

Meeting:	NuLeAF Annual General Meeting, 15 October, 2014
Agenda Item:	5
Subject:	Finances and Funding
Author:	Catherine Draper
Purpose:	To provide a financial statement for 2013-14, and report on the prospects for future funding

Introduction

This report provides an audited financial statement for 2013-14, the budget for 2014-15 and draft budget for 2015-16. It also prospects for future funding.

Recommendations

It is recommended that the AGM agree:

- 1) the out-turn statement for 2013-14;
- 2) to hold the level of requested payments from contributing authorities in 2015-16 to the current rates;
- 3) that the Steering Group keeps efforts to secure income under review at its meetings throughout 2015-16;

1. Out-turn for Financial Year 2013-14

The out-turn statement for FY 2013-14 is shown in the attached table. This shows an expenditure of £107,378.93 and income of £96,520.00. This represents an overall reduction of expenditure of 1.3%. Income has decreased by 11% as commissioned work producing the report on the Duty to Co-operate for LLWR Ltd was paid for in the previous financial year, and no further work was secured. The deficit of £10,858.93 was met from reserves, leaving a carry forward figure of £87,390.11.

It was agreed at the AGM in October 2007 that NuLeAF's accounts be audited by Suffolk County Council on an annual basis. This year's annual audit confirms the outturn for 2013-14 and comments that the management of NuLeAF finances is effective.

2. Estimates for FY 2014-15

The attached table also shows the estimated expenditure and income for FY 2014-15. The estimated expenditure for FY 2014-15 is £112,112.00, which is £4,733.07 more than in FY 2013-14. This reflects an allowance for the 1% increase in salaries awarded by Suffolk County Council, which has been partly ameliorated by a reduction in office costs with the change from two Executive Co-Directors. A laptop has also been purchased for the Executive Director.

The estimated income is £102,255.00 including:

- A contribution of £75,000 from the NDA.
- An income of £21,355 from member authorities. This represents no change from FY2013-14
- An anticipated income of £5,000 for 'commissioned work'.

The anticipated shortfall of £9,857 can be met from reserves. This leaves reserves of £77,533.11 from which redundancy payments of £10,100.00 could be met should the need arise.

3. Payments from Contributing Authorities in 2015-16

In view of the current financial climate it is proposed to hold the level of requested payments from contributing authorities in 2015-16 to the current rates. This means that the levels would be:

Population	Annual Contribution 2015-16
Up to 100k	£665
100k-200k	£995
200k-500k	£1330
500k-1m	£2035
Above 1m	£2660

4. Estimates for FY 2015-16

The table at Annex A shows estimates for FY 2015-16.

The anticipated expenditure is £112,279.00. This assumes no significant increase in staff costs as Suffolk County Council has indicated that it unlikely to award incremental payments until 2018.

The anticipated income is £102,355.00. This is based on 'business as usual' and does not take into account the application for increased funding from RWM Ltd/NDA as this has not yet been confirmed.

The table shows an anticipated shortfall of £9,924.00, which could be met from reserves.

5. Future funding

RWM Ltd and NDA have been approached with a request for increased funding to ensure that NuLeAF no longer runs at a deficit.

A proposal has also been made for increased funding to support a work programme which would see additional work carried out around the Geological Disposal Facility siting process. This would enable NuLeAF to provide information, support and advice to any local authority interested in engaging in the process, and to improve awareness and understanding of the GDF process amongst the local government community.

Annex A

NuLeAF out-turn for FY 2013-14 and projections for 2014-15 and 2015-16

	2013-14 Actual	2014-15 Estimate	2015-16 Estimate
EXPENDITURE			
Salaries and wages ¹	94,241.87	97,601.00	98,575.00
Holiday pay ²		499.00	0.00
Travel, accommodation and subsistence ³	6,445.13	6,580.00	6,730.00
Conference attendance fees	86.23	0.00	0.00
Room hire and catering ⁴	1,973.60	4,400.00	3,965.00
Printing, postage & stationery	437.35	249.00	230.00
Staff office costs and expenses ⁵	3,643.40	2,750.00	2,179.00
Audit costs	551.35	532.00	600.00
Total	107,378.93	112,112.00	112,279.00
INCOME			
NDA ⁶	75,000.00	75,000.00	75,000.00
Local authorities ⁷	21,020.00	21,355.00	21,355.00
NuLeAF seminars	0.00	900.00	1,000.00
'Commissioned' work	500.00	5,000.00	5,000.00
Total	96,520.00	102,255.00	102,355.00
Balance b/fwd	98,249.04	87,390.11	77,533.11
+ / (-): Surplus / (loss) for financial year	-10,858.93	-9,857.00	-9,924.00
Reserve c/fwd	87,390.11	77,533.11	67,609.11
Redundancy reserve contingency ⁸		10,100.00	13,250.00
Available reserve		67,433.00	54,359.00

¹Includes all 'on-costs', i.e. National Insurance and pension contributions. An allowance has been made for a 1% increase in salaries in FY 2014-15, should Suffolk County Council choose to make an award.

² Holiday pay is payment in lieu of untaken leave to Stewart Kemp on his retirement.

³Travel, accommodation and subsistence costs are for NuLeAF staff.

⁴Includes expenditure for: Steering Group, Radioactive Waste Planning Group and Seminar. Please note no seminar was held in FY2013-14.

⁵Included in office costs are telephone charges, mobile calls, website costs and sundry expenses. Costs in 2013-14 were increased because of the commissioning of a new website. 2014-15 includes purchase of new laptop for Executive Director.

⁶NDA/RWM income for FY 2014-15 has been received. Discussions with NDA/RWM regarding their financial contribution for FY2015-16 took place on 25 September. NuLeAF is awaiting a response.

⁷It is hoped that membership subscriptions can be maintained.

⁸ Redundancy is only payable after 2 years' service with Suffolk County Council