

ESSEX POLICE, FIRE AND CRIME COMMISSIONER
FIRE & RESCUE AUTHORITY
Essex County Fire & Rescue Service



Meeting	Fire & Rescue - Performance and Resources Board	Agenda Item	
Meeting Date		Report Number	
Report Author:	Jayesh Padania, Finance Manager		
Presented By	Neil Cross - Chief Finance Officer		
Subject	Budget Review – August 2020		
Type of Report:	Information		

SUMMARY

This paper reports on expenditure against budget as at 31 August 2020 and identifies and comments on major budget variations. In addition the report includes key indicators that act as lead indicators for expenditure across the Authority.

RECOMMENDATIONS

Fire & Rescue - Performance and Resources Board is asked to:

- 1 - Note the position on income and expenditure at 31 August 2020 compared to the Budget.
- 2 - Note the capital expenditure spend against budget for period to 31 August 2020

EXECUTIVE SUMMARY

Summary Income & Expenditure

- Net Expenditure to August 2020 is £1,160K below Budget.
- Costs to date include £914k relating to Covid (£697k Premises & Equipment / (£209k Salaries & 7k Support Costs) which were all unbudgeted.
- These costs are offset by the Covid 19 Grant funding, which is included within 'Specific Govt Grants Income.'
- A Summary Income & Expenditure Statement excluding the Covid Grant Income & Costs has been included in Appendix 1.

Virement

- Virement of £294K full year (£123K for period to 30 August 2020) relating to on-going annual savings towards the Medium Term Financial Plan has been actioned.
This is reflected within the budget number within the Income & Expenditure Statement.

Covid 19 Summary

- £537k remains of the Covid 19 funding (32% of the grant received).
- £90k Additional Station Cleaning Costs & £48k Training Costs have been included with our cost projection.

Capital

- Projected Capital Spend is £5.5m (Budget £8.2m).
- No New Appliances (£1.2m) will occur this year.
- Fleet Workshops (£0.75m) spend will not be incurred in the year. The focus will be on completing the business case this year.
- Improvement in Shoeburyness (£0.4m) moved to 2021-22
- ICT & Training Facilities – Forecast to be updated for Sept 20 Meeting but further reductions expected.

Other Points

• **Financial Forecast**

This will be presented in the October P&R Meeting and will be based on 6 Months Actual + 6 Months Projection.
Given the YTD Underspend reflected in the Income & Expenditure Statement and the reduction in Capital spend, the year end position is expected to be below budget.

• **Council Tax Collections**

ECC are expecting a reduction in the collection fund of £42m (Fire Impact £1.7m).
This deficit will appear next year and will be spread over 3 years (per current government support).

• **Budget**

The budget process for 2021-22 has commenced.
A Budget Shaping Paper has been approved by SLT, covering the initial base assumptions.
Cost Centre templates have been issued to budget holders for completion.

EXECUTIVE SUMMARY

Summary of Income and Expenditure

This table below shows actual expenditure against budget to 31 August 2020

Description	YTD Actual £'000s	YTD Budget £'000s	Variance YTD £'000s	Variance YTD %	Current Full Year Budget £'000s	YTD Actuals 2019-20 £'000s
Wholetime Firefighters	14,352	14,119	(233)	(2%)	34,633	13,717
On Call Firefighters	2,467	2,489	22	1%	6,893	2,405
Control	626	588	(37)	(6%)	1,368	562
Support Staff	5,821	5,948	127	2%	14,715	5,569
Total Employment Costs	23,266	23,145	(121)	(5%)	57,609	22,254
Support Costs	569	856	287	34%	2,060	870
Premises & Equipment	4,816	4,387	(430)	(10%)	10,528	4,190
Other Costs & Services	1,095	1,361	266	20%	3,268	1,298
Ill health pension costs	1,059	1,036	(23)	(2%)	2,276	1,005
Financing Items	520	527	7	1%	6,365	541
Inflation Provision	-	-	-	-	-	-
Total Other Costs	8,059	8,167	107	42%	24,496	7,903
Gross Expenditure	31,325	31,312	(14)	37%	82,106	30,157
Specific Govt. Grants Income	(3,649)	(2,578)	(1,071)	(42%)	(6,188)	(2,494)
Operational income	(547)	(563)	16	3%	(1,351)	(597)
Net Expenditure	27,129	28,170	(827)	(3%)	74,567	27,066
Funding						
Revenue Support Grant	(4,878)	(4,878)	-	-	(8,473)	(4,800)
National Non-Domestic Rates	(7,044)	(7,025)	(20)	(0%)	(16,519)	(6,961)
Council Tax Collection Account	(201)	(236)	35	0%	(400)	(266)
Council Tax	(19,055)	(19,043)	(11)	(0%)	(47,851)	(18,429)
Cont'ns to/(from) General Bals	-	123	(123)	(0%)	294	-
Total Funding	(31,178)	(31,059)	(118)	(0%)	(72,949)	(30,455)
Funding Gap / (Surplus)	(4,049)	(2,889)	(945)	(3%)	1,618	(3,388)

Please note the Funding Gap/(Surplus) represents the short-term difference between the year to date funding and expenditure, this will equalize at end of the financial year with a contribution to/(from) reserves.

