

**Northern Ireland
Fishery Harbour
Authority
(NIFHA)**

**Business Plan
(2016/17)**

February 2016

Northern Ireland Fishery Harbour Authority

Business Plan (2016/17)

Table of Contents

1.	INTRODUCTION AND BACKGROUND.....	1
1.1.	INTRODUCTION	1
1.2.	OVERVIEW OF NIFHA	1
1.2.1.	FUNCTION AND ACTIVITIES.....	1
1.2.2.	ORGANISATION AND RESOURCES	1
1.2.3.	INCOME SOURCES & TRENDS	2
2.	VISION.....	3
2.1.	CORPORATE VISION AND VALUES	3
2.2.	AIM.....	3
3.	BUSINESS PRIORITIES FOR 2016/17	4
3.1.	HEALTH AND SAFETY (ON-SHORE AND MARINE).....	4
3.2.	CAPITAL WORKS.....	4
3.3.	MAINTENANCE DREDGING	5
3.4.	ENVIRONMENTAL IMPROVEMENT PLAN	6
3.5.	FISHMARKET MANAGEMENT SYSTEM.....	6
3.6.	IMPROVED ASSURANCE ON LANDING REVENUES.....	7
3.7.	CUSTOMER AND STAKEHOLDER CONSULTATION AND COMMUNICATION	7
3.8.	EQUALITY AND GOOD RELATIONS.....	8
3.9.	BUDGET INCOME AND EXPENDITURE	8
3.10.	DEFICIT FUNDING	9
3.11.	HUMAN RESOURCES	9
4.	KEY OBJECTIVES AND PERFORMANCE TARGETS	10
4.1.	OBJECTIVE 1	10
4.2.	OBJECTIVE 2	11
4.3.	OBJECTIVE 3	12
4.4.	OBJECTIVE 4	13
4.5.	OBJECTIVE 5	14
4.6.	OBJECTIVE 6	15
	Appendix 1 – Capital Expenditure	16
	Appendix 2 – Budget Key Assumptions	20
	Appendix 3 – Budgets by Harbour and Group	26
	Appendix 4 – Maintenance Plans by Harbour.....	32
	Appendix 5 – Cash Flow Projections	34
	Appendix 6 – 2015 / 16 Budget Comparisons.....	36
	Appendix 7 – NIFHA Organisational Chart.....	38

1. INTRODUCTION AND BACKGROUND

1.1. Introduction

The Northern Ireland Fishery Harbour Authority (NIFHA) is an executive Non-Departmental Public Body sponsored by the Department of Agriculture and Rural Development (DARD) and constituted under the Harbours Act (Northern Ireland) 1970 and the Northern Ireland Fishery Harbour Authority Order (Northern Ireland) 1973. The Authority's relationship with the Department is set out in the Management Statement and Financial Memorandum documents which are reviewed and agreed between the two parties on a regular basis.

1.2. Overview of NIFHA

1.2.1. Function and Activities

The Authority's primary functions are summarised as follows: -

- to improve, manage and maintain the three fishery harbours and harbour estates of Ardglass, Kilkeel and Portavogie;
- to operate such facilities as may be provided at the harbours;
- to dredge and maintain the harbour berths, channels and entrances;
- to lease, dispose of or develop land vested in the Authority; and
- to construct, alter or extend any tidal work (subject to regulatory consent).

NIFHA is primarily responsible for ensuring that all on-shore and marine activities within port limits are carried out safely and efficiently and that harbour facilities are maintained and improved in an effective manner.

In terms of service provision the Authority has four key areas of operation: -

- the provision of safe navigation channels and berths;
- the provision, operation and management of fishmarket facilities;
- the provision of slipway facilities for vessel maintenance and repair; and
- Estate management and development.

1.2.2. Organisation and Resources

The Authority is managed by a Board consisting of a Chairman, the Chief Executive and between four and eight other Members. The Chairman and Members are appointed by DARD and are non-executive.

The Board has four sub-committees – Risk and Assurance, Corporate Planning, Finance and General Purposes and Remuneration sub-committees. The Risk and Assurance sub-committee provides objective advice to the Chief Executive and the Board on corporate governance, risk management and internal control issues.

The Authority is headed by a Chief Executive who is also the Accounting Officer. As at 01 January 2016 the Authority employed 13 operational and maintenance staff and 8 administrative staff. The Authority's Head Office is located in Downpatrick and there are offices at each of the three harbours. An Organisational Chart can be found in Appendix 7.

The Authority's asset base is valued at £52.0M on a replacement cost basis and a revaluation was completed during the 2013/14 financial year.

1.2.3. Income Sources & Trends

The main sources of revenue for the Authority are a levy on the value of fish landings, revenues generated from services provided at the harbours (e.g. ice sales and the provision of slipway services) and rentals from land leases. In recent years the Authority has recorded a trading surplus. The Authority uses its surplus to fund its minor capital works programme. A positive out-turn is again forecast for 2015-16. However, due to continuing restrictions on fishing activity under the EU Common Fisheries Policy, uncertainty about the impact of more restrictive by-catch regulations and the fact that the Authority's main revenue streams are influenced largely by factors outside the Authority's control, there is a risk that deficits could be incurred in future years.

Based on the overall cash position as at 31 December 2015 and the 2016/17 budget it is estimated that the Authority will not require deficit or loan funding in 2016/17.

Capital works projects are approved and funded by DARD generally with the assistance of European Union structural funding (EMFF). Capital Works plans are outlined later and capital budget details for 2016/17 are given in Appendix 1.

The objectives and targets in this Business Plan are consistent with the Authority's Corporate Plan which covers the period 2014-2018.

2. VISION

2.1. Corporate Vision and Values

NIFHA's vision is:

“To set the standard for fishery harbours by delivering excellence in all that we do”

The five core values of the organisation which guide all our employees are:

Safety

We will put our safety and those we serve first in all that we do.

People

We will deliver better because we believe people matter. We will strive through learning and doing to be better.

Customer Focus

We will always strive to deliver what our customer needs. We will do this by being both a listening and doing organisation.

Accountable

We will deliver quality with honesty and integrity. We believe that being open and fully accountable is the best way to support this.

Sustainability

We recognise that working to deliver a sustainable future is the best way to deliver to the communities that we serve. Our work will put care for the environment and support for community at the heart of what we do.

2.2. AIM

The Authority's aim is *“To fulfil its statutory duties by safely, efficiently and sustainably providing a range of facilities and services which meet the needs of its customers and stakeholders”*

Our approach will be that through listening we can best understand the needs of our customers and stakeholders. We will work hard to deliver our promise of excellence. We can only improve through improving our people. Being fully accountable we will quickly see where and how we can improve.

3. BUSINESS PRIORITIES FOR 2016/17

3.1. Health and Safety (on-shore and marine)

As harbours are relatively high risk operating environments, health and safety is a high priority for the Authority with the aim of providing safe working environments for staff and port users and in all areas accessible to the public. This is achieved through the operation of two complimentary safety management systems; an On-Shore system and a Marine system. The effective operation and further development of these systems, supported by a programme of relevant staff training, will remain a key priority for 2016/17.

An enhanced Safety Management System (SMS) at Kilkeel Harbour continues to operate. This SMS makes weather and tide data from the harbour entrance available to vessels on a real time basis using both the established AIS system and the internet. The purpose of this system is to reduce the identified navigational risk at the pier head to the level of As Low As Reasonably Practical (ALARP).

Regular six monthly Safety and Environmental Management meetings are held in each of the three ports. To ensure action points are dealt with expediently these half yearly meetings are augmented by the addition of review meetings set three months after the main six monthly meetings.

During 2015/16 external reviews of both the Health and Safety Management System and the Marine Safety Management Systems were undertaken. These reviews confirmed that both these systems were operating well, of course some improvements were suggested and those remaining outstanding at the end of 2015/16 will be completed in 2016/17.

3.2. Capital Works

During 2015/16 with great reluctance due to diminishing workload and funding issues the Authority made one of its two project manager positions redundant. The Authority is indebted to David Smyth who provided 11 years of loyal and diligent service.

