



Report Title: SCG and SCOPAC Year End Financial Report for 2019/20 and budget position for 2020/21 26th April 2020.

Authors Job Title: Coastal Finance Business Partner

Purpose of Report

Provide a financial update of the year end position as at 31st March 2020 for 2019/20 accounts and state the 2020/21 budget position.

Executive Summary

2019/20 In year over/underspends

- 1) CIRIA Groynes in Coastal Management Manual - Underspend of £3,000. It is estimated that £1500 is needed to complete the study and be carried forward to 20/21.
- 2) SCOPAC Storm Analysis - Underspend of £9934.53. To be carried forward into 20/21 for completion and dissemination of project by BCP, University of Southampton and ESCP.
- 3) Minor Projects - Underspend of £4471.76. To be carried forward into 20/21 for completion and dissemination of Natural England Healthy Estuaries project and ESCP Eastney tracer study.
- 4) Update SMP Action Plans – Underspend of £1582.51. Work started later in year than anticipated. To be carried forward into 20/21.
- 5) SMP Review – Overspend of £5126.55. Agreed with coastal group chair and vice chairs that underspends elsewhere could fund this item. Unforeseen demand on officer time and expected to continue in 2020/21.
- 6) Supporting Delivery – Total underspend £12,630.01. Levy bids not approved through EA process until middle of the year so later start on many activities. To be carried forward into 20/21.

7) Represent SCG on National FCERM Strategy Update – Underspend of £2806.90. Majority of work completed.

8) Feed into National Consultations on behalf of SCG - Underspend of £1731.10. Limited time required this year. To be carried forward into 20/21.

9) Tactical Leadership – Overspend of £1134.53.

2019/20 Budget Update

The budget for 2019/20 will show a surplus of £36,853.31.

2019/20	SCOPAC	SCG	SUMMARY
Income	£54,061.26	£67,613.58	£121,674.84
Expenditure	£34,544.53	£50,277.00	£84,821.53
Net Surplus/Deficit	£19,516.73	£17,336.58	£36,853.31

The above includes a local levy of £46,000 towards supporting delivery objectives within the SCG business plan.

Budgeting for 2020/21

SCG recommended to SCOPAC, which was subsequently approved by SCOPAC, on the 15th November to merge the two groups and hold a single set of accounts.

Following the merger of the SCG and SCOPAC the 2020/21 income budget is set at £82,000.00. This is based on £32,000.00 subscriptions from Full Members and £46,000.00 from FRCC Local Levy.

This will include one conference and one site visit per year, research, the research chair and support costs.

Agreed Subscription Schedule

Dorset/BCP £13,000.00 split

- Bournemouth, Christchurch and Poole Council £9,000
- Dorset Council £4,000

Hampshire Districts/Portsmouth City Council £13,000.00 split

- Havant Borough Council £2,600
- Portsmouth City Council £2,600
- Gosport Borough Council £2,600
- Fareham Borough Council £2,600
- New Forest District Council £2,600

Isle of Wight Council £2,000.00

Chichester District Council £2,000.00

Environment Agency £6,000.00

The Chairman of the SCG made an application to the Wessex and Southern RFCC for the continuation of the Local Levy Funds towards supporting delivery items identified in the SCG Business Plan. £46,000 has been secured for 2020/21 and for the following 4 years (subject to ratification at the July RFCC meeting and then EA business case approval)

Eastleigh Borough Council are reviewing their membership and if they confirm full membership status then the figures will be adjusted accordingly to share the costs across the Hampshire authorities.

Hampshire County Council and Southampton City Council are not contributing to the full annual subscription.

Income as set out above of £82K plus carry forward from 2019/20 £36,853.31

Total available budget 2020/21 £118,853.31

Income brought forward 2019/20	-36,853.31
Local Levy Bid	-46,000.00
Membership fees	-36,000.00

Total Income **£118,853.31**

Proposed expenditure is currently under review of the SCG business plan and Research subgroup.

Recommendations

1. That the budget position for 2019/20 be noted.
2. That the budget for 2020/21 be noted.
3. Subscription fees are set in accordance with the subscription schedule within this report.
4. A 10% surplus of the combined budget for 2020/21 is maintained to mitigate any overspend.

