

Performance and Resources Scrutiny Programme 2020/21

Report to: the Office of the Police, Fire and Crime Commissioner for Essex

Title of Report:	2020/21 Quarter 1 Financial Monitoring Report
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Chief Officer	DCC Mills
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Report from:	Essex Police: Corporate Finance
Date of Meeting:	23rd July 2020
Author on behalf of Chief Officer:	Richard Jones, Head of Business Partnering and Management Accounting
Date of Approval:	16th July 2020

1.0 Purpose of Report

1.1 This report identifies the 2020/21 quarter 1 position for the Force.

2.0 Recommendations

2.1 The report is for noting.

3.0 Executive Summary

3.1 The latest forecast revenue overspend is **£4.337m**, which includes forecast expenditure of £2.5m for Op Talla and £0.967m for Op Melrose.

3.2 The police officer and police staff overtime forecast overspend noted on pages 9 and 10 are being revisited with budget holders and Corporate Finance. These forecasts will be updated by the 24th July and included in the month 4 report.

3.3 The police officer strength forecast at end of June is **3,298 FTE** and at year end is **3,369 FTE**.

3.4 The Capital Reserve is forecast to be **£9.686m** deficit at year end.

3.5 The forecast capital expenditure is **£18.501m** and the forecast capital income from property disposals is **£5.720m**.

4.0 Introduction/Background

4.1 This report sets out the June, quarter 1, financial position.

5.0 Current Work and Performance

5.1 The quarter 1 financial position is shown at Annex 1.

6.0 Implications (Issues)

6.1 The implications are reported in Annex 1.

7.0 Links to Police and Crime Plan Priorities

7.1 The Force budget is used to help meet the priorities of the Police and Crime plan.

8.0 Demand

8.1 The Force budget is reviewed and re-allocated within virement rules to match demand e.g. overtime funded by vacancies.

9.0 Risks/Mitigation

9.1 Risk Register URN 452 - Short and Long Term Capital Finance.

10.0 Equality and/or Human Rights Implications

N/A

11.0 Health and Safety Implications

N/A

12.0 Consultation/Engagement

12.1 The pay forecasts are based on information received from HR Organisational Management.

13.0 Actions for Improvement

N/A

14.0 Future Work/Development and Expected Outcome

14.1 Reviews will continue with budget holders, working towards a balanced budget by year end.

15.0 Decisions Required by the Police, Fire and Crime Commissioner

15.1 To approve the virements in Annex 1 (para 6.2).

1. Executive Summary – 2020/21 – Quarter 1

£4.337m – Latest forecast revenue overspend, which includes forecast expenditure of £2.5m for Op Talla and £0.967m for Op Melrose

3,298 FTE – Police Officer strength forecast at end of June and **3,369 FTE** Police Officer strength forecast at year end

£9.7m deficit - The forecast year end balance on the Capital Reserve.

£18.5m forecast capital expenditure and **£5.7m** forecast capital income

2. Revenue

2.1 Revenue Summary – 2020/21 – Quarter 1

	Original Budget	Current Year Virements	Current Budget	Actuals to Date	Forecast Outturn	Variance - Over / (Under) Spend
	£000	£000	£000	£000	£000	£000
Employees						
Police Officer Pay and Allowances						
- Police Officer Pay and Allowances	175,429	4,950	180,379	43,517	182,250	1,871
- Overtime and Operational Performance	6,045	869	6,914	1,694	8,220	1,305
- Associated Police Pay	1,060	(69)	991	272	1,080	89
- In-Year Savings (Shortfall)/Surplus	(96)	(4)	(100)	0	0	100
- In-Year Investments	4,721	(4,721)	0	0	0	0
Police Officer Pay and Allowances	187,159	1,024	188,184	45,483	191,550	3,366
PCSO Pay and Allowances	3,510	0	3,510	893	3,544	34
Police Staff Pay and Allowances						
- Police Staff Pay & Allowances	85,866	(330)	85,536	20,214	84,238	(1,299)
- Police Staff Overtime and Agency	1,022	263	1,285	374	2,079	794
- In-Year Savings (Shortfall)/Surplus	(338)	195	(143)	0	(143)	0
- In-Year Investments	1,199	(123)	1,076	0	1,076	0
Police Staff Pay and Allowances	87,749	5	87,754	20,588	87,249	(505)
Pensions (Ill Health / Medical)	4,506	0	4,506	1,291	4,543	37
Training	1,350	118	1,468	223	1,545	77
Other Employee Expenses	362	224	586	(120)	586	0
Employees Total	284,637	1,371	286,008	68,358	289,017	3,009
Premises	10,836	(1,380)	9,456	2,209	9,496	40
Transport	6,571	(116)	6,454	1,788	5,910	(544)
Supplies and Services						
- Supplies and Services	36,574	910	37,484	10,803	38,385	901
- In-Year Investments	1,384	(727)	657	0	668	11
Supplies and Services	37,958	184	38,142	10,803	39,053	912
Third Party Payments	6,584	3,146	9,729	(517)	9,885	156
Income	(33,705)	(2,852)	(36,557)	(3,774)	(35,892)	665
Other Expenditure / (Income)	33	(30)	3	6	103	100
Capital and Other Adjustments	2,205	22	2,227	(87)	2,227	0
Net Expenditure	315,118	345	315,463	78,787	319,799	4,337
Contribution to/(from) Earmarked Reserves	(402)	(345)	(747)	(808)	(2,247)	(1,500)
Contribution to/(from) General Reserve	0	0	0	0	(2,837)	(2,837)
Budget Requirement	314,716	0	314,716	77,979	314,716	0

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Forecast variance based on Current Budget (over £250k)

- The overspend on Police Officer Pay is due to strength at the start of the year being 24.5 FTE more than budget and there were 17 FTE less leavers than budgeted in May 2020. Whilst intakes have been reprofiled to achieve a year end strength currently forecast at 3,369, timing and costing differences have added to the overspend.
- The overspend on Police Officer Overtime is based upon anticipated demand and expenditure profiles based on quarter 1 activity levels. This is affecting a number of commands with significant overspends for Operational Policing £366k; Criminal Justice £247k; SCD £204k; Contact Management (Force Control Room) £165k; Op Melrose £105k; Op Talla £70k; LPA West £57k and LPA North £53k.
- The underspend on Police staff pay predominantly results from there being 31 FTE vacancies above the 6% force wide average vacancy factor. The areas with the most significant vacancies are the Serious Crime Directorate, Criminal Justice, Operational Policing and Crime and Public Protection.
- The overspend on Police Staff Overtime and Agency is based upon historic service demand and expenditure profiles based on quarter 1 activity levels, exacerbated by 31 FTE vacancies above the 6% force wide average vacancy factor. The most significant overspends are: SCD £128k; Criminal Justice £127k; Contact Management £118k; Op Melrose £53k and Op Talla £30k. Op Melrose agency staff fees account for £214k of the overspend.
- The underspend on Transport is due to a significant reduction in vehicle fuel costs during the first quarter as a result of the impact of COVID-19 on crime levels and associated use of vehicles. This is coupled with lower fuel prices charged by service providers during the pandemic which has resulted in further underspend.
- The overspend on Supplies & Services is due to Personal Protective Equipment (PPE) expenditure and Forensic Service Provider top up payments following the national fall in forensic submissions due to Op Talla, offset by an underspend for decommissioned hardware & software support and IT maintenance contracts.
- The overspend on Income is due to a shortfall on Mutual Aid Income based on known operations to date, an under recovery of income for Magistrates Costs and L&D Training Fees resulting from the impact of COVID-19, and a technical issue in connection to a historical budget held for recovery of estates costs for Boreham (linked to NPAS) which requires correction for 2021/22 budget setting
- The contribution from Earmarked Reserves includes a forecast £1.5m transfer from the Major Operational Reserve to part fund Op Melrose (£1m) and Op Talla (£0.5m), in the event that Home Office funding does not cover the cost of each operation.
- The contribution from the General Reserve is £2.837m. The General Reserve balance at the start of the financial year represents 2.95% of the 2020/21 force budget of £314.7m.

2.2 Op Melrose - Financial Summary

	Original Budget	Current Year Virements	Current Budget	Actuals to Date	Forecast Outturn	Variance - Over / (Under) Spend	Movement in Variance from Current Budget
	£000	£000	£000	£000	£000	£000	£000
Employees							
- Police Officer Pay and Allowances					15	15	15
- Police Staff Pay and Allowances					7	7	7
- PCSO Pay and Allowances							
- Overtime, Pensions, Training, Expenses				11	158	158	158
- Associated Police Pay e.g. Acting Up				25	214	214	214
Employees Total	0	0	0	36	394	394	394
Premises				5	0	0	0
Transport				(1)	67	67	67
Supplies and Services				(9)	230	230	230
Third Party Payments				(1,382)	276	276	276
In-Year Investments Shortfall/Surplus							
In-Year Savings Shortfall/Surplus							
Income						0	0
Interest and capital activity							
Earmarked Reserves							
Net Expenditure	0	0	0	(1,351)	967	967	967
Contribution to/(from) General Reserve							
Budget Requirement	0	0	0	(1,351)	967	967	967