Statement for Expenditure to 31 August 2020

Description	YTD Actual £'000s	YTD Budget £'000s	Variance YTD £'000s	Variance YTD %	Current Full Year Budget £'000s	2019-20 YTD Actuals £'000s
Wholetime Firefighters	14,352	14,119	(233)	(2%)	34,633	13,717
On-Call Firefighters	2,467	2,489	22	1%	6,893	2,405
Control	626	588	(37)	(6%)	1,368	562
Support Staff	5,821	5,948	127	2%	14,715	5,569
Total Employment Costs	23,266	23,145	121	1%	57,609	22,254
Training	147	304	157	52%	730	310
Employee Support Costs	306	302	(5)	(2%)	724	310
Travel & Subsistence	116	250	135	54%	606	250
Support Costs	569	856	287	34%	2,060	870
Property Maintenance	951	847	(104)	(12%)	2,032	851
Utilities	240	282	43	15%	678	229
Rent & Rates	648	683	35	5%	1,640	657
Equipment & Supplies	1,085	616	(469)	(76%)	1,478	708
Communications	600	608	8	1%	1,460	600
Information Systems	1,036	945	(91)	(10%)	2,268	761
Transport	257	405	148	37%	972	384
Premises & Equipment	4,816	4,387	(430)	(10%)	10,528	4,190
Establishment Expenses	215	476	261	55%	1,144	369
Risk Protection	215	243	27	11%	582	229
Professional Fees & Services	423	466	43	9%	1,119	514
Democratic Representation	92	92	-	-	220	90
Agency Services	149	84	(65)	(77%)	202	96
Other Costs & Services	1,095	1,361	266	20%	3,268	1,298
Ill Health Pension costs	1,059	1,036	(23)	(2%)	2,276	1,005
Lease & Interest Charges	520	527	7	1%	1,265	541
Statutory Provision for Capital Financing	-	-	-	-	5,100	-
Financing Items	520	527	7	1%	6,365	541
Gross Expenditure	31,325	31,312	228	1%	82,106	30,157
Specific Govt. Grants Income	(3,649)	(2,578)	(1,071)	(42%)	(6,188)	(2,494)
Total Operational income	(547)	(563)	16	3%	(1,351)	(597)
Net Expenditure	27,129	28,170	(827)	(3%)	74,567	27,066

Cost Centre Report

For August 2020

	Pay			Non-Pay			Operational Income			Net Expenditure		
	YTD Actual	YTD Budget	Variance YTD	YTD Actual	YTD Budget	Variance YTD	YTD Actual	YTD Budget	Variance YTD	YTD Actual	YTD Budget	Variance YTD
All Stations	13,147,015	12,760,059	(386,956)	41,201	25,440	(15,761)	(353,284)	(357,085)	(3,801)	12,834,932	12,428,414	(406,518)
Station Group Management	1,420,965	1,326,220	(94,745)	52,542	83,050	30,508	684	0	(684)	1,474,192	1,409,270	(64,922)
Service Leadership Team	597,103	554,145	(42,958)	147,859	200,260	52,401	(1,784)	0	1,784	743,177	754,405	11,228
Control	669,651	613,525	(56,126)	340	365	25	371	0	(371)	670,362	613,890	(56,472)
Operations	385,541	414,435	28,894	182,791	187,150	4,359	(43,359)	(18,750)	24,609	524,973	582,835	57,862
Corporate Comms	154,458	115,520	(38,938)	13,426	27,405	13,979	0	0	0	167,884	142,925	(24,959)
Perf Mgmt & Impr	242,544	274,975	32,431	1,166	1,440	274	486	0	(486)	244,196	276,415	32,219
Community Safety	612,093	961,230	349,137	50,364	196,595	146,231	(66,987)	(106,040)	(39,053)	595,471	1,051,785	456,314
Technical Fire Safety	891,000	1,024,550	133,550	8,088	19,285	11,197	(3,468)	0	3,468	895,620	1,043,835	148,215
Water Services	115,513	105,975	(9,538)	36,287	47,645	11,358	(7,830)	(37,500)	(29,670)	143,970	116,120	(27,850)
Emergency Planning & Civil Protection	104,142	149,080	44,938	449	1,190	741	0	0	0	104,591	150,270	45,679
Corp Risk & Bus Cont	34,648	30,610	(4,038)	0	625	625	0	0	0	34,648	31,235	(3,413)
External Secondments	116,192	118,825	2,633	767	2,380	1,613	(56,389)	(38,335)	18,054	60,571	82,870	22,300
Technical Services	132,850	133,785	935	400,512	505,000	104,488	0	0	0	533,362	638,785	105,423
Health & Safety	160,384	92,010	(68,374)	716	3,030	2,314	0	0	0	161,100	95,040	(66,060)
Training	895,340	935,130	39,790	153,908	374,790	220,882	(2,145)	(25,000)	(22,855)	1,047,102	1,284,920	237,818
Police Collaboration	70,475	84,585	14,110	38,583	80,250	41,667	(30,752)	(59,825)	(29,073)	78,305	105,010	26,705
Workshops Management	163,155	164,710	1,555	194,340	289,377	95,037	(18,253)	(12,500)	5,753	339,242	441,587	102,345
Catering	39,379	47,355	7,976	7,579	36,845	29,266	(28)	(28,455)	(28,428)	46,931	55,745	8,814
Finance & Pay	331,127	291,330	(39,797)	945,164	1,004,105	58,941	(2,114,140)	(2,044,645)	69,495	(837,849)	(749,210)	88,640
Purchasing & Supply	152,714	166,610	13,896	57,001	142,705	85,704	0	0	0	209,715	309,315	99,600
Property Services	307,713	278,843	(28,870)	1,834,622	1,901,625	67,003	(32,277)	(30,000)	2,277	2,110,058	2,150,468	40,410
Workshop Engineering	491,881	472,965	(18,916)	126,859	206,315	79,456	(46,920)	(34,165)	12,755	571,821	645,115	73,294
Human Resources	679,856	664,763	(15,093)	1,441,064	1,254,235	(186,829)	(11,140)	(28,750)	(17,610)	2,109,780	1,890,248	(219,532)
ICT	432,278	411,623	(20,655)	1,295,197	1,377,740	82,543	(307,651)	(320,320)	(12,669)	1,419,824	1,469,043	49,219
Innovation and Change	540,143	749,455	209,312	273,397	104,800	(168,597)	(78,122)	0	78,122	735,418	854,255	118,837
BAU Cost Centres	9,706,770	10,385,044	678,274	7,263,022	8,141,312	878,290	(2,840,379)	(2,784,285)	56,094	14,129,413	15,742,071	1,612,658
COVID19	209,229	0	(209,229)	704,250	0	(704,250)	(1,003,088)	0	1,003,088	(89,609)	0	89,609
Training Projects	114,152	0	(114,152)	14,684	0	(14,684)	0	0	0	128,836	0	(128,836)
IT Projects	88,936	0	(88,936)	36,048	0	(36,048)	0	0	0	124,984	0	(124,984)
Total for Projects listed above	412,318	0	(412,318)	754,981	0	(754,981)	(1,003,088)	0	1,003,088	164,211	0	(164,211)
Cost Centre Total	23,266,102	23,145,103	(120,999)	8,059,205	8,166,752	107,547	(4,196,751)	(3,141,370)	1,055,381	27,128,557	28,170,485	1,041,929

