

**Devon & Severn Inshore Fisheries & Conservation Authority  
Full Authority Meeting  
17<sup>th</sup> March 2022**

**BUDGET MONITORING 2021/22 – Month 10**

**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 10**

The Budget monitoring at Month 10 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 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 overspend in boat costs are due to an increase in servicing and maintenance costs as well as AIS installation on David Rowe.

The table below analyses the underspend:

	<b>2021/22 Base Budget £</b>	<b>2021/22 Revised Budget £</b>	<b>Outturn £</b>	<b>Variance £</b>
Employees	536,600	565,600	550,000	(15,600)
Premises	34,600	34,600	34,600	0
Transport	17,100	17,100	11,900	(5,200)
Supplies and services	72,900	72,900	69,400	(3,500)
Boat costs	25,100	25,100	28,700	3,600
Environmental Research	17,200	17,200	17,000	(200)
Support Services	62,200	62,200	62,200	(0)
Income Fees & Charges	(25,700)	(25,700)	(29,500)	(3,800)
Less Fixed Admin Penalty Income (FAP)	0	0	0	0
	<b>740,000</b>	<b>769,000</b>	<b>744,300</b>	<b>(24,700)</b>
Budgeted Transfer from General Reserve	0	(29,000)	(13,600)	15,400
<b>Total</b>	<b>740,000</b>	<b>740,000</b>	<b>730,700</b>	<b>(9,300)</b>

## **Variiances (items over £1,000):**

### Employees

- Staff costs £ (15,600) – 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 £ (3,000) – Less usage of public transport for meetings/conferences;
- Travel expenses £ (1,500) – Fewer travel expenses being claimed due to less travel for meetings;

### Supplies and services

- Advertising £ (5,000) – No major advertising costs or bylaws this year;
- Telephones £ (4,000) – Reduced costs, due to more usage of virtual calls;
- IT Hardware £ 5,900 – Purchase of new laptops;
- Subsistence £ (1,200) – Fewer expenses claimed due to less meetings/conferences;

### Boat Costs

- Boat Fuel £ (2,500) – Decrease in fuel usage due to sale of Black Jack;
- Boat Maintenance £ 4,200 – Increase in service costs, AIS installation;

### Income Fees & Charges

- Hire fees £ (5,000) – Boat charter on David Rowe;

### General Reserve

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

## General Reserve

		<b>2021/22 Projection £</b>
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	24,700	
Net transfer from General Reserve		(4,300)
Projected Balance 31st March 2022		524,512

**Mat Mander**  
**Chief Officer**

**Angie Sinclair**  
**Treasurer**

17<sup>th</sup> March 2022

LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985