

# BUDGET REVIEW

Jul-20



Essex County  
Fire & Rescue Service

<b>Meeting</b>	<b>Fire &amp; Rescue - Performance and Resources Board</b>	<b>Agenda Item</b>	
<b>Meeting Date</b>		<b>Report Number</b>	
<b>Report Author:</b>	Jayesh Padania, Finance Manager		
<b>Presented By</b>	Neil Cross, Chief Finance Officer		

## SUMMARY

This paper reports on expenditure against budget as at 31 July 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 July 2020 compared to the Budget.
- 2 - Note the capital expenditure spend against budget for period to 31 July 2020

# EXECUTIVE SUMMARY

## Summary Income & Expenditure

- Net Expenditure to July 2020 is £1.2m below budget.
- Costs to date include £885k relating to Covid (£684k Premises & Equipment / (£196k Salaries & 5k 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

- A Virement for the reduction in the full year budget of £294K full year (£98k for the period to 31 July 20) has been approved relating to savings for the Medium Term Financial Plan.  
This is reflected within the budget number within the Income & Expenditure Statement

## Covid 19 Summary

- £576k remains of the Covid 19 funding (34% of the grant received)
- £90k Additional Station Cleaning Costs & £48k Training Costs have been included with our cost projection.  
We have been advised that ECFRS could be affected by £1.7m as a result of Council Tax Collections in 2020-21. This will show up in the finalisation of the Collection fund next year.

## 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).

## SUMMARY OF INCOME AND EXPENDITURE

This table below shows actual expenditure against budget to 31 July 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	11,578	11,321	(258)	(2%)	34,633	11,003
On Call Firefighters	1,813	1,926	113	6%	6,893	1,821
Control	498	470	(28)	(6%)	1,368	454
Support Staff	4,634	4,757	123	3%	14,715	4,456
<b>Total Employment Costs</b>	<b>18,523</b>	<b>18,473</b>	<b>(50)</b>	<b>(0%)</b>	<b>57,609</b>	<b>17,735</b>
Support Costs	505	685	180	26%	2,060	760
Premises & Equipment	3,704	3,509	(195)	(6%)	10,528	3,301
Other Costs & Services	781	1,085	305	28%	3,268	985
Ill health pension costs	887	859	(28)	(3%)	2,276	833
Financing Items	416	422	6	1%	6,365	433
Inflation Provision	-	-	-	-	-	-
<b>Total Other Costs</b>	<b>6,293</b>	<b>6,560</b>	<b>267</b>	<b>4%</b>	<b>24,496</b>	<b>6,310</b>
<b>Gross Expenditure</b>	<b>24,816</b>	<b>25,033</b>	<b>217</b>	<b>1%</b>	<b>82,106</b>	<b>24,045</b>
<b>Specific Govt. Grants Income</b>	<b>(3,023)</b>	<b>(2,063)</b>	<b>960</b>	<b>47%</b>	<b>(6,188)</b>	<b>(1,956)</b>
<b>Operational income</b>	<b>(469)</b>	<b>(450)</b>	<b>18</b>	<b>4%</b>	<b>(1,351)</b>	<b>(478)</b>
<b>Net Expenditure</b>	<b>21,325</b>	<b>22,520</b>	<b>1,196</b>	<b>5%</b>	<b>74,567</b>	<b>21,611</b>
<b>Funding</b>						
Revenue Support Grant	(4,365)	(4,365)	-	-	(8,473)	(4,295)
National Non-Domestic Rates	(5,668)	(5,653)	15	0%	(16,519)	(5,602)
Council Tax Collection Account	(162)	(188)	(27)	(14%)	(400)	(208)
Council Tax	(14,878)	(14,871)	8	0%	(47,851)	(14,390)
Cont'ns to/(from) General Bals	-	98	98	(100%)	294	-
<b>Total Funding</b>	<b>(25,072)</b>	<b>(24,979)</b>	<b>94</b>	<b>0%</b>	<b>(72,949)</b>	<b>(24,495)</b>
<b>Funding Gap / (Surplus)</b>	<b>(3,748)</b>	<b>(2,458)</b>	<b>1,289</b>		<b>1,618</b>	<b>(2,884)</b>

