

## ICCAN Board Meeting

<b>Budget Overview</b>	
<b>Board meeting date:</b>	29 April 2020
<b>Paper author:</b>	Andy Ginever (Business and Finance Manager)
<b>Item No:</b>	Item 5
<b>DECISION/APPROVAL – NO</b>	
<b>SEEKING STEER – NO</b>	
<b>UPDATE/FOR INFORMATION – YES</b>	
<b>Security Classification and Handling Instructions:</b>	
N/A	
<b>Purpose of paper / slides:</b>	
Update Board on the on the end-year position of ICCAN's budget as at 31 March 2020	
<b>Outcome sought:</b>	
For information only	
<b>Timetable:</b>	
NA	
<b>Budget/Resource Implications:</b>	
N/A	

## 2019-20 Budget overview

1. Our financial management and oversight arrangements are established in the Framework Agreement between the Department for Transport (DfT) and the Independent Commission on Civil Aviation Noise (ICCAN). We are funded via a delegated budget from DfT. The Head of Secretariat as accounting officer is personally responsible for safeguarding the public funds for which he or she has charge; for ensuring propriety, regularity, value for money and feasibility in the handling of those public funds; and for the day-to-day operations and management of ICCAN. Our budget settlement for 2019-20 was £1,588,000.

2. As at 31 March 2020, the year-end underspend was £420k.

£	2019-20 Budget	Actual	Variance
<b>Pay</b>	886,450	765,475	120,975
<b>Non-pay</b>	701,550	402,685	298,865
<b>Net Admin costs</b>	1,588,000	1,168,160	419,840

3. The gross pay line includes total remuneration, including social security, and pension contributions for all staff and the Commissioners. At year-end the underspend was just under £121k. The underspend was in the main due to the delay in recruiting staff (£107k). Less was also spent on Local Recognition Awards (£14k).

4. Non-pay includes all accommodation costs, travel costs, training and office supplies and was underspent by £300k year to date. This significant underspend is due to the delay in establishing the processes involved in our ability to procure expert advice, data and research. The impact of COVID-19 exacerbated this, and meant that those contractors we had established contracts with were less able to spend on services such as design and Publicity. There were small underspends in other account lines.

## 2020-21 Budget

5. Our budget settlement for 2020-21 is £1,750,000. This is greater than our original settlement following discussion with the department, and in light of our inability to spend on services we required in the first year. Work has begun on profiling the budget taking into consideration lower than usual spend in several areas in the beginning of the financial year. Proposed spending on research, the expert panel and publicity has been agreed by SMT.

<b>Title</b>	<b>Requirement (20/21)</b>	<b>Budget Line</b>
Design and Creatives	£40,000	Publicity
Social Media Promotion	£50,000	
Events	£20,000	
TCI	£12,000	Support Services
Expert panel	£80,000	
Development study	£83,000.00	Research
Noise metrics QA	£4,000.00	
Noise metrics best practice	£30,000.00	
Regulation rapid evidence review	£8,000.00	
Health rapid evidence review	£30,000.00	
Planning best practice	£25,000.00	
Insulation best practice	£25,000.00	
ERCD (CAA) noise metric modelling	£80,000.00	
ERCD: Slowdown - attitudinal survey/Flight track data	£60,000.00	

### **Spending Review**

6. The formal Spending Review which was going to start in July has been cancelled by HM Treasury. Finance have advised that it will instead likely take the form of a 1 year 'roll-over' starting in Summer 2020.