Risks

Loss of Membership and subsequent subscriptions in 2020/21 will impact on the ability to deliver the SCG and SCOPAC Business Plans.

Future Local Levy funding is not always approved.

Next Steps

Confirmation of Officer and contact details in order to raise invoices.

Issue 2020/21 invoices for Full Membership Subscriptions in June 2020.

Contact Officer: Lorraine Horsted

Job Title: Coastal Business Partner

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Description	Proposed Budget 2019/20 (Income) Expenditure	Revised budget incl c/fwr'd	Actuals 2019/20 (Income) Expenditure	Variance (Surplus) Deficit	Forecast expenditure	Comments
Contribution to SCG from SCOPAC	30,656.14	30,656.14	30,656.14	0.00	30,656.14	
Income b/f 2018/19	-35,079.83	-35,079.83	-35,079.83	0.00	-35,079.83	
Conference Income	0.00	0.00	0.00	0.00	0.00	
Membership fees	-49,565.12	-49,565.12	-49,637.57	72.45	-49,637.57	Assumption made that subscriptions remain the same. HCC no longer full members but became mailing list members part way through the year.
Total Income	-53,988.81	-53,988.81	-54,061.26	72.45	-54,061.26	
Coastal Research & Monitoring Research Chair						
Oversee and co-ordinate SCOPAC Research	8,500.00	8,500.00	8,500.00	0.00	8,500.00	Allocation spent.
Grants and Bursaries	500.00	500.00	500.00	0.00	500.00	2019/20 bursary awarded to Xue Ting, Ong (Gladys). ECE Master's thesis title: 'Hydrodynamics controls on nearshore sediment sizes in Poole Bay'. Allocation spent.
Improved Utilisation of Data	1,000.00	2,000.00	1,888.93	111.07	1,888.93	£1000 carried forward from 18/19. £1000 awarded to ESCP (Kirk Arrow Spit study) and £1000 to CCO (Swanage Bay study). No monies to be carried over. Additional funds of £111.07 to be brought forward into SCOPAC research pot.
Major Projects						
CIRIA Groynes in Coastal Management Manual	0.00	3,030.84	0.00	3,030.84	0.00	£3030.84 carried forward from 18/19. £1500 to be carried forward on this line to 20/21. Remaining £1530.84 underspend to be brought forward into SCOPAC research pot
Historical Aerial Photography Scanning	0.00	830.94	883.02	-52.08	883.02	£830.94 carried forward from 18/19. Aerials being uploaded onto CCO website. Project closed
SCOPAC Storm Analysis	10,000.00	18,568.09	8,633.56	9,934.53	8,633.56	£8568.09 carried forward from 18/19. Remaining £9934.53 underspend to be carried forward on this line to 20/21.
Tracer Study Co-ordination	1,000.00	1,000.00	1,004.88	-4.88	1,004.88	Website page completed. Allocation spent
SURGEWATCH Contribution	500.00	500.00	416.67	83.33	416.67	Invoiced £416.67. Remaining £83.33 underspend to be brought forward into SCOPAC research pot
Minor Projects						
EA Preston Tracer Study	0.00	1,549.81	1,549.81	0.00	1,549.81	£1549.81 carried forward from 18/19. Allocation spent.
2018 - 2020 Minor Projects x 3	4,000.00	5,200.21	728.45	4,471.76	728.45	£1200.21 carried forward from 18/19 for ESCP Eastney tracers. Natural England Healthy Estuaries project awarded £4,000. £4,000 to be carried forward along with remaining ESCP Eastney tracers money. Total carry forward to 20/21 for this line is £4471.76
Sharing Good Practice						
Site visits	1,500.00	1,500.00	1,599.54	-99.54	1,599.54	Slight overspend.
Communications						
Website Management	1,500.00	3,000.00	1,437.83	1,562.17	1,437.83	Local levy bid covers £1,500 for SCG and £1,500 for SCOPAC website updates. Remaining £1562.17 to be brought forward into SCOPAC research pot.
Marketing and Promotions	750.00	750.00	749.47	0.53	749.47	Allocation spent.
Administration						
Secretariat	4,850.00	4,850.00	4,850.01	-0.01	4,850.01	
Accountancy	1,050.00	1,050.00	1,050.00	0.00	1,050.00	
Insurance	716.55	716.55	752.36	-35.81	752.36	
Total Expenditure	35,866.55	53,546.44	34,544.53	19,001.91	34,544.53	
Net Income/Deficit	-18,122.26	-442.37	-19,516.73	19,074.36	-19,516.73	