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 JULY 2020**

Description	YTD Actual £'000s	YTD Budget £'000s	Variance YTD £'000s	Variance YTD %	Current Full Year Budget £'000s	2019-20 YTD Actuals £'000s
Wholtime Firefighters	11,578	11,321	(258)	(2%)	34,633	11,003
On-Call Firefighters	1,813	1,926	113	6%	6,893	1,821
Control	498	470	(28)	(6%)	1,368	454
Support Staff	4,634	4,757	123	3%	14,715	4,456
<b>Total Employment Costs</b>	<b>18,523</b>	<b>18,473</b>	<b>(50)</b>	<b>(0%)</b>	<b>57,609</b>	<b>17,735</b>
Training	150	243	93	38%	730	276
Employee Support Costs	265	241	(23)	(10%)	724	273
Travel & Subsistence	90	200	110	55%	606	210
<b>Support Costs</b>	<b>505</b>	<b>685</b>	<b>180</b>	<b>26%</b>	<b>2,060</b>	<b>760</b>
Property Maintenance	448	677	229	34%	2,032	681
Utilities	198	226	28	12%	678	189
Rent & Rates	517	547	29	5%	1,640	524
Equipment & Supplies	991	493	(498)	-	1,478	556
Communications	487	487	(0)	(0%)	1,460	477
Information Systems	863	756	(107)	(14%)	2,268	571
Transport	200	324	124	38%	972	302
<b>Premises &amp; Equipment</b>	<b>3,704</b>	<b>3,509</b>	<b>(195)</b>	<b>(6%)</b>	<b>10,528</b>	<b>3,301</b>
Establishment Expenses	143	381	238	62%	1,144	286
Risk Protection	172	194	22	11%	582	185
Professional Fees & Services	326	370	44	12%	1,119	360
Democratic Representation	73	73	-	-	220	72
Agency Services	66	67	1	2%	202	82
<b>Other Costs &amp; Services</b>	<b>781</b>	<b>1,085</b>	<b>305</b>	<b>28%</b>	<b>3,268</b>	<b>985</b>
<b>Ill Health Pension costs</b>	<b>887</b>	<b>859</b>	<b>(28)</b>	<b>(3%)</b>	<b>2,276</b>	<b>833</b>
Lease & Interest Charges	416	422	6	1%	1,265	433
Statutory Provision for Capital Financing	-	-	-	-	5,100	-
<b>Financing Items</b>	<b>416</b>	<b>422</b>	<b>6</b>	<b>1%</b>	<b>6,365</b>	<b>433</b>
<b>Gross Expenditure</b>	<b>24,816</b>	<b>25,033</b>	<b>217</b>	<b>1%</b>	<b>82,106</b>	<b>24,045</b>
<b>Specific Govt. Grants Income</b>	<b>(3,023)</b>	<b>(2,063)</b>	<b>960</b>	<b>47%</b>	<b>(6,188)</b>	<b>(1,956)</b>
<b>Total Operational income</b>	<b>(469)</b>	<b>(450)</b>	<b>18</b>	<b>4%</b>	<b>(1,351)</b>	<b>(478)</b>
<b>Net Expenditure</b>	<b>21,325</b>	<b>22,520</b>	<b>1,196</b>	<b>5%</b>	<b>74,567</b>	<b>21,611</b>