The Authority has identified and continues to update a range of projects covering improvements in harbour infrastructure, operational safety and environmental performance, as well as projects which facilitate improvements in the quality of landed product. In line with reduced expectations of available funding the Authority has reduced the number of projects it anticipates completing over the period of the EMFF scheme. However should additional funding become available the Authority has a number of viable projects it would be keen to proceed with and it retains the capacity to deliver such work. The current projects are summarised in Appendix 1 and projected total spending on these projects up to 2018/19 is included.

Projects are selected by the Authority on the basis of condition surveys, operational needs and benefits and Port User consultation. Priority is determined on the basis of a weighted criteria system and all projects are subject to economic appraisal.

There is uncertainty as to when funding from the EMFF will become available. The Authority will continue to work closely with DARD to ensure that it can maximise the benefit to the local fishing communities from this valuable source of funding.

During 2015/16 the Authority completed delivery of the EFF and FLAG funded projects which were started in 2014/15. These included the refurbishment of the Portavogie outer breakwater, Portavogie Quay wall repairs and the removal and disposal of contaminated sediment from Portavogie. Following this a new 20 berth pontoon system was installed to facilitate small vessels. In Kilkeel the installation of a new ice plant was completed and scour protection was provided for the Kilkeel pier tips and the river training was refurbished. Across all three harbours upgraded CCTV and Wi-Fi systems were installed. The combined value of these projects represented an investment of approximately £3M.

Maintenance of Existing Harbour Structures and Facilities

An annual Maintenance and Minor Capital Works Programme is prepared to cover the upkeep of marine structures (e.g. piers, jetties and navigation lights) and onshore facilities including slipways, ice plants and fishmarkets. This programme is determined from condition surveys, visual inspections and in the case of mechanical plant by the manufacturer's recommended servicing schedule. The Authority funds this programme from its own reserves and from any in year operational surplus. The programme as outlined in Appendix 1 if fully funded would cost £189k in 2016/17 alone. For reasons outlined above the Authority is unable to accurately predict its annual income and therefore what its net surplus will be. For this reason in some years where income is lower than forecast the Authority may not be able to fully fund its programme. Indeed it is unlikely that it will be able to fully fund next year's programme and the budget reflects this. To allow for this possibility the Authority undertakes a ranking of its programme to ensure that it focuses first on those elements of the programme most urgently needing addressed. Currently the Authority is forecasting it will have £70k available for minor works and hence in 2016/17 it is more likely that only more urgent tasks will be addressed.

3.3. Maintenance Dredging

A key duty for the Authority is to maintain published water depths and navigational safety by dredging harbour approaches, channels and berths. Due to local tidal conditions and sediment transport regimes Kilkeel Harbour requires regular maintenance dredging at a level of up to 20,000 tonnes per year. The dredging needs of Ardglass and Portavogie harbours are much less demanding in terms of both volume and frequency being of the order of 5,000 - 8,000 tonnes in each harbour every 3 to 5 years. Hydrographic surveys are carried out pre and post works to determine both the need for, and the effectiveness of, dredging works.

During 2016/17 it is planned in Kilkeel to dredge up to 20,000 tonnes predominantly from the harbour entrance and as required from inner harbour areas. It is also planned to undertake a small dredging programme of up to 5,000 tonnes in Portavogie. There is no normal dredging planned for Ardglass in 2016/17.

During 2015/16 the Authority completed the latest of its contracts for leasing of its dredger for commercial use. The Authority will continue to pursue opportunities in 2016/17 however while it is confident that it will continue to win business in this area the market is sporadic in nature and therefore no wins in this area are included in the budget.

3.4. Environmental Improvement Plan

The Authority's current Environmental Improvement Plan is based on a series of prioritised recommendations from an independent environmental audit which was completed in May 2010. The Authority implemented the key recommendations of this plan and significant improvements in key areas such as waste handling procedures and waste storage facilities, pollution control systems and procedures as well as reducing resource consumption (primarily electricity and water) where achieved.

The Authority has contracted a further external review of the current environmental plan. Environmental Management is a particularly dynamic area of the Authority's activities with both legislation and stakeholder expectation continuing to change. The review has the dual purpose of ensuring that the plan remains legislatively current and that elements are included to ensure continuous improvement is achieved. The Authority will work to accept as many recommendations from this report as it can and will work in 2016/17 to implement this in as timely a fashion as is possible.

The Authority remains convinced that education is an essential element in changing attitudes and to this end it has developed an education programme designed to be delivered to local primary school children. This six-week programme will launch in the spring of 2016 and it is expected that the first completion certificates will be issued in June 2016.

In February 2014 the Authority, in conjunction with DoE launched a "Fishing for Litter" scheme. This scheme funded by DoE enables fishermen who have litter trawled up at sea returned to land for proper disposal. The scheme launched initially in Ardglass and is now operating in all three harbours. While funding for this project is less secure than formally anticipated it is hoped that funding will be made available to enable this important project to continue.

Water and electricity usage will continue to be closely monitored for cost recovery reasons and to enable the Authority to identify and deal promptly with any emerging issues.

3.5. Fishmarket Management System

The Authority's three fishmarkets are licenced food premises under the Food Safety Regulations and as such are monitored by the local council Environmental Health Officers.

The HACCP based management system for the fishmarkets in Ardglass, Kilkeel and Portavogie will continue to be updated and maintained.

Changes in the regulations with regard to landing obligations will inevitably mean that there will be increased landings of by-catch in the coming years. It is not anticipated that the changes announced

for 2016 will have a significant impact in the forthcoming year. However planned changes for future years may have a significant impact but the exact extent of what this will be remains unclear. The Authority recognises that the responsibility for all product landed in its harbours ultimately lies with the owners. Though there is a role for the Authority to play and it will work closely with DARD and the fishing community to ensure a smooth transition to the new norm.

3.6. Improved Assurance on Landing Revenues

During 2011/12 a Data Sharing Agreement was negotiated with DARD. This Agreement allows details of fish landings submitted to DARD to be compared with landing data declared to the Authority. The purpose of this 'matching' exercise is to provide improved assurance that the Authority is obtaining all the landing revenues to which it is entitled.

The Authority undertakes regular reviews of DARD and Authority landing data. Where it is shown to be appropriate invoices for amounts outstanding are raised. To date this is working well and the Authority will continue to use this approach in 2016/17.

3.7. Customer and Stakeholder Consultation and Communication

The Authority's harbours provide a vital interface between the catching, buying, processing and service sectors of the industry and are key elements in the socio-economic fabric of the coastal areas in County Down. It is therefore essential that the Authority maintains good consultation and communication procedures with these sectors and with other stakeholders in order to provide the facilities and services which are required for the safe and competitive operation of the industry.

During 2016/17 the Authority will continue with the regular round of Customer & Stakeholder meetings which are held annually in each harbour. These meetings provide a valuable forum for consultation on operational issues, including onshore and marine safety, on capital works plans and priorities, and on improvements in environmental performance. The views expressed at these meetings feed directly into the Authority's forward planning and continuous improvement procedures.

During 2015/16 the Authority undertook its first annual customer satisfaction survey. This survey helps the Authority identify areas where it can improve and it is intended to hold the next survey during the summer of 2016/17.

The Authority is currently undertaking an investigation into how it might engage more fully with social media in order to improve its communication with its various stakeholders. A likely outcome of this review is that the Authority will undertake to trial a dedicated Facebook page during 2016/17.

The Authority has adopted a new logo. In the coming year the Authority will use this logo to refresh its branding. This will include developing a more modern user friendly website. It is intended that the website will serve fishermen through member's only pages and also the more general user through a variety of publicly accessible pages.

Through its links with various commercial and community organisations the Authority is aware that there is renewed broad based support in Kilkeel for a significant large scale redevelopment and extension of the harbour. The local community sees a major extension of the harbour as a way to ensure the long term prosperity of the town. During 2015 an economic appraisal of the concept was undertaken. To date the Authority has not had sight of the outcome of this appraisal. The Authority is keen to see sustainable development of all its Harbours and therefore supported the investigation to see if a development of this scale could be undertaken in an economically sustainable manner.