Commentary

Station Group Management pay costs above budget- ASW costs of £37K accrued for August

Service Leadership Team Pay costs related to correction to Civica records and should be charged to Operations, this will be corrected once Civica records are updated

Control Pay costs over budget due to overtime costs and establishment being over budget

Corporate Communications pay over budget as result of establishment being over budgeted FTE and overtime costs

Technical Fire Safety are under FTE budget

Technical services are over due to equipment and supplies cost is £106K over YTD

Health and Safety pay over budget due to establishment being 2.0FTE over budget

Training Business as Usual is under budget as below budgeted establishment and external training costs/activity postponed

Finance & Pay over budget due to staff establishment being over budgeted FTE

Property pay costs over budget due to engagement of agency temps and overtime costs

Human Resources non-pay over budget related to redundancy costs of £93K

Innovation and Change non-pay over budget due to charge for Frequentis licence extension, in part offset by income for service (Control System) from Beds Fire Service

COVID19 Govt. Grant income = £993K, there was an additional £9K from West Midlands Fire Service for PPE sent to them

Staff Establishment

Staff Establishment									
Summary of Staff FTE	Budget for August 2020			Actual for August 2020			Variance to Budgeted Establishment		
Dept. / Location	Grey Book (Excl. On-Call)	Green Book	Total FTE	Grey Book (Excl. On-Call)	Green Book	Total FTE	Grey Book (Over)/Under budget	Green Book (Over)/Under budget	Total FTE (Over)/Under budget
Watch Based Whole Time	480.0	0.0	480.0	477.0	0.0	477.0	3.0	0.0	3.0
Watch Based Day Crewed	26.0	0.0	26.0	28.0	0.0	28.0	(2.0)	0.0	(2.0)
TOTAL Watch Based (Excl. USAR)	506.0	0.0	506.0	505.0	0.0	505.0	1.0	0.0	1.0
Whole Time USAR	16.0	0.0	16.0	15.0	0.0	15.0	1.0	0.0	1.0
Catering	0.0	4.0	4.0	0.0	3.3	3.3	0.0	0.7	0.7
Technical Fire Safety	26.0	26.0	52.0	16.0	29.7	45.7	10.0	(3.7)	6.3
Police Collaboration	0.9	2.0	2.9	0.0	2.0	2.0	0.9	0.0	0.9
Community Safety	14.0	31.3	45.3	3.0	35.0	38.0	11.0	(3.7)	7.3
Station Group Management	37.0	12.5	49.5	40.0	10.5	50.5	(3.0)	2.0	(1.0)
Corp Risk & Bus Cont	0.0	2.0	2.0	0.0	2.0	2.0	0.0	0.0	0.0
Corporate Comms	0.0	5.0	5.0	0.0	7.0	7.0	0.0	(2.0)	(2.0)
Emergency Planning	3.0	3.0	6.0	3.0	3.0	6.0	0.0	0.0	0.0
External Secondments	4.0	0.5	4.5	3.0	0.5	3.5	1.0	0.0	1.0
Finance & Pay	0.0	13.0	13.0	0.0	17.3	17.3	0.0	(4.3)	(4.3)
Health & Safety	1.0	4.0	5.0	3.0	4.0	7.0	(2.0)	0.0	(2.0)
Human Resources	0.0	33.6	33.6	0.0	33.0	33.0	0.0	0.6	0.6
Innovation & Change	6.0	22.6	28.6	5.0	19.1	24.1	1.0	3.5	4.5
ICT	0.0	21.0	21.0	0.0	20.6	20.6	0.0	0.4	0.4
ICT Projects	0.0	0.0	0.0	0.0	2.0	2.0	0.0	(2.0)	(2.0)
Operations	10.0	4.0	14.0	10.0	3.0	13.0	0.0	1.0	1.0
Perf Mgmt & Impr	0.0	12.8	12.8	0.0	10.6	10.6	0.0	2.2	2.2
Property Services	0.0	14.0	14.0	0.0	13.0	13.0	0.0	1.0	1.0
Purchasing & Supply	0.0	11.0	11.0	0.0	10.0	10.0	0.0	1.0	1.0
Service Leadership Team	3.0	10.0	13.0	3.0	9.0	12.0	0.0	1.0	1.0
Technical Services	2.0	5.4	7.4	2.0	5.4	7.4	0.0	0.0	0.0
Operational Training	28.0	13.8	41.8	28.0	11.5	39.5	0.0	2.3	2.3
Training Projects	0.0	0.0	0.0	5.0	1.0	6.0	(5.0)	(1.0)	(6.0)
Water Services	0.0	9.0	9.0	0.0	8.6	8.6	0.0	0.4	0.4
Workshop Engineering	0.0	29.4	29.4	0.0	27.4	27.4	0.0	2.0	2.0
Workshops Management	0.0	8.8	8.8	0.0	9.8	9.8	0.0	(1.0)	(1.0)
Total Non-Watch Based Staff	136.0	300.3	436.3	121.0	300.3	421.3	13.9	0.0	13.9
TOTAL Watch & Non-Watch Staff	658.0	300.3	958.3	641.0	300.3	941.3	15.9	0.0	15.9
Control	33.5	1.6	35.1	34.7	1.6	36.3	(1.2)	0.0	(1.2)
TOTAL excl On-Call	691.5	301.9	993.4	675.7	301.9	977.6	14.7	0.0	14.7
On-Call Watch Based	453.8	0.0	453.8	395.8	0.0	395.8	58.0	0.0	58.0
COVID19	0.0	0.0	0.0	0.0	1.0	1.0	0.0	(1.0)	(1.0)
TOTAL ECFRS Staff	1,145.3	301.9	1,447.2	1,071.4	302.9	1,374.3	72.7	(1.0)	71.7