Description	Proposed Budget 2019/20 (Income) Expenditure	Revised budget incl cfwrd / Local Levy	Actuals 2019/20 (Income) Expenditure	Variance Surplus Deficit	Forecast expenditure	Comments
Contribution to SCG from SCOPAC	-30,656.14	-30,656.14	-30,656.14	0.00	-30,656.14	
Income/Deficit b/f 2018/19	20,184.87	20,184.87	20,184.87	0.00	20,184.87	
Additional income from the EA during the year	0.00	0.00	-11,142.31	0.00	-11,142.31	Strategic income received from the EA agreed. Offset Strategic expenses
Local Levy Bid Income	0.00	-46,000.00	-46,000.00	0.00	-46,000.00	Local Levy Bid (£46K)
Conference Income	0.00	0.00	0.00	0.00	0.00	
Total Income	-10,471.27	-56,471.27	-67,613.58	0.00	-67,613.58	
Shoreline Management Plans						
Update SMP Action Plans	1,500.00	3,500.00	1,917.49	1,582.51	1917.49	£2k Funded through local levy. Work going on at the moment both within ESCP and BCP. Final work to be completed in April 2020 with report to SCG
SMP Review	500.00	1,500.00	6,626.55	-5,126.55	6626.55	£1k Funded through local levy. Recognised this budget is light agreed with coastal group chair and vice chairs that underspend elsewhere could fund this item.. Work ongoing.
Supporting Delivery						
Implementation of SCG Programme Management Tool	500.00	2,500.00	961.70	1,538.3	961.70	£2k Funded by local levy. Underspend -. Amy is leading from the ESCP side so there should be more time to go against this over the next 3 months I expect this will need to be carried forward so the work can be done in April/may.
Sharing Asset Management best practice across the SCG Region	0.00	2,000.00	1,441.48	558.5	1441.48	£2k Funded through local levy. This is Asset management work.
Attend National efficiency Workshop	500.00	5,500.00	1,904.17	3,595.8	1904.17	£5k Funded through local levy. Large underspend. No need for funding to be carried forward. Underspend to be used elsewhere.
Keep abreast of Guidance and input into PF review process	0.00	5,000.00	2,147.70	2,852.3	2147.70	£5k Funded through local levy. underspend. Workshop isn't planned until next financial year so need to carry funding forward.
Maintain professional services and minor works framework on behalf of SCG.	1,000.00	7,000.00	1,366.33	5,633.7	1366.33	£6k Funded through local levy.
Procurement RHCP progress monitoring and communication	0.00	4,000.00	4,504.04	-504.0	4504.04	£4k Funded through local levy. Workshop hosted at end of February. Slight overspend but delivered jointly with item below.
Update the group on latest environmental enhancement guidance	0.00	2,000.00	304.59	1,695.4	304.59	£2k Funded through local levy. Workshop hosted at end of February. underspend.
Influencing Coastal Policies						
Represent the SCG on National fcrn strategy Update process	1,000.00	5,000.00	2,193.12	2,806.9	2193.12	£4k Funded through local levy. Work largely complete. To be carried over.
Feed into National consultations on behalf of SCG	0.00	2,000.00	268.95	1,731.1	268.95	£2k Funded through local levy. Limited consultations this year.
Communications						
Website Management	1,500.00	3,000.00	827.60	2,172.40	827.60	Local levy bid covers £1,500 for SCG and £1,500 for SCOPAC website updates. Remaining £2172.40 to be brought forward into SCOPAC research pot.
Marketing and Promotions	750.00	750.00	129.19	620.81	129.19	Underspend
Leadership/Management						
Attend Coastal Chairs/ National flood forums Strategic	500.00	500.00	9,694.41	-9,194.41	9694.41	Able to reclaim money from the EA. Claim submitted Offset by strategic income from the EA.
Tactical Leadership	500.00	5,500.00	6,634.53	-1,134.53	6634.53	£5k Funded through local levy. £6.5k Forecast
Attend Officer Working Group on behalf of SCG	1,500.00	4,500.00	2,702.77	1,797.23	2702.77	£3k Funded through local levy. It is likely this will be spent in 20/21. To be carried forward.
Administration						
Secretariat	4,850.00	4,850.00	4,850.01	0.00	4,850.01	
Accountancy	1,050.00	1,050.00	1,050.00	0.00	1,050.00	
Insurance	716.55	716.55	752.37	-35.82	752.37	
Total Expenditure	16,366.55	60,866.55	50,277.00	10,589.56	50,277.00	
Net Income/Deficit	5,895.28	4,395.28	-17,336.58	10,589.56	-17,336.58	