3.8. Equality and Good Relations

As a designated public body the Authority has a statutory duty to promote equality of opportunity between the nine Section 75 categories and to promote good relations between persons of different religious belief, political opinion and racial group. In the coming year the Authority will again submit its annual Public Authority Statutory and Good Relations Duties Annual Progress Report. During 2015-16 the Authority prepared a new five-year Disability Action Plan. In the forthcoming year the Authority will continue to implement this plan and will report progress to the Equality Commission.

3.9. Budget Income and Expenditure

	Budget	Forecast
	2016/17	2015/16
	£000	£000
Income	1213	1374
Expenditure	1190	1222
Operational Surplus	23	152
Minor Capital Works	70	120
Net Position	47	32

The budget for the year is summarised above. Turnover falls slightly despite a small increase in quota after allowing for the landing obligation top up. This reflects an allowance for the uncertainty of the impact of the new landing obligations and that in 2015/16 turnover included commercial dredging income which is not budgeted for in 2016/17. Furthermore the Authority expects its revenue generated from pelagic landings to fall further. Expenditure in the year decreases slightly primarily reflecting a lowering in the Authority's staffing level.

The budget is based on the key assumptions detailed in Appendix 2 and in this respect it should be emphasised that revenue from fish landings, which is the Authority's main revenue stream, is unpredictable due to a number of factors outside the Authority's control e.g. EU quota controls, market prices for landed fishery products and fuel prices.

In 2016/17 it is forecast that the operational surplus will not be sufficient to meet all the requirements of the self-funded minor capital works programme. Depending on the size of the shortfall the Authority will either meet the funding requirement from its own reserves or it will curtail its minor works programme. Any spending on minor capital works will be subject to the Authority having confidence that its reserves remain sufficient to the task.

The Authority notes that the Government is replacing the national minimum wage for over 25 year olds with a statutory national living wage (NLW) commencing in April 2016 at £7.20. In 2016/17 this will not affect the Authority's staff remuneration cost. However the NLW is set to rise substantially over the next three years to an expected annual minimum in the region of £19,000.

This will have a significant impact on the Authority with the annual wage bill set to rise substantially. For this reason and the persistent need to control rising costs the Authority will undertake a review of the long term affordability of current pension arrangements. Currently this is over 20% of gross wage cost including overtime. This is a significant financial burden. While a review will not look to amend current employee terms and conditions it will consider if the current pension arrangements are affordable in the long run and thus will address what is an affordable pension cost for potential new employees.

The Authority is also concerned about the impact the NLW will have on the motivation of those who have currently some additional responsibilities such as deputy foremen. Currently these staff have a remuneration package in excess of that which is paid to those on the Authority's minimum pay levels. The Authority is facing the possibility that these people will no longer enjoy a wage differential for the extra responsibilities they take on. During 2016/17 the Authority will undertake a review of how it can address this issue to ensure that it can maintain its high level of service to its customers and various stakeholders.

3.10. Deficit Funding

The Authority is hopeful that it will achieve at least a break even position in trading terms in the 2016/17 financial year. Although the Authority is again forecasting an operational surplus, due to the risks affecting its ability to generate adequate operational income, it is pleased that there are arrangements in place to facilitate deficit funding in the unlikely situation that it is needed.

3.11. Human Resources

The Authority is fortunate in that it experiences very low levels of staff turnover. The Authority values its staff and indeed believes the main way it can meet the growing demands on its resources is through growing its people. During 2016/17 personal development plans created from performance reviews will remain an integral part of how the Authority refreshes its training plan.

The Authority is aware because of its small size that it is particularly vulnerable to the impact of prolonged unplanned absences of key staff members. Indeed one member of staff was absent for eight months during the year. The authority has in place contingency plans to deal with issues such as these.

During 2016/17 the Authority will continue its work to achieve a bronze level Investors in People Award. It is hoped that pursuing this award will ensure that the already high standards of management currently being achieved will be further improved.

4. KEY OBJECTIVES AND PERFORMANCE TARGETS

The key objectives and performance targets are derived from the latest corporate plan. These targets and objectives cover the entire range of the Authority's activities and are designed to facilitate the reporting of performance using the balanced scorecard approach.

4.1. Objective 1

Objective 1: To provide sustainable safe and modern harbour facilities which are efficiently managed, well maintained and cost effective.				
	Activities	Target Outputs	Timescale	Measure of Success
A	Maintenance Dredging	Completion of Kilkeel Harbour Dredging programme as determined by pre and post survey	Annual	Safe berths and navigation channels are maintained
B	Ongoing improvement of Marine and Onshore Safety Management Systems	Implement recommendations of 2015/16 review of HSMS	Complete within year	Recommendation to improve Safety Management Systems are implemented.
		Implement recommendations of 2015/16 review of MSMS	Complete within year	
C	Address navigational safety issue at Kilkeel Harbour entrance	Operate and review the performance of the navigational safety information system at Kilkeel Harbour	Annual	System is available 98% of the time
D	Implementation of Capital Works Programme	Deliver Funded Capital Works programme on time and to budget	As agreed with DARD	Delivered to budget and to schedule agreed with DARD
		Subject to Funding Deliver Minor Capital Works programme on time and to budget	Complete within year	Works programme completed to budget and on time
E	Minimise the number of accidents	No staff accidents and no more than 3 accidents reported by port users.	Annual	Target is not exceeded

4.2. Objective 2

Objective 2: To be a customer centered organisation engaging and communicating with NIFHA's Customers and Stakeholders				
	Activities	Target Outputs	Timescale	Measure of Success
A	Stakeholder Advisory Forum	3 Meetings per year	Annual	Meeting held and each meeting generates at least 3 stakeholder suggestions
B	Monitor and report to DARD on the implications of changes within the fishing industry on activities/ resource requirements	2 meetings within year and as required	Annual	Meetings held - DARD rates communication as excellent
C	Publicise performance standards being attained in each harbour.	Publicise KPI performance for each harbour quarterly	Dec-16	Publicised on website from December 2016
D	Improve Communication through using social media	On a trial basis run a Facebook page highlighting Authority activities.	Dec-16	Facebook page runs for at least 3 months during year
E	Undertake a customer satisfaction survey	Completed customer Satisfaction Survey	Dec-16	Survey is undertaken and results reported to Board

4.3. Objective 3

Objective 3: To develop NIFHA as a learning and innovative organisation that values staff and builds capacity				
	Activities	Target Outputs	Timescale	Measure of Success
A	Ensuring Staff skills match operational and business requirements	Update and implement staff training plan	Annual	Plan completed in year, updating done to Board.
B	Support Staff and performance management through excellent HR delivery	Annually review all HR policies to ensure current	Annual	Board is advised that review is complete and on time
C	Enable business to meet challenging objectives through staff development	Deliver on individual development plans	Mar-17	Development plans prepared and implemented for each member of staff during 2015/16
D	Make progress towards goal of IIP (Investors in People) award in 2017	Achieve Bronze IIP Award	Dec-16	Award received
E	Use modern technology to support innovation in practice and delivery	Implement phase 1 of website upgrade	Dec-16	Website refreshed and upgraded

4.4. Objective 4

Objective 4: To ensure the business of NIFHA is conducted in an open and fully accountable manner by delivering best practice in corporate governance, accountability and effectively addressing all legal responsibilities				
	Activities	Target Outputs	Timescale	Measure of Success
A	Effective Corporate Governance is delivered	Effective Systems and Procedures for Corporate Governance	Annual	Satisfactory Internal and External audit reports
		Audit committee meets at least 3 times during financial year	every four months	Meetings held and minutes approved
		Audit Committee performs annual Self-Assessment and reports annually to board	Annual	Board is satisfied with report
B	To understand and address the risks the Authority faces	Update Risk Register Monthly	Monthly	All risks are identified, reviewed monthly and mitigation put in place
C	Deliver information requests in a timely fashion to DARD	Deliver requests in timely fashion	Ongoing	100% of scheduled requests returned on time 90% of exceptional requests returned on time.
		Report to Board on performance	Quarterly	
D	Keep Data matching procedure up to date to mitigate against under reporting	Current year Data matching is kept Current	Ongoing	Process meets targets -current up to date.

