

ICCAN Board Meeting

Budget Overview	
Board meeting date:	22 July 2020
Paper author:	Andy Ginever (Business and Finance Manager)
Item No:	Item 6
DECISION/APPROVAL – NO	
SEEKING STEER – NO	
UPDATE/FOR INFORMATION – YES	
Security Classification and Handling Instructions:	
N/A	
Purpose of paper / slides:	
Update Board on the on the year-to-date spend as at 30 June 2020	
Outcome sought:	
For information only	
Timetable:	
NA	
Budget/Resource Implications:	
N/A	

2020-21 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 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.

2. As at 30 June 2020, we were overspent by £9k.

£	2020-21 Budget	Actual	Variance
Pay	236,634	224,485	-12,149
Non-pay	65,084	85,931	20,847
Net Admin costs	301,718	310,416	8,698

3. The gross pay line includes total remuneration, including social security, and pension contributions for all staff and the Commissioners. As at 30 June the underspend was just over £12k. The small underspend was due to the delay in recruiting staff and that less was also spent on Local Recognition Awards. Our underspend will increase whilst we continue to carry a vacancy.

4. Non-pay includes all accommodation costs, travel costs, research, training and office supplies and is overspent by £20k year to date. This is in the main due to an invoice being received earlier than profiled and is thus a timing issue. SMT continue to monitor spend on research and support services and are confident that we will spend what has been profiled over the year.

Spending Review

5. It is expected that HM Treasury will commission departments with specific asks at the end of July, for a response around late September. The Strategic Finance & Planning team at DfT will commission teams (including ICCAN) to develop financial forecasts once they have more clarity from HM Treasury.