



CCSBT-EC/1510/05

REVISED 2015 BUDGET

Purpose

To agree a revised budget for 2015.

Discussion

A draft revised budget for 2015 is provided at **Attachment A**. The revision incorporates actual income and expenditure as at 31 August 2015 together with forecast income and expenditure for the remainder of the year.

All Members paid their full 2015 contributions to the CCSBT and by the date required. The final income for 2015 is estimated to total \$2,237,637, which is 1.3% higher than the amount of \$2,189,800 approved at CCSBT 21 for 2015. The slightly increased income is due to a combination of:

- A withdrawal from savings of \$20,000 to cover the costs of developing a new web site as advised in CCSBT Circulars #2015/024 and #2015/033;
- Increased returns of \$19,421 from the Staff Assessment Levy¹
- Improved returns on investments of \$8,416².

Expenditure for 2015 is forecast to total \$2,018,541, which is an 8.7% decrease on the amount of \$2,189,800 approved for 2015.

The forecast expenditure for 2015 provides savings in five of the six cost centres of the budget. The most significant saving was \$100,000 due to the aerial survey not proceeding in 2015. Further details can be provided to the Finance and Administration Committee.

There are only two items of forecast expenditure with a significant cost increase over the approved budget. These are:

- “Independent chairs” at the annual Compliance Committee (CC) and Extended Commission (EC) meetings. This has been increased by 44% to provide flexibility for a new Chair of the Compliance Committee to attend the CC meeting and EC meetings for familiarisation purposes as suggested in Circular #2015/023 and recommended in the Report of the Fourth Meeting of the Strategy and Fisheries Management Working Group.
- “Development of new website”. This is an unbudgeted item that was presented to Members in Circulars #2015/024 and #2015/033. This expense (\$20,000) will have no impact on Member contributions if the Finance and Administration Committee at CCSBT 22 agrees that this should be funded from the Secretariat’s cash reserves as proposed in Circular #2015/024.

A surplus of \$219,096 is now estimated for 2015. This amount has been carried forward as income in the draft budget for 2016 presented in paper CCSBT-EC/1510/06.

¹ The Staff Assessment Levy appears on both the income and expenditure side of the budget, so it has no net effect.

² Which is largely due to prompt contribution payments by Members that allowed maximum use of term deposits.

GENERAL BUDGET - 2015

INCOME	2015 APPROVED BUDGET	Forecast Final Income	% Variation
Contributions from Members	\$1,823,716	\$1,823,716	0.0%
Japan	\$562,015	\$562,015	
Australia	\$562,015	\$562,015	
New Zealand	\$174,298	\$174,298	
Korea	\$185,934	\$185,934	
Fishing Entity of Taiwan	\$185,934	\$185,934	
Indonesia	\$153,520	\$153,520	
Staff Assessment Levy	\$71,000	\$90,421	27.4%
Carryover from previous year	\$240,084	\$240,084	0.0%
Withdrawal from savings	\$0	\$20,000	
Interest on investments	\$55,000	\$63,416	15.3%
TOTAL GROSS INCOME	\$2,189,800	\$2,237,637	1.3%

EXPENDITURE	2015 APPROVED BUDGET	2015 Expenditure to date	<i>Forecast Remaining Expenditure</i> ¹	Forecast Final Expenditure	% variation
ANNUAL MEETINGS - (EC)(CC)	\$216,100	\$48,179.14	\$164,100	212,279	-1.8
Independent chairs	\$34,500	17,316	32,500	49,816	44.4
Interpretation costs	\$51,000	7,502	41,700	49,202	-3.5
Hire of venue & catering	\$50,900	0	42,200	42,200	-17.1
Hire of equipment	\$22,500	0	25,000	25,000	11.1
Translation/of meeting documents	\$10,000	0	0	0	-100.0
Secretariat expenses	\$47,200	23,361	22,700	46,061	-2.4
EXTENDED SCIENTIFIC COMMITTEE	\$206,700	\$79,850.04	\$91,200	171,050	-17.2
Interpretation costs	\$38,000	6,324	27,800	34,124	-10.2
Hire of venue & catering	\$35,300	10,003	15,100	25,103	-28.9
Hire of equipment	\$27,100	6,250	16,900	23,150	-14.6
Hire of consultants - Chairs and Advisory Panel	\$75,900	32,521	30,900	63,421	-16.4
Translation of meeting documents	\$1,000	0	0	0	-100.0
Secretariat expenses	\$29,400	24,751	500	25,251	-14.1
SUB-COMMITTEE MEETINGS	\$175,300	\$127,394.85	\$15,100	142,495	-18.7
Ecologically Related Species WG Meeting	\$102,600	77,606	0	77,606	-24.4
Strategy and Fisheries Management WG Meeting	\$50,000	46,639	500	47,139	-5.7
Operating Model/Management Procedure Technical Meeting	\$22,700	3,150	14,600	17,750	-21.8
SPECIAL PROJECTS	\$485,800	\$96,579.31	\$289,600	386,179	-23.6
Operating Model/Management Strategy Development	\$18,900	\$12,400	6,500	18,900	0.0
Development of the CPUE series	\$3,600	\$154	3,400	3,554	-1.3
Tagging program coordination	\$1,000	\$500	500	1,000	0.0
Scientific Aerial Survey	\$100,000	\$0	0	0	-100.0
Scientific Research Program Projects	\$210,000	\$67,500	142,500	210,000	0.0
Participation of ERSWG Chair in joint tRFMO ByCatch WG	\$4,800	\$0	0	0	-100.0
Assistance to Developing States	\$12,500	\$0	0	0	-100.0
Quality Assurance Review	\$35,000	\$16,025	16,700	32,725	-6.5
Market Research	\$100,000	\$0	100,000	100,000	0.0
Development of new website	\$0	\$0	20,000	20,000	-
SECRETARIAT COSTS	\$968,500	\$621,437.90	\$350,900	972,338	0.4
Secretariat staff costs	\$653,700	\$416,989	237,100	654,089	0.1
Staff assessment levy	\$71,000	\$57,321	33,100	90,421	27.4
Employer social security	\$117,500	\$69,713	45,900	115,613	-1.6
Insurance -worker's comp/travel/contents	\$12,000	\$8,687	3,400	12,087	0.7
Travel/transport	\$28,400	\$18,144	3,300	21,444	-24.5
Translation of meeting reports	\$21,500	\$0	22,100	22,100	2.8
Training	\$2,000	\$453	1,600	2,053	2.6
Home leave allowance	\$11,400	\$0	3,100	3,100	-72.8
Other employment expenses	\$2,100	\$1,231	1,300	2,531	20.5
Recruitment expenses	\$0	\$0	0	0	-
Staff liability fund (accumulating)	\$48,900	\$48,900	0	48,900	0.0
OFFICE MANAGEMENT COSTS	\$137,400	\$89,000.10	\$45,200	134,200	-2.3
Office lease and storage	\$59,700	\$44,346	15,100	59,446	-0.4
Office costs	\$60,300	\$39,131	20,000	59,131	-1.9
Provision for new/replacement assets	\$7,700	\$2,200	5,600	7,800	1.3
Telephone/communications	\$9,700	\$3,323	4,500	7,823	-19.4
TOTAL GROSS EXPENDITURE	\$2,189,800	1,062,441	956,100	2,018,541	-8.7

¹ These estimates are rounded up to the nearest \$100.