4.5. Objective 5

Objective 5: To provide value for money for Government, customers and stakeholders while delivering our statutory and other duties				
	Activities	Target Outputs	Timescale	Measure of Success
A	To maintain expenditure within approved budget limits	Business plan agreed with DARD	Annual	Spending is kept within budget limits, Variances are identified and acted on were appropriate.
		Monitor performance against Budget	Monthly	
		Provide Board and DARD with update on financial performance	Quarterly	
B	Continue to improve the integration of operating, HR and financial systems	Identify and deliver at least one IT centered efficiency programmes	Mar-17	At least one project implemented.
C	Ensure Administration function performs competently and efficiently	Kpi's are monitored and issues addressed promptly	Ongoing	Summary Kpi Indicator for Administration remains in green zone throughout year
D	Ensure Project management function performs competently and efficiently	Kpi's are monitored and issues addressed promptly	Ongoing	Summary Kpi Indicator for Project Management remains in green zone throughout year
E	Address issues affecting long term financial viability of the Authority	Review is undertaken considering options for funding staff pensions	Mar-17	Best route to long term sustainability of pension costs is established
F	Review how best to address erosion of wage differentials due to implementation of National Living Wage	Review is undertaken which makes recommendations	Mar-17	Preferred method of addressing wage differential issue is agreed

4.6. Objective 6

Objective 6: To ensure the work of NIFHA builds wider socio-economic prosperity for the coastal communities which it serves while ensuring that concern for the environment is at the heart of what we do				
	Activities	Target Outputs	Timescale	Measure of Success
A	Ongoing improvement of Environmental Management	Recommendations of 2015/16 Environmental Management Plan review are implemented	Mar-17	Recommendations are implemented
B	Equality and Good Relations	Annual plan is prepared with targets	Annually	Annual plan is prepared and approved by Board
		Targets set in plan are met	Annually	Plan progress reviewed at each Board meeting, targets are met
C	Deliver primary school harbour education programme	Complete delivery of first harbour education programme.	Mar-17	Programme delivered and positive reviews received
D	Linking with socio-economic groups	Authority undertakes at least two community linked activities	Mar-17	2 Activities are undertaken in year

Appendix 1 – Capital Expenditure

NIFHA - Capital Expenditure Plans					
	Project Total	2016/17	2017/18	2018/19	2019/20
Proposed EMFF Projects	£	£	£		£
Portavogie Fishmarket Refurbishment					
Portavogie ice plant refurbishment					
Investigation into deepening options Ardglass					
Ardglass small vessel pontoons					
Kilkeel Fishmarket Chill					
Kilkeel Meeney's Basin, Pier and Compound					
Portavogie Slipway Refurbishment and Modification					
Kilkeel Fishmarket Refurbishment					
By-Catch Facilities at harbour					
Total	1,994,000	157,000	475,000	578,000	784,000
FLAG Projects	£	£	£	£	£
Various Projects					
Total	210,000	-	80,000	80,000	50,000
TOTAL DARD/EU Funded Projects	2,204,000	157,000	555,000	658,000	834,000

Subject to funding and based on estimated pre-tender costs and timescales

Note: shaded cells denote anticipated timing of works

Minor Capital Works Programme

	Project Total	2016/17	2017/18	2018/19	2019/20
Ardglass	£	£	£	£	£
Ice Weigher Upgrade					
Quayside Davit Replacement					
Old Ice Plant Roof (conversion to archive)					
Office Windows Replacement (Fisheries & Spare)					
Office Redecoration (damp spots)					
Roads - Minor Works (Kerbs, Manholes, etc)					
South Pier resurfacing					
Saw Pit Jetty Pointing					
Salt Store Roof Refurbishment					
Additional Power and Water Points					
Dock Lane Sea Wall and Compound					
Light House holding Works					
Upgrade of Hi-tower lights luminaires					
Light fittings in HM office					
Survey of dolphin and marker pile					
Provision of weather station (note capital project)					
Edge repair to Quay					
Total Ardglass	165,000	56,000	64,000	45,000	-

Kilkeel	£	£	£	£	£
Cradle 1 and Extension Section Bearing Supply					
Cradle 1 Bearing, etc Install					
Cradle 1 Shaft Supply					
Cradle 2 Hydraulics					
Cradle 3 Hydraulics					
Cradle 1 Hydraulics					
Cradle 2 Painting					
Cradle 1 Painting					
Cradle 3 Painting					
North Foreshore Street Lighting					
Pier Wall Crest - Minor Repairs					
Quay Edge Protection Strip					
South Quay Road Resurfacing					
Compound Power Point					
Chill Room Plant Upgrade					
Meeneys Compound - Fence & Gate Replacement					
Harbour Masters Office Redecoration					
Seven Sisters Electrical Panel Relocation					
Provision of 110v and reorganisation of slipway power points					
Replacement chargers for cradles					
Lighting upgrade around slipway and north foreshore					
OEM service of winch mechanicals					
Altro panels to fishmarket					
Extra ladders at pontoon quay x2					
Decommissioning old ice plant					
Conversion of old ice plant to chill storage					
Edge repairs					
Road repairs					
Total Kilkeel	323,100	103,100	102,500	87,500	30,000

Minor Capital Works Programme (cont)

	Project Total	2016/17	2017/18	2018/19	2019/20
	£	£	£	£	£
Portavogie					
Ice Plant Rake Chain					
Ice Conveyor Spare Belt					
Fishmarket Toilets Refurbishment					
Harbour Masters Office Window Replacement					
Harbour Masters Office Render & Paint Work					
Additional Power & Water Points					
Quayside Joint Sealing					
Fishmarket Quayside Floodlight Replacement [capex]					
Watermain Rationalisation					
South Carpark Fence					
Petraflex Revetment Repair					
Ice Plant Concrete Repairs [capex]					
Exterior lights at Fishmarket [capex]					
Quayside concrete surface repairs					
Winch wire					
Ice plant compressor overhaul					
Quay wall repairs to outer slip and old slip revetment [survey first]					
Total Portavogie	149,000	30,000	36,000	73,000	10,000
Total Indicative Minor Works	637,100	189,100	202,500	205,500	40,000

Appendix 2 – Budget Key Assumptions

2016/17 Budget Key Assumptions

1. GENERAL

- 1.1. Landing and Buyer Revenues
Non Pelagic landings based on an average of last 3 financial years (2012/13, 2013/14 and 2014/15). Pelagic at 80 % of 2014/15 landings.
- 1.2. The budget is based on the number and mix of vessels based in the 3 Authority ports as at 1 November 2015 i.e. 190 vessels in 4 length categories - 0-6m; 6-12m; 12-18m and over 18m.
- 1.3. Harbour Dues and Charges for 9 months from 01 April 2016 and for 3 months from 01 January 2017. The 'ad valorem' rate on landing dues will be maintained at the level of 2.75% for the budget period.
- 1.4. All major capital works projects (i.e. projects over £50k) will be funded 100% by DARD/EU and claims will be paid within 30 days. Funding is dependent on successful applications to the EMFF. Capital funding is treated separately from operational funding. No allowance is made for any cost overruns.
- 1.5. Minor capital works which are self-financed by the Authority are accounted for separately from grant aided projects. As the Authority does not anticipate having sufficient resources to fully fund its profiled projects (appendix 1) these are prioritised and will only be implemented subject to the availability of internal funding and project management resource. £189k prioritized.
- 1.6. Project development costs which are self-funded are included in Professional Services. (Project development costs are costs associated with researching and developing capital projects and which require external expert opinion).
- 1.7. Ice tonnages are as detailed in 2.6 below.
- 1.8. Rental Income is at current levels – reduced by bad debt provision. e.g. Parkgate, Adairs, etc
- 1.9. Salaries and wages levels are as level in place at 1 April 2014 and increased in line with Government Guidelines.
- 1.10. EMFF Funding for Project Staff is based on 75% salary from October 2016 to March 2017.