The FTE budget is as agreed by SLT, presented and approved by the Police, Fire and Crime Panel

Table of Whole-time Staff who have met the Retirement criteria as description:-

	July	August
Whole-time Staff, who have met the age and service criteria for early retirement from their pension scheme*	101 (15.12%)	100 (15.20%)
Of which, have met the age and service criteria for normal retirement from their pension scheme**	44 (6.59%)	43 (6.53%)

* = Those who are in the FPS 1992 and who are aged over 50 and who have at least 25 years' pensionable service. Plus those who are in the FPS 2006 (standard and modified sections) or the FPS 2015, who are aged 55 or above.

** = Those who are in the FPS 1992 and who are aged 55 or over, or are over 50 and have 30 years' or more pensionable service. Plus those who are in the FPS 2006 (Modified section) who are 55 or over and those who are in the FPS 2006 (standard section) or the FPS 2015, who are aged 60 or over.

Operational Income

Operational Income	YTD Actual £	YTD Budget £	Variance YTD £	Variance YTD %	Current Full Year Budget £	2019-20 YTD Actuals £	Comments
Cycle to Work Scheme	(£13,440)	(£8,335)	(£5,105)	(61%)	(£20,000)	(£8,583)	
Childcare Vouchers	(£15,777)	(£28,750)	£12,973	45%	(£69,000)	(£23,226)	
Canteen Income	(£28)	(£28,455)	£28,428	100%	(£68,292)	(£32,002)	
Sale of Vehicle Spares	(£2,605)	(£10,415)	£7,810	75%	(£25,000)	(£8,577)	
Aerial Sites	(£54,138)	(£62,500)	£8,362	13%	(£150,000)	(£64,100)	
Solar Panel Income	(£14,410)	(£20,835)	£6,425	31%	(£50,000)	(£20,569)	
Hydrant Tests	(£7,830)	(£37,500)	£29,670	79%	(£90,000)	(£33,464)	
Lease Cars - Employee Contributions	(£5,489)	-	(£5,489)	-	-	(£2,054)	
Service Charges	(£243)	(£250)	£7	3%	(£600)	(£1,028)	
Secondments	(£54,215)	(£38,335)	(£15,880)	(41%)	(£92,000)	(£29,811)	
Community Safety general	(£37,300)	-	(£37,300)	-	-	(£25,700)	
Labour Credit	(£42,919)	(£22,915)	(£20,004)	(87%)	(£55,000)	(£29,741)	
Section 13/16	(£43,280)	(£18,750)	(£24,530)	-	(£45,000)	(£30,310)	
Provision of Hire Vehicles & Equipment	(£1,515)	(£835)	(£680)	(81%)	(£2,000)	(£3,332)	
Rent	(£4,160)	-	(£4,160)	-	-	-	
Interest Received Short Term Investments	(£11,744)	(£18,750)	£7,006	37%	(£45,000)	(£36,074)	
Community Safety Youth Work	(£2,085)	(£72,915)	£70,830	97%	(£175,000)	(£22,200)	
Shared Services Income	(£176,313)	(£154,410)	(£21,903)	(14%)	(£370,578)	(£141,433)	
Reimbursements from EFA(T)	(£27,953)	(£38,960)	£11,007	28%	(£93,500)	(£54,471)	
Other Miscellaneous Income	(£31,862)	-	(£31,862)	-	-	(£29,999)	
Total Income	(£547,307)	(£562,910)	£15,603	3%	(£1,350,970)	(£596,672)	

Specific Government Grants Income

Specific Government Grants	YTD Actual £	YTD Budget £	Variance YTD £	Variance YTD %	Current Full Year Budget £	2019-20 YTD Actuals £	Comments
Addn Pens Grant Accr	(£1,465,227)	(£1,465,227)	(£0)	(0%)	(£3,516,545)	(£293,050)	Central Govt. Grant for Pensions - increase in Employers contribution
DCLG BRR 2020-21	(£558,450)	(£489,583)	£68,867	14%	(£1,175,000)	-	Business Rate Relief
USAR Grant 2020/21	(£356,900)	(£357,083)	(£183)	(0%)	(£857,000)	(£71,471)	USAR
Firelink Grant 2020/21	(£267,612)	(£261,774)	£5,838	2%	(£628,258)	(£52,355)	Communications Network
Other Grant Income	(£1,001,255)	(£4,792)	£996,464	20796%	(£11,500)	(£2,077,165)	COVID Grant = £993K
Subtotal-Govt Grants	(£3,649,444)	(£2,578,460)	£1,070,985	42%	(£6,188,303)	(£2,494,041)	

