

**Devon & Severn Inshore Fisheries & Conservation Authority
Finance and General Purposes Committee
11th November 2021**

BUDGET MONITORING 2021/22 – Month 6

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 6

The Budget monitoring at Month 6 indicates there will be an overall underspend against budget for the year.

The underspend in employees is due to the salary costs for a fixed term post within the team, which is offset by the saving in the transfer from General Reserve. The additional underspend is due to an employee on maternity leave at the start of the year.

The underspend in transport is due to COVID restrictions that have been in place, which has resulted in less usage of public transport, as well as the need to travel for meetings and conferences.

In Supplies and Services, there are no major advertising costs and the increase in virtual calls has caused a reduction in telephone costs. Although, there has been an overspend on IT Hardware due to the purchase of new laptops.

The table below analyses the underspend:

	2021/22 Base Budget £	2021/22 Revised Budget £	Outturn £	Variance £
Employees	536,600	565,600	544,500	(21,100)
Premises	34,600	34,600	34,600	0
Transport	17,100	17,100	14,100	(3,000)
Supplies and services	72,900	72,900	69,100	(3,800)
Boat costs	25,100	25,100	26,000	900
Environmental Research	17,200	17,200	17,200	0
Support Services	62,200	62,200	62,200	0
Income Fees & Charges	(25,700)	(25,700)	(24,900)	800
Less Fixed Admin Penalty Income (FAP)	0	0	0	0
	740,000	769,000	742,800	(26,200)
Budgeted Transfer from General Reserve	0	(29,000)	(13,600)	15,400
Total	740,000	740,000	729,200	(10,800)

Variations (items over £1,000):

Employees

- Staff costs £ (21,100) – Fixed term post for Fisheries Research Management Plan Officer (FRMPO) offset by saving in transfer from General Reserve, employee on maternity leave at start of year;

Transport

- Public transport £ (2,000) – Less usage of public transport for meetings/conferences;
- Travel expenses £ (1,000) – Fewer travel expenses being claimed due to travel restrictions at start of the year;

Supplies and services

- Advertising £ (4,000) – No major advertising costs or bylaws this year;
- Telephones £ (3,000) – Reduced costs, due to more usage of virtual calls;
- IT Hardware £ 4,400 – Purchase of new laptops;

General Reserve

- Transfer from General Reserve £ 15,400 – FRMPO position vacant from October 2021;

General Reserve

		2021/22 Projection £
General Reserve Balance 1st April 2021		528,812
Transfer to FAP Reserve		0
Budgeted Transfer from General Reserve	(29,000)	
Transfer Underspend to General Reserve	26,200	
Net transfer from General Reserve		(2,800)
Projected Balance 31st March 2022		526,012

Mat Mander
Chief Officer

Angie Sinclair
Treasurer

11th November 2021

LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985