- 1.11. Dredging costs are based on the Kilmourne with a hired in excavator and driver and no allowance is made for exceptional dredger repairs. Assumes retention of current contract conditions following retender.
- 1.12. The repair/maintenance budget is based on previous experience with elements of planned maintenance for the ice plants, slipways and dredger.
- 1.13. Electricity – Usage as per 2014/15 budget.
- 1.14. Water – Usage as per 2014/15 budget.
- 1.15. Rent and Rates – Revised rent for Head Office in Downpatrick.
- 1.16. The Authority will continue to be exempt from the new Port Security requirements (ISPS Code) and will not require to be licensed for waste management.
- 1.17. Bank borrowing charges will be NIL.
- 1.18. No allowances are made for VAT cash flow (quarterly claim and repayment system).
- 1.19. The provision for Bad Debt is £5,000.
- 1.20. Any shortfall in operational revenue in 2015/16 will either be met from reserves or will be funded by DARD by way of grant-in-aid or loan funding in line with the provisions of the Harbours Act (NI) 1970.

2. **REVENUE**

- 2.1. Harbour Dues
 - charges as per schedule effective 01 January 2016 and as proposed for 01 January 2017.
 - based on vessel register as at 1 November 2015.
 - revenue of £3.0k is included for laid up and visitor vessels.
 - revenue of £4.0k is included for vessels on 'Guard Duty' and Workboats
- 2.2. Pontoon Revenues
 - No Increase to prices in Kilkeel. Portavogie to follow schedule of prices set on first release of berths. Based on full occupancy of all berths.
- 2.3. Landing and Buyers Dues.
 - ad valorem rate of 2.75% (as at present).

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- 2.4. Slipway revenues
- Kilkeel rate to increase by 3%, Portavogie rate to increase by 2%
 - Vessel numbers and mix as for y.e. 31.03.14
- 2.5. Rents
- £114.6k (£111.4k)
- 2.6. **Ice Sales**
- tonnage as per 12 months ended Sept 2015.
- 2.6.1. Volumes
- | | |
|------------|--------------|
| Ardglass | 1,243 |
| Kilkeel | 802 |
| Portavogie | <u>1,331</u> |
| Total | <u>3,376</u> |
- 2.6.2. Revenue
- £222.8k (£223.8k) Price is held at £66.00 per tonne
- 2.7. Sundry Income
- £4.6k (£6.2k)
- 2.8. Water Income
- £14.5k (£13.4k) Based on previous years' usage with a 2% increase in prices
- 2.9. Electricity Income
- £15.8k (£15.1k) Revenues based on previous year quayside, slipway and third party usage. No increase to Electricity charges.
- 2.10. **Waste Charges**
- 2.10.1. Fixed Waste
- £6.6k (£6.4k) based on vessel numbers and mix at 1.2. Price increase of 2%.
- 2.10.2. Slipway Waste
- £7.5k (£7.4k) based on vessel numbers and mix at 2.4. Prices increased by 3% in Kilkeel and 2% in Portavogie.
- 2.11. Deposit Account Interest
- £0.0k (£1.0k)
- 2.12. Revenue Grant
- £18.5k (£39.4k) based on 75% of costs for last 6 months of the year.
3. **EXPENDITURE**
- 3.1. **Staff Costs**
- 3.1.1. Salaries (inc. Board Members)
- 1 Chairman and 6 Board Members.
 - As per 1.09 above.
 - overtime allowance of £1.5k for Ardglass Harbour Master, £2.0k for Kilkeel Harbour Master, £1.5k for Portavogie Harbour Master and £1.0k for Head Office.
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3.1.2. Wages	- As per 1.09 above - manpower levels as per 2014/15 (including 2 temporary staff for 3 months in summer) - allowance of £4.5k for weekend attendance at 3 ice plants. - overtime allowance of £2.0k in Kilkeel (i.e. net overtime which is not recovered from Vessel Owners).
3.1.3. Pensions	- based on Employers Rate of 20.0%.
3.2. Repairs	- £115.9k (£115.9k)
3.3. Insurance	- £96.2k (£101.6k) based on 2015/16 actual.
3.4. Rent/Rates	- £27.9k (£27.7k) Head Office rent and service charge increased due to increased floor space. Rates increased by 2%.
3.5. Electricity	- £124.7k (£124.7k) based on 2014/15 budget with no increase.
3.6. Water	- £34.5k (£34.5k)
3.7. Stationery/Postage/Telephone	- £10.6k (£10.6k)
3.8. Travelling/Subsistence	- £13.2k (£13.8k)
3.9. Port Waste Management	- £40.2k (£39.0k)
3.10. Leasing/HP	- £12.5k (10.3k) 3 FLT's and photocopier
3.11. Health & Safety/PMSC	- £5.0k (£7.7k)
3.12. Advertising and Recruitment	- £1.0k (£1.4k)
3.13. Training	- £15.0k (£15.0k)
3.14. Professional Services	- £34.9k (£39.1k)
3.15. Sundry Expenses	- £6.0k (£6.0k)
3.16. Provision for Bad Debt	- £5.0k (£5.0k)
3.17. Bank fees & Fees	- £1.5k (£1.5k)

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- 3.18. Audit and Accountancy - £8.0k (£7.0k)
- 3.19. Dredging costs - £55.8k (£54.3k) Includes cost of external digger, maintenance and dredger insurance. Excludes capital Charges Total 40 days in Kilkeel and 10 days in Portavogie

4. **MINOR CAPITAL WORKS**

Up to £189k as per Appendix 1 but subject to availability of internal funding.

Appendix 3 – Budgets by Harbour and Group

NIFHA

Budget 2016/17

	Apr 15	May	Jun	July	Aug	Sept	Oct	Nov	Dec	Jan 16	Feb	Mar	Total
INCOME													
Harbour Dues	254	254	1,254	254	254	1,254	254	254	36,191	254	254	1,254	41,988
Pontoon Berths	3,093	3,093	3,093	3,093	3,093	3,093	3,093	3,093	3,093	2,297	2,297	3,167	35,595
Landing & Buyers Dues	38,871	53,409	68,815	59,078	74,163	53,012	37,506	30,183	24,916	34,753	33,639	59,006	567,351
Slipway	14,016	16,425	14,244	13,130	17,056	18,232	20,796	10,422	5,625	7,981	12,765	12,419	163,110
Rents	9,547	9,547	9,547	9,547	9,547	9,547	9,547	9,547	9,547	9,547	9,547	9,547	114,564
Ice Sales	16,207	19,143	34,755	35,491	36,721	30,042	7,076	11,100	5,361	5,423	8,286	13,208	222,813
Sundry	380	380	380	380	380	380	380	380	380	380	380	380	4,560
Electricity	993	1,595	1,090	713	1,655	1,409	888	1,687	1,080	748	1,487	1,138	14,483
Water Income	1,309	1,309	1,309	1,309	1,309	1,309	1,309	1,309	1,309	1,333	1,333	1,333	15,780
Deposit Interest													
Waste - Slipway	737	533	714	705	825	1,042	751	487	340	376	462	569	7,541
Waste - Fixed	543	543	543	543	543	543	543	543	543	560	560	560	6,567
Revenue Grant							3,080	3,080	3,080	3,080	3,080	3,080	18,479
Dredger													
TOTAL INCOME	85,950	106,231	135,744	124,243	145,546	119,862	85,223	72,085	91,465	66,731	74,090	105,661	1,212,830
EXPENDITURE													
Staff Costs	44,547	45,628	45,628	47,299	49,724	48,511	44,547	45,628	45,628	45,628	43,465	46,710	552,944
Board Members Salaries			7,324			7,324			7,324			7,324	29,295
Repairs	11,465	20,865	9,665	6,915	8,865	9,015	10,765	11,415	5,915	7,465	5,365	8,165	115,880
Insurance	8,016	8,016	8,016	8,016	8,016	8,016	8,016	8,016	8,016	8,016	8,016	8,016	96,192
Rent / Rates	14,669	3,139			3,139			3,139			3,139	675	27,900
Electricity	7,967	11,376	10,620	12,792	13,223	10,351	8,643	14,767	5,793	12,612	8,247	8,266	124,659
Water	2,900	2,923	3,078	3,065	3,102	3,186	2,625	2,625	2,625	2,625	2,900	2,846	34,500
Stat / Post / Telephone	880	880	880	880	880	880	880	880	880	880	880	880	10,560
Travelling / Subsistence	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	1,100	13,200
Port Waste Management	3,353	3,353	3,353	3,353	3,353	3,353	3,353	3,353	3,353	3,353	3,353	3,353	40,241
Leasing / HP	1,038	1,038	1,038	1,038	1,038	1,118	1,038	1,038	1,038	1,038	1,038	1,038	12,531
Health & Safety / PMSC	410	410	410	410	410	410	410	410	510	410	410	410	5,020
Advertising / Recruitment			250			250			250			250	1,000
Training	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	15,000
Professional Services	2,348	1,448	2,348	448	2,348	1,448	1,348	1,448	1,448	1,448	1,448	17,348	34,872
Sundry Expenses	500	500	500	500	500	500	500	500	500	500	500	500	6,000
Provision for Bad Debts												5,000	5,000
Bank Charges	460	10	10	360	10	10	360	10	10	360	10	90	1,520
Audit and Accountancy	667	667	667	667	667	667	667	667	667	667	667	667	8,000
Dredging Costs	8,622	8,432	2,602	1,518	1,312	15,102	852	1,518	2,202	852	10,932	1,870	55,816
TOTAL EXPENDITURE	110,191	111,035	98,739	89,610	98,937	112,491	86,354	97,763	88,509	88,204	92,720	115,577	1,190,130
OPERATING SURPLUS/DEFICIT													
BEFORE CAPITAL CHARGE!	24,241	4,805	37,005	34,633	46,609	7,371	1,131	25,678	2,956	21,473	18,630	9,916	22,701

