

Quarter 1 2021-22 Monthly Finance Report – SPCB

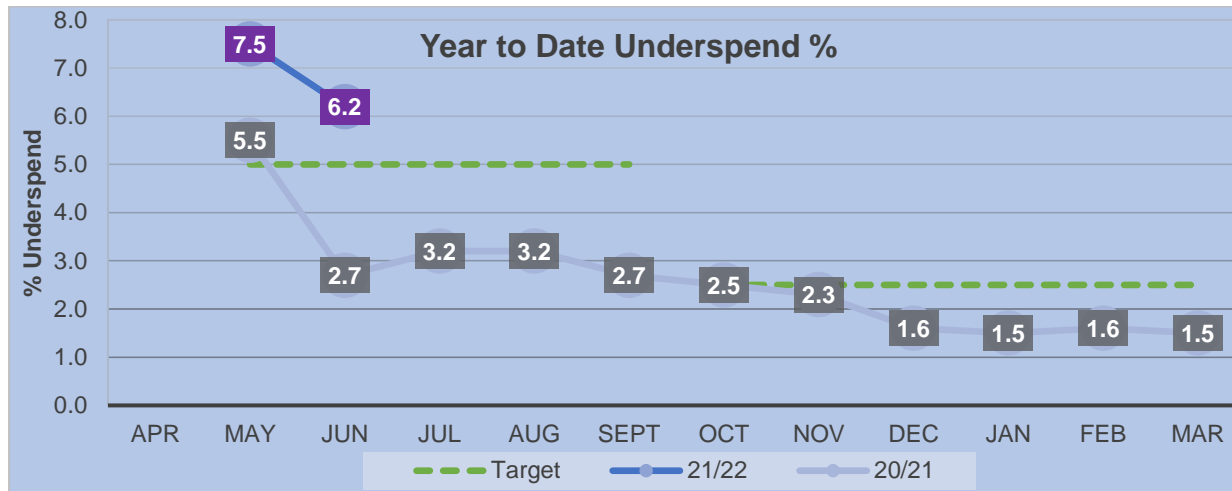
Executive Summary:

- Quarter 1 outturn is £1,734k, (6.2%) under the phased current annual budget. This is over the target underspend percentage for the first 6 months of the year of within 5% or less. SPS accounts for £807k with projects accounting for a significant element of this where there has been underspend against phased budget in Security and Digital projects and members costs for £701k of the underspend particularly in staffing, engagement and travel associated costs and £226k for Officeholders.
- The costs to date of the members resettlement following the election are £2,335k so an adjustment has been made to the Current Annual Budget from election contingency to cover payments of members resettlement costs made in the May payroll.
- Due to the continued impact of the COVID-19 pandemic, the SPS Current Annual Budget has been revised from that submitted to the Finance & Constitution Committee in December 2020 to reflect the on-going impact of Covid-19 on our budgets in 2021-22. This has resulted in a net transfer of £140.4k from contingency to revise various Office budgets.
- Finance rolled out a new finance reporting tool, Hubble, during the first quarter of 2021-22 to support SPS forecasting. This tool will also support budget preparation for 2022-23 commenced in July 2021.

Summary position:

SPCB Expenditure Summary Outturn – Q1:

	Year to Date					Current Annual Budget	Original Annual Budget	Net Changes
	Actual	Budget	Variance	Variance				
	£'000	£'000	£'000	%				
Parliamentary Service Costs	11,933	12,740	807	6.3	53,615	53,398	217	
Members Costs	10,732	11,433	701	6.1	40,282	37,947	2,335	
Commissioners & Ombudsman Costs	3,444	3,670	226	6.1	14,838	14,838	0	
Sub Total	26,109	27,843	1,734	6.2	108,735	106,183	2,552	
Reserves – SPCB contingency					1,848	4,400	(2,552)	
Total SPCB Expenditure	26,109	27,843	1,734	6.2	110,583	110,583	0	



SPS Expenditure Summary Outturn – Q1:

	Year to Date					Current Annual Budget	Original Annual Budget	Net Changes
	Actual	Budget	Variance	Variance				
	£'000	£'000	£'000	%				
Staff	7,622	7,736	115	1.5	31,593	31,573	20	
Staff Related Costs	67	64	(2)	(3.7)	548	715	(167)	
Property Costs	1,902	1,971	69	3.5	8,035	7,840	195	
Running Costs	1,808	1,834	27	1.5	7,003	6,833	170	
Projects	535	1,134	599	52.8	6,437	6,437	0	
SPS Expenditure	11,933	12,740	807	6.3	53,615	53,398	217	

SPS Current annual budget increased by £217k net from the Original annual budget by the end of Quarter 1.

Revising the budget (based on 2021-22 being a normal Election year) before the year commenced from that submitted to the Finance & Constitution Committee was agreed at the March 2021 Strategic Resources Board (SRB).

Key decisions made by SRB from March-21 to June-21 include:

- Adjustments to budgets affected by COVID increasing costs or pausing planned business activities (see table above)
- Contingency transfer to meet unforeseen running costs required for an emergency change of webcasting service provider by £67k.
- Approval of £10k for Lobbying register system enhancement costs.

- Reduction in advertising budget of £30k because planned Corporate Events in Q1, Q2 & Q3 have been cancelled or delayed and scaled back due to COVID.

Staff numbers are set out below:

SPS Staff Full time equivalents:	Original Budget FTE	Current budget FTE	Actual FTE
Total	526.3	556.9	508.5

The number of staff posts have increased reflecting the extension of temporary posts in Committee, Legal Services and Spice to support Brexit related Parliamentary Business and Committee Engagement. The future of these posts and the overall resourcing of the scrutiny of Parliamentary Business are being considered within the ongoing Strategic Resourcing Reviews.

Staffing underspends to date reflect the level of ongoing vacancies which persisted during COVID and where public engagement activities paused and the need to recruit was deferred.

The SPS project underspend to date of £599k is mainly due to delays in commencing Service Yard construction work. Discussion is ongoing with the contractor over potential additional costs.

Members:

Members are showing an overall underspend of £701k (6.1%) of budget. Members pay accounts for £25k of this with £676k occurring in Members Expenses. Members pay expenditure includes £2,335k of resettlement grant paid to former Members in the May payroll. A further sum will be paid for Ministerial and Officeholder severance in quarter 2 estimated at £177k.

Officeholders:

Expenditure of £3,444k is £226k below budget for Officeholders with most of this accounted for by £190k variance from the year to date phased budget for the SPSO. Funding now includes quarterly funding payments to the Electoral Commission and some start up costs for the new Biometrics Commissioner. An anticipated budget transfer from the Scottish Government is anticipated as part of the Budget Revision cycle to fund this Commissioner later in the year. The SPCB has already approved in principle funds in the Officeholders contingency for 2021-22.