Description	Proposed Budget 2019/20		Actuals 2019/20 (Income) Expenditure	Variances Surplus	Forecast Deficit expenditure	Comments
	(Income) Expenditure	Revised budget incl c/fwd / Local Levy				
Income b/f	-14,894.96	-14,894.96	-14,894.96	0.00	-14,894.96	
Conference Income	0.00	0.00	0.00	0.00	0.00	
Local Levy Bid		-46,000.00	-46,000.00	0.00	-46,000.00	Local Levy Bid (£46K)
Additional ince from the EA during the year	0.00	0.00	-11,142.31	72.45	-11,142.31	Strategic income received from the EA agreed. Offset Strategic expenses
Membership fees	-49,565.12	-49,565.12	-49,637.57	0.00	-49,637.57	Assumption made that subscriptions remain the same. HCC no longer full members but became mailing list members part way through the year.
Total Income	-64,460.08	-110,460.08	-121,674.84	72.45	-121,674.84	
Shoreline Management Plans						
Update SMP Action Plans	1,500.00	3,500.00	1,917.49	1,582.51	1,917.49	£2k Funded through local levy. Work going on at the moment both within ESCP and BCP. Final work to be completed in April 2020 with report to SCG
SMP Review	500.00	1,500.00	6,626.55	-5,126.55	6,626.55	£1k Funded through local levy. Recognised this budget is light agreed with coastal group chair and vice chairs that underspend elsewhere could fund this item.. Work ongoing.
Coastal Research & Monitoring Research Chair						
Oversee and co-ordinate SCOPAC Research	8,500.00	8,500.00	8,500.00	0.00	8,500.00	Allocation spent.
Grants and Bursaries	500.00	500.00	500.00	0.00	500.00	2019/20 bursary awarded to Xue Ting, Ong (Gladys). ECE Master's thesis title:
Best use of Regional Monitoring Data	1,000.00	2,000.00	1,888.93	111.07	1,888.93	£1000 carried forward from 18/19. £1000 awarded to ESCP (Kirk Arrow Spit study) and £1000 to CCO (Swanage Bay study). No monies to be carried over. Additional funds of £111.07 to be brought forward into SCOPAC research pot
Major Projects						
CIRIA Groyne in Coastal Management Manual	0.00	3,030.84	0.00	3,030.84	0.00	£3030.84 carried forward from 18/19. £1500 to be carried forward on this line to 20/21. Remaining £1530.84 underspend to be brought forward into SCOPAC research pot
Historical Aerial Photography Scanning	0.00	830.94	883.02	-52.08	883.02	£830.94 carried forward from 18/19. Aerials being uploaded onto CCO website. Project closed
SCOPAC Storm Analysis	10,000.00	18,568.09	8,633.56	9,934.53	8,633.56	£8568.09 carried forward from 18/19. Remaining £9934.53 underspend to be carried forward on this line to 20/21.
Tracer Study Co-ordination	1,000.00	1,000.00	1,004.88	-4.88	1,004.88	Website page completed. Allocation spent
SURGEWATCH Contribution	500.00	500.00	416.67	83.33	416.67	Invoiced £416.67. Remaining £83.33 underspend to be brought forward into SCOPAC
Minor Projects						
EA Preston Tracer Study	0.00	1,549.81	1,549.81	0.00	1,549.81	£1549.81 carried forward from 18/19. Allocation spent.
2018 - 2020 Minor Projects x 3	4,000.00	5,200.21	728.45	4,471.76	728.45	£1200.21 carried forward from 18/19 for ESCP Eastney tracers. Natural England Healthy Estuaries project awarded £4,000. £4,000 to be carried forward along with remaining ESCP Eastney tracers money. Total carry forward to 20/21 for this line is £4471.76