Essex County Fire & Rescue Service
Aug-20
COVID-19 Incremental Cost Summary / PO Commitments / Forecast

INCOME

First Tranche of Covid 19 Emergency Funding - March 20
 Second Tranche of Covid 19 Emergency Funding - May 2020
TOTAL FUNDING

290,932
1,378,051
1,668,983

I - STAFFING COSTS	CC	Mar-20	Apr-20	May-20	Jun-20	Jul-20	Aug-20	YTD Costs	PO Commitm	Other Forecasted	Est Total Cost	Comments
		£	£	£	£	£	£		£	£		
On Call additional costs - service response								0			0	
Wholetime overtime (including control)- service response								0			0	
On Call additional costs - LRF support								0			0	
Wholetime overtime - LRF support	9501			117,008	55,806	18,903	6,748	198,464			198,464	Ambulance Drivers
On Call additional costs - National response								0			0	
Wholetime overtime - National response								0			0	
ARA's	Not in 9501		2,849	3,539	2,849	953		10,191	0		10,191	
ARA's Recovery	9501					1,641	1,641	3,282	0		3,282	
Sub-Total: Staffing costs		0	2,849	120,547	58,655	21,497	21,497	211,937	0	0	211,937	
II - PROTECTIVE EQUIPMENT												
PPE	Various	3,296	17,656	21,644	492,799	38,429	-2,959	570,867	0	0	570,867	
Cleaning and decontamination supplies	9501	7,721	32,251	5,109	26,717	13,867	15,584	101,248	0	90,000	191,248	Commitment Relates to Additional Cleaning at Stations
								0			0	
Sub-Total: Equipment		11,017	49,907	26,753	519,517	52,296	12,625	672,114	0	90,000	762,114	
III- OTHER COSTS												
ICT Infrastructure and licencing	9501	18,418	474	15,976	23,059	4,565	387	62,879	0	0	62,879	
Thermometers	9501			1,199				1,199	0		1,199	
Signage					8,125	36,621		44,745	0		44,745	
Other				4,346	1,493	-1,521	6,195	10,514		48,000	58,514	Commitment relates to Additional Training
Recharge of PPE						-9,837		-9,837			-9,837	Recharge of PPE to West Mids FRS
Sub-Total: Other costs		18,418	474	21,521	32,677	29,828	6,582	109,500	0	48,000	157,500	
TOTAL ADDITIONAL COSTS		29,435	53,230	168,822	610,848	103,621	40,704	993,551	0	138,000	1,131,551	
NET (COST)											537,432	
% OF GRANT SPENT											32.2%	

OTHER COMMENTS

Income

The Second Tranche of funding was received on 14th May 2020.
 No further funding is likely.

Expenditure

Body Transfer Activity - No costs have been incurred to date.
 Retired Firefighters - No costs are included to date. This will be dependant upon service staffing numbers which continued to get monitored.
 Recovery Phase / Return to Work - Work is currently being undertaken in this area. No costs projections are included at this stage.

Council Tax Collections

ECC council tax collections are down 3.6%

Essex County Fire & Rescue Service - Capital Summary as at 31st August 2020



Capital	Budget 2020/21	Adjustment to Budget 2020-21	Revised Budget 2020-21*	Actual Spend to 31st August
New Premises				
Service Workshops - New	750	(750)	-	-
Existing Premises				
Asset Protection	2,000	(86)	1,914	417
Asset Improvement Works Training Facilities Improvement	548	-	548	-
Asset Improvement Works - Shoeburyness	500	(400)	100	-
Total Property	3,798	(1,236)	2,562	417
Equipment	364	(102)	262	-
Information Technology				
Projects	1,900	(456)	1,444	97
Total Information Technology	1,900	(456)	1,444	97
Vehicles				
New Appliances	1,260	(1,260)	-	-
Other Vehicles	860	370	1,230	219
Total Vehicles	2,120	(890)	1,230	219
Total Capital Expenditure	8,182	(2,684)	5,498	734

Capital Finance Charge

Budget 2020-21	Revised Budget 2020-21	Variance
38	-	(38)
100	106	6
27	27	-
25	5	(20)
190	138	(52)
47	33	(14)
478	410	(68)
478	410	(68)
105	-	(105)
178	198	21
283	198	(84)
998	779	(219)

