

SASIG Meeting: 16th November 2017

Item 3: Update on 2017/18 budget and 2018/19 budget

Decision required:

That SASIG is requested to note current budget monitoring and agree that the 2018/2019 budget will be presented at the next full meeting of SASIG in February 2018.

Secretariat has received regular financial reports from Dudley MBC (engaged to provide contractual and finance support for SASIG). As of 10th November 2017 all member subscriptions have been paid for the current year to 31st March 2018. SASIG is hopeful that Hampshire CC will re-join in the future.

The extended contract services agreement with Northpoint Aviation up to March 31st 2019 has been enacted, as agreed by members at the 6th July 2017 AGM. The extension of their contract is on the same terms and conditions as the original agreement.

The amended budget 2017/2018 (07th April 2017) continues to be carefully monitored. The only minor pressure has been the ongoing costs of meeting rooms during the refurbishment of the LGA (Smith Square, London) offices. The overall cost of external room hire and services will be circa £3,000 for the year 17/18, against our budget of £2,300 for hire and hospitality. This overspend is defrayed by underspend on other budget lines in Supplies and Services. Future annual room hire and hospitality should be back to pre-2017 levels circa £1,500, once we have access to accommodation at the LGA in the New Year.

As agreed as the 6th July meeting, the cost for IT and the redesigned website are being absorbed by the research budget allocation. To date £1,200 has been spent on the project and will be delivered within the budget of circa £4,000.

The Outturn for 2017/2018 remains at £21,450 (balance carry over) for 2018/2019.

As previously agreed the member subscriptions have been frozen at 2015/16 levels, up to the end of March 2019. It is proposed that the Budget for 2018/2019 will be presented for discussion at the full SASIG meeting on February 16th 2018.

Annex A: Amendments to Agreed Budget 2017-2018

	Original Budget (01-04-2017/ 31-03-2018)	Projected year end out turn (31-03-2018)
INCOME		
Membership subscriptions	£63,905	£63,905
Interest on balance held		
Other income		
TOTAL INCOME	£63,905	£63,905
SASIG opening balance	£36,433	£42,295
EXPENDITURE		
Secretariat (NP)		
Director – (part time) plus:		
Project /Policy and Administration support:	£63,525	£63,250
Sub-total	£63,250	£63,250
Research Budget	£7,500	£15,000
Supplies & Publicity		
Host Authority Administration Costs	£2,000	£2,000
Meeting rooms	£1,800	£2,500
Telephones	£200	£0.00
Hospitality	£500	£500
Printing/publicity/publications/website	£500	£500
Sub-total	£5,000	£5,500
Conferences, training & travel	£1,000	£1,000
TOTAL EXPENDITURE	£77,025	£84,750
Balance projected at end of financial yr	£23,313	£21,450