

**NWIFCA Quarterly Meeting:
20 September 2013: 11.00 a.m.**

**AGENDA
ITEM NO.
8**

FINANCIAL REPORT

A. Purpose of Report

1. To present the Budget Review to 31 July 2013
2. To present the completed Audit for NWIFCA for the year ended 31 March 2013
3. To report on any Insurance Claims which have arisen

B. Recommendations

1. That the Budget Review to 31 July 2013 is approved
2. That the completed Annual Return for NWIFCA for the year ended 31 March 2013 (copy attached) is approved and accepted
3. That the Issues Arising Report for NWIFCA Audit for the year ended 31 March 2013 (copy attached) is noted and the action plan approved
4. That Insurance Claims are noted

Budget Review to 31 July 2012 (Annex A)

1. Expenditure is within budget.
2. The only unusual expenditure up to the end of July 2013 has been on legal fees relating to an ongoing case against NWIFCA. This has resulted in actual spending of £27,533 on Support Services against a budgeted amount of £11,000. However, Zurich Municipal Insurers have been closely involved and should cover these costs eventually.
3. NWIFCA are asked to record approval of the Budget Review to 31 July 2013.

Annual Return for NWIFCA for the year ended 31 March 2013 (Copy Attached)

1. BDO Stoy Hayward LLP has now completed the Audit for the year ended 31 March 2013.
2. The only issue reported was that NWIFCA has not minuted a review of the effectiveness of internal control including risk assessment during the year ended 31 March 2013. BDO Stoy Hayward LLP was informed that this was purely a technicality due to very severe snow and ice forcing the cancellation of the meeting on 22 March 2013. Papers containing the review of risk assessment had already been received by members and it was subsequently approved at the re-scheduled meeting on 19 April. However, BDO Stoy Hayward maintained that this must be recorded as failure to comply with requirements. (See Pages 2-3 of Issues Arising Report.)

3. NWIFCA are asked to record a minute to approve and accept the completed Annual Return for the year ended 31 March 2013.

Issues Arising Report for NWIFCA Audit for the year ended 31 March 2013 (Copy Attached)

1. On Pages 2 and 3 of the Issues Arising Report, BDO Stoy Hayward give details of the issue relating to Risk Assessment for the financial year ended 31 March 2013.
2. NWIFCA are asked to record approval of the following Action Plan to address the Issues Arising raised in the Report from BDO LLP:
 - In future the annual review of risk assessment will take place at the December meeting of NWIFCA. In the event of cancellation of this meeting, the review could still take place at the March meeting within the correct financial year.

Insurance Claims from April to July 2013

1. The only insurance claim for the period April to July 2013 has been for costs relating to action being taken against NWIFCA by a fisherman.
2. As this is ongoing, it cannot be discussed in detail, but members of the Chairman's working party are being kept informed. Any member wishing to know further details should speak to the Chief Executive in confidence.
3. Andrew Jackson of Hull are acting for NWIFCA, and Zurich Municipal and their solicitor Clyde have been closely involved at every stage.
4. Zurich Municipal should cover most of the costs of the case once it is resolved.
5. There have been no other events likely to result in an insurance claim.

Finance Officer
2 September 2013

ANNEX A

NORTH WESTERN INSHORE FISHERIES AND CONSERVATION AUTHORITY

BUDGET REVIEW TO 31 JULY 2013

	01 April - 31 July 2013			
	Annual Budget £	Year to Date Budget £	Year to Date Actual £	Better(+) or Worse(-) than Budget £
EXPENDITURE				
Employees	868,526	294,162	283,215	10,947
Premises	52,400	25,918	25,631	287
Transport	275,016	79,084	75,890	3,194
Supplies/Services	69,550	29,879	27,694	2,185
Support Services	22,260	11,000	27,533	-16,533
Corporate/Democratic Core	17,300	6,650	6,558	92
Total Expenditure	1,305,052	446,693	446,521	172
INCOME				
Levy	1,164,007	1,164,007	1,164,007	0
Shellfish sampling	14,000	3,500	3,743	243
Miscellaneous Income	0	0	459	459
Byelaw 3 Permit Fees	124,000	3,050	3,050	0
Interest	3,000	2,202	2,202	0
Total Income	1,305,007	1,172,759	1,173,461	702
Operating Surplus/-Deficit				874