Essex County Fire & Rescue Service - Capital Expenditure as at 31st August 2020



* To be agreed at asset board

Capital Finance

Nominal Code	Analysis code		Asset Life	Budget 2020/21	Adjustment to Budget 2020-21	Revised Budget 2020-21*	Actual Spend to 31st August	Finance Charge 2020/21	Revised Budget 2020-21	Movement check
		B113 - Vehicles								
B113	302000000000	Appliances (Pumping)	12	1,260,000	(1,260,000)	-	-	105,000	-	(105,000)
B113	303000000000	Cycle Scheme	1	40,000	(40,000)	-	-	40,000	-	(40,000)
B113	306000000000	Light Vehicles	6	260,000	132,607	392,607	12,099	43,333	65,435	22,101
B113	307000000000	Off Road Vehicles	6	150,000	80,830	230,830	76,688	25,000	38,472	13,472
B113	308000000000	Officers Cars (Principal Officers)	4	80,000	-	80,000	27,500	20,000	20,000	-
B113	311000000000	Light Vans	6	240,000	73,000	313,000	4,156	40,000	52,167	12,167
B113	317000000000	Ladders	12	50,000	-	50,000	12,323	4,167	4,167	-
B113	324000000000	Hoses for ALPS	8	40,000	60,000	100,000	22,823	5,000	12,500	7,500
B113	323000000000	Brake roller tester	12	-	64,000	64,000	63,898	-	5,333	5,333
		Total B113 - Vehicles		2,120,000	(889,563)	1,230,437	219,486	282,500	198,073	(84,427)
		B116 - Operational Equipment								
B116	601000000000	B.A. Compressors	8	78,000	-	78,000	-	9,750	9,750	-
B116	603000000000	Heavy Rescue Pumps Equipment	8	-	40,000	40,000	-	-	5,000	5,000
B116	609000000000	Hose Reel Branch/Main Line Branch	8	160,000	(160,000)	-	-	20,000	-	(20,000)
B116	617000000000	Exercise Equipment	5	21,450	(21,450)	-	-	4,290	-	(4,290)
B116		BA Contamination machine	8	40,000	-	40,000	-	5,000	5,000	-
B116		Method entry equipment	8	30,000	-	30,000	-	3,750	3,750	-
B116		Foam additive (large waste fires)	8	35,000	-	35,000	-	4,375	4,375	-
B116	614000000000	Thermal Imaging Cameras	8	-	25,000	25,000	-	-	3,125	3,125
B116		New BA bags	8	-	14,000	14,000	-	-	1,750	1,750
		Total B116 - Operational Equipment		364,450	(102,450)	262,000	-	47,165	32,750	(14,415)
		B114 - ICT Equipment								
B114	408000000070	Hardware Replacement - Hardware	3	200,000	200,000	400,000	39,643	66,667	133,333	66,667
B114	430000987000	Thin Client Roll-out	3	-	259,000	259,000	21,412	-	86,333	86,333
B114		ICT Transformation Programme	3	160,000	-	160,000	2,256	53,333	53,333	-
B114		Business Intelligence/data warehousing	3	50,000	-	50,000	-	16,667	16,667	-
B114	426000857070	Health and Safety System	3	75,000	-	75,000	-	25,000	25,000	-
B114	426000854000	People Systems	3	100,000	-	100,000	-	33,333	33,333	-
B114	432000842000	ICCS/CAD Replacement - Control Project	7	815,000	(415,000)	400,000	-	116,429	57,143	(59,286)
B114	413000000000	ICT Infrastructure	7	-	-	-	34,139	-	4,877	4,877
B114		CRM	3	500,000	(500,000)	-	-	166,667	-	(166,667)
		Total B114 - ICT Equipment		1,900,000	(456,000)	1,444,000	97,451	478,095	410,020	(68,075)

Essex County Fire & Rescue Service - Capital Expenditure as at 31st August 2020



* To be agreed at asset board

Capital Finance

Nominal Code	Analysis code		Asset Life	Budget 2020/21	Adjustment to Budget 2020-21	Revised Budget 2020-21*	Actual Spend to 31st August	Finance Charge 2020/21	Revised Budget 2020-21	Movement check
		B112 - Land & Building								
B112	206000125000	Lexden Workshops Relocation	20	750,000	(750,000)	-	-	37,500	-	(37,500)
		Total B112 - Land & Building		750,000	(750,000)	-	-	37,500	-	(37,500)
B117	201000000000	Asset Improvement Works - Shoeburyness	20	500,000	(400,000)	100,000	-	25,000	5,000	(20,000)
B117	Various	Asset Protection Works - Training Facilities	20	547,600	-	547,600	-	27,380	27,380	-
		Total B117 - Asset Improvement		1,047,600	(400,000)	647,600	-	52,380	32,380	(20,000)
		B118 - Asset Protection								
B118	202052000438	Asset Protection	20	2,000,000	(2,000,000)	-	-	100,000	-	(100,000)
B118	202068000440	Basildon Roofing	20	-	160,000	160,000	111,767	-	8,000	8,000
B118		Billericay Appliance Pay	20	-	26,000	26,000	22,051	-	1,300	1,300
B118		Colchester FP	20	-	30,000	30,000	-	-	1,500	1,500
B118		Colchester Boiler Room	20	-	25,000	25,000	-	-	1,250	1,250
B118		WTC	20	-	15,000	15,000	14,130	-	750	750
B118		Witham Bolier Room	20	-	70,000	70,000	66,837	-	3,500	3,500
B118		Orsett Appliance Bay	20	-	125,000	125,000	-	-	6,250	6,250
B118		Southend Boilers	20	-	175,000	175,000	-	-	8,750	8,750
B118		Harlow Showers	20	-	160,000	160,000	-	-	8,000	8,000
B118		Dunmow Yard	20	-	140,000	140,000	-	-	7,000	7,000
B118		Great Baddow Windows	20	-	150,000	150,000	-	-	7,500	7,500
B118		Loughton Drying	20	-	30,000	30,000	-	-	1,500	1,500
B118		Maldon Boilers	20	-	50,000	50,000	-	-	2,500	2,500
B118		Fire Alarms	20	-	138,000	138,000	-	-	6,900	6,900
B118		Kelvedon Park Pond Works	20	-	150,000	150,000	-	-	7,500	7,500
B118		Burnham AB FI	20	-	50,000	50,000	-	-	2,500	2,500
B118		Orsett BA split	20	-	150,000	150,000	-	-	7,500	7,500
B118		Orsett FRA	20	-	270,000	270,000	-	-	13,500	13,500
B118		Kelvedon Park heating system	20	-	-	-	202,380	-	10,119	10,119
		B118 - Asset Protection		2,000,000	(86,000)	1,914,000	417,165	100,000	105,819	5,819
		TOTAL BUDGET 2020-21		8,182,050	(2,684,013)	5,498,037	734,101	997,640	779,042	(218,599)

BENEFITS AND RISK/ FINANCIAL IMPLICATIONS

The review of expenditure against the profiled budget is part of the overall financial control process of the Authority.