2.3 Op Talla - Financial Summary

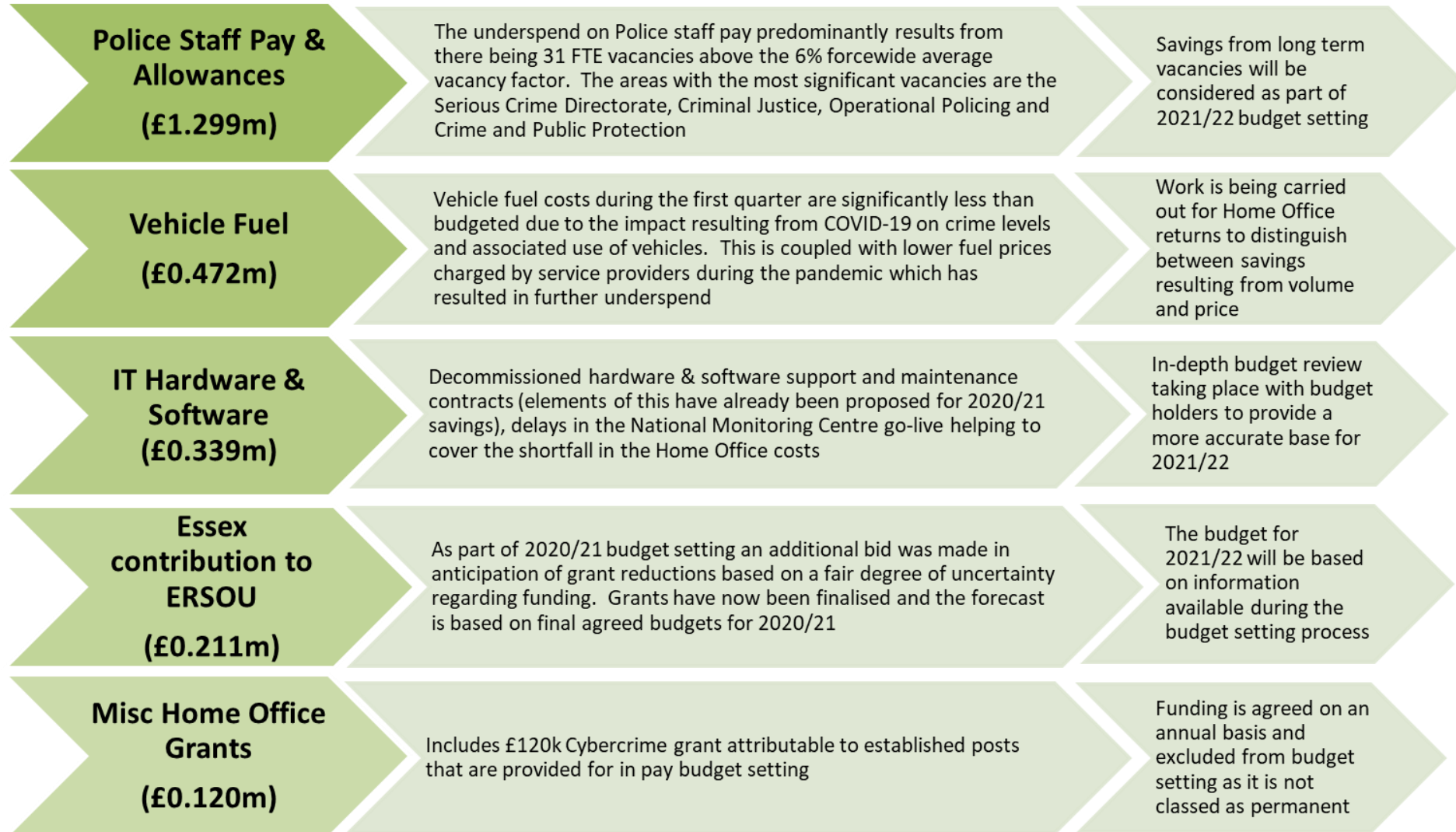
	2019/20 Outturn £000	2020/21 - Forecast to 30/09/20			Grand Total £000
		Actuals to Date £000	Commit- ments £000	Forecast Outturn £000	
Employees					
- Police Officer Pay and Allowances	0	0	0	0	0
- Police Staff Pay and Allowances	0	0	0	0	0
- PCSO Pay and Allowances	0	0	0	0	0
- Overtime, Pensions, Training, Expenses*	10,803	165,377	67,079	232,456	243,259
- Associated Police Pay e.g. Acting Up	0	0	0	0	0
Employees Total	10,803	165,377	67,079	232,456	243,259
Premises	0	10,017	11,289	21,306	21,306
Transport	0	6,405	0	6,405	6,405
Supplies and Services	234,294	816,236	880,876	1,697,112	1,931,406
Third Party Payments	0	0	0	0	0
Income	25,000	0	899,640	899,640	924,640
Net Expenditure	270,097	998,035	1,858,884	2,856,919	3,127,016
Contribution to/(from) General Reserve	0	0	0	0	0
Budget Requirement	270,097	998,035	1,858,884	2,856,919	3,127,016
Cashable Savings	(8,704)	(323,250)	(173,250)	(496,500)	(505,204)
Budget Requirement (less cashable savings)	261,393			2,360,419	2,621,812
Capital Expenditure	0	0	158,000	158,000	158,000

*Includes Bank Holiday overtime at circa £25k per Bank Holiday, up to and including the August Bank Holiday

2.4 Top Five Forecast Overspends (*Current budget*)

<p>Police Officer Pay & Allowances £1.871m</p>	<p>The strength at the start of the year was 24.5 FTE more than budget and there were 17 FTE less leavers than budgeted in May 2020. Whilst intakes have been reprofiled to achieve a year end strength currently forecast at 3,369, timing and costing differences have added to the overspend.</p>	<p>Further work to reprofile intakes is in progress</p>
<p>Police Officer Overtime £1.233m</p>	<p>Forecasts based upon anticipated demand and expenditure profiles based on quarter 1 activity levels. This is affecting a number of commands with significant overspends for Operational Policing £366k; Criminal Justice £247k; SCD £204k; Contact Management (Force Control Room) £165k; Op Melrose £105k; Op Talla £70k; LPA West £57k and LPA North £53k</p>	<p>Overspend will require immediate mitigation through forcewide communication and effective budget monitoring</p>
<p>Medic Supplies £1.000m</p>	<p>The cost of Personal Protective Equipment (PPE) due to COVID-19 has resulted in a circa £1m overspend, subject to further reconciliation work associated with regional purchases that are to be recharged using NRE percentages. PPE stock is at a sufficient level, with no plans for further purchases at this time</p>	<p>Costs associated with Op Talla are being collected by the Home Office; no funding has been announced to date</p>
<p>Police Staff Overtime £0.504m</p>	<p>Forecast based upon historic service demand and expenditure profiles based on quarter 1 activity levels, exacerbated by 31 FTE vacancies above the 6% forcewide average vacancy factor. The most significant overspends are: SCD £128k; Criminal Justice £127k; Contact Management £118k; Op Melrose £53k and Op Talla £30k.</p>	<p>Forecast underspends on police staff pay are anticipated to provide sufficient capacity to allow for a budget virement to be actioned</p>
<p>Forensic Analysis £0.380m</p>	<p>£300k relates to estimated Forensic Service Provider (FSP) top up payments for six months following the national fall in forensic submissions due to Op Talla and the need to stabilise the FSP marketplace. £80k relates to Op Melrose during financial year 2020/21</p>	<p>Costs associated with Op Talla are being collected by the Home Office; no funding has been announced to date. A special grant claim has been submitted for Op Melrose</p>

2.5 Top Five Forecast Underspends (*Current budget*)



3. Police Officer Overtime

3.1 Summary – Main overspends

Police Officer Overtime

Command	Original Budget	Actuals to Date	Forecast Outturn	Forecast Variance	Officer SPP Over/(Under)	Proposed Virement	Revised Variance	RAG Status	2019/20 Current Budget	2019/20 Outturn	19/20 v 20/21 Outturn
	£000	£000	£000	£000	£000	£000	£000		£000	£000	£000
Operational Policing Command	343	81	709	366	TBC	0	366		612	640	69
Criminal Justice Command	53	53	300	247	TBC	0	247		242	248	52
Serious Crime Directorate	425	183	629	204	TBC	0	204		639	629	0
Contact Management	110	45	275	165	TBC	0	165		350	427	(152)
Op Melrose	0	6	105	105	0	0	105		0	113	(8)
Op Talla	0	27	70	70	0	0	70		0	6	64
LPA West	243	54	300	57	TBC	0	57		365	378	(78)
LPA North	361	75	414	53	TBC	0	53		377	413	1
Total	1,535	524	2,802	1,267	0	0	1,267		2,585	2,854	(52)

Notes

1. All areas with the exception of Op Melrose and Op Talla (subject to Home Office funding) have a red RAG status and require immediate corrective action
2. Police Officer Pay is £1.9m overspent across the force, hence no opportunity for virements from Police Officer Pay (awaiting Standardised Police Pay (SPP) reports per command)
3. Forecast outturn positions have been assessed against a combination of last year outturn and Q1 expenditure levels
4. Initial Summer Demand allocations will be reflected in month 4. The £250k budget is forecast on a central cost centre and not included in the forecast outturn positions per command
5. Actuals to date reflect overtime approved and paid by the payroll cut off date of 8th June

4. Police Staff Overtime

4.1 Summary – Main overspends

Police Staff Overtime

Command	Original Budget	Actuals to Date	Forecast Outturn	Forecast Variance	Devolved Pay Over/(Under)	Proposed Virement	Revised Variance	RAG Status	2019/20 Current Budget	2019/20 Outturn	19/20 v 20/21 Outturn
	£000	£000	£000	£000	£000	£000	£000		£000	£000	£000
Serious Crime Directorate	92	38	220	128	109	19	109	Red	166	220	0
Criminal Justice Command	41	37	168	127	241	0	127	Red	92	111	57
Contact Management	242	59	360	118	(367)	118	0	Green	231	332	28
Op Melrose	0	5	53	53	0	0	53	Yellow	0	58	(5)
Op Talla	0	30	30	30	0	0	30	Yellow	0	3	27
Public Protection	61	20	89	28	(91)	28	0	Green	69	72	17
Total	436	189	920	484	(108)	165	319		558	796	124