## COST CENTRE REPORT

For July 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	10,392,202	10,167,964	(224,238)	36,351	20,352	(15,999)	(281,904)	(285,668)	(3,764)	10,146,648	9,902,648	(244,000)
Station Group Management	1,126,595	1,060,976	(65,619)	35,068	66,440	31,372	684	0	(684)	1,162,348	1,127,416	(34,932)
Service Leadership Team	515,630	443,316	(72,314)	121,181	160,208	39,027	(1,784)	0	1,784	635,027	603,524	(31,503)
Control	531,918	490,320	(41,598)	246	292	46	371	0	(371)	532,535	490,612	(41,923)
Operations	308,316	331,548	23,232	91,894	149,720	57,826	(21,711)	(15,000)	6,711	378,498	466,268	87,770
Corporate Comms	121,843	92,416	(29,427)	7,927	21,924	13,997	0	0	0	129,770	114,340	(15,430)
Perf Mgmt & Impr	191,396	219,980	28,584	898	1,152	255	486	0	(486)	192,780	221,132	28,352
Community Safety	480,193	768,984	288,791	41,067	157,276	116,209	(54,501)	(84,832)	(30,331)	466,759	841,428	374,669
Technical Fire Safety	713,194	819,640	106,446	6,391	15,428	9,037	(2,290)	0	2,290	717,296	835,068	117,772
Water Services	92,727	84,780	(7,947)	28,502	38,116	9,614	(5,934)	(30,000)	(24,066)	115,295	92,896	(22,399)
Emergency Planning & Civil Protection	87,482	119,264	31,782	449	952	503	0	0	0	87,930	120,216	32,286
Corp Risk & Bus Cont	27,718	24,488	(3,230)	0	500	500	0	0	0	27,718	24,988	(2,730)
External Secondments	97,208	95,060	(2,148)	767	1,904	1,137	(56,389)	(30,668)	25,721	41,586	66,296	24,710
Technical Services	106,304	106,928	624	328,344	404,000	75,656	0	0	0	434,648	510,928	76,280
Health & Safety	128,205	73,608	(54,597)	604	2,424	1,820	0	0	0	128,809	76,032	(52,777)
Training	692,858	748,104	55,246	152,519	299,832	147,314	(2,145)	(20,000)	(17,855)	843,231	1,027,936	184,705
Police Collaboration	61,504	67,668	6,164	38,583	64,200	25,617	(30,752)	(47,860)	(17,108)	69,335	84,008	14,673
Workshops Management	130,549	131,768	1,219	143,346	231,501	88,156	(15,229)	(10,000)	5,229	258,666	353,269	94,604
Catering	31,512	37,884	6,372	5,794	29,476	23,682	0	(22,764)	(22,764)	37,306	44,596	7,290
Finance & Pay	258,158	233,039	(25,119)	752,841	799,929	47,087	(1,693,132)	(1,635,716)	57,416	(682,133)	(602,748)	79,385
Purchasing & Supply	122,148	133,288	11,140	45,217	114,164	68,947	0	0	0	1,371,365	247,452	80,087
Property Services	246,853	222,741	(24,112)	1,153,229	1,521,300	368,071	(28,177)	(24,000)	4,177	1,371,905	1,720,041	348,136
Workshop Engineering	392,335	377,122	(15,213)	110,791	165,052	54,261	(34,237)	(27,332)	6,905	468,889	514,842	45,953
Human Resources	550,308	531,727	(18,581)	1,172,864	1,033,388	(139,476)	(9,790)	(23,000)	(13,210)	1,713,382	1,542,115	(171,267)
ICT	345,516	328,965	(16,551)	1,022,559	1,102,192	79,633	(252,634)	(256,256)	(3,622)	1,115,441	1,174,901	59,460
Innovation and Change	423,815	599,564	175,749	254,697	83,840	(170,857)	(78,122)	0	78,122	600,390	683,404	83,014
<b>BAU Cost Centres</b>	<b>7,749,908</b>	<b>8,305,410</b>	<b>555,502</b>	<b>5,515,777</b>	<b>6,539,694</b>	<b>1,023,917</b>	<b>(2,301,826)</b>	<b>(2,227,428)</b>	<b>74,398</b>	<b>10,963,860</b>	<b>12,617,676</b>	<b>1,653,816</b>
COVID19	195,998	0	(195,998)	689,920	0	(689,920)	(907,488)	0	907,488	(21,570)	0	21,570
Training Projects	114,030	0	(114,030)	14,584	0	(14,584)	0	0	0	128,613	0	(128,613)
IT Projects	71,196	0	(71,196)	36,048	0	(36,048)	0	0	0	107,243	0	(107,243)
Innovation & Change	0	0	0	0	0	0	0	0	0	0	0	0
<b>Total for Projects listed above</b>	<b>381,223</b>	<b>0</b>	<b>(381,223)</b>	<b>740,551</b>	<b>0</b>	<b>(740,551)</b>	<b>(907,488)</b>	<b>0</b>	<b>907,488</b>	<b>214,286</b>	<b>0</b>	<b>(214,286)</b>
<b>Cost Centre Total</b>	<b>18,523,332</b>	<b>18,473,374</b>	<b>(49,958)</b>	<b>6,292,680</b>	<b>6,560,046</b>	<b>267,366</b>	<b>(3,491,218)</b>	<b>(2,513,096)</b>	<b>978,122</b>	<b>21,324,794</b>	<b>22,520,324</b>	<b>1,195,530</b>

