

Marine Environmental Data and Information Network (MEDIN)

Financial Summary 2011-12

Funds Available to MEDIN for 2011-12

£620,787 was available to fund MEDIN activities in 2011-12, as follows:

MEDIN Sponsorship income (Table 1):	£530,000
Carried forward from 2010-11:	£90,787
Funds available:	£620,787

Sponsor Name	Funding
DEFRA: Department of Environment Food and Rural Affairs	£175,000
NERC: Natural Environment Research Council	£131,000
Scottish Government	£100,000
DECC: Department of Energy and Climate Change	£30,000
Met. Office	£14,000
Countryside Council for Wales	£14,000
The Environment Agency	£14,000
Marine Management Organisation	£14,000
Maritime and Coastguard Agency	£7,000
The Crown Estate	£7,000
HR Wallingford	£7,000
UK Hydrographic Office	£7,000
The Joint Nature Conservation Committee	£5,000
Northern Ireland Environment Agency / Agri-Food Biosciences Institute	£5,000
TOTAL	£530,000

Table 1 – Table of MEDIN Sponsors for 2011-12

1 Planned Work Stream Costs

The 2011-2012 work plan projected a total spend of £622,064, against available funds of £620,787, with the following allocation across work streams:

WS1 (DACs):	£171,978
WS2 (Standards):	£86,915
WS3 (Web Portal and Services):	£137,071
WS4 (International Coordination):	£24,413
WS5 (Resources and Applications):	£74,128
WS6 (Communications):	£16,138
WS7 (Management):	£111,421
Total	£622,064

Thus there was a projected End of Year overspend from the original work programme of **£1,277**

Planned 2011-12 Work Plan Costs by Work Stream

	WS1 (DACs)	WS2 (Stds)	WS3 (Portal)	WS4 (Intnl)	WS5 (RADwg)	WS6 (Comm)	WS7 (Mgmt)	Total
Staff Costs	20,978	44,915	84,071	20,413	10,128	6,138	101,421	288,064
Travel	1,000	2,000	1,000	4,000	4,000	5,000	5,000	22,000
Contracts	150,000	40,000	52,000	0	60,000	5,000	5,000	312,000
Original Total	171,978	86,915	137,071	24,413	74,128	16,138	111,421	622,064

2 Actual and Projected Work Stream Costs in 2011-12

WS1 DACs

Budget heading	Planned	Actual	Balance
Staff Costs	£20,978	£23,500	-£2,522
Travel	£1,000	£1,109	-£109
Contracts / external costs	£150,000	£78,085	£71,915
Total	£171,978	£102,694	£69,284

Staff costs £2,522 more than planned.

T&S spend: £1,109 (£109 over-budget)

£150,000 was allocated for contracted work. Spend this year on contracts comes to £78,085, taking into account the MMO and Marine Scotland contribution to pay for the Socio-Economic Data review

5 Data Archiving Projects to the total value of £59,077 have been approved, but will not start in this financial year, so have been carried through to the 2012-13 Work Plan and Budget, along with the costs for managing the Socio-Economic Data Review (£5,100).

(See over for details of contracted work)

Work Stream 1 under-spent by £69,284.

This under-spend was used to balance an overspend in other work streams

WS1 External Expenditure

Costs falling in 2011-12		
Meeting Costs	U Liverpool	756
Assorted		174
Metadata from Oil and Gas Industry Site Surveys	BGS	11,967
Archiving Archaeological data to DACS: Phase 3	Wessex Arch, ADS	11,147
Audit of DBRC Marine Data and Metadata Creation	DASSH	6,091
BGS DAC costs contribution	BGS	12,000
BODC DAC Costs contribution	BODC	12,000
DASSH DAC costs contribution	DASSH	12,000
UKHO DAC Costs contribution	UKHO	12,000
Socio-Economic Data Review	EMU	29,950
2011-12 Total Cost		108,085
Income		
MMO contribution to Socio-Economic Data Review	MMO	20,000
Marine Scotland contribution to Socio-Economic Data Review	Marine Scotland	10,000
2011-12 Total Income		30,000
2011-12 Total Cost to MEDIN		78,085