Notes

- Proposed virements can be met from devolved pay underspends and forcewide Police Staff Pay underspend, largely resulting from command vacancies
- Devolved Pay underspends exclude variance on Police Officer overtime
- Forecast outturn positions have been assessed against a combination of last year outturn and Q1 expenditure levels
- Initial Summer Demand allocations will be reflected in month 4. The £250k budget is forecast on a central cost centre and not included in the forecast outturn positions per command
- Actuals to date reflect overtime approved and paid by the payroll cut off date of 15th June

5. Workforce Analysis

5.1 Pay Summary

Police Officer Pay	£k	Reasons for Changes
Changes in strength forecast	471	Net impact of reprofiling 17 FTE officer joiners during 2020/21 due to 17 FTE less leavers in May than anticipated
Changes in forecast	208	Impact of PSA Change Amendment for Stansted Airport officers due to Op Talla in Q2
Changes in forecast	114	Increase in NI costs due to increased officer overtime forecasts
Changes in forecast including sickness and maternity pay	(53)	Includes adjustments made in the June payroll
Changes in the month impacting on the General Reserve	740	
Total Change	740	
Staff Pay	£k	Reasons for Changes
Changes in forecast	174	Impact of Q2 PSA Change Amendment for Stansted Airport staff due to Op Talla in Q2
Budget transfers to pay	(58)	Funding of IT R&D staff from Operational Transformation Reserve
Budget transfers to pay	(62)	Funding of IT staff for Essex HQ refurbishment from Estates Transformation Reserve
Changes in forecast including sickness and maternity pay	(99)	Includes adjustments made in the June payroll
Changes in the month impacting on the General Reserve	(45)	
Total Change	(45)	
PCSO Pay	£k	Reasons for Changes
Changes in forecast	24	Includes adjustments made in the June payroll
Total Change	24	

5.2 Police Officer FTEs

2020/21 - Police Officers Pay/Strength - Using 2020/21 Budget Setting Model

Ref	2020/21 Budget Setting													
	Strength	Apr FTEs	May FTEs	Jun FTEs	Jul FTEs	Aug FTEs	Sep FTEs	Oct FTEs	Nov FTEs	Dec FTEs	Jan FTEs	Feb FTEs	Mar FTEs	Total FTEs
1	Strength @ beginning of month (note 1)	3,269	3,246	3,223	3,280	3,283	3,316	3,332	3,389	3,366	3,343	3,375	3,352	
2	Leavers	(23)	(23)	(23)	(23)	(23)	(23)	(23)	(23)	(23)	(23)	(23)	(23)	(276)
3	Starters - To cover attrition	0	0	80	0	56	0	80	0	0	20	0	40	276
4	Starters - Growth	0	0	0	26	0	39	0	0	0	36	0	0	101
5	Starters	0	0	80	26	56	39	80	0	0	56	0	40	377
6	Net change	(23)	(23)	57	3	33	16	57	(23)	(23)	33	(23)	17	101
7	Officer strength - month end	3,246	3,223	3,280	3,283	3,316	3,332	3,389	3,366	3,343	3,375	3,352	3,369	
8	Difference to 3,369 FTEs - over / (under)	(123)	(147)	(90)	(87)	(54)	(38)	20	(4)	(27)	6	(17)	0	
Ref	Budget	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Total
		£m	£m	£m	£m	£m	£m	£m	£m	£m	£m	£m	£m	£m
9	1st April 2020 Strength (note 2 & 3)	£14.73m	£14.73m	£14.73m	£14.73m	£14.73m	£15.10m	£15.10m	£15.10m	£15.10m	£15.10m	£15.10m	£15.10m	£179.32m
10	2020/21 Leavers (note 4)	(£0.12m)	(£0.24m)	(£0.36m)	(£0.48m)	(£0.60m)	(£0.72m)	(£0.84m)	(£0.97m)	(£1.09m)	(£1.21m)	(£1.33m)	(£1.45m)	(£9.41m)
	2020/21 Starters (note 4)	£0.00m	£0.00m	£0.35m	£0.46m	£0.70m	£0.84m	£1.18m	£1.18m	£1.18m	£1.39m	£1.39m	£1.56m	£10.24m
	Monthly Budget (note 5 & 6)	£14.61m	£14.49m	£14.71m	£14.71m	£14.83m	£15.21m	£15.43m	£15.31m	£15.19m	£15.28m	£15.16m	£15.21m	£180.15m

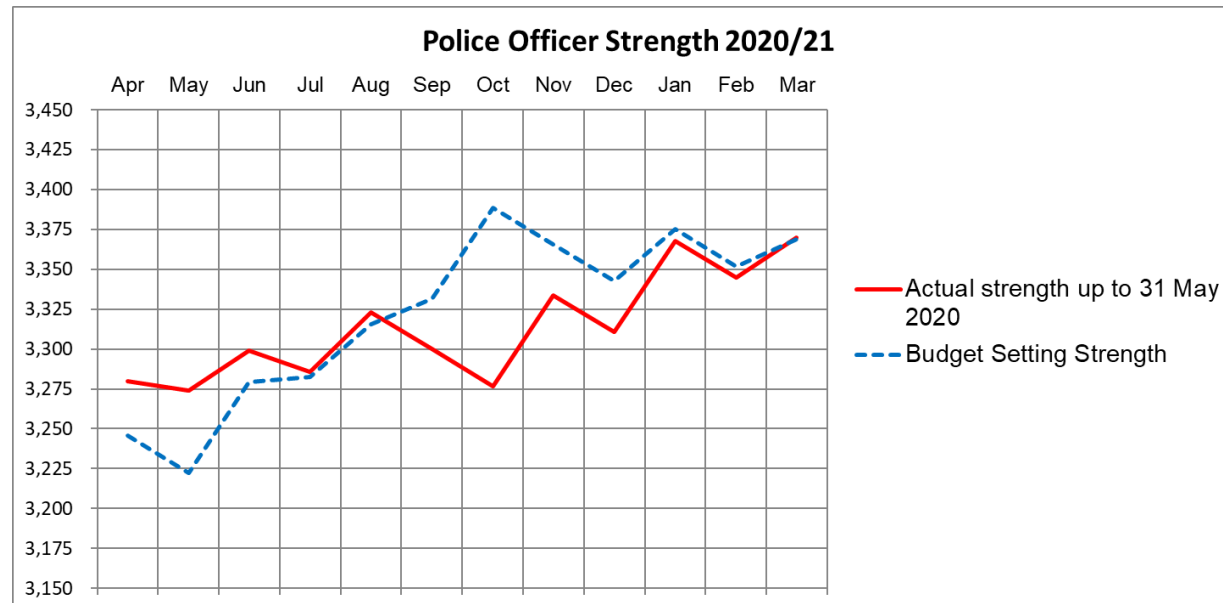
2020/21 Current Forecast - Based on HR Information received 17th June 2020