Sharing Good Practice						
Site visits	1,500.00	1,500.00	1,599.54	-99.54	1,599.54	Slight overspend.
Supporting Delivery						
Implementation of SCG Programme Management Tool	500.00	2,500.00	961.70	1,538.30	961.70	£2k Funded by local levy. Underspend -. Amy is leading from the ESCP side so there should be more time to go against this over the next 3 months I expect this will need to be carried forward so the work can be done in April/May.
Sharing Asset Management best practice across the SCG Region	0.00	2,000.00	1,441.48	558.52	1,441.48	£2k Funded through local levy. This is Asset management work.
Attend National efficiency Workshop	500.00	5,500.00	1,904.17	3,595.83	1,904.17	£5k Funded through local levy. Large underspend. No need for funding to be carried forward. Underspend to be used elsewhere.
Keep abreast of Guidance and input into PF review process	0.00	5,000.00	2,147.70	2,852.30	2,147.70	£5k Funded through local levy. underspend. Workshop isn't planed until next financial year so need to carry funding forward.
Maintain professional services and minor works framework on behalf of SCG	1,000.00	7,000.00	1,366.33	5,633.67	1,366.33	£6k Funded through local levy.
RHCP progress monitoring and communication	0.00	4,000.00	4,504.04	-504.04	4,504.04	£4k Funded through local levy. Workshop hosted at end of February. Slight overspend but delivered jointly with item below.
Update the group on latest environmental enhancement guidance	0.00	2,000.00	304.59	1,695.41	304.59	£2k Funded through local levy. Workshop hosted at end of February. underspend.
Influencing Coastal Policies						
Represent the SCG on National fermi strategy Update process	1,000.00	5,000.00	2,193.12	2,806.88	2,193.12	£4k Funded through local levy. Work largely complete. To be carried over.
Feed into National consultations on behalf of SCG	0.00	2,000.00	268.95	1,731.05	268.95	£2k Funded through local levy. Limited consultations this year.
Communications						
Website Management	3,000.00	6,000.00	2,265.43	3,734.57	2,265.43	Local levy bid covers £1,500 for SCG and £1,500 for SCOPAC website updates. Remaining £3734.57 to be brought forward into SCOPAC research pot.
Marketing and Promotions	1,500.00	1,500.00	878.66	621.34	878.66	Underspend
Leadership/Management						
Attend Coastal Chairs/ National flood forums	500.00	500.00	9,694.41	-9,194.41	9,694.41	Able to reclaim money from the EA. Claim submitted Offset by strategic income from the EA.
Tactical Leadership	500.00	5,500.00	6,634.53	-1,134.53	6,634.53	£5k Funded through local levy. £6.5k Forecast
Attend Officer Working Group on behalf of SCG	1,500.00	4,500.00	2,702.77	1,797.23	2,702.77	£3k Funded through local levy. It is likely this will be spent in 20/21. To be carried forward.
Administration						
Secretariat	9,700.00	9,700.00	9,700.02	-0.01	9,700.02	
Accountancy	2,100.00	2,100.00	2,100.00	0.00	2,100.00	
Insurance	1,433.10	1,433.10	1,504.73	-71.63	1,504.73	
Total Expenditure	52,233.10	114,412.99	84,821.53	29,591.47	84,821.53	
Net Income/remaining balance	-12,226.98	3,952.91	-36,853.31	29,663.92	-36,853.31	