### Commentary

- Station Group Management pay costs above budget as they are 5.0FTE over budgeted establishment and ASW costs of £37K accrued for July
- 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
- Community Safety are under FTE budget and activity as a result of the Pandemic situation
- Technical Fire Safety are under FTE budget
- 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 = £898K, there was an additional £9K from West Midlands Fire Service for PPE sent to them

STAFF ESTABLISHMENT											
Summary of Staff FTE			Budget for July 2020			Actual for July 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	475.0	0.0	475.0	5.0	0.0	5.0		
Watch Based Day Crewed	26.0	0.0	26.0	35.0	0.0	35.0	(9.0)	0.0	(9.0)		
<b>TOTAL Watch Based (Excl. USAR)</b>	<b>506.0</b>	<b>0.0</b>	<b>506.0</b>	<b>510.0</b>	<b>0.0</b>	<b>510.0</b>	<b>(4.0)</b>	<b>0.0</b>	<b>(4.0)</b>		
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	28.2	44.2	10.0	(2.2)	7.8		
Safer Comms Admin	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0		
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	36.0	39.0	11.0	(4.7)	6.3		
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	32.4	32.4	0.0	1.2	1.2		
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		
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		
Training	28.0	13.8	41.8	30.0	13.0	43.0	(2.0)	0.8	(1.2)		
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	26.4	26.4	0.0	3.0	3.0		
Workshops Management	0.0	8.8	8.8	0.0	8.8	8.8	0.0	0.0	0.0		
<b>Total Non-Watch Based Staff</b>	<b>136.0</b>	<b>298.7</b>	<b>434.7</b>	<b>118.0</b>	<b>293.7</b>	<b>411.7</b>	<b>16.9</b>	<b>5.0</b>	<b>21.9</b>		
<b>TOTAL Watch &amp; Non-Watch Staff</b>	<b>658.0</b>	<b>298.7</b>	<b>956.7</b>	<b>643.0</b>	<b>293.7</b>	<b>936.7</b>	<b>13.9</b>	<b>5.0</b>	<b>18.9</b>		
Control	33.5	1.6	35.1	34.2	1.6	35.8	(0.7)	0.0	(0.7)		
<b>TOTAL excl On-Call</b>	<b>691.5</b>	<b>300.3</b>	<b>991.8</b>	<b>677.2</b>	<b>295.3</b>	<b>972.5</b>	<b>13.2</b>	<b>5.0</b>	<b>18.2</b>		
<b>On-Call Watch Based</b>	<b>453.8</b>	<b>0.0</b>	<b>453.8</b>	<b>395.8</b>	<b>0.0</b>	<b>395.8</b>	<b>58.0</b>	<b>0.0</b>	<b>58.0</b>		
<b>COVID19</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>1.0</b>	<b>1.0</b>	<b>0.0</b>	<b>(1.0)</b>	<b>(1.0)</b>		
<b>TOTAL ECFRS Staff</b>	<b>1,145.3</b>	<b>300.3</b>	<b>1,445.6</b>	<b>1,072.9</b>	<b>296.3</b>	<b>1,369.2</b>	<b>71.2</b>	<b>4.0</b>	<b>75.2</b>		

