

# Audit, Finance and Governance Panel

Report to the Board, 13<sup>th</sup> July 2021

Joint Report from the HEY LEP Chief Operating Officer and Hull City Council (HEY LEP Accountable Body).

## 1. Summary

1.1. This report sets out the proposed budget for the LEP for the year 2021/2022. This was presented to the LEP Board at their meeting on the 19<sup>th</sup> April 2021.

## 2. Recommendations

2.1. That the AFG notes the budget as set out in the attached appendix.

## 3. Report

3.1. The appendix to this report sets out the proposed budget in comparison to the Humber LEP Budget for 2020/21.

3.2. This is based on

- Funding from ERYC & HCC of £50,000 each.
- Core funding of £500,000 from BEIS which has remained static for a number of years. At the time of writing this allocation has not been confirmed.

This would be a core cash element of £250,000 and a further £250,000 matched with partners' contributions, including the £100,000 from the 2 constituent LAs. There is therefore a risk that all this may not prove to be demonstrable.

3.3. The budget principally supports the core staffing of the LEP, and these are supplemented by programme staff funded from separate programme budgets.

3.4. As Board members will note, the budget has minimal room for manoeuvre within the resources available with £450k absorbed in employment costs (including the Chair and Deputy Chair).

3.5. The budget – at present – is over committed by just under £2,500. The outturn position of the Humber LEP for 2020/2021 is not yet available and will be reported to the next HEY LEP Board, but sufficient reserves will be available to accommodate this. The outturn report will also cover any other commitments outside the main core budget.

#### 4. **Financial and resource implications**

4.1. These are as set out in the report.

Graeme Smith, Finance Business Partner, Hull CC  
Teresa Chalmers, Chief Operating Officer, HEY LEP

**Appendix – detailed budget – HEY LEP 2021/22**

	<u>Humber LEP2020/21 Budget</u>	<u>HEY LEP BUDGET 2021/22</u>	<u>Comments</u>
0001 Pay- Basic	420,314	363,807	Public Sector Pay Freeze 21.22
0008 Pay- Employers National Insurance	46,913	37386	Includes NI for Deputy Chair. Chair paid via monthly invoice
0009 Pay- Employers Superannuation	62,206	49,403	Pension contributions are split between costs for future liabilities and those associated with past deficits which are paid as a lump sum and apportioned at the end of the year.
0009 Superannuation (Historic Pension Strain)	47,495	37,720	
0380 Apprenticeship Levy	0	1,669	½% statutory levy
0007 Agency and Temp staff	15,000	10,000	
0190 Statutory Maternity Pay	10,000	5,000	
1100 Rent/Rates and Service Charge	27,000	27,000	Reflects recharges to programme costs
2460 Public Transport Costs	10,000	5,000	
2600 Vehicle Allowances	4,000	4,000	
2740 Office Furniture	1,000	1,000	May increase subject to accommodation discussions
2750 Equipment	500	500	
3000 Consumables	500	500	
3225 Books, Publications & Newspapers	500	500	
3800 Room Hire and Catering	6,000	4,000	
4000 Stationery	3,000	2,500	
4020 Printing & Photocopying	2,000	1,000	May need to review subject to accommodation decision
0250 Recruitment Fees	500	500	
0279 Learning and Development	1,000	1,000	
4153 Consultancy	3,072	0	
4292 General Legal Fees	1,000	1,000	
4310 External Contractors Fees	1,000	1,000	
4460 Postal Charges	1,000	1,000	
4507 Mobile Calls & Broadband	2,000	2,500	
4509 Landline Calls	3,000	3,000	
4662 Other Communications Equipment	1,000	1,000	
4701 Computer Hardware & Maintenance	1,000	1,000	
4708 Computer Software & Consumables	1,000	1,000	
4800 Officer	500	500	

	<u>Humber LEP2020/21 Budget</u>	<u>HEY LEP BUDGET 2021/22</u>	<u>Comments</u>
Conference/Seminar Expenses			
4810 Officer Subsistence Payment	2,000	2,000	
4900 Grants/Donations to Other Organisations	0	0	
4902 Subscriptions	6,500	7,000	LEP Network Annual Subscription
5020 Office Advertising and Publicity	10,000	10,000	
5020 Marketing	0 <sup>1</sup>	10,000	
5250 Internal Expenditure	9000	9,000	Utilities, Cleaning, Shred IT etc
<b>Total Expenditure</b>	<b>700,000</b>	<b>602,486</b>	
<b>Income</b>			
CLG CORE FUNDING	500,000	500,000	Note – not yet confirmed by BEIS
LOCAL AUTHORITY	200,000	100,,000	
<b>Total Income</b>	<b>700,000</b>	<b>600000</b>	
<b><u>Funds subsequently committed from reserves</u></b>			
Chair Remuneration	30,000		These were committed from free reserves at the July 2020 Humber LEP Board meeting.
Support to the education and skills agenda	69,463		
QICS Reassessment & Gold Standard	27,835		These will be included in the outturn position of the Humber LEP which will be reported to the next HEY LEP Board.
Marketing	17,405		
Business Day	15,056		
Humber Energy Campus	6,300		
	<b>166,059</b>		

**Available Funds**

**-2,486**

<sup>1</sup> Budget included in commitments from reserves as below