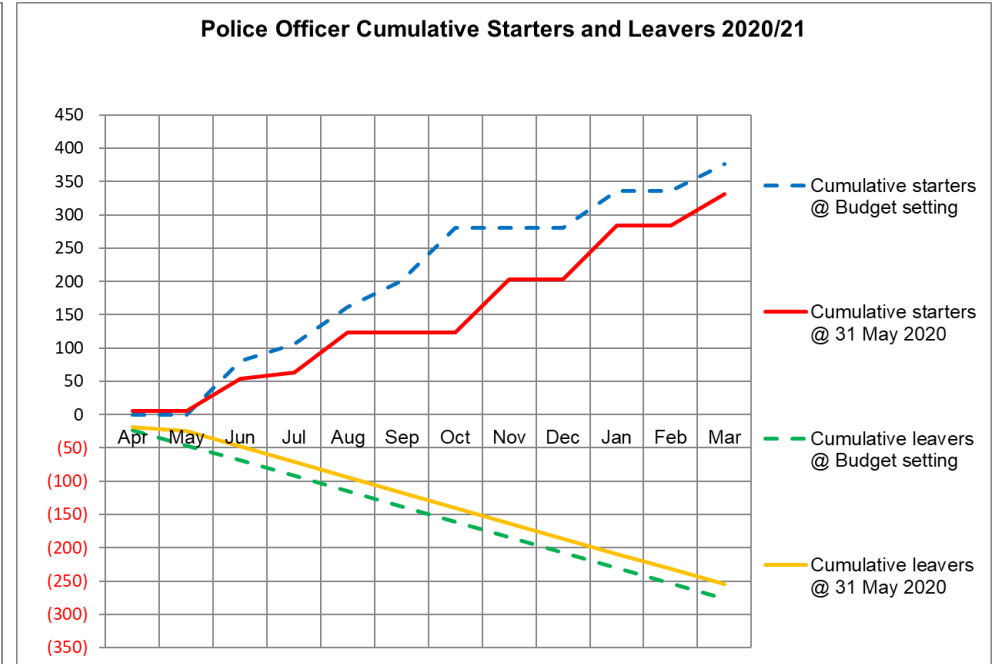
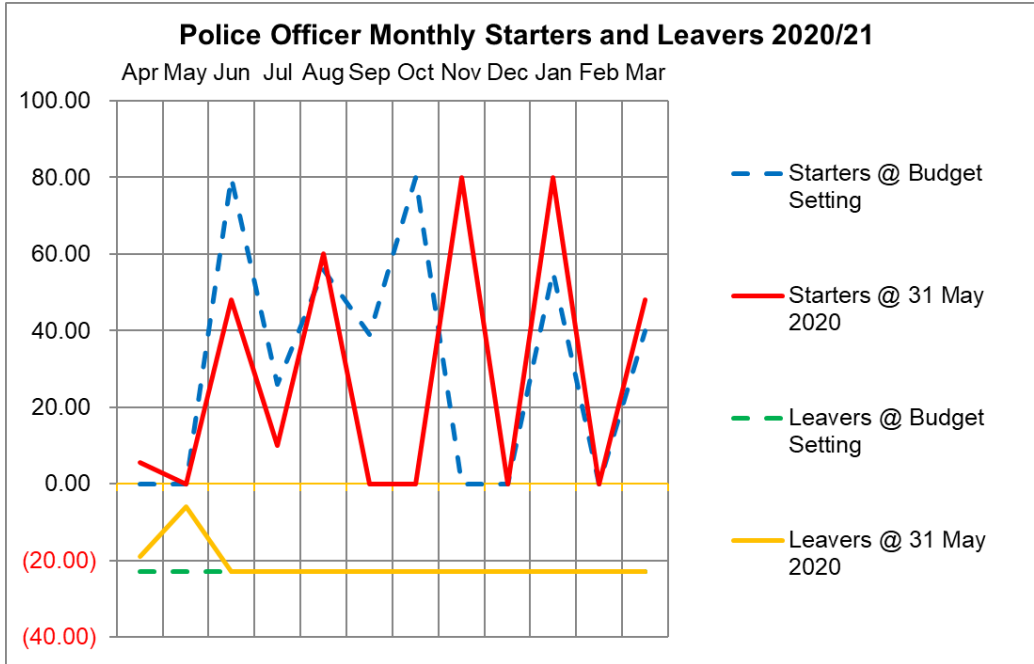
Ref	Strength	Actual FTE		Forecast FTE										
		Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Total
		FTEs	FTEs	FTEs	FTEs	FTEs	FTEs	FTEs	FTEs	FTEs	FTEs	FTEs	FTEs	FTEs
8	1st April 2020 Strength	3,293	3,280	3,274	3,298	3,285	3,322	3,299	3,276	3,333	3,310	3,367	3,344	
9	Leavers (note 7)	(19)	(6)	(23)	(23)	(23)	(23)	(23)	(23)	(23)	(23)	(23)	(23)	(256)
10	Starters (note 8)	6	0	48	10	60	0	0	80	0	80	0	48	332
11	Net change	(14)	(6)	25	(13)	37	(23)	(23)	57	(23)	57	(23)	25	76
12	Officer strength - month end	3,280	3,274	3,298	3,285	3,322	3,299	3,276	3,333	3,310	3,367	3,344	3,369	
13	Difference to 3369fte - over / (under)	(89)	(95)	(71)	(84)	(47)	(70)	(93)	(36)	(59)	(2)	(25)	0	
Ref	Actuals /Forecast £	Actual FTE		Forecast FTE										
		Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Total
		£m	£m	£m	£m	£m	£m	£m	£m	£m	£m	£m	£m	£m
14	Costed Strength before starters/leavers	£13.98m	£14.74m	£14.62m	£15.36m	£14.65m	£15.23m	£15.75m	£15.03m	£14.80m	£15.17m	£14.96m	£15.24m	£179.53m
15	2020/21 Leavers				(£0.07m)	(£0.15m)	(£0.22m)	(£0.30m)	(£0.37m)	(£0.45m)	(£0.52m)	(£0.60m)	(£0.68m)	(£3.36m)
16	2020/21 Starters				£0.17m	£0.28m	£0.38m	£0.50m	£0.62m	£0.77m	£0.77m	£1.03m	£1.22m	£5.74m
17	Other Costs				£0.04m	£0.05m	£0.04m	£0.04m	£0.03m	£0.04m	£0.04m	£0.05m	£0.05m	£0.38m
18	Monthly Actual	£13.98m	£14.74m	£14.62m	£15.50m	£14.83m	£15.43m	£15.99m	£15.31m	£15.16m	£15.46m	£15.44m	£15.79m	£182.25m

Forecast Change from budget setting														
		Actual FTE		Forecast FTE										
		Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Total
		FTEs	FTEs	FTEs	FTEs	FTEs	FTEs	FTEs	FTEs	FTEs	FTEs	FTEs	FTEs	FTEs
19	Strength @ beginning of month (negative=reduction)	24	34	51	19	3	7	(32)	(112)	(32)	(32)	(8)	(8)	
20	Leavers (positive number = less leavers)	4	17	(0)	(0)	0	0	0	0	0	0	0	0	20
21	Starters	6	0	(32)	(16)	4	(39)	(80)	80	0	25	0	8	(45)
22	Month End Strength Change - FTEs	34	51	19	3	7	(32)	(112)	(32)	(32)	(8)	(8)	0	(25)
23	Change per month FTEs	10	17	(32)	(16)	4	(39)	(80)	80	0	25	0	8	
		£m	£m	£m	£m	£m	£m	£m	£m	£m	£m	£m	£m	£m
24	Monthly Financial Change	(£0.63m)	£0.25m	(£0.09m)	£0.79m	(£0.00m)	£0.22m	£0.56m	(£0.00m)	(£0.03m)	£0.18m	£0.28m	£0.58m	£2.10m

Notes

- 1 The budget was built on the assumption that at the start of April 2020 there would be 50.5 FTE strength over and above the approved establishment of 3218 as a result of the decisions to press ahead with recruiting to achieve the planned 151 officer growth in 2020/21 (135 of which is funded from the National Uplift Program). The actual position is 24.5 FTE strength over the 1/4/20 budget.
- 2 The 1st April 2020 strength is not profiled on a monthly basis for budget setting and the above shows the annual amount divided over 12 months with a 2.5% payrise in September i.e. there is no profile adjustment for incremental increases.
- 3 Leavers could be at any rank but assumed to be at Sergeant level for the purpose of profiling the monthly budget. Figures are cumulative.
- 4 The monthly budget for starters is based on the profile and rank of agreed growth posts as per budget setting with the balance to cover attrition assumed to be constables.
- 5 The budget includes Police Officer pay, NI, pension, allowances, 0.5% employers apprenticeship levy and recharges for collaborative posts. Overtime and Bank Holiday pay is not included.
- 6 The change in strength and budget may not always match due to the mix of starters and leavers. Annual average starters cost approx £22k less than average leavers per officer
- 7 Leavers include miscellaneous losses and gains e.g. officers going on secondment or career break. It also includes net adjustments to part time hours
- 8 Starters includes probationers and transferees.





5.3 Police Officers, Police Staff, PCSOs and Specials

FTE Changes Effecting Pay Forecasts - 2020/21 Month 3

1. Police Officers - Budget Based on Strength								
	Current Position - FTEs		Financial Forecasting FTEs					
	Establishment Target	Strength @ month end	Strength at 1st April 2020	Starters for the year	Transferees for the year	Leavers for the year	Other adjustments e.g. change in hours	Strength at 31st March 2021
Budget Setting			3,269	377	0	(276)	0	3,369
HR data @ 30 April 20	3,369	3,279	3,293	342	6	(273)	1	3,369
HR data @ 31 May 20	3,369	3,274	3,293	325	7	(256)	0	3,369
Change	0	(5)	0	(17)	1	17	(1)	0

2. Police Staff - Budget Based on Establishment (please see note below)*						
	Current Position - FTEs		Financial Forecasting FTEs			
	Establishment @ 100%	Strength @ month end	Establishment @ 100% at 1st April 2020	Vacancy Factor Establishment @ 1st April 2020 *	Actual starters to date	Actual leavers to date
Budget Setting			2,240	2,105		
HR data @ 30 April 20		2,074			11	(17)
HR data @ 31 May 20		2,071			19	(28)
Change		(3)			8	(11)

* Vacancy Factor is 7% for departments with less than 30 FTE and 9% for departments with more than 30 FTE for all areas except for FCR, Resolution Centre and OPFCC who have a 0% Vacancy Factor

3. PCSOs - Budget Based on Establishment								
	Current Position - FTEs		Financial Forecasting FTEs					
	Establishment @ month end	Strength @ month end	Establishment @ 1st April 2020	Strength at 1st April 2020	Starters for the year	Leavers for the year	Other adjustments e.g. change in hours	Strength at 31st March 2021
Budget Setting			109	109	0	0	0	109
HR data @ 30 Apr 20	109	110	109	112	0	(9)	0	103
HR data @ 31 May 20	109	110	109	112	0	(8)	0	104
Change		0	0	0	0	1	0	1

Note: The PCSO Establishment includes 19 FTE partnership funded posts which are externally funded

4. Specials Headcount	Actual Strength	Target Strength
Budget Setting		600
HR data @ 30 Apr 20	515	600
HR data @ 31 May 20	515	600
Change	0	0

6. Virement Analysis – Quarter 1

6.1 Virement Analysis – Summary

Line Ref:		Virements																Total	Comment	Line Ref:
		Police Officers	Police Staff	PCSO	Training	Other Employee Expenses	Premises	Transport	Supplies & Services	Third Party Payments	Income	Other Expenditure / (Income)	Contribution to/(from) Earmarked Reserves	Contribution to/(from) General Reserve	In Year Investments (Shortfall)/ Surplus	In Year Savings (Shortfall)/ Surplus	Sources of Finance			
		£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000		
Virements over £250k requiring PFCC approval																				
1	Budget Setting Investment	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
2	Budget Setting Saving	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
3	Collaboration	(2,157)	(1,276)	0	0	(3)	(127)	(169)	(399)	2,984	1,146	0	0	0	0	0	0			
4	External Funding	1,858	1,046	(0)	2	897	(1,277)	16	754	22	(3,318)	0	0	0	0	0	0			
5	Contingencies and Reserves	0	0	0	0	0	0	0	267	0	0	(267)	0	0	0	0	0			
6	Budget Holder	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
7	Total virements over £250k requiring PFCC approval	(299)	(230)	(0)	2	894	(1,404)	(153)	622	3,007	(2,172)	(267)	0	0	0	0	0			
Virements not requiring PFCC approval																				
8	Budget Setting Investment	(30)	(95)	0	111	325	0	0	(301)	0	0	0	0	0	(11)	0	0			
9	Budget Setting Saving	0	4	0	0	0	0	0	0	0	0	0	0	0	0	(4)	0			
10	Collaboration	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
11	External Funding	458	52	0	3	35	1	10	(27)	53	(585)	0	0	0	0	0	0			
12	Contingencies and Reserves	0	120	0	3	58	7	0	(63)	36	(75)	(8)	(78)	0	0	0	0			
13	Budget Holder	100	(109)	0	0	(26)	16	27	(37)	49	(20)	0	0	0	0	0	0			
14	Total virements not requiring PFCC approval	527	(27)	0	116	392	24	37	(427)	139	(680)	(8)	(78)	0	(11)	(4)	0			
15	Total all virements	228	(258)	(0)	118	1,287	(1,380)	(116)	194	3,146	(2,852)	(275)	(78)	0	(11)	(4)	0			