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:-

	June	July
Whole-time Staff, who have met the age and service criteria for early retirement from their pension scheme*	88 (13.08%)	101 (15.12%)
Of which, have met the age and service criteria for normal retirement from their pension scheme**	34 (5.05%)	44 (6.59%)

\* = 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	(£10,654)	(£6,668)	£3,986	60%	(£20,000)	(£6,463)	
Childcare Vouchers	(£14,427)	(£23,000)	(£8,573)	(37%)	(£69,000)	(£18,890)	
Canteen Income	-	(£22,764)	(£22,764)	-	(£68,292)	(£26,288)	
Sale of Vehicle Spares	(£2,440)	(£8,332)	(£5,892)	(71%)	(£25,000)	(£8,414)	
Aerial Sites	(£43,310)	(£50,000)	(£6,690)	(13%)	(£150,000)	(£51,880)	
Solar Panel Income	(£10,310)	(£16,668)	(£6,358)	(38%)	(£50,000)	(£16,469)	
Hydrant Tests	(£5,934)	(£30,000)	(£24,066)	(80%)	(£90,000)	(£22,813)	
Lease Cars - Employee Contributions	(£4,872)	-	£4,872	-	-	(£920)	
Service Charges	(£195)	(£200)	(£5)	(2%)	(£600)	(£1,028)	
Secondments	(£54,215)	(£30,668)	£23,547	77%	(£92,000)	(£29,811)	
Community Safety general	(£29,840)	-	£29,840	-	-	(£20,560)	
Labour Credit	(£31,916)	(£18,332)	£13,584	74%	(£55,000)	(£15,357)	
Section 13/16	(£21,632)	(£15,000)	£6,632	44%	(£45,000)	(£24,943)	
Provision of Hire Vehicles & Equipment	-	(£668)	(£668)	-	(£2,000)	(£800)	
Rent	(£4,160)	-	£4,160	-	-	-	
Interest Received Short Term Investments	(£10,587)	(£15,000)	(£4,413)	(29%)	(£45,000)	(£24,132)	
Community Safety Youth Work	(£2,000)	(£58,332)	(£56,332)	(97%)	(£175,000)	(£22,200)	
Shared Services Income	(£171,453)	(£123,528)	£47,925	39%	(£370,578)	(£112,035)	
Reimbursements from EFA(T)	(£24,098)	(£31,168)	(£7,070)	(23%)	(£93,500)	(£33,368)	
Other Miscellaneous Income	(£26,542)	-	£26,542	-	-	(£41,856)	
<b>Total Income</b>	<b>(£468,587)</b>	<b>(£450,328)</b>	<b>£18,259</b>	<b>4%</b>	<b>(£1,350,970)</b>	<b>(£478,226)</b>	

### 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	(£1,172,182)	(£1,172,182)	(£0)	(0%)	(£3,516,545)	(£293,050)	Central Govt. Grant for Pensions - increase in Employers contribution
DCLG BRR 2020-21	(£446,760)	(£391,667)	£55,093	14%	(£1,175,000)	-	Business Rate Relief
USAR Grant 2020/21	(£285,520)	(£285,667)	(£147)	(0%)	(£857,000)	(£71,471)	USAR
Firelink Grant 2020/21	(£214,089)	(£209,419)	£4,670	2%	(£628,258)	(£52,355)	Communications Network
Other Grant Income	(£904,080)	(£3,833)	£900,247	23485%	(£11,500)	(£1,539,109)	Includes Grants in relation to COVID of £898K
<b>Subtotal-Govt Grants</b>	<b>(£3,022,631)</b>	<b>(£2,062,768)</b>	<b>£959,863</b>	<b>47%</b>	<b>(£6,188,303)</b>	<b>(£1,955,985)</b>	