Ardglass Budget 2016/17

	Apr 15	May	Jun	July	Aug	Sept	Oct	Nov	Dec	Jan 16	Feb	Mar	Total
INCOME													
Harbour Dues									7,473				7,473
Pontoon Berths													
Landing & Buyers Dues	9,299	13,006	15,113	14,790	17,394	14,761	24,660	11,516	10,697	16,032	17,948	27,998	193,214
Slipway													
Rents	854	854	854	854	854	854	854	854	854	854	854	854	10,248
Ice Sales	5,267	6,212	13,655	14,772	15,386	12,089	1,511	1,419	1,344	1,492	3,714	5,183	82,044
Rates, Tel & Sundry	50	50	50	50	50	50	50	50	50	50	50	50	600
Electricity	170	495	170	170	495	170	170	495	170	170	495	170	3,340
Water Income													
Deposit Interest													
Waste - Slipway													
Waste - Fixed	112	112	112	112	112	112	112	112	112	116	116	116	1,356
Revenue Grant													
Dredger													
TOTAL INCOME	15,752	20,729	29,954	30,748	34,291	28,036	27,357	14,446	20,700	18,714	23,177	34,371	298,275
EXPENDITURE													
Staff Costs	6,736	6,911	6,911	8,112	8,592	8,352	6,736	6,911	6,911	6,911	6,561	7,085	86,728
Board Members Salaries													
Repairs	2,010	3,035	2,185	2,310	2,935	1,885	1,910	2,485	1,435	2,410	2,235	2,035	26,870
Insurance	2,672	2,672	2,672	2,672	2,672	2,672	2,672	2,672	2,672	2,672	2,672	2,672	32,064
Rent / Rates	1,979												1,979
Electricity	2,615	2,524	2,877	4,190	4,367	2,697	2,188	2,695	2,735	2,685	2,085	2,486	34,143
Water	200	223	378	365	252	486	125	125	125	125	250	346	3,000
Stat / Post / Telephone	60	60	60	60	60	60	60	60	60	60	60	60	720
Travelling / Subsistence	25	25	25	25	25	25	25	25	25	25	25	25	300
Port Waste Management	478	478	478	478	478	478	478	478	478	478	478	478	5,731
Leasing / HP	450	450	450	450	450	490	450	450	450	450	450	450	5,440
Health & Safety / PMSC	100	100	100	100	100	100	100	100	100	100	100	100	1,200
Advertising / Recruitment													
Training													
Professional Services													
Sundry Expenses	50	50	50	50	50	50	50	50	50	50	50	50	600
Provision for Bad Debts													
Bank Interest & Fees													
Audit and Accountancy													
Dredging Costs													
TOTAL EXPENDITURE	17,375	16,527	16,185	18,811	19,981	17,295	14,793	16,050	15,040	15,965	14,966	15,787	198,775
OPERATING SURPLUS BEFORE													
CAPITAL CHARGES	1,623	4,202	13,769	11,937	14,310	10,741	12,564	1,603	5,659	2,748	8,212	18,584	99,500

Kilkeel

Budget 2016/17

	Apr 15	May	Jun	July	Aug	Sept	Oct	Nov	Dec	Jan 16	Feb	Mar	Total
INCOME													
Harbour Dues	254	254	1,254	254	254	1,254	254	254	18,235	254	254	1,254	24,032
Pontoon Berths	2,371	2,371	2,371	2,371	2,371	2,371	2,371	2,371	2,371	1,501	1,501	2,371	26,712
Landing & Buyers Dues	18,967	25,677	36,271	29,286	38,131	23,451	7,121	13,347	8,426	13,342	9,647	17,695	241,361
Slipway	9,636	13,188	11,609	8,443	13,894	13,868	15,456	7,820	5,269	7,981	9,796	10,979	127,938
Rents	6,798	6,798	6,798	6,798	6,798	6,798	6,798	6,798	6,798	6,798	6,798	6,798	81,576
Ice Sales	2,567	4,485	10,348	9,144	7,694	7,181	1,808	3,128	1,313	2,105	1,307	1,855	52,937
Rates, Tel & Sundry	300	300	300	300	300	300	300	300	300	300	300	300	3,600
Electricity	610	908	382	337	954	701	519	1,000	428	428	793	480	7,540
Water income	856	856	856	856	856	856	856	856	856	870	870	870	10,314
Deposit Interest													0
Waste - Slipway	564	338	599	430	586	824	496	372	305	376	262	497	5,649
Waste - Fixed	267	267	267	267	267	267	267	267	267	275	275	275	3,228
Revenue Grant													0
Dredger													0
TOTAL INCOME	43,191	55,442	71,056	58,486	72,106	57,871	36,247	36,514	44,569	34,230	31,803	43,374	584,887
EXPENDITURE													
Staff Costs	14,159	14,668	14,668	15,535	16,685	16,110	14,159	14,668	14,668	14,668	13,649	15,178	178,816
Board Members Salaries													0
Repairs	4,985	8,360	3,610	1,435	3,460	4,410	4,835	2,960	1,510	2,335	2,160	2,660	42,720
Insurance	2,672	2,672	2,672	2,672	2,672	2,672	2,672	2,672	2,672	2,672	2,672	2,672	32,064
Rent / Rates	3,878	0	0	0	0	0	0	0	0	0	0	0	3,878
Electricity	3,134	5,938	4,177	5,524	5,461	4,219	3,466	6,703	3,265	5,990	4,245	3,380	55,501
Water	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	18,000
Stat / Post / Telephone	140	140	140	140	140	140	140	140	140	140	140	140	1,680
Travelling / Subsistence	75	75	75	75	75	75	75	75	75	75	75	75	900
Port Waste Management	1,962	1,962	1,962	1,962	1,962	1,962	1,962	1,962	1,962	1,962	1,962	1,962	23,541
Leasing / HP	270	270	270	270	270	290	270	270	270	270	270	270	3,260
Health & Safety / PMSC	220	220	220	220	220	220	220	220	220	220	220	220	2,640
Advertising / Recruitment	0	0	0	0	0	0	0	0	0	0	0	0	0
Training	0	0	0	0	0	0	0	0	0	0	0	0	0
Professional Services	0	0	0	0	0	0	0	0	0	0	0	0	0
Sundry Expenses	100	100	100	100	100	100	100	100	100	100	100	100	1,200
Provision for Bad Debts													0
Bank Interest & Fees													0
Audit and Accountancy													0
Dredging Costs	8,622	8,432	2,602	1,518	1,312	15,102	852	1,518	2,202	852	10,932	1,870	55,816
TOTAL EXPENDITURE	41,716	44,338	31,996	30,951	33,857	46,799	30,250	32,788	28,584	30,784	37,924	30,027	420,015
OPERATING SURPLUS BEFORE													
CAPITAL CHARGES	1,474	11,104	39,060	27,535	38,248	11,071	5,997	3,725	15,985	3,446	6,122	13,347	164,871

