

From: Bev Gibbs, **Financial Advisor, KEIFCA**

To: Kent and Essex Inshore Fisheries and Conservation Authority – 15 September 2017.

Subject: Revenue Budget Monitoring Report 2017-18

Classification: **Unrestricted**

Summary: This report gives the estimated financial outturn position for the Authority based on data at the end of August 2017. The appendix includes the actuals to 31 August 2017 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 £37,596. This underspend is indicative at the present time and is likely to change throughout the year.

1. Introduction

1.1 This report shows the likely outturn based upon data at the end of August 2017. Currently most of the budgeted income and expenditure is being spent as planned with a few exceptions. Members will recall that they approved the use of £111,450 from Reserves to fund the anticipated additional costs of Nerissa. At this time we have adopted a cautious approach in continuing to forecast this potential requirement.

2. Revenue Outturn 2017-18

2.1 The forecast Revenue Outturn for the year is an underspend of £37,596. There are forecast underspends due to an increase in income from cockle permits due to opening the outside area, from the projected advertising costs of one byelaw rather than three and from savings due to staff changes.

There are forecast overspends in cockle survey costs, reports to consultants in respect of Nerissa, additional subscription contributions, an increase in

the cost of the rental of the Kent office and an increase in costs to telephones and web hosting in Kent.
Forecast overspends in training and GIS will be funded directly from their specific reserves if required.

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 for Variation	Amount £
Kent, Essex and Tamesis – salaries	Staff changes and delay in recruiting.	-15,060
Ramsgate office rental and service charges	Increase in rent for Ramsgate office	794
Ramsgate office telephones	Additional shore phone and change of website host	597
Nerissa – specialist fees	Reports relating to Nerissa issues	2,654
Authority costs - subscriptions	Additional subscription cost (Science Direct)	613
Authority costs – advertising	Reduction in number of byelaws to be advertised	-10,107
Training	Additional training needed for new staff and to provide for individual needs	6,500
GIS	Training in GIS for staff due to staff leaving	1,000
Licences and fees	Increased cockle income due to opening of outside area	-25,456
Minor variances		869
Total		-£37,596

3. Recommendation:

3.1 The Authority is asked to review and note the estimated outturn position and to recognise at that it is likely to change throughout the year.

4. Contact details

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