



Scottish Funding Council
Comhairle Maoineachaidh na h-Alba

**Revised strategic plan forecast (SPF)
for higher education institutions
2019-20 to 2020-21**

SFC Call for Information

Issue Date: 10 November 2020

Revised strategic plan forecast (SPF) for higher education institutions (HEIs) 2019-20 to 2020-21

Issue date: 10 November 2020

Deadline: 30 November 2020

Reference: SFC/CI/13/2020

Summary: This Call for Information requests institutions to complete a revised strategic plan forecast for the period 2019-20 to 2020-21.

FAO: Principals, Finance Directors and Board Secretaries of Scotland's universities

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Revised strategic plan forecast (SPF) for higher education institutions 2019-20 to 2020-21

Purpose

1. This Call for Information requests institutions to complete a revised financial forecast for the period 2019-20 to 2020-21. The return should be sent to the Scottish Funding Council (SFC) by 30 November 2020.

Strategic plan forecast

2. The strategic plan forecast (SPF) is an established part of SFC's financial health monitoring framework. We requested that universities send SFC a forecast by the end of July covering a shorter period than usually provided in the SPF. At the time of that request, we indicated that a further Call for Information would be issued in Autumn.
3. While it is recognised that this continues to be an evolving picture, and it is not possible to quantify some impacts, the revised return will give SFC a better understanding of the extent of the financial impacts arising from the potential loss of key income streams. The return will also enable institutions to demonstrate how they are working to mitigate financial impacts, including reprioritisation of existing resources and deferral of expenditure, as well as development of additional planning scenarios.
4. The return builds on financial information already provided by institutions and will enable SFC to provide further advice on the financial impact across the university sector to both the Scottish and UK Governments.

Return of the SPF

5. Institutions are required to complete the revised figures for 2019-2020 and 2020-21, indicated by yellow in the template.
6. Guidance for completion of the return can be found in **Annex A** of the previous Call for Information (SFC/CI/06/2020).
7. Each university finance director will be sent an individual return to complete that is prepopulated with the original SPF figures, including 2018-19 actuals, to allow a comparison to be made between the original and revised forecasts.
8. Please note that a commentary is required on the financial forecasts which should cover any differences from the original SPF. Please also provide copies of recent papers presented to your institution's Governing Body relating to the revised forecast.

9. It would also be helpful if you could enter explanations for significant variances on the spreadsheet. As with previous forecast exercises, we may come back to institutions with queries and requests for further details following our analysis of the forecast information.

Information requested

10. Please email an electronic copy of the return in Excel format, and the financial commentary, along with relevant recent papers presented to your Governing Body. If the schedule of governing body meetings makes it difficult to achieve this deadline, please provide a draft return by that date with the final approved version to be provided as soon as possible thereafter.
11. Electronic copies of the return and supporting documents should be sent to isg-returns@sfc.ac.uk.

Further information

12. Please contact Andrew Millar, Assistant Director, Finance, tel: 0131 313 6538, email: amillar@sfc.ac.uk or Claire Taylor, Senior Financial Analyst, Finance, tel: 0131 313 6604, email: ctaylor@sfc.ac.uk to discuss any aspect of this letter.



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