Portavogie Budget 2016/17

	Apr 15	May	Jun	July	Aug	Sept	Oct	Nov	Dec	Jan 16	Feb	Mar	Total
INCOME													
Harbour Dues	0	0	0	0	0	0	0	0	10,483	0	0	0	10,483
Pontoon Berths	722	722	722	722	722	722	722	722	722	796	796	796	8,883
Landing & Buyers Dues	10,605	14,726	17,431	15,002	18,638	14,800	5,725	5,320	5,793	5,379	6,044	13,313	132,776
Slipway	4,380	3,237	2,635	4,687	3,162	4,364	5,340	2,602	356	0	2,969	1,440	35,172
Rents	1,895	1,895	1,895	1,895	1,895	1,895	1,895	1,895	1,895	1,895	1,895	1,895	22,740
Ice Sales	8,373	8,446	10,752	11,575	13,641	10,771	3,756	6,553	2,704	1,826	3,265	6,171	87,832
Rates, Tel & Sundry	30	30	30	30	30	30	30	30	30	30	30	30	360
Electricity	213	192	538	206	206	538	199	192	482	150	199	488	3,603
Water Income	453	453	453	453	453	453	453	453	453	463	463	463	5,466
Deposit Interest													0
Waste - Slipway	173	195	115	275	239	218	255	115	35	0	200	72	1,892
Waste - Fixed	164	164	164	164	164	164	164	164	164	169	169	169	1,983
Revenue Grant													0
Dredger													0
TOTAL INCOME	27,007	30,059	34,734	35,009	39,149	33,955	18,539	18,045	23,117	10,708	16,030	24,837	311,190
EXPENDITURE													
Staff Costs	8,081	8,334	8,334	8,081	8,587	8,334	8,081	8,334	8,334	8,334	7,829	8,587	99,250
Board Members Salaries													0
Repairs	4,470	9,470	3,870	3,170	2,470	2,720	4,020	5,970	2,970	2,720	970	3,470	46,290
Insurance	2,672	2,672	2,672	2,672	2,672	2,672	2,672	2,672	2,672	2,672	2,672	2,672	32,064
Rent / Rates	3,335	0	0	0	0	0	0	0	0	0	0	675	4,010
Electricity	1,830	2,914	3,074	3,191	3,290	3,263	2,791	5,593	333	3,498	1,635	2,357	33,102
Water	1,200	1,200	1,200	1,200	1,200	1,200	1,000	1,000	1,000	1,000	1,000	1,000	13,200
Stat / Post / Telephone	80	80	80	80	80	80	80	80	80	80	80	80	960
Travelling / Subsistence	25	25	25	25	25	25	25	25	25	25	25	25	300
Port Waste Management	914	914	914	914	914	914	914	914	914	914	914	914	10,970
Leasing / HP	270	270	270	270	270	290	270	270	270	270	270	270	3,260
Health & Safety / PMSC	90	90	90	90	90	90	90	90	90	90	90	90	1,080
Advertising / Recruitment	0	0	0	0	0	0	0	0	0	0	0	0	0
Training	0	0	0	0	0	0	0	0	0	0	0	0	0
Professional Services	0	0	0	0	0	0	0	0	0	0	0	0	0
Sundry Expenses	100	100	100	100	100	100	100	100	100	100	100	100	1,200
Provision for Bad Debts													0
Bank Interest & Fees													0
Audit and Accountancy													0
Dredging Costs													0
TOTAL EXPENDITURE	23,067	26,069	20,629	19,794	19,698	19,689	20,043	25,048	16,122	19,703	15,585	20,240	245,686
OPERATING SURPLUS BEFORE													
CAPITAL CHARGES	3,940	3,990	14,105	15,215	19,452	14,266	1,504	7,003	6,994	8,995	445	4,597	65,504

Head Office

Budget 2016/17

	Apr 15	May	Jun	July	Aug	Sept	Oct	Nov	Dec	Jan 16	Feb	Mar	Total
INCOME													
Harbour Dues													-
Pontoon Berths													-
Landing & Buyers Dues													-
Slipway													-
Rents													-
Ice Sales													-
Rates, Tel & Sundry													-
Electricity													-
Water Income													-
Deposit Interest													-
Waste - Slipway													-
Waste - Fixed													-
Revenue Grant	0	0	0	0	0	0	3,080	3,080	3,080	3,080	3,080	3,080	18,479
Dredger													-
TOTAL INCOME	-	-	-	-	-	-	3,080	3,080	3,080	3,080	3,080	3,080	18,479
EXPENDITURE													
Staff Costs	15,571	15,715	15,715	15,571	15,860	15,715	15,571	15,715	15,715	15,715	15,426	15,860	188,150
Board Members Salaries	0	0	7,324	0	0	7,324	0	0	7,324	0	0	7,324	29,295
Repairs													0
Insurance													0
Rent / Rates	5,477	3,139	0	0	3,139	0	0	3,139	0	0	3,139	0	18,033
Electricity	388	0	493	113	105	172	199	224	126	440	283	43	1,913
Water	0	0	0	0	150	0	0	0	0	0	150	0	300
Stat / Post / Telephone	600	600	600	600	600	600	600	600	600	600	600	600	7,200
Travelling / Subsistence	975	975	975	975	975	975	975	975	975	975	975	975	11,700
Port Waste Management													0
Leasing / HP	48	48	48	48	48	48	48	48	48	48	48	48	571
Health & Safety / PMSC	0	0	0	0	0	0	0	0	100	0	0	0	100
Advertising / Recruitment	0	0	250	0	0	250	0	0	250	0	0	250	1,000
Training	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	15,000
Professional Services	2,348	1,448	2,348	448	2,348	1,448	1,348	1,448	1,448	1,448	1,448	17,348	34,872
Sundry Expenses	250	250	250	250	250	250	250	250	250	250	250	250	3,000
Provision for Bad Debts												5,000	5,000
Bank Interest & Fees	460	10	10	360	10	10	360	10	10	360	10	90	1,520
Audit and Accountancy	667	667	667	667	667	667	667	667	667	667	667	667	8,000
Dredging Costs													0
TOTAL EXPENDITURE	28,033	24,101	29,929	20,055	25,401	28,708	21,267	23,877	28,762	21,752	24,245	49,524	325,653
OPERATING SURPLUS BEFORE													
CAPITAL CHARGES	28,033	24,101	29,929	20,055	25,401	28,708	18,187	20,797	25,682	18,672	21,165	46,444	307,175

Appendix 4 – Maintenance Plans by Harbour

Maintenance - Forecast 2016 / 2017

	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Total
ARDGLASS													
Ice Plant	£1,350	£900	£450	£250	£1,100	£500	£550	£250	£1,000	£250	£250	£950	£7,800
Chill Room	£0	£750	£0	£0	£0	£500	£0	£0	£0	£750	£0	£0	£2,000
Fishmarket	£100	£500	£250	£100	£500	£100	£0	£250	£100	£500	£100	£500	£3,000
Quays	£150	£250	£1,200	£1,600	£0	£150	£250	£1,700	£0	£150	£1,600	£250	£7,300
Roads	£0	£100	£2,000	£0	£1,000	£100	£750	£0	£0	£150	£0	£0	£4,100
Slipways	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0
General	£410	£535	£285	£360	£335	£535	£360	£285	£335	£610	£285	£335	£4,670
Contingency			£-2,000										£-2,000
	£2,010	£3,035	£2,185	£2,310	£2,935	£1,885	£1,910	£2,485	£1,435	£2,410	£2,235	£2,035	£26,870