In exceptional circumstances it allows for budget virements to ensure that under spending against budget heads can be utilised to fund expenditure against other priorities.

If virements are not made there is a risk that the Authority will miss out on opportunities to improve performance and meet key objectives during the year.

The Authority's reserves are at the upper end of their target range and the Authority is able to fund short term fluctuations in activity from them when necessary.

The review of the management accounts is one control measure to mitigate the risk of overspending the Authority's budget for the year.

EQUALITY AND DIVERSITY IMPLICATIONS

There are no direct Equality or Diversity implications within this report

LEGAL IMPLICATIONS

There are no direct legal implications within this report.

HEALTH & SAFETY IMPLICATIONS

There are no direct Health and Safety implications within this report.

ACTIONS / NEXT STEPS

LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985	
List of background documents – including appendices, hardcopy or electronic including any relevant link/s.	
Appendix 1	A Summary Income & Expenditure Statement excluding the Covid Grant Income & Costs.
Appendix 2	Single Source Justification
Appendix 3	Internal audit tracker
Proper Officer:	Chief Finance Officer to PFCC Fire & Rescue Authority
Contact Officer:	Neil Cross Essex County Fire & Rescue Service, Kelvedon Park, London Road, Rivenhall, Witham CM8 3HB Tel: 01376 576020 Email: neil.cross@essex-fire.gov.uk

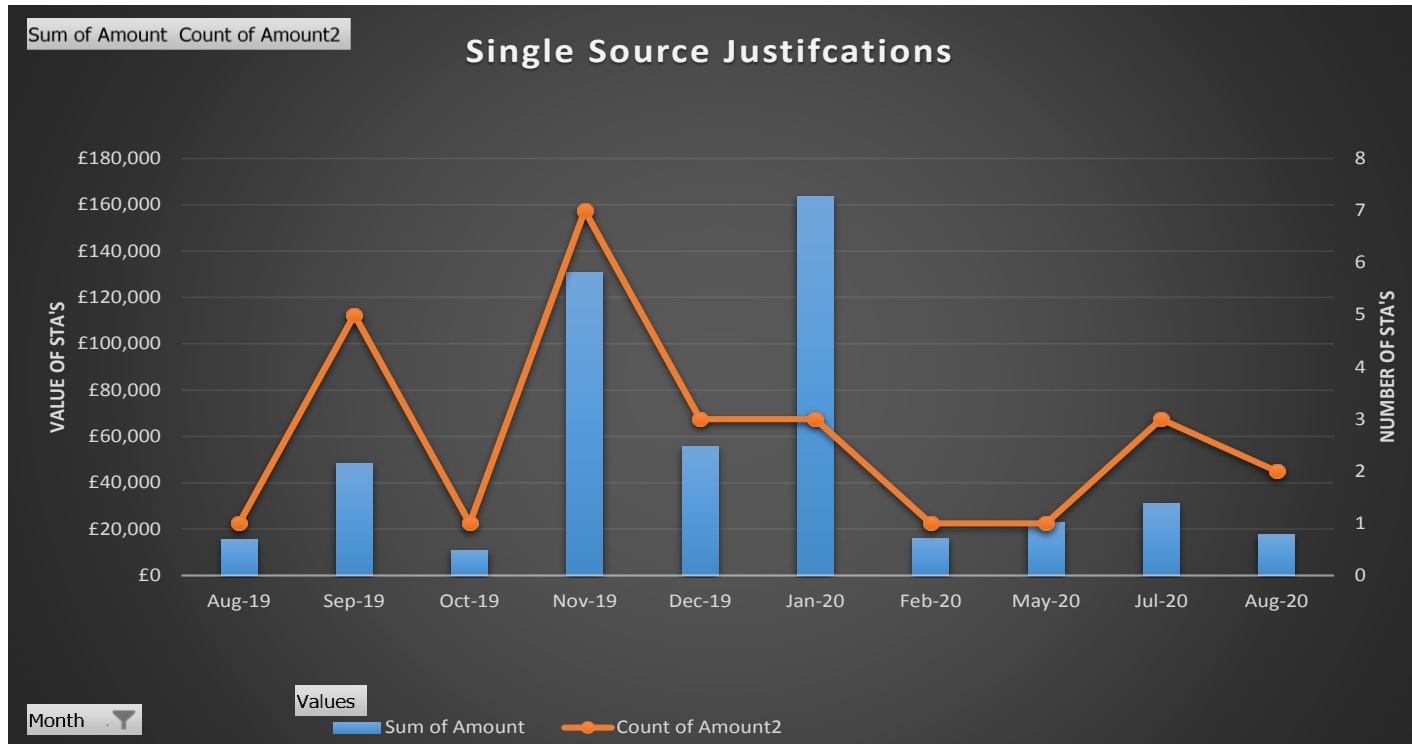
Appendix 1 - SUMMARY OF INCOME AND EXPENDITURE Excl. COVID COSTS