6.2 Virement Analysis – Detail

Table 1: Virements above £250,000 requiring approval from PFCC

Line Ref:	Virement Ref	Virement Type	Virement Description	Police Pay and Allowances	Police Staff Pay and Allowances	PCSO Pay	Training	Other Employee expenses	Premises	Transport	Supplies and Services	Third Party Payments	Income	Other Expenditure / (Income)	Contribution to / (from) Earmarked Reserves	In-Year Investments (Shortfall) / Surplus	In-Year Savings (Shortfall) / Surplus	Total virement	Reason for Virement	
				£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	
1	1	Budget Setting Investment																	0	
2	Sub Total Budget Setting - Investment virements			0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
3	2	Budget Setting Saving																	0	
4	Sub Total Budget Setting - Saving virements			0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
5	3	Collaboration	Realignment of ERSOU budget from substantive headings to regional contribution	(2,156,702)	(1,276,074)			(2,836)	(126,940)	(168,652)	(398,776)	2,984,229	1,145,751						0	Realignment of ERSOU budget from substantive headings to a regional contribution, reflected in Third Party Payments
6	Sub Total Collaboration virements			(2,156,702)	(1,276,074)	0	0	(2,836)	(126,940)	(168,652)	(398,776)	2,984,229	1,145,751	0	0	0	0	0	0	
7	4	External funding	Re-alignment of seconded officer budgets based on current secondments	(331,681)		(4)		(26,507)		(9,552)	(2,286)		370,030						0	Budget adjusted to reflect the reduced number of officers on secondment out of force
8	5	External funding	Athena Management Office budget re-alignment between account codes	89,473	243,406			9,338		(1,434)	652,352	(78,438)	(914,697)						0	Create AMO recharge income budget
9	6	External funding	Creation of ERSOU Local CT Income/Expenditure Budgets for force contribution	680,783				15,721	700	1,322	1,692		(700,218)						0	Creation of ERSOU Local CT Income/Expenditure Budgets for force contribution
10	7	External funding	Creation of Op Magenta budget funded from income	357,891				39,084		6	20		(397,001)						0	Creation of budget for Op Magenta recharged to Hampshire Police (via Kent Police).
11	8	External funding	2020/21 Safer Essex Roads Partnership - reduction in income from ECC due to reduced overtime expenditure	(40,000)				(360,000)					400,000						0	2020/21 Safer Essex Roads Partnership - reduction in income from ECC due to reduced overtime expenditure
12	9	External funding	Creation of ERSOU ROCU Income/Expenditure Budgets for force contribution	566,172				40,070		250			(606,492)						0	Creation of ERSOU ROCU Income/Expenditure Budgets for force contribution
13	10	External funding	Removal of budget for Six Hills Court - Property now under the stewardship of Bedfordshire constabulary						(1,200,750)				1,200,750						0	Delete Six Hills recharge budget as property is now managed by Bedfordshire Police.
14	11	External funding	Disclosure Barring Service grant setup 2020-21		174,138			172,889		(114)	14,198		(361,111)						0	Disclosure Barring Service grant setup 2020/21
15	12	External funding	Realignment of ERSOU CT Grant Unit Income/Expenditure Budgets	168,657			2,034	245,168	(76,744)	3,551	(10,182)	908	(333,392)						0	Realignment of ERSOU CT Grant Unit Income/Expenditure Budgets
16	13	External funding	Op Sceptre 2020/21 Grant Setup	227,297	25,620			726,518				100,000	(1,152,435)						0	Op Sceptre 2020/21 Grant Setup
17	14	External funding	Creation of Seven Forces Project team income and expenditure budgets	139,422	297,841					5,000			(442,263)						0	Creation of Seven Forces Project team income and expenditure budgets
18	15	External funding	Creation of 7F Procurement income and expenditure rechargeable budgets		304,637			35,003		16,634	25,000		(381,274)						0	Creation of 7F Procurement income and expenditure rechargeable budgets
19	Sub Total External funding virements			1,858,014	1,045,642	(4)	2,034	897,284	(1,276,794)	15,663	753,794	22,470	(3,318,103)	0	0	0	0	0	0	
20	16	Contingencies and Reserves	OPFCC Commissioning Budget 2019/20 C/fwd								266,750		(266,750)						0	Unutilised OPFCC 2019/20 Commissioning Budgets C/Fwd into 2020/21
21	Sub Total Contingencies/Reserves virements			0	0	0	0	0	0	0	266,750	0	(266,750)	0	0	0	0	0	0	
22	17	Budget Holder																	0	
23	Sub Total Budget Holder virements			0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
24	Total Virements requiring Approval			(298,688)	(230,432)	(4)	2,034	894,448	(1,403,734)	(152,989)	621,768	3,006,699	(2,172,352)	(266,750)	0	0	0	0	0	

- A review of the virement in the above table and the PFCC decision sheet is to be completed at the Performance and Resources Board on 23rd July.

7. Reserves

7.1 Detail Reserve Analysis

Earmarked Reserves and Provisions - Opening and Closing Balances						
Reserve	1st April 2020 - Opening Balance	Contribution 2020/21	Allocation 2020/21	30th June 2020 - Closing Balance	Forecast Year End Balance	Comment
Reserves held by Essex Police but managed as third party reserves						
Proceeds of Crime Act	£2.738m		(£0.402m)	£2.336m	£2.336m	POCA Reserve holds receipts received through the Asset Recovery Incentive Scheme to fund crime reduction related expenditure.
Forfeiture Monies Reserve	£0.124m	£0.010m		£0.134m	£0.134m	Forfeiture Monies Reserve holds funds transferred from the Misuse of Drugs Act Seizures Fund.
Total	£2.862m	£0.010m	(£0.402m)	£2.470m	£2.470m	
Project Reserves						
N/A	£0.000m			£0.000m	£0.000m	N/A
Total	£0.000m	£0.000m	£0.000m	£0.000m	£0.000m	
Ringfenced Reserve						
Restructuring Reserve	£0.231m			£0.231m	£0.231m	Reserve to help fund future years restructuring costs (Redundancies, LGPS Financial Strain and relocation expenses).
Total	£0.231m	£0.000m	£0.000m	£0.231m	£0.231m	
Operational Reserves						
Major Operational Reserve	£1.500m			£1.500m	£0.000m	It is good practice to hold a reserve for dealing with major incidents that will not be reimbursed by the Home Office e.g. Colchester murders, Operation Henley. These reserves are typically 1% of the force budget. In the event that Home Office funding is not made available in 2020/21 for Op Melrose and Op Talla, the Major Operational Reserve will be used to part fund the expenditure.
Chief Constables Operational C/Fwd	£0.500m			£0.500m	£0.000m	Operational Carry Forward resulting from the 2019/20 force underspend. Forecast to be fully utilised in 2020/21.
Operational Transformational Reserve (OTR)	£1.055m		(£0.084m)	£0.971m	£0.000m	OTR report is submitted to OPFCC Performance and Resources Board on a quarterly basis.
Transformation Reserve	£0.453m		(£0.070m)	£0.383m	£0.307m	Reserve to help fund the one-off costs of implementing the IT and Estates Transformation Strategies.
Data Analytics Reserve	£0.228m			£0.228m	£0.000m	Data Analytics and Visualisation Tool to be delivered in 2020/21.
PEQF Reserve	£0.218m			£0.218m	£0.000m	PEQF mobilisation costs to be used within 2020/21 for the introduction of the new PEQF training programme.
Specials Constabulary Reserve	£0.145m			£0.145m	£0.145m	Reserve to fund ongoing (non-pay) activities associated with the growth of the Special Constabulary.
Future Capital Funding	£2.000m			£2.000m	£0.000m	Capital reserves to run out during 2020/21, need external borrowing to fund capital programme
Total	£6.099m	£0.000m	(£0.154m)	£5.945m	£0.452m	
OPFCC Carry Forward Reserves						
2019/20 to 2020/21	£0.267m		(£0.267m)	£0.000m	£0.000m	£267k for OPCC grants are carried forward to 2020/21.
Total	£0.267m	£0.000m	(£0.267m)	£0.000m	£0.000m	
Total Revenue Earmarked Reserves	£9.459m	£0.010m	(£0.823m)	£8.646m	£3.153m	
Provisions						
Legal Claims Provision	£0.721m			£0.721m	£0.000m	Provision to fund the cost of one-off commitments for legal claims (Allard & Ors v Devon & Cornwall Constabulary).
Insurance Provision	£2.583m			£2.583m	£2.900m	Provision to fund insurance claims expenditure for motor, employers liability and public liability claims.
Total	£3.304m	£0.000m	£0.000m	£3.304m	£2.900m	
General Reserve						
General Reserve	£9.275m		(£4.337m)	£4.938m	£6.438m	The 2020/21 General Reserve opening balance is £9.275m. This represents 2.95% of the 2020/21 force budget of £314.7m. The contribution of £4.337m from the General Reserve includes £2.500m for Op Talla and £0.967m for Op Melrose. Both major operations will be subject to a request for Home Office funding during the financial year. If Home Office funding is not available, use of the Major Operational Reserve will be used to part fund Op Melrose (£1m) and Op Talla (£0.5m), which is reflected in the forecast year end balance of the General Reserve.
Total Revenue Reserves and Provisions	£22.038m	£0.010m	(£5.160m)	£16.888m	£12.491m	