**Essex County Fire & Rescue Service**  
**Jul-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
<b>1,668,983</b>

**I - STAFFING COSTS**

	Mar-20	Apr-20	May-20	Jun-20	Jul-20	YTD Costs	PO	Other	Est Total Cost	Comments
	£	£	£	£	£	Commitments	Forecasted Costs			
On Call additional costs - service response						0			0	Est Inc in Mar 20 Return
Wholetime overtime (including control)- service response						0			0	Est Inc in Mar 20 Return
On Call additional costs - LRF support						0			0	
Wholetime overtime - LRF support			117,008	55,806	18,937	191,751			191,751	Ambulance Drivers
On Call additional costs - National response						0			0	
Wholetime overtime - National response						0			0	
ARA's		2,849	3,539	2,849	953	10,191	7,365		17,555	
Other Staff Costs						0			0	
<b>Sub-Total: Staffing costs</b>	<b>0</b>	<b>2,849</b>	<b>120,547</b>	<b>58,655</b>	<b>19,890</b>	<b>201,942</b>	<b>7,365</b>	<b>0</b>	<b>209,306</b>	

**II - PROTECTIVE EQUIPMENT**

PPE	3,296	17,656	21,644	492,799	18,785	554,181	0	0	554,181	
Cleaning and decontamination supplies	7,721	32,251	5,109	26,717	7,386	79,183	35	90,000	169,218	Commitment Relates to Additional Cleaning at Stations
						0			0	
<b>Sub-Total: Equipment</b>	<b>11,017</b>	<b>49,907</b>	<b>26,753</b>	<b>519,517</b>	<b>26,171</b>	<b>633,365</b>	<b>35</b>	<b>90,000</b>	<b>723,400</b>	

**III- OTHER COSTS**

ICT Infrastructure and licencing	18,418	474	15,976	23,059	2,283	60,209	0	0	60,209	
Thermometers			1,199			1,199	0		1,199	
Signage				8,125	36,621	44,745	0		44,745	
Other			4,346	1,493	-185	5,655		48,000	53,655	Commitment relates to Additional Training
<b>Sub-Total: Other costs</b>	<b>18,418</b>	<b>474</b>	<b>21,521</b>	<b>32,677</b>	<b>38,718</b>	<b>111,808</b>	<b>0</b>	<b>48,000</b>	<b>159,808</b>	
<b>TOTAL ADDITIONAL COSTS</b>	<b>29,435</b>	<b>53,230</b>	<b>168,822</b>	<b>610,848</b>	<b>84,780</b>	<b>947,114</b>	<b>7,400</b>	<b>138,000</b>	<b>1,092,514</b>	

**REMAINING FUNDING**  
**% OF GRANT SPENT**

576,469
34.5%

**OTHER COMMENTS**

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

**Expenditure**  
 Recovery Phase / Return to Work - Work is currently being undertaken in this area.

**Council Tax Collections**  
 ECC council tax collections are down 3.6%. This has an estimated impact on Fire of £1.7m (Collections Fund).



## CAPITAL FINANCE SUMMARY AS AT 31 JULY 2020

Capital	Budget 2020/21	Adjustment to Budget 2020-21	Revised Budget 2020-21*	Actual Spend to 31st July
<b>New Premises</b>				
Service Workshops - New	750	(750)	-	-
<b>Existing Premises</b>				
Asset Protection	2,000	(86)	1,914	164
<b>Asset Improvement Works Training Facilities Improvement</b>	548	-	548	-
Asset Improvement Works - Shoeburyness	500	(400)	100	-
<b>Total Property</b>	<b>3,798</b>	<b>(1,236)</b>	<b>2,562</b>	<b>164</b>
<b>Equipment</b>	<b>364</b>	<b>(102)</b>	<b>262</b>	<b>-</b>
<b>Information Technology</b>				
Projects	1,900	(456)	1,444	63
<b>Total Information Technology</b>	<b>1,900</b>	<b>(456)</b>	<b>1,444</b>	<b>63</b>
<b>Vehicles</b>				
New Appliances	1,260	(1,260)	-	-
Other Vehicles	860	370	1,230	219
<b>Total Vehicles</b>	<b>2,120</b>	<b>(890)</b>	<b>1,230</b>	<b>219</b>
<b>Total Capital Expenditure</b>	<b>8,182</b>	<b>(2,684)</b>	<b>5,498</b>	<b>447</b>

