

ICCAN Board Meeting

Budget Overview	
Board meeting date:	4 November 2020
Paper author:	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 September 2020	
Outcome sought:	
For information only	
Timetable:	
NA	
Budget/Resource Implications:	
As set out in the paper	

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 September 2020, we were underspent by £75k.

£	2020-21 Budget	Actual	Variance
Pay	477,110	446,029	-31,081
Non-pay	298,070	254,151	-43,919
Net Admin costs	775,180	700,180	-75,000

3. The gross pay line includes total remuneration, including social security, and pension contributions for all staff and the Commissioners. As at 30 September the underspend was just over £31k. 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 underspent by £43k year to date. This is in the main due to a timing issue and that an invoice covering the July-Sept period has not been paid. We are only required to accrue costs at year end so this is not picked up in the accounts.

5. The Senior Management Team has re-profiled on the basis of this underspend, and agreed to set aside additional funds for research, expert panel and publicity in order that the projected year-end underspend is kept to a minimum. The budget will continue to be monitored on a monthly basis.

Spending Review

6. The Treasury has now confirmed that the planned three-year Spending Review will now be a one-year settlement only. We have been informed by the Finance team in DfT that the £1.75m requested for 21/22 has been unchallenged and, while HMT has not confirmed all budgets across Whitehall, we are therefore proceeding on the basis of having that as our budget.