7.2 Transformation Reserve

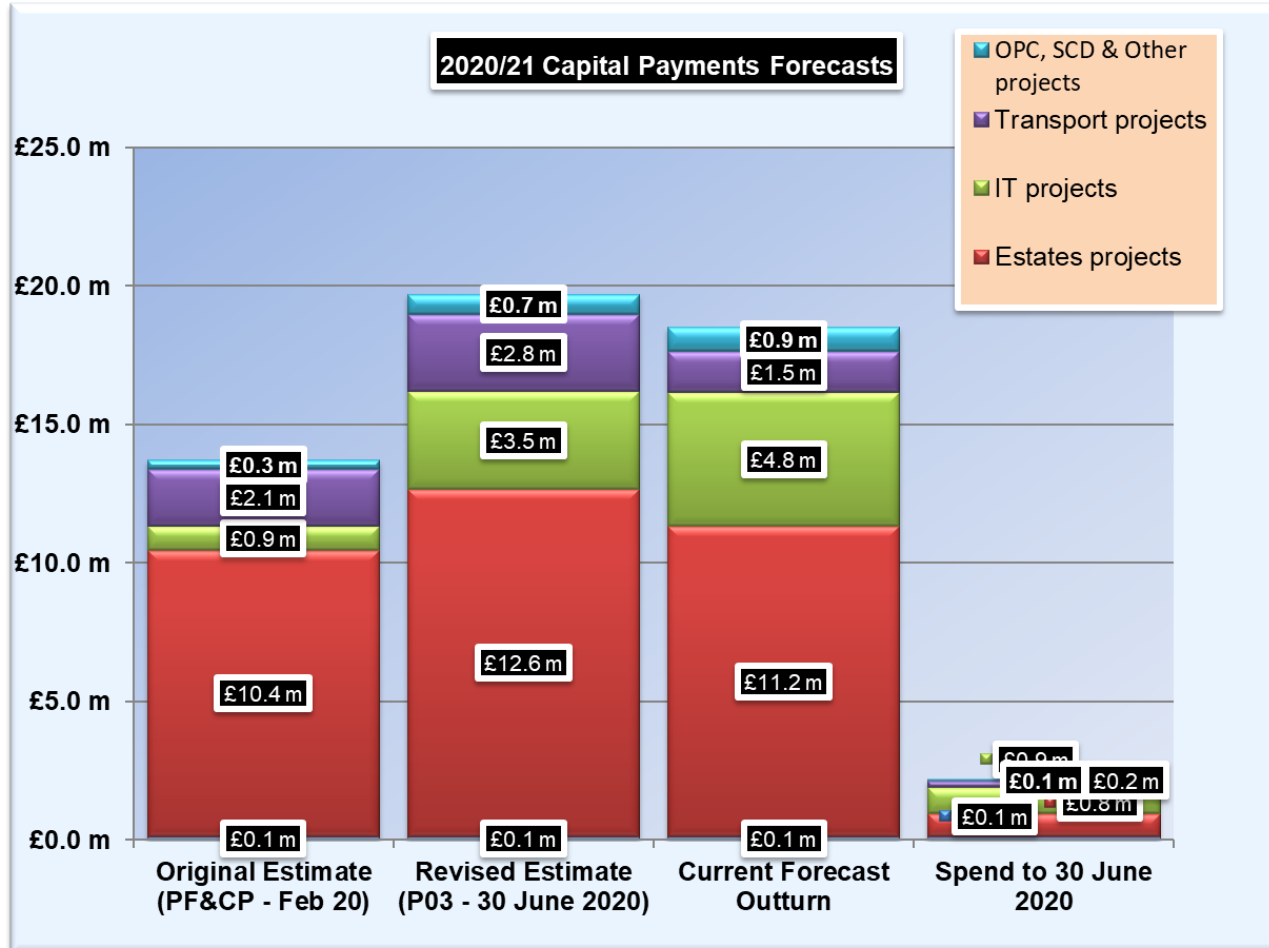
2020/21 Transformation Reserve						
Items Approved	Opening Balance	Allocations to 30 June	Balance to be allocated	In-Year Forecast	Year End Balance	Actuals to 30 June
	£	£	£	£	£	£
Estates - Disposal Fees	0	0	0	0	0	0
Op. Javelin	80,297	(7,000)	73,297	7,000	73,297	0
Estates - Enabling Projects - decamp	80,612	(62,450)	18,162	62,450	18,162	9,968
IT Transformation	176,906	0	176,906	76,000	100,906	0
Arlingclose	15,000	0	15,000	0	15,000	0
Transport Services - Dashcams	100,000	0	100,000	0	100,000	0
Total	452,815	(69,450)	383,365	145,450	307,365	9,968

7.3 Op Sceptre Financial Summary

Op Sceptre Financial Summary							
	Government Grant	Spend to Date	Forecast Spend	Forecast Income (Full Year)	Forecast Income (Qtr 1)	Income Received to Date	Notes
	£	£	£	£	£	£	
Op Sceptre	1,152,435	189,301	1,152,435	1,152,435	189,301	0	

8. Capital

8.1 Capital Expenditure Forecast

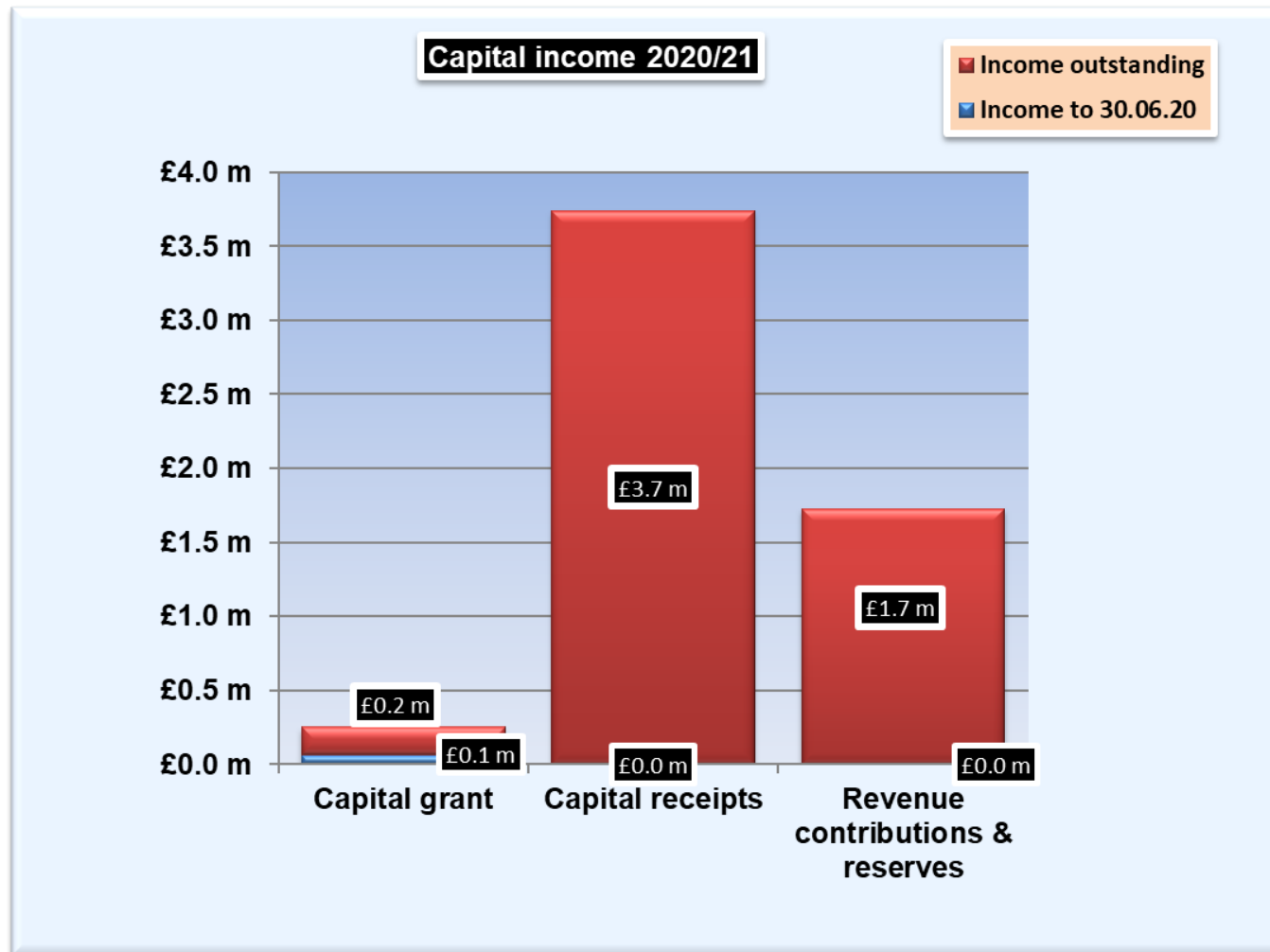


- Capital expenditure to date was **£2.2m** at 30 June 2020.
- In-year forecast capital expenditure is **£18.5m**, an increase of **£6.0m** over the forecast reported to the Police, Fire & Crime Panel on 6 February 2020, and a decrease of **£1.2m** reported to the Strategic Board on 19 June 2020. The forecast net increase of **£4.8m** primarily reflects:
 - Payments slippage from 2019/20 to 2020/21
 - Business cases approved by the PFCC
 - Payments slippage on projects from 2020/21 to 2021/22.