SCOPAC and SCG Accounts

Description	Proposed Budget 2020/21 (Income) Expenditure	Revised budget incl c/fwrd - subject to review	Actuals 2020/21 (Income) Expenditure	Variances (Surplus) Deficit	Forecast expenditure	Comments
Income b/f	-36,853.31	-36,853.31	0.00	-36,853.31	-36,853.31	£14,406.29 allocated for Research projects carried forward from 2019/2020
Local Levy Bid	-46,000.00	-46,000.00	0.00	-46,000.00	-46,000.00	Successful Local Levy bid
Membership fees	-36,000.00	-36,000.00	0.00	-36,000.00	-36,000.00	Spatially based regional subscriptions. Southampton CC and Eastleigh BC to confirm membership
Total Income	-118,853.31	-118,853.31	0.00	-118,853.31	-118,853.31	
Shoreline Management Plans						
Update SMP Action Plans	1,500.00	3,082.51	0.00	3,082.51	3,082.51	£1500 Funded through local levy. £1582.51 carried forward from 19/20
SMP Review	1,000.00	1,000.00	0.00	1,000.00	1,000.00	£1000 Funded through local levy.
Coastal Research & Monitoring Research Chair						
Oversee and co-ordinate SCOPAC Research	5,000.00	5,000.00	0.00	5,000.00	5,000.00	£3610.44 carried forward from 19/20
Major Projects						
Major Projects	16,000.00	27,434.53	0.00	27,434.53	27,434.53	To be confirmed by RSG. £1500 carried forward from 19/20 for Ciria Groynes and £9934.53 for Storm Analysis
Minor Projects						
Minor Projects	4,000.00	8,471.76	0.00	8,471.76	8,471.76	To be confirmed by RSG. £4471.76 carried forward from 19/20 for Natural England Healthy Estuaries project
Sharing Good Practice						
Conference	1,500.00	1,500.00	0.00	1,500.00	1,500.00	
Site visits	1,500.00	1,500.00	0.00	1,500.00	1,500.00	
Supporting Delivery						
Implementation of SCG Programme	2,000.00	3,583.30	0.00	3,583.30	3,583.30	£2000 Funded through local levy. £1583.30 carried forward from 19/20
Sharing Asset Management best practice	2,000.00	2,558.50	0.00	2,558.50	2,558.50	£2000 Funded through local levy. £558.50 carried forward from 19/20
Attend National efficiency Workshop	1,500.00	1,500.00	0.00	1,500.00	1,500.00	£1500 Funded through local levy.
Keep abreast of Guidance and input into PF	2,000.00	4,852.30	0.00	4,852.30	4,852.30	£2000 Funded through local levy. £2852.30 carried forward from 19/20
Maintain professional services and minor	12,000.00	17,633.70	0.00	17,633.70	17,633.70	£12000 Funded through local levy. £5633.70 carried forward from 19/20
RHCP progress monitoring and	2,000.00	2,000.00	0.00	2,000.00	2,000.00	£2000 Funded through local levy.
Update the group on latest environmental	1,000.00	1,000.00	0.00	1,000.00	1,000.00	£1000 Funded through local levy.
Influencing Coastal Policies						
Represent the SCG on National fermi strategy	1,000.00	2,806.90	0.00	2,806.90	2,806.90	£1000 Funded through local levy. £1806.90 carried forward from 19/20
Feed into National consultations on behalf of	2,000.00	2,000.00	0.00	2,000.00	2,000.00	£2000 Funded through local levy.
Communications						
Website Management	3,000.00	3,000.00	0.00	3,000.00	3,000.00	£3000 funded through Local Levy. Split across SCG and SCOPAC
Marketing and Promotions	1,500.00	1,500.00	0.00	1,500.00	1,500.00	£1500 funded through Local Levy. Split across SCG and SCOPAC
Leadership/Management						
Attend Coastal Chairs/ National flood forums	500.00	500.00	0.00	500.00	500.00	Reduced budget from £2k per year due to budget constraints. Reclaimed from the EA
Tactical Leadership	5,000.00	5,000.00	0.00	5,000.00	5,000.00	£5000 Funded through local levy.
Attend Officer Working Group on behalf of	3,000.00	3,000.00	0.00	3,000.00	3,000.00	£3000 Funded through local levy.
Administration						
Secretariat	4,000.00	4,000.00	0.00	4,000.00	4,000.00	
Accountancy	2,500.00	2,500.00	0.00	2,500.00	2,500.00	
Insurance	1,500.00	1,500.00	0.00	1,500.00	1,500.00	
Total Expenditure	77,000.00	106,923.50	0.00	106,923.50	106,923.50	
Net Income/remaining balance	-41,853.31	-11,929.81	0.00	-11,929.81	-11,929.81	