

From: Suzanne Martin, **Financial Advisor, KEIFCA**

To: Kent and Essex Inshore Fisheries and Conservation Authority 28
January 2022.

Subject: Revenue Budget Monitoring Report 2021-22.

Classification: **Unrestricted**

Summary: This report gives the estimated financial outturn position for the Authority based on data at the end of December 2021. Appendix 1 includes the actuals to 31 December 2021 and the revenue outturn forecast for the year with the variance to the budget.

Recommendation(s):

1. The Authority is asked to review and approve the forecast underspend for the year of £27,461. This underspend is indicative at the present time and is likely to change throughout the year.

1. Introduction

This report shows the likely outturn based upon data at the end of December 2021. Currently, most of the budgeted income and expenditure is being spent as planned with a few exceptions. With the lockdown in UK not being lifted until July 2021, there has been a slight impact related to COVID-19 although the restrictions recently imposed have not impacted greatly on the activities of staff and the majority of duties and activities have been performed as normal. Members will recall that they approved the use of £100,000 from Reserves for replacement engines to extend the life of Tamesis. This is being undertaken at present with to date no unexpected financial implications arising

2. Revenue Outturn 2021-22

2.1 The forecast Revenue Outturn for the year is an underspend of £27,461. As highlighted in previous budget monitoring reports the underspend is predominantly due to a decrease in travel and claims for subsistence, both from employees and Members and a reduction in salaries due to a member of staff's departure at the end of October 2021. Unbudgeted income received within

2021/22 of £3,000 was obtained from Cefas for the hire of Tamesis for two days together with payment of £8,065 from Natural England as a contribution to survey work undertaken on the Goodwin Sands MCZ. There is some unbudgeted expenditure in respect of works which were required to upgrade the KEIFCA website and repairs have also been required to Nereus which were not anticipated.

Members will note that there is a projected overspend on fuel for Vigilant and Nerissa. At the time their budget was set fuel was costed at a much lower level to the amounts currently being paid (0.47ppl diesel and 0.52ppl petrol in Jan 2021, now 0.69ppl diesel and 0.66ppl petrol) which have had a significant effect on the amounts paid out.

Officers have been in discussion with the landlords of the Essex office with regard to a new lease which has now been agreed with provision for substantial refurbishment of the offices to be undertaken by the owners. As part of the terms, officers will be replacing the existing containers that are currently in use for storage of boat equipment, seized gear and freezers. One of these containers is required to be purchased within this financial year due to the condition of the existing one with the financial implication shown in the table below.

2.2 The main variances of spend against budget are detailed in the table below and can be seen in detail in Appendix 1.

Budget Heading	Reason(s) for Variation	Amount (variation from budget) £	Amount (generated revenue & proceeds) £
Salaries	Staff member left in October. Anticipated gap between departure & recruitment for the remainder of the financial year.	-10,055	
Protective Clothing	A large volume of PPE was purchased in previous financial year due to COVID-19.	-1,952	
Travel & Subsistence	Reduction in anticipated travel using own vehicles/public transport	-8,381	
Uniforms	Reduced need to replace uniform.	-945	
Repairs, alterations and maintenance of buildings including fixtures and fittings	New container required to replace existing on site	7,198	
Energy Costs	Reduced use of Brightlingsea office year to date & no charge for gas in Kent.	-1,460	
Rental and Service Charges	Budget figure was inaccurately based on 10 months lease rather than 12 months.	2,719	
Harbour Dues	Additional mooring fees in Brightlingsea harbour for Tamesis tender	1,098	
Fuel and oil	Increase in fuel costs combined	4,827	

	with more patrols carried out by Vigilant		
Insurance (Vehicles)	Increase in insurance due to purchase of 2 new vans last year was not as much as anticipated.	-1,500	
Members' Travel and Subsistence & hire of meeting rooms	Fewer claims, meeting venues changed and no technical panel meetings held	-1,875	
Vessels – Repairs, Equipment and Maintenance	Replacement required of chamber tubes for RIB Nereus	3,380	
Income - Hire of Vessels	Hire of Tamesis for two days by Cefas		-3,000
Specialist fees and equipment	Reduction in costs to access MCSS system	-2,803	
Communication & Engagement	The Government Digital Service which monitors .gov.uk domain names required us to carry out work to upgrade our website so that is complied with their website standards.	1,678	
Training Programme	Although the majority of the training has taken place, some residential and in person have been postponed	-1,200	
Research fund	Reduced need for equipment	-1,462	
Cockle Surveys	Due to outside area not being open, accommodation/subsistence was not required for surveys.	-1,496	
Licenses and Fees	Natural England contribution to Goodwin Sands MCZ survey Additional whelk permits		-9,105
Other	Other Minor Variances	-3,127	
Sub-Total		-15,356	-12,105
Total		-£27,461	

3. Recommendation:

3.1 The Authority is asked to review and approve the forecast underspend for the year of £27,461. This underspend is indicative at the present time and is likely to change throughout the year.

4. Contact Details

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