8.2 Movement in Capital Reserve Forecast

Movement in Capital Reserves From Police, Fire & Crime Panel 6 February 2020			
Project	Area	£000	Reason
Police, Fire & Crime Panel 6 February 2020		3,990	Forecast Reserves Deficit at 31 March 2021 (Approved Projects)
(i) Movement in Capital Payments			
Chelmsford PS Refurbishment / Operation Ametrine	ESTATES	2,199	Payments slippage from 2019/20
Technical Refresh / AV Equipment / Digital Hubs Hardware	IT	2,670	Payments slippage from 2019/20
Fleet Replacement Programmes	TRANSPORT	721	Payments slippage from 2019/20
Taser Replacement Programme	OPC	205	Payments slippage from 2019/20
Replacement of Laser Scanners	SCD	77	Payments slippage from 2019/20
Body Armour Police Officer Uplift	OTHER	118	Payments slippage from 2019/20
Increase to Strategic Board 19 June 2020		5,990	
Upgrade of Faith Rooms / CRU Co-location / CSI Accommodation	ESTATES	232	Strategic Board approval 19 June 2020
CCTV Replacement in Custody Suites / Capitalised Maintenance	ESTATES	(1,733)	Payments slippage to 2021/22
Chelmsford PS Refurb / CCTV Security / Disposals Reprovision	ESTATES	152	Forecast spend reprofiled
Digital Interview Replacement (CODES) / Legacy Digital Data Store	IT	1,038	Strategic Board approval 19 June 2020
IT Equipment Police Officer Uplift	IT	419	2020/21 budget setting approval (PF&C Panel)
IT Equipment Covid-19	IT	158	Urgent Chief Officer approval
Athena Digital Case File Phase 2	IT	8	PFCC / COG approval, 7 Forces project
Digital Interview Replacement / Charter / Mobile First / ESMCP	IT	(434)	Payments slippage to 2021/22
Infrastructure Technical Refresh / Infrastructure Modernisation	IT	107	Forecast spend reprofiled / Project spend complete
Fleet Replacement Programmes	TRANSPORT	(1,325)	Payments slippage to 2021/22
Taser Replacement Programmes	OPC	28	Forecast spend reprofiled / Training Team Vehicle
Covert Technical Equipment	SCD	230	Strategic Board approval 19 June 2020
Body Armour Police Officer Uplift	OTHER	(85)	2020/21 budget setting approval / Payments slippage to 2021/22
Decrease to P03 (Quarter 1) at 30 June 2020		(1,205)	
Total increase over Police, Fire & Crime Panel 6 February 2020		4,785	Total Payments Forecast Movement
(ii) Movement in Capital Income			
Capital Receipts	ESTATES	3,368	Reprofiled from 9 properties forecast for disposal to 6 properties
Home Office Capital Grant	OTHER	48	Actual grant notification
Revenue Contribution	OTHER	(22)	Taser Replacement Programme - Training Team Vehicle
External Sources	OTHER	47	Vehicles purchased in 2019/20 with SERP funding
Total decrease over Police, Fire & Crime Panel 6 February 2020		3,441	Total Income Movement
(iii) Movement in Capital Reserves Balance			
Actual Reserves Balance 31 March 2020		(2,530)	Total Reserves Movement per Statement of Accounts
2020/21 Period 03 (Quarter 1) at 30 June 2020		9,686	Forecast Reserves Deficit at 31 March 2021 (Approved Projects)

8.3 Capital Income



- At 30 June 2020 there have been no property disposals. The latest capital receipts target for the year is **£3.7m** for the disposal of six properties.
- At 30 June 2020 **£0.06m** Home Office capital grant had been received. Additional funding of **£1.7m** is being provided from revenue contributions, of which:
 - **£1m** is to assist with funding the capital programme as external borrowing will be required during the year.
 - **£0.7m** primarily for funding associated costs relating to the increase in police officer numbers.

8.4 Projection of Capital Reserves – Cashflow Profile

	Quarter 1 Actual £000	Jul-20 Forecast £000	Aug-20 Forecast £000	Sep-20 Forecast £000	Oct-20 Forecast £000	Nov-20 Forecast £000	Dec-20 Forecast £000	Jan-21 Forecast £000	Feb-21 Forecast £000	Mar-21 Forecast £000	TOTAL Forecast £000
Opening balance of capital reserves	(3,095)	(962)	(941)	(422)	2,975	4,324	5,698	6,548	7,155	8,464	(3,095)
Capital spend in year	2,196	1,121	1,232	5,207	2,014	1,437	2,093	607	1,372	1,222	18,501
Annual grant from the Home Office	(63)	-	(63)	-	-	(63)	-	-	(63)	-	(252)
Property disposals	-	(1,100)	(650)	(326)	(665)	-	(1,000)	-	-	-	(3,741)
Revenue Contributions	-	-	-	(1,484)	-	-	(243)	-	-	-	(1,727)
Closing balance of capital reserves	(962)	(941)	(422)	2,975	4,324	5,698	6,548	7,155	8,464	9,686	9,686

- Capital spend in year shows payments on approved 2019/20 projects and earlier years approved projects only.
- There have been no property disposals up to 30 June 2020. Capital receipts forecast for the year is based on the disposal of 6 properties, per Estates Tracker v48.0 May (04.06.20).
- Revenue contributions of £1m agreed at budget setting to fund capital programme and avoid future cost of borrowing, £0.418m for Police Officer uplift: IT equipment, £0.243m for Police Officer uplift: additional lockers provision; £0.044m for Police Officer uplift: Body armour and £0.022m for Taser programme: Training Team vehicle.

Appendices to Revenue Report 2020/21 – Quarter 1

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9. APPENDIX A – Detail Revenue Report

POLICE & CRIME COMMISSIONER FOR ESSEX REVENUE REPORT 2020/21 QUARTER 1

	Original Budget	Current Year Virements	Current Budget	Actuals to Date	Forecast Outturn	Variance - Over / (Under) Spend
	£000	£000	£000	£000	£000	£000
Employees						
Police Pay and Allowances	180,151	228	180,379	43,517	182,250	1,871
Police Staff Pay and Allowances	86,727	(258)	86,469	20,214	85,171	(1,299)
PCSO Pay	3,510	(0)	3,510	889	3,544	34
Operational Performance	340	140	480	0	480	0
Police Officer Overtime	3,939	659	4,599	858	5,851	1,252
Police Officer Bank Holiday Overtime	1,766	70	1,835	836	1,889	53
Police Staff Agency	95	83	178	27	394	216
Police Staff and PCSO Overtime	927	180	1,107	351	1,684	578
Pensions (Ill Health / Medical)	4,506	0	4,506	1,291	4,543	37
Training	1,350	118	1,468	223	1,545	77
Employee Expenses (e.g. Severance)	362	224	586	(120)	586	0
Associated Police Pay e.g. Acting Up, A/L loss of pay	1,060	(69)	991	272	1,080	89
Employees Sub Total	284,733	1,376	286,109	68,358	289,017	2,908
Premises	10,836	(1,380)	9,456	2,209	9,496	40
Transport	6,571	(116)	6,454	1,788	5,910	(544)
Supplies and Services						
Forensic Costs	3,213	30	3,243	630	3,623	380
Communications & Technology	13,322	202	13,524	6,689	13,362	(163)
Uniforms & Laundry	763	2	765	167	741	(25)
Medical related expenditure	2,460	83	2,544	97	2,544	0
Office Equipment, Furniture & Materials	606	(0)	606	117	690	84
Custody Costs	473	(20)	454	120	610	156
PCC Grants	5,480	267	5,747	728	5,747	0
Insurance Contribution	1,300	0	1,300	210	1,300	0
Specialist/Operational Supplies & Services	6,760	54	6,814	2,046	7,283	469
Revenue Consequences of Capital	3,579	(424)	3,155	0	3,155	0
Supplies & Services Sub Total	37,958	194	38,152	10,803	39,053	901
Third Party Payments	6,584	3,146	9,729	(517)	9,885	156
In-Year Investments	0	(11)	(11)	0	0	11
In-Year Savings	(96)	(4)	(100)	0	0	100
Gross Operating Expenditure	346,585	3,205	349,790	82,641	353,361	3,572
Income	(33,705)	(2,852)	(36,557)	(3,774)	(35,892)	665
Net Cost of Services	312,880	353	313,233	78,867	317,470	4,237
Other Expenditure / (Income)						
Interest (Receivable) / Payable	3	0	3	6	103	100
Cost of the disposal of fixed assets	30	(30)	0	0	0	0
Capital & Other Adjustments	2,205	22	2,227	(87)	2,227	0
Budget carry forwards	0	(267)	(267)	(267)	(267)	0
Earmarked reserves	(402)	(78)	(480)	(541)	(1,980)	(1,500)
	1,836	(353)	1,483	(888)	83	(1,400)
Net Expenditure	314,716	(0)	314,716	77,979	317,553	2,837
Contribution to/(from) General Balance	0	0	0	0	(2,837)	(2,837)
BUDGET REQUIREMENT	314,716	(0)	314,716	77,979	314,716	0

10. APPENDIX B – Virement Analysis – Other Virements

Table 2: Other Virements																	
Virement Ref	Virement Type	Virement Description	Police Pay and Allowances	Police Staff Pay and Allowances	PCSO Pay	Training	Other Employee expenses	Premises	Transport	Supplies and Services	Third Party Payments	Income	Other Expenditure / (Income)	Contribution to/(from) Earmarked Reserves	In-Year Investments (Shortfall) / Surplus	In-Year Savings (Shortfall) / Surplus	Total virement
			£	£	£	£	£	£	£	£	£	£	£	£	£	£	£
25	18	Budget Setting - Investments		(125,000)						125,000							0
26	19	Budget Setting - Investments	(30,000)	30,000													0
27	20	Budget Setting - Investments					100,000			(100,000)							0
28	21	Budget Setting - Investments					8,000								(8,000)		0
29	22	Budget Setting - Investments								2,500					(2,500)		0
30	23	Budget Setting - Investments					16,961			(16,961)							0
31	24	Budget Setting - Investments					200,000			(200,000)							0
32	25	Budget Setting - Investments				111,200				(111,200)							0
33	Sub Total Budget Setting - Investment virements		(30,000)	(95,000)	0	111,200	324,961	0	0	(300,661)	0	0	0	0	(10,500)	0	0
34	26	Budget Setting - Saving		4,198												(4,198)	0
35	Sub Total Budget Setting - Saving virements		0	4,198	0	0	0	0	0	0	0	0	0	0	0	(4,198)	0
36	27	Collaboration															0
37	Sub Total Collaboration virements		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
38	28	External funding	166,300									(166,300)					0
39	29	External funding	129,750	58,654		2,609	11,014	903	(269)	12,911	2,893	(218,465)					0
40	30	External funding		3,835			23,956					(27,791)					0
41	31	External funding	161,535						10,500			(172,035)					0
42	32	External funding		(10,623)						(39,800)	50,423						0
43	Sub Total External funding virements		457,585	51,866	0	2,609	34,970	903	10,231	(26,889)	53,316	(584,591)	0	0	0	0	0

