

NWIFCA Quarterly Meeting

18 September 2020: 11.00 a.m.

AGENDA
ITEM NO.
6

FINANCIAL REPORT

A. Purpose of Report

- To present the Budget Review for 1 April – 31 July 2020 and report on Reserves
- To add 2 bank signatories for NWIFCA and remove 1
- To seek the views of Authority Members, on whether or not NWIFCA should update its Constitution to match that of another IFCA which includes a whistleblowing policy

B. Recommendation Resolutions

- The Budget Review for 1 April – 31 July 2020 is approved
- Approval of the minute to add and remove bank signatories
- That a resolution is passed to clarify Members view that:
 - a) the statutory government legal protection for whistleblowers is considered sufficient OR
 - b) to add a whistleblowing policy to NWIFCA Constitution

1. Budget Review 1 April – 31 July 2020 and Reserves

This is included at Annex A. Spending is well within budget; surplus for the first four months of the year is £52,979. The unusual working conditions during the lockdown since March has resulted in reduced spending in various areas. Current Reserves are shown at Annex B.

2. Addition of 2 Bank Signatories for NWIFCA and Removal of 1

As the current Clerk has now retired it is proposed to remove the Clerk as a bank signatory and add the Head of Enforcement and Digital Communications Officer. Current authorised bank signatories are the Chair of NWIFCA, Chair of Finance Subcommittee, CEO and Finance Officer. To approve this the Authority must pass the following resolution:

“It was resolved that: The Authorised Signatories in the current mandate, for the accounts detailed in section 1.3, be changed in accordance with section Authorised Signatories. And the current mandate will continue as amended.”

The account in section 1.3 is NWIFCA Business Account with NatWest, this being the Authority’s only bank account. The current mandate requires 2 bank signatories for any dealing with the bank.

3. To Consult Authority Members on Inclusion of a Whistleblowing Policy in its Constitution

- a) This matter has been raised by Dr Jim Andrews, who would like it to be considered by the Authority, having noticed that another IFCA has a whistleblowing policy in its constitution
- b) The statutory position is that there is already protection in law for whistleblowing, see the government website <https://www.gov.uk/whistleblowing>
- c) The Authority may therefore consider that it is not necessary to include a specific mention of this in the Constitution as there is already legal protection in place for whistleblowers
- d) The government website also gives a good definition of the difference between whistleblowing and personal grievances. NWIFCA already have a policy for the latter which is entirely based on the statutory position and ACAS guidelines, and all officers have access to this.
- e) However if Members do wish to add a whistleblowing section to NWIFCA Constitution then the process for doing this is laid down in NWIFCA Constitution Page 3:
“Any motion to add to, vary or revoke these Standing Orders shall when proposed and seconded, stand adjourned without discussion until the next meeting of the Authority.”

ANNEX A

**North Western Inshore Fisheries and Conservation Authority (NWIFCA)
BUDGET REVIEW TO 31 JULY 2020**

	FROM 1 APRIL 2020 - 31 JULY 2020				NOTES
	ANNUAL BUDGET £	BUDGET TO DATE £	ACTUAL TO DATE £	BETTER+/WORSE- THAN BUDGET £	Main areas of saving
EXPENDITURE					
Employees	948,066	298,000	273,777	24,223	Payroll Savings
Premises	58,900	38,265	35,984	2,281	Office Maintenance/Cleaning
Transport	209,561	107,832	87,696	20,136	Fuel & Repairs
Vessel Purchase	121,151	0	0	0	Retain for Replacement
Supplies/Services	52,100	26,700	23,418	3,282	Uniform/Copying/Phones
Corporate	28,800	4,675	1,618	3,057	Room Hire/Travel/Legal Fees
Total Expenditure	1,418,578	475,472	422,493	52,979	
INCOME					
Levy	1,337,078	1,337,078	1,337,078	0	
Shellfish sampling	9,000	0	0	0	
Byelaw 3 Permit					
Fees	65,000	0	0	0	
Interest	7,500	0	0	0	
Total Income	1,418,578	1,337,078	1,337,078	0	
			SURPLUS	52,979	

ANNEX B

NWIFCA RESERVES 2020-21	At 1Apr20		At 31Mar20
Capital Replacement Reserve	£0.00		£0.00
Capital reserve	£0.00		£0.00
Revenue Reserve	£1,089,738.85		£883,749.56
TOTAL RESERVES	£1,089,738.85		£883,749.56
		P&L 31Mar20	£205,989.29
		Reserves 1 Apr20	£1,089,738.85
Reserves consist of:			
3 Month Running Cost to be Ret	£334,269.50		
PV Fund 2018-19 Yr 1 of 10	£121,151.00		
PV Fund 2019-20 Yr 2 of 10	£121,151.00		
PV Fund 2020-21 Yr 3 of 10	£121,151.00		
Residual Reserve 2020-21	£392,016.35		
TOTAL RESERVES	£1,089,738.85		