Costs Falling in 2012-13		
Archiving and Rationalising the Dorset Integrated Seabed Study (DORIS) Data	DASSH	11,720
Archiving IFCA data and establishing Standard Operating Procedures	DASSH	10,793
Archiving JNCC data	BGS	10,000
Archiving Archaeological data to DACS: Phase 3	BGS contribution	11,200
Archiving Smart Buoy Data	BODC	10,264
Managing Socio-Economic Data Review	OceanWise	5,100
2012-13 Total		59,077

WS2 Standards

Budget heading	Planned	Actual	Balance
Staff Costs	£44,915	£54,723	-£9,808
Travel	£2,000	£2,010	-£10
Contracts / external costs	£40,000	£38,797	£1,203
Total	£86,915	£95,530	-£8,615

Staff costs were £9,808 greater than planned.

T&S spend £2,010 (£10 over budget)

External expenditure costs come to £38,797 – £1,203 under the allocation.

WS3 over-spent by £8,615

WS2 External Expenditure

CCW standards work - no cost as funds provided by CCW	DASSH	£0
GIS Stylesheet Development and contribution to workshops	SeaZone	£7,242
Derivation of Data Guidelines for Seabed Survey	Gardline/Setech	£27,468
MEDIN Discovery Metadata Tools testing	EDINA	£2,880
Various (meetings costs, etc)		£1,207
Total Spend to Date		£38,797

WS3 Portal and Web Services

Budget heading	Planned	Actual	Balance
Staff Costs	£84,071	£96,810	-£12,739
Travel	£1,000	£2,072	-£1,072
Contracts / external costs	£52,000	£63,290	-£11,290
Total	£137,071	£162,172	-£25,101

Staff Costs were over spent by £12,739

External Expenditure Costs were £11,290 greater than planned. But portal upgrade and metadata tools / support are a priority, so have allowed for overspend this year in this work stream to support costs of portal upgrade. Budget for this work stream in 2012-13 is ~£20,000 less than in 2011-12

T&S spend: £2,072 (over spend of £1,072)

Therefore total over-spend for WS3 of ~£25,101

WS 3 External Expenditure

UKDMOS website	Maris	2,016
Provision of Metadata Service to MEDIN by STFC -	STFC	9,675
MEDIN Metadata Support April –September	MBA	19,922
Portal Maintenance and Updates	GeoData Institute	6,600
MEDIN Metadata Support September-March	MBA	13,987
MEDIN RDBMS tool	GeoData Institute	600
Public source code repository for MEDIN portal code (GitHub)	GeoData Institute	600
MEDIN portal hosting by GeoData	GeoData Institute	720
Portal Upgrade and metadata tool support	Geodata Institute	5,800
Updates to metadata catalogue API	STFC	2,873
Various (meeting costs etc)		497
Total WS3 Contracts		£63,290

To be completed and paid in 2012-13

Complete Portal Upgrade	Geodata Institute	£9,000.00
Total		£9,000.00

WS4 International Links

Budget heading	Planned	Actual	Balance
Staff Costs	£20,413	£26,954	-£6,541
Travel	£4,000	£5,091	-£1,091
Contracts / external costs	£0	£115	-£115
Total	£24,413	£32,160	-£7,747

Staff costs over-spend of £6,541

Extra time was required to work on issues related to Marine Strategy Framework Directive and Marine Wise.

£115 costs for IODE conference fees

T&S spend: £5,091, an overspend of ~£1,091

Therefore have over-spend for WS4 of £7,747

WS5 Resources and Applications

Budget heading	Planned	Actual	Balance
Staff Costs	£10,128	£26,299	-£16,171
Travel	£4,000	£768	£3,232
Contracts / external costs	£60,000	£26,646	£33,354
Total	£74,128	£53,713	£20,415

Staff Costs were £16,171 in excess of that planned, partly due to an overlap between GE and HC, and partly due to support needed from BODC to develop web pages for data layer download.