This table below shows actual expenditure against budget to 31 August 2020

Description	YTD Actual £'000s	COVID YTD £'000s	YTD Adjusted Actual £'000s	YTD Budget £'000s	Variance YTD £'000s	Variance YTD %	Current Full Year Budget £'000s	YTD Actuals 2019-20 £'000s
Wholetime Firefighters	14,352	198	14,154	14,119	(35)	(0%)	34,633	13,717
On Call Firefighters	2,467	-	2,467	2,489	22	1%	6,893	2,405
Control	626	-	626	588	(37)	(6%)	1,368	562
Support Staff	5,821	11	5,810	5,948	138	2%	14,715	5,569
Total Employment Costs	23,266	209	23,057	23,145	88	0%	57,609	22,254
Support Costs	569	7	563	856	294	34%	2,060	870
Premises & Equipment	4,816	697	4,119	4,387	268	6%	10,528	4,190
Other Costs & Services	1,095	0	1,094	1,361	267	20%	3,268	1,298
Ill health pension costs	1,059	-	1,059	1,036	(23)	(2%)	2,276	1,005
Financing Items	520	-	520	527	7	1%	6,365	541
Total Other Costs	8,059	704	7,355	8,167	812	10%	24,496	7,903
Gross Expenditure	31,325	914	30,412	31,312	900	3%	82,106	30,157
Specific Govt. Grants Income	(3,649)	(993)	(2,656)	(2,578)	78	(3%)	(6,188)	(2,494)
Operational income	(547)	(10)	(537)	(563)	(25)	5%	(1,351)	(597)
Net Expenditure	27,129	(90)	27,218	28,170	952	3%	74,567	27,066
Funding								
Revenue Support Grant	(4,878)	-	(4,878)	(4,878)	-	-	(8,473)	(4,800)
National Non-Domestic Rates	(7,044)	-	(7,044)	(7,025)	20	(0%)	(16,519)	(6,961)
Council Tax Collection Account	(201)	-	(201)	(236)	(35)	0%	(400)	(266)
Council Tax	(19,055)	-	(19,055)	(19,043)	11	(0%)	(47,851)	(18,429)
Cont'ns to/(from) General Bals	-	-	-	123	123	(0%)	294	-
Total Funding	(31,178)	-	(31,178)	(31,059)	118	(0%)	(72,949)	(30,455)
Funding Gap / (Surplus)	(4,049)	(90)	(3,959)	(2,889)	1,071	3%	1,618	(3,388)

Please note the Funding Gap/(Surplus) represents the short-term difference between the year to date funding and expenditure, this will equalize at end of the financial year with a contribution to/(from) reserves.

Appendix 2 Single Source Justification



There have been 2 Single Source Justification in the month, both relate to ICT licenses.

Appendix 3 Internal Audit Recommendations Summary by Audit

Financial Year	Audit Report Title	Owner	Total Recommendations		Completed Recommendations		Recommendations Outstanding		Recommendations outside of due date	
			High	Medium	High	Medium	High	Medium	High	Medium
2018/19	ICT Contract Management - Monitoring	Head of ICT (Sarah Taylor)	0	1	0	0	0	1	0	0
2018/19	ICT Contract Management - Policy	Head of ICT (Sarah Taylor)	0	1	0	1	0	0	0	0
2019/20	Non-Operational - H&S	Senior Health and Safety Advisor (Joanne Hampton)	1	3	1	3	0	0	0	0
2019/20	HR and Organisational Business Systems (HOBS)	Chief Finance Officer (Neil Cross) Corporate Services Director (Karl Edwards)	0	3	0	3	0	0	0	0
2019/20	Governance	Chief Executive (Jo Turton) Monitoring Officer (Pippa Brent- Isherwood)	0	2	0	2	0	0	0	0
2019/20	Business Continuity	Business Continuity Advisor (Claire Sanders)	2	2	2	1	0	1	0	1
2019/20	Risk Management Culture	Risk Advisor (Helen O'Sullivan)	0	3	0	1	0	2	0	1
2019/20	Integrated Risk Management Planning	IRMP Programme Manager - (Lisa Hart)	0	3	0	3	0	0	0	0
2019/20	Programme 2020 progress	IRMP Programme Manager - (Lisa Hart)	1	1	1	1	0	0	0	0
2019/20	Training & Development	Assistant Chief Executive Office - People, Values and Culture (Colette Black)	0	4	0	1	0	3	0	2
2019/20	HR Processing (Payroll)	Director of Corporate Services (Karl Edwards) Assistant Director of HR (Natalie Quickenden)	0	1	0	0	0	1	0	0
2019/20	Procurement	Head of Purchasing & Supply (Sheldon Dyer)	1	5	0	0	1	5	0	0
			5	29	4	16	1	13	0	4
THIS UPDATE			34		20		14		4	
			Percentage complete		59%		Percentage overdue		29%	
LAST UPDATE			5	29	4	14	1	15	0	5
			34		18		16		5	
			Percentage complete		53%		Percentage overdue		31%	

Internal Audit Programme Update

The internal audit programme for 2019/20 has completed and Microsoft Teams is being used to track internal audit recommendations. Initial feedback has been positive, with a good level of participation from audit sponsors.

To view the internal audit tracker on Teams, please email Austin Page to be invited to the Annual Plan Teams group.

We have agreed the programme and timeframe of audits in 2020/21, and have received a draft report for the HR Wellbeing audit, which is being reviewed by audit sponsors.

The audit scope is being agreed for the Performance Management and IT Strategy audits.

Updates On Outstanding Recommendations

There are no new recommendation this month since the HR Wellbeing audit has not been finalised.

Two audit recommendations have been completed since the last update. These will be confirmed in the next audit committee meeting to ensure we have gathered sufficient evidence of completion.

There are four overdue recommendations down from five in the last update. Responsible owners have been contacted in respect of their outstanding points, and the Continuous Improvement Board has been notified to agree extensions to their due dates.

Please contact Austin Page for any questions relating to the internal audit programme.