Capital Finance Charge		
Budget 2020-21	Movement	Revised Budget 2020-21
38	(38)	-
100	(4)	96
27	-	27
25	(20)	5
<b>190</b>	<b>(62)</b>	<b>128</b>
<b>47</b>	<b>(14)</b>	<b>33</b>
478	(73)	405
<b>478</b>	<b>(73)</b>	<b>405</b>
105	(105)	-
178	21	198
<b>283</b>	<b>(84)</b>	<b>198</b>
<b>998</b>	<b>(234)</b>	<b>764</b>

## CAPITAL FINANCE SUMMARY AS AT 31 JULY 2020

\* To be agreed at asset board

### Capital Finance Charge

	Asset Life	Budget 2020/21	Adjustment to Budget 2020-21	Revised Budget 2020-21*	Actual Spend to 31st July	Capital Finance Charge 2020/21	Revised Budget 2020-21	Movement check
<b>B113 - Vehicles</b>								
Appliances (Pumping)	12	1,260,000	(1,260,000)	-	-	105,000	-	(105,000)
Cycle Scheme	1	40,000	(40,000)	-	-	40,000	-	(40,000)
Light Vehicles	6	260,000	132,607	392,607	12,099	43,333	65,435	22,101
Off Road Vehicles	6	150,000	80,830	230,830	76,520	25,000	38,472	13,472
Officers Cars (Principal Officers)	4	80,000	-	80,000	27,500	20,000	20,000	-
Light Vans	6	240,000	73,000	313,000	4,156	40,000	52,167	12,167
Ladders	12	50,000	-	50,000	12,323	4,167	4,167	-
Hoses for ALPS	8	40,000	60,000	100,000	22,823	5,000	12,500	7,500
<b>Total B113 - Vehicles</b>		<b>2,120,000</b>	<b>(889,563)</b>	<b>1,230,437</b>	<b>219,318</b>	<b>282,500</b>	<b>198,073</b>	<b>(84,427)</b>
<b>B116 - Operational Equipment</b>								
B.A. Compressors	8	78,000	-	78,000	-	9,750	9,750	-
Heavy Rescue Pumps Equipment	8	-	40,000	40,000	-	-	5,000	5,000
Hose Reel Branch/Main Line Branch	8	160,000	(160,000)	-	-	20,000	-	(20,000)
Exercise Equipment	5	21,450	(21,450)	-	-	4,290	-	(4,290)
Light Portable Pumps	8	-	-	-	-	-	-	-
BA Contamination machine	8	40,000	-	40,000	-	5,000	5,000	-
Hose Reel 22mm Hose upgrade	8	-	-	-	-	-	-	-
Method entry equipment	8	30,000	-	30,000	-	3,750	3,750	-
B' class foam replacement	8	-	-	-	-	-	-	-
Foam additive (large waste fires)	8	35,000	-	35,000	-	4,375	4,375	-
PPV Fans	8	-	-	-	-	-	-	-
Boats & Trailers	8	-	-	-	-	-	-	-
Defibrillators	8	-	-	-	-	-	-	-
Thermal Imaging Cameras	8	-	25,000	25,000	-	-	3,125	3,125
MD4 Decontamination Tents	8	-	-	-	-	-	-	-
New BA bags	8	-	14,000	14,000	-	-	1,750	1,750
<b>Total B116 - Operational Equipment</b>		<b>364,450</b>	<b>(102,450)</b>	<b>262,000</b>	<b>-</b>	<b>47,165</b>	<b>32,750</b>	<b>(14,415)</b>
<b>B114 - ICT Equipment</b>								
Hardware Replacement - Hardware	3	200,000	200,000	400,000	39,643	66,667	133,333	66,667
Thin Client Roll-out	3	-	259,000	259,000	21,412	-	86,333	86,333
ICT Transformation Programme	3	160,000	-	160,000	2,256	53,333	53,333	-
Business Intelligence/data warehousing	3	50,000	-	50,000	-	16,667	16,667	-
Health and Safety System	3	75,000	-	75,000	-	25,000	25,000	-
People Systems	3	100,000	-	100,000	-	33,333	33,333	-
ICCS/CAD Replacement - Control Project	7	815,000	(415,000)	400,000	-	116,429	57,143	(59,286)
CRM	3	500,000	(500,000)	-	-	166,667	-	(166,667)
<b>Total B114 - ICT Equipment</b>		<b>1,900,000</b>	<b>(456,000)</b>	<b>1,444,000</b>	<b>63,312</b>	<b>478,095</b>	<b>405,143</b>	<b>(72,952)</b>