KILKEEL

Ice Plant	£200	£200	£700	£200	£200	£200	£2,700	£200	£200	£200	£200	£1,700	£6,900
Chill Room	£125	£300	£0	£125	£0	£300	£125	£0	£0	£425	£0	£0	£1,400
Fishmarket	£250	£650	£150	£0	£400	£400	£200	£400	£250	£0	£400	£100	£3,200
Quays	£200	£1,850	£400	£0	£0	£400	£200	£750	£200	£100	£450	£0	£4,550
Roads	£100	£3,000	£500	£0	£1,000	£2,250	£0	£500	£0	£250	£0	£0	£7,600
Slipways	£3,300	£4,050	£1,300	£3,300	£1,050	£300	£800	£550	£300	£300	£550	£300	£16,100
General	£810	£1,310	£560	£810	£810	£560	£810	£560	£560	£1,060	£560	£560	£8,970
Contingency	£0	£-3,000	£0	£-3,000	£0	£0	£0	£0	£0	£0	£0	£0	£-6,000
	£4,985	£8,360	£3,610	£1,435	£3,460	£4,410	£4,835	£2,960	£1,510	£2,335	£2,160	£2,660	£42,720

PORTAVOGIE

Ice Plant	£3,275	£6,675	£1,125	£375	£3,375	£475	£875	£4,375	£1,125	£875	£375	£2,325	£25,250
Chill Room	£250	£0	£0	£0	£0	£0	£0	£250	£0	£0	£0	£0	£500
Fishmarket	£400	£150	£100	£900	£0	£400	£400	£0	£0	£650	£200	£0	£3,200
Quays	£0	£500	£100	£1,000	£500	£250	£1,800	£750	£1,000	£250	£0	£0	£6,150
Roads	£100	£500	£1,000	£0	£0	£500	£0	£200	£0	£100	£0	£0	£2,400
Slipways	£600	£850	£100	£600	£350	£850	£600	£100	£100	£100	£100	£850	£5,200
General	£345	£795	£1,445	£295	£745	£245	£345	£295	£745	£745	£295	£295	£6,590
Contingency	£-500	£0	£0	£0	£-2,500	£0	£0	£0	£0	£0	£0	£0	£-3,000
	£4,470	£9,470	£3,870	£3,170	£2,470	£2,720	£4,020	£5,970	£2,970	£2,720	£970	£3,470	£46,290

	£11,465	£20,865	£9,665	£6,915	£8,865	£9,015	£10,765	£11,415	£5,915	£7,465	£5,365	£8,165	£115,880
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Appendix 5 – Cash Flow Projections

NIFHA - 2016/17 Cash Flow

Cash Flow Projection - 2016 /17					
	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Total
Opening Cash Balance	£500,000	£452,007	£508,476	£479,432	£500,000
Trading Inc/(Dec) in Cash	-£27,993	£76,469	-£9,044	-£25,971	£13,461
Net Cash	£472,007	£528,476	£499,432	£453,461	£513,461
Minor Works (Authority Funded)	-£20,000	-£20,000	-£20,000	-£10,000	-£70,000
Capital Works (Authority Funded)	£0	£0	£0	£0	£0
Corporation Tax	£0	£0	£0	£0	£0
Capital Works - Paid	£0	£0	£0	£0	£0
Capital Works - Receivable	£0	£0	£0	£0	£0
Closing Cash Balance	£452,007	£508,476	£479,432	£443,461	£443,461

Note:

Assumed no change in debtors or creditors

+ There is uncertainty around the Opening Cash Balance due to timing of Capital Works Payments and Grants Receivable

VAT excluded

Appendix 6 – 2015 / 16 Budget Comparisons

Northern Ireland Fishery Harbour Authority

Budget Comparisons

	Budget	Budget	Variance		Actual	Variance	
	2016/17	2015/16	£	%	2014/15	£	%
INCOME	£	£	£	%	£	£	%
Harbour Dues	£ 41,988	£ 57,130	£15,142	-27%	£ 48,152	£6,164	-13%
Pontoon Berths	£ 35,595	£ 26,344	£9,251	35%	£ 28,198	£7,397	26%
Landing & Market Dues	£ 567,351	£ 563,269	£4,082	1%	£ 647,727	£80,377	-12%
Slipway	£ 163,110	£ 160,048	£3,062	2%	£ 155,647	£7,462	5%
Rents	£ 114,564	£ 111,372	£3,192	3%	£ 123,071	£8,507	-7%
Ice Sales	£ 222,813	£ 223,759	£946	-0%	£ 215,889	£6,924	3%
Sundry Income	£ 4,560	£ 6,216	£1,656	-27%	£ 12,469	£7,909	-63%
Water Income	£ 14,483	£ 13,373	£1,110	8%	£ 15,498	£1,015	-7%
Electricity	£ 15,780	£ 15,105	£675	4%	£ 19,759	£3,979	-20%
Bank Interest Received	£ 0	£ 1,000	£1,000	-100%	£ 643	£643	-100%
Waste - Slipway	£ 7,541	£ 7,450	£91	1%	£ 7,207	£334	5%
Waste - Fixed	£ 6,567	£ 6,441	£126	2%	£ 5,769	£798	14%
Revenue Grant	£ 18,479	£ 39,423	£20,944	-53%	£ 79,493	£61,014	-77%
Dredger Income	£ 0	£ 0	£0		£ 24,500	£24,500	
TOTAL INCOME	£ 1,212,830	£ 1,230,930	£18,100	-1%	£ 1,384,022	£171,192	-12%
EXPENDITURE							
Staff Costs	£ 552,944	£ 586,878	£33,935	6%	£ 587,580	£34,636	6%
Board Members	£ 29,295	£ 28,990	£305	-1%	£ 28,990	£305	-1%
Repairs	£ 115,880	£ 115,880	£0	0%	£ 83,627	£32,253	-39%
Insurance	£ 96,192	£ 101,556	£5,364	5%	£ 96,388	£196	0%
Rent / Rates	£ 27,900	£ 27,724	£176	-1%	£ 20,422	£7,478	-37%
Electricity	£ 124,659	£ 124,659	£0	0%	£ 137,620	£12,961	9%
Water	£ 34,500	£ 34,500	£0	0%	£ 41,281	£6,781	16%
Stat / Post / Telephone	£ 10,560	£ 10,560	£0	0%	£ 10,592	£32	0%
Travelling / Subsistence	£ 13,200	£ 13,800	£600	4%	£ 11,828	£1,372	-12%
Port Waste Management	£ 40,241	£ 39,000	£1,241	-3%	£ 38,831	£1,410	-4%
Leasing / HP	£ 12,531	£ 10,270	£2,260	-22%	£ 10,271	£2,260	-22%
Health & Safety	£ 5,020	£ 7,680	£2,660	35%	£ 4,873	£147	-3%
Advertising / Recruitment	£ 1,000	£ 1,400	£400	29%	£ 358	£642	-179%
Training	£ 15,000	£ 15,000	£0	0%	£ 7,364	£7,636	-104%
Professional Services	£ 34,872	£ 39,072	£4,200	11%	£ 17,234	£17,638	-102%
Sundry Expenses	£ 6,000	£ 6,000	£0	0%	£ 9,109	£3,109	34%
Provision for Bad Debts	£ 5,000	£ 5,000	£0	0%	£ 10,029	£5,029	50%
Bank Interest & Fees	£ 1,520	£ 1,520	£0	0%	£ 1,327	£193	-15%
Audit and Accountancy	£ 8,000	£ 7,000	£1,000	-14%	£ 7,250	£750	-10%
Dredging Costs	£ 55,816	£ 54,327	£1,489	-3%	£ 77,894	£22,078	28%
TOTAL EXPENDITURE	£ 1,190,130	£ 1,230,817	£40,687	3%	£ 1,202,866	£ 12,736	1%
OPERATING SURPLUS/(DEFICIT) BEFORE CAPITAL CHARGES	£ 22,701	£ 114	£58,787		£ 181,156	£183,928	-102%

Appendix 7 – NIFHA Organisational Chart