T&S spend: £768 (under-spend of £3,232)

£26,646 of the £60,000 allocated to external expenditure was spent, leaving a balance of £33,354. Early work on the "Reference Data Layer Action Plan", and outcomes from workshop, identified that much of the work on reference data needs to be carried out in the public sector coordinated with MEDIN, rather than by contracted (and MEDIN funded) activities

Therefore total under-spend for WS5 of £20,415

WS5 External Expenditure

Work shop costs	IMAREST	271
Reference Data Layer	Oceanwise	2,525
Gazetteer	Geodata	23,850
Total		26,646

WS6 Communications

Budget heading	Planned	Actual	Balance
Staff Costs	£6,138	£34,275	-£28,137
Travel	£5,000	£1,431	£3,569
Contracts / external costs	£5,000	£6,701	-£1,701
Total	£16,138	£42,407	-£26,269

Staff Costs were £28,137 more than planned

Over-spend on contracted work of ~£1,701.

Projected under-spend on T&S of £3,569.

The aim at the beginning of the year was to keep down communications costs as low as possible in keeping with general public sector guidelines. However, communications is a central and essential aspect of MEDIN's work, and with hindsight it is clear that the originally allocated budget was not nearly sufficient to support this work stream, even with sharp cutbacks on some activities.

Therefore total over-spend for WS6 of £26,269

WS6 External Expenditure

Venue Hire (Partners Meeting) and delegate costs	Institute of Education, London	2,724
Meeting Costs	Foresight Centre, Liverpool	588
Leaflets	Graphics Workshop	570
Newsletter	Newsweaver	2,088
Various (badges, etc)		31
Chair's costs for visit to Gardline	Liss Associates	700
Total		6,701

WS7 Management

Budget heading	Planned	Actual	Projected Balance
Staff Costs	£101,421	£121,036	-£19,615
Travel	£5,000	£4,682	£318
Contracts / external costs	£5,000	£5,342	-£342
Total	£111,421	£131,060	-£19,639

Staff costs were £19,615 greater than planned.

Contracted costs £5,342, £342 greater than the original budget

T&S spend: £4,682, £318 less than budgeted

Therefore final over-spend for WS7 of £19,639

3 Summary

The combined totals for staff costs, travel and contracted work are given in the table below, showing a final under-spend with respect to the Work Plan of £2,328. A reduction in the costs of contracted work was used to balance the higher than planned staff costs.

The main cause of the significant overspend in core staff costs resulted from:

- An overlap as Helen Campbell took over from Gaynor Evans.
- Extra support needed from BODC staff for portal and web page developments.
- Mark Charlesworth allocated a greater proportion of his time to MEDIN than planned to (a) compensate for Terry's and Gaynor's absence and (b) support DEFRA in planning for the Marine Strategy Framework Directive.
- An anticipated recovery of staff time costs from Terry Allen (who has gone on Temporary leave, on naval reserve duty, from November 2011 until August 2012) was not fully realised as he had booked over 85% of his full year's allocation by early November.

Budget heading	Planned	Actual	Projected Balance
Staff Costs	£288,064	£383,597	-£95,533
Travel	£22,000	£17,163	£4,837
Contracts / external costs	£312,000	£218,976	£93,024
Total	£622,064	£619,736	2,328

Planned costs and projected end of year costs according to budget heading.

	WS1 (DACs)	WS2 (Stds)	WS3 (Portal)	WS4 (Intnl)	WS5 (RADwg)	WS6 (Comm)	WS7 (Mgmt)	Total
Planned	171,978	86,915	137,071	24,413	74,128	16,138	111,421	622,064
Projected costs to end of year	102,694	95,530	162,172	32,160	53,713	42,407	131,060	619,736
Projected Balance	69,284	-8,615	-25,101	-7,747	20,415	-26,269	-19,639	2,328

Planned costs and projected end of year costs by work stream.

The original allocation in the 2011-12 Work Plan planned an over-spend of £1,277 against the available funds. The total spend at the end of 2011-12 was £619,736, so **the final end of year balance for 2011-12 is of £1,051.**

£1,051 = £2,328 (costs under planned budget) - £1,277 ("planned" overspend within initial budget).