Table 2: Other Virements																		
Virement Ref	Virement Type	Virement Description	Police Pay and Allowances	Police Staff Pay and Allowances	PCSO Pay	Training	Other Employee expenses	Premises	Transport	Supplies and Services	Third Party Payments	Income	Other Expenditure / (Income)	Contribution to/(from) Earmarked Reserves	In-Year Investments (Shortfall) / Surplus	In-Year Savings (Shortfall) / Surplus	Total virement	
			£	£	£	£	£	£	£	£	£	£	£	£	£	£	£	
44	33	Contingencies and Reserves								3,198				(3,198)			0	
45	34	Contingencies and Reserves									30,000		(30,000)				0	
46	35	Contingencies and Reserves		57,648			1,082							(58,730)			0	
47	36	Contingencies and Reserves										(75,000)		75,000			0	
48	37	Contingencies and Reserves						7,000						(7,000)			0	
49	38	Contingencies and Reserves											22,000	(22,000)			0	
50	39	Contingencies and Reserves					66,375			(66,375)							0	
51	40	Contingencies and Reserves				2,550	(9,041)				6,491						0	
52	41	Contingencies and Reserves		62,450										(62,450)			0	
53	Sub Total Contingencies/Reserves virements		0	120,098	0	2,550	58,416	7,000	0	(63,177)	36,491	(75,000)	(8,000)	(78,378)	0	0	0	
54	42	Budget Holder					16,500			(16,500)							0	
55	43	Budget Holder					(42,700)		42,700								0	
56	44	Budget Holder		(9,000)						29,000		(20,000)					0	
57	45	Budget Holder								(50,836)	50,836						0	
58	46	Budget Holder								1,700	(1,700)						0	
59	47	Budget Holder						16,000	(16,000)								0	
60	48	Budget Holder	99,553	(99,553)													0	
61	Sub Total Budget Holder virements		99,553	(108,553)	0	0	(26,200)	16,000	26,700	(36,636)	49,136	(20,000)	0	0	0	0	0	
62	Total of Other Virements		527,138	(27,391)	0	116,359	392,147	23,903	36,931	(427,363)	138,943	(679,591)	(8,000)	(78,378)	(10,500)	(4,198)	0	
63	Grand Total all Virements		228,450	(257,823)	(4)	118,393	1,286,595	(1,379,831)	(116,058)	194,405	3,145,642	(2,851,943)	(274,750)	(78,378)	(10,500)	(4,198)	0	

11. APPENDIX C – Detail Reserves Analysis

	2019/20	2020/21			2021/22			2022/23			2023/24			2024/25			2025/26			Ref:	Notes	
	Outturn @ 31/3/20 (£m)	Forecast @ 1/4/20 (£m)	Forecast Movements (£m)	Forecast @ 31/3/21 (£m)	Forecast @ 1/4/21 (£m)	Forecast Movements (£m)	Forecast @ 31/3/22 (£m)	Forecast @ 1/4/22 (£m)	Forecast Movements (£m)	Forecast @ 31/3/23 (£m)	Forecast @ 1/4/23 (£m)	Forecast Movements (£m)	Forecast @ 31/3/24 (£m)	Forecast @ 1/4/24 (£m)	Forecast Movements (£m)	Forecast @ 31/3/25 (£m)	Forecast @ 1/4/25 (£m)	Forecast Movements (£m)	Forecast @ 31/3/26 (£m)			
Specific Revenue Reserves																						
Reserves held but managed as third party reserves																						
1 POCA income	2.7	2.7	(0.4)	2.3	2.3	(0.6)	1.7	1.7	1.1	2.8	2.8	(0.4)	2.4	2.4	(0.3)	2.1	2.1	(0.2)	1.9	1	£2.2m included within the POCA reserve in 2019/20 from 2018/19 seizures. The use of the POCA reserve is subject to further review in addition to funding of financial investigators on an annual basis.	
2 Forfeiture Monies Reserve	0.1	0.1	-	0.1	0.1	-	0.1	0.1	-	0.1	0.1	-	0.1	0.1	-	0.1	0.1	-	0.1			
3 Reserves held but managed as third party reserves Total	2.8	2.8	(0.4)	2.4	2.4	(0.6)	1.8	1.8	1.1	2.9	2.9	(0.4)	2.5	2.5	(0.3)	2.2	2.2	(0.2)	2.0			
Ring-fenced Reserves																						
4 Restructuring Reserve	0.2	0.2	-	0.2	0.2	-	0.2	0.2	-	0.2	0.2	-	0.2	0.2	-	0.2	0.2	-	0.2			
5 Ring-fenced Reserves Total	0.2	0.2	-	0.2	0.2	-	0.2	0.2	-	0.2	0.2	-	0.2	0.2	-	0.2	0.2	-	0.2			
Operational Reserves																						
6 Specials Constabulary Reserve	0.1	0.1	-	0.1	0.1	-	0.1	0.1	-	0.1	0.1	-	0.1	0.1	-	0.1	0.1	-	0.1			
7 Transformation Reserve	0.5	0.5	(0.2)	0.3	0.3	-	0.3	0.3	-	0.3	0.3	-	0.3	0.3	-	0.3	0.3	-	0.3			
8 Major Operational Reserve	1.5	1.5	(1.5)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-			
9 Operational Transformational Reserve (OTR)	1.0	1.0	(1.0)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-			
10 Future Capital Funding	2.0	2.0	(2.0)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-			
11 PEQF Reserve	0.2	0.2	(0.2)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-			
12 Data Analytics Reserve	0.2	0.2	(0.2)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-			
13 Operational Reserves Total	5.5	5.5	(5.1)	0.4	0.4	-	0.4	0.4	-	0.4	0.4	-	0.4	0.4	-	0.4	0.4	-	0.4			
14 Specific Revenue Reserves	8.5	8.5	(5.5)	3.0	3.0	(0.6)	2.4	2.4	1.1	3.5	3.5	(0.4)	3.1	3.1	(0.3)	2.8	2.8	(0.2)	2.6			
15 Carry Forwards Reserve - OPFCC	0.2	0.2	(0.2)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-			
17 Carry Forwards Reserve - Chief Constable	0.5	0.5	(0.5)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-			
18 Total Revenue Earmarked Reserves	9.2	9.2	(6.2)	3.0	3.0	(0.6)	2.4	2.4	1.1	3.5	3.5	(0.4)	3.1	3.1	(0.3)	2.8	2.8	(0.2)	2.6			
19 General Reserve	9.3	9.3	(2.8)	6.5	6.5	0.8	7.3	7.3	0.8	8.1	8.1	0.8	8.9	8.9	0.8	9.7	9.7	0.8	10.5			
20 GR as % of net revenue expenditure	3.1%			2.1%			2.3%			2.5%			2.7%			2.9%			3.0%			
21 Total Revenue Reserves	18.5	18.5	(9.0)	9.5	9.5	0.2	9.7	9.7	1.9	11.6	11.6	0.4	12.0	12.0	0.5	12.5	12.5	0.6	13.1	11	£0.2m transferred into a PEQF reserve in 2019/20 for use in 2020/21.	
Specific Capital Reserves																						
22 Usable Capital Receipts	1.1	1.1	(1.1)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-			
23 Total Capital Reserves	1.1	1.1	(1.1)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-			
Usable Provisions																						
24 Insurance (for known outstanding claims)	2.6	2.6	0.3	2.9	2.9	-	2.9	2.9	-	2.9	2.9	-	2.9	2.9	-	2.9	2.9	-	2.9			
25 Legal Claims	0.7	0.7	(0.7)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-			
26 Total Usable Provisions	3.3	3.3	(0.4)	2.9	2.9	-	2.9	2.9	-	2.9	2.9	-	2.9	2.9	-	2.9	2.9	-	2.9			
27 Grand Total - Reserves and Provisions	22.9	22.9	(10.5)	12.4	12.4	0.2	12.6	12.6	1.9	14.5	14.5	0.4	14.9	14.9	0.5	15.4	15.4	0.6	16.0	19	2020/21 - 2020/21 movement includes £2m transfer to revenue to part fund COVID 19 (Any underspend in 2020/21 will be used to reduce the requirement for this transfer). Assumes contributions of £0.8m in 2021/22 and subsequent years to return reserve to a 3% of net revenue expenditure by 2025/26.	
28 Internal Borrowing on past capital projects	(6.1)	(6.1)	0.5	(5.6)	(5.6)	0.5	(5.1)	(5.1)	0.5	(4.6)	(4.6)	0.5	(4.1)	(4.1)	0.5	(3.6)	(3.6)	0.5	(3.1)	28	The movement on internal borrowing is the £0.5m annual contribution (MRP) for historic capital projects. The forecast for new borrowing will be included as the external borrowing becomes certain.	
29 Reserves Financed by Cash	16.8	16.8	(10.0)	6.8	6.8	0.7	7.5	7.5	2.4	9.9	9.9	0.9	10.8	10.8	1.0	11.8	11.8	1.1	12.9			