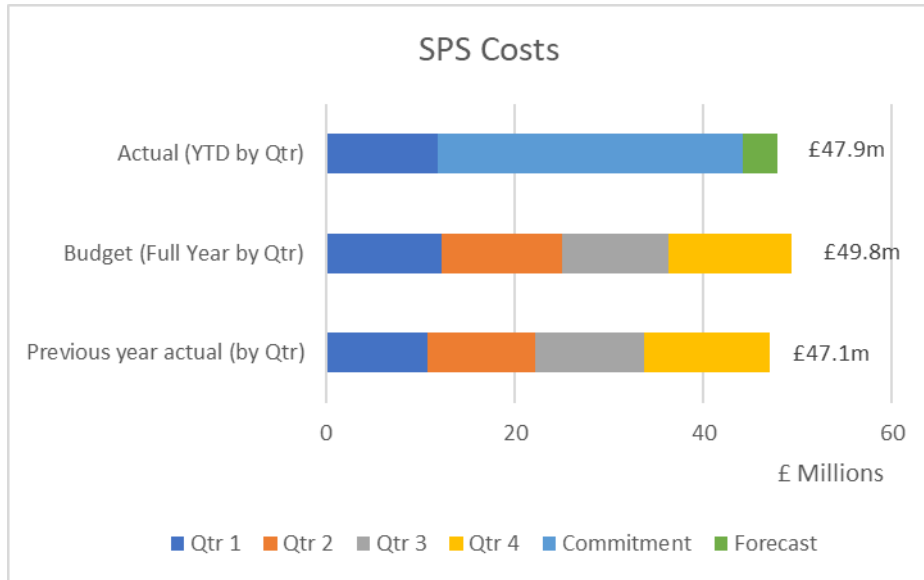
**Staff Costs & FTE - Q1:**

Staff Costs & Full Time Equivalents	Current Annual Budget £k	Forecasted Staff Outturn £k	Budget FTE	Actual FTE
<b>Total</b>	<b>29,097*</b>	<b>28,957</b>	<b>542.2</b>	<b>517.0</b>

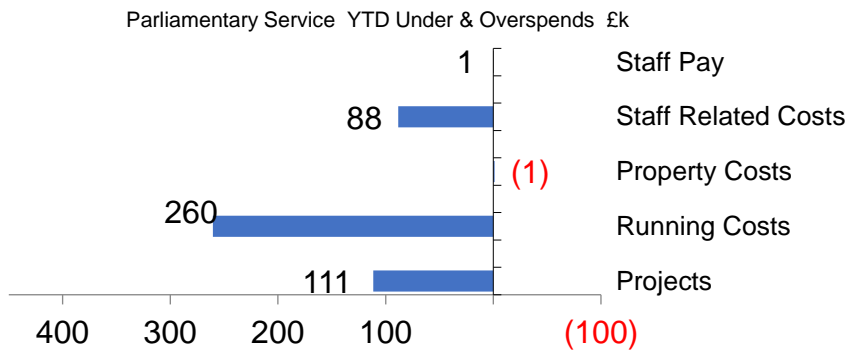
\*Prior to the £927k transfer to budget following the ABR.



## Parliamentary Service Costs – Q1

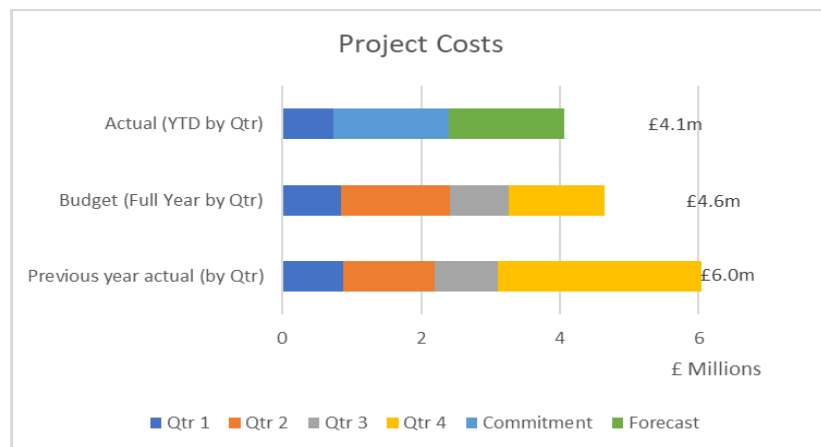


### Underspend / Overspend by Category £k:



- Parliamentary service (SPS) costs - year to date expenditure for the Parliamentary Service (SPS) of £11.8m is £0.5m (3.8%) under budget. Parliamentary Service Costs incorporate both capital and revenue projects. The previous year's expenditure of £10.7m at Q1 was £0.6m (6.0%) under budget.
- Staff Pay is reported as £1k (0.0%) under budget including Agency staff and contractors. Approximately £1.2m to cover increased employers' pension contributions has been allocated to the full year staff pay budget - c80% of this will be additional funding formally covered by the ABR in October. The backdated pay award was also paid in June. Expenditure on Staff Related Costs is £101k. This is £88k (46.6%) below the phased Q1 budget of £190k. Actual spend on staff related costs is £43k (30%) below the equivalent period in 2018-19. Travel and Expenses (£62k) make up the biggest elements of the underspend. £72.5k of training budgets were taken to a central cost centre in June to facilitate reprioritisation of planned expenditure in subsequent quarters.
- Property Costs of £1.8m within £1k (0.1%) of the YTD budget.
- Running Costs of £1.6m are £260k (13.5%) under budget. Main running cost underspends are in Software Support & Annual Licences (£43k), Mail Services & Postage (£33k), Advertising (£20k) and Printing (£20k).

## Projects - Q1



### Projects

- Total project expenditure to June 2019 is £741k, £111k (13%) under the year to date budget.
  - Capital Projects have spent £229k for the year, £77k (25%) lower than the phased budget of £306k. The expenditure is all in respect of the Security Systems Replacement project.
  - Revenue Projects show a total spend of £512k, an underspend of £34k (6%) against the phased budget of £546k.

## Central Contingency

The original central contingency of £1m has reduced to £392k at the end of Q1, mainly as a result of staff budget transfers approved by SRB to cover staff posts and the balance on the employer pension costs required of £317k, not covered by the ABR transfer.

## Members Costs

Members' show a £7.3m reported cost to June 2019, £26k under the year to date budget. The corresponding figures for 2018-19 at Q1 were expenditure of £7.1m with an overspend of £67k, (1%).

## Commissioners and Ombudsman Costs

The SPCB's funding cost for Commissioners and Ombudsman (Officeholders) in the 3 months of 2019-20 amounts to £2.4m, which is £22k (0.9%) under the year to date budget. The corresponding figures for 2018-19 at Q1 were expenditure of £2.3m with an underspend of £75k, (3.2%). Commissioners Contingency rose by £34.4k to £334.4k after a transfer from SIC but there are potentially calls of £139.4k from SPSO & ESC.