

ICCAN 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 is £1,588,000 rising to £1,645,000 in 2021-22.

2. As at 31 December 2019 the year-to-date underspend against plans is just over £130k. This is set to increase in the coming months as we continue to carry a vacancy and are currently in the process of receiving EOIs in joining an expert panel. In addition, the SoNA Development study tender exercise ends on the 27 January. It is hoped that we will utilise the Expert Panel and start work on the Development study late February or early March.

£	2019-20 Budget	Budget YTD	Actual YTD	Variance YTD
Pay	886,450	588,972	518,170	70,802
Non-pay	701,550	274,742	213,839	60,903
Net Admin costs	1,588,000	863,714	732,009	131,705

3. The gross pay line includes total remuneration, including social security, and pension contributions for all staff and the Commissioners. For the year to date, the underspend has been just over £70k. The overall pay remit for non-SCS staff has just been announced with an average award of 2%. SCS pay is set centrally by the Cabinet Office. We have underspent on salary costs YTD due to delays in recruiting staff.

4. Non-pay includes all accommodation costs, travel costs, training and office supplies and is underspent by around £60k year to date. This is solely due to lower-than-expected utilisation of an Expert Panel and that no research has as yet been procured.

5. To minimise the underspend at year-end it was agreed at October Board that £385k would be set aside in 2019/20 on project work (£290k), Communications (£80k), and other (£15k). While the spend on project work will not meet the budget set aside, it is expected that the remaining spend will take place.

Project work:	£
SoNA development study	£150,000
Metrics	£40,000
Other expert panel work	£100,000

Communications work:	
Website/public information	£30,000
Advertising	£50,000
Other:	
IT/software	£10,000
Staff development/health and wellbeing	£5,000

6. Discussions remain ongoing with DfT as to whether we can carry over any underspend or request additional funds from Group Resources for 2020-21. A submission will be made to our Finance BP within the next couple of weeks.