

**Devon & Severn Inshore Fisheries & Conservation Authority
Finance and General Purposes Committee
7th December 2020**

BUDGET MONITORING 2020/21 – Month 7

Joint Report of Chief Officer and Treasurer

Recommendations:

That members:

1. Note the projected outturn
2. Note the projected general reserve balance

Budget Monitoring Month 7

The Budget monitoring at Month 7 indicates there will be an overall underspend against budget for the year. The areas of underspend have been mainly due to COVID restrictions.

Support services underspend has been predominately due to a delay in cases going to court. Premises and transport have seen an underspend due to less venue hire and travel required, as meetings are being undertaken virtually. The decrease in boat usage has resulted in lower fuel, which has caused an underspend in boat costs.

The overspend in employees is due to a vacant post being filled at a higher grade than originally budgeted for to meet the employment market expected salary. The costs in relation to enforcement has been due to the required costs of iVMS data transferring to the new hub.

The table below analyses the underspend:

	2020/21 Base Budget £	2020/21 Budget £	Outturn £	Variance £
Employees	531,900	531,900	545,000	13,100
Premises	38,600	38,600	36,100	(2,500)
Transport	18,600	18,600	14,200	(4,400)
Supplies and services	75,600	75,600	78,600	3,000
Boat costs	25,100	25,100	22,600	(2,500)
Environmental Research	15,000	15,000	16,500	1,500
Support Services	60,900	60,900	35,900	(25,000)
Income Fees & Charges	(25,700)	(25,700)	(33,700)	(8,000)
	740,000	740,000	715,200	(24,800)
Transfer from General Reserve	0	0	0	0
Total	740,000	740,000	715,200	(24,800)

Variations (items over £1,000):

Employees

- Staff costs £ 13,100 – Salary for vacant post was budgeted at a lower grade, appointment of Chief Officer;

Premises

- Venue Hire £ (3,000) – Meetings currently being held virtually due to COVID-19;

Transport

- Public Transport £ (3,000) – Meetings held virtually and no conferences;
- Travel expenses £ (1,500) – No travel expenses currently being claimed due to meetings being held virtually.

Supplies and services

- Advertising £ (3,000) – No advertising costs;
- Insurances £ 1,600 – Cost of insurance has increased this year;
- Telephones £ (3,000) – Reduced costs, due to more usage of virtual calls;
- Subsistence £ (1,000) – Less claims as meetings being held virtually;
- General Members Expenses £ (5,000) – Less expenses being claimed due to meetings held virtually;
- Enforcement £ 12,900 – Costs higher than expected due iVMS data transferring to new hub;

Boat Costs

- Boat fuel £ (4,000) – Decrease in fuel prices;
- Insurance £ 1,500 - Cost of insurance has increased;

Support Services

- Legal Fees & Disbursements £ (25,000) – No major court case costs this year;

Income Fees and Charges

- Fines £ (10,000) – Increase in number of fines;
- Interest £ 2,000 – Interest rates dropped;

General Reserve

	2020/21 Projection £
General Reserve Balance 1st April 2020	532,166
Transfer to/(from) reserve	0
Underspend transfer to reserves	24,800
Projected Balance 31st March 2021	556,966

Mat Mander
Chief Officer

Mary Davis
Treasurer

7th December 2020

LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985