## CAPITAL FINANCE SUMMARY AS AT 31 JULY 2020

\* To be agreed at asset board

	Asset Life	Budget 2020/21	Adjustment to Budget 2020-21	* To be agreed at asset board		Capital Finance Charge		
				Revised Budget 2020-21*	Actual Spend to 31st July	Capital Finance Charge 2020/21	Revised Budget 2020-21	Movement check
<b>B112 - Land &amp; Building</b>								
Lexden Workshops Relocation	20	750,000	(750,000)	-	-	37,500	-	(37,500)
<b>Total B112 - Land &amp; Building</b>		<b>750,000</b>	<b>(750,000)</b>	<b>-</b>	<b>-</b>	<b>37,500</b>	<b>-</b>	<b>(37,500)</b>
Asset Improvement Works - Shoeburyness	20	500,000	(400,000)	100,000	-	25,000	5,000	(20,000)
Asset Protection Works - Training Facilities	20	547,600	-	547,600	-	27,380	27,380	-
<b>Total B117 - Asset Improvement</b>		<b>1,047,600</b>	<b>(400,000)</b>	<b>647,600</b>	<b>-</b>	<b>52,380</b>	<b>32,380</b>	<b>(20,000)</b>
<b>B118 - Asset Protection</b>								
Asset Protection	20	2,000,000	(2,000,000)	-	-	100,000	-	(100,000)
Basildon Roofing	20	-	160,000	160,000	60,913	-	8,000	8,000
Billericay Appliance Pay	20	-	26,000	26,000	22,051	-	1,300	1,300
Colchester FP	20	-	30,000	30,000	-	-	1,500	1,500
Colchester Boiler Room	20	-	25,000	25,000	-	-	1,250	1,250
WTC	20	-	15,000	15,000	14,130	-	750	750
Witham Bolier Room	20	-	70,000	70,000	66,837	-	3,500	3,500
Orsett Appliance Bay	20	-	125,000	125,000	-	-	6,250	6,250
Southend Boilers	20	-	175,000	175,000	-	-	8,750	8,750
Harlow Showers	20	-	160,000	160,000	-	-	8,000	8,000
Dunmow Yard	20	-	140,000	140,000	-	-	7,000	7,000
Great Baddow Windows	20	-	150,000	150,000	-	-	7,500	7,500
Loughton Drying	20	-	30,000	30,000	-	-	1,500	1,500
Maldon Bolilers	20	-	50,000	50,000	-	-	2,500	2,500
Fire Alarms	20	-	138,000	138,000	-	-	6,900	6,900
Kelvedon Park Pond Works	20	-	150,000	150,000	-	-	7,500	7,500
Burnham AB FI	20	-	50,000	50,000	-	-	2,500	2,500
Orsett BA split	20	-	150,000	150,000	-	-	7,500	7,500
Orsett FRA	20	-	270,000	270,000	-	-	13,500	13,500
<b>B118 - Asset Protection</b>		<b>2,000,000</b>	<b>(86,000)</b>	<b>1,914,000</b>	<b>163,930</b>	<b>100,000</b>	<b>95,700</b>	<b>(4,300)</b>
<b>TOTAL BUDGET 2020-21</b>		<b>8,182,050</b>	<b>(2,684,013)</b>	<b>5,498,037</b>	<b>446,560</b>	<b>997,640</b>	<b>764,046</b>	<b>(233,595)</b>

**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**

<b>LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985</b>	
List of background documents – including appendices, hardcopy or electronic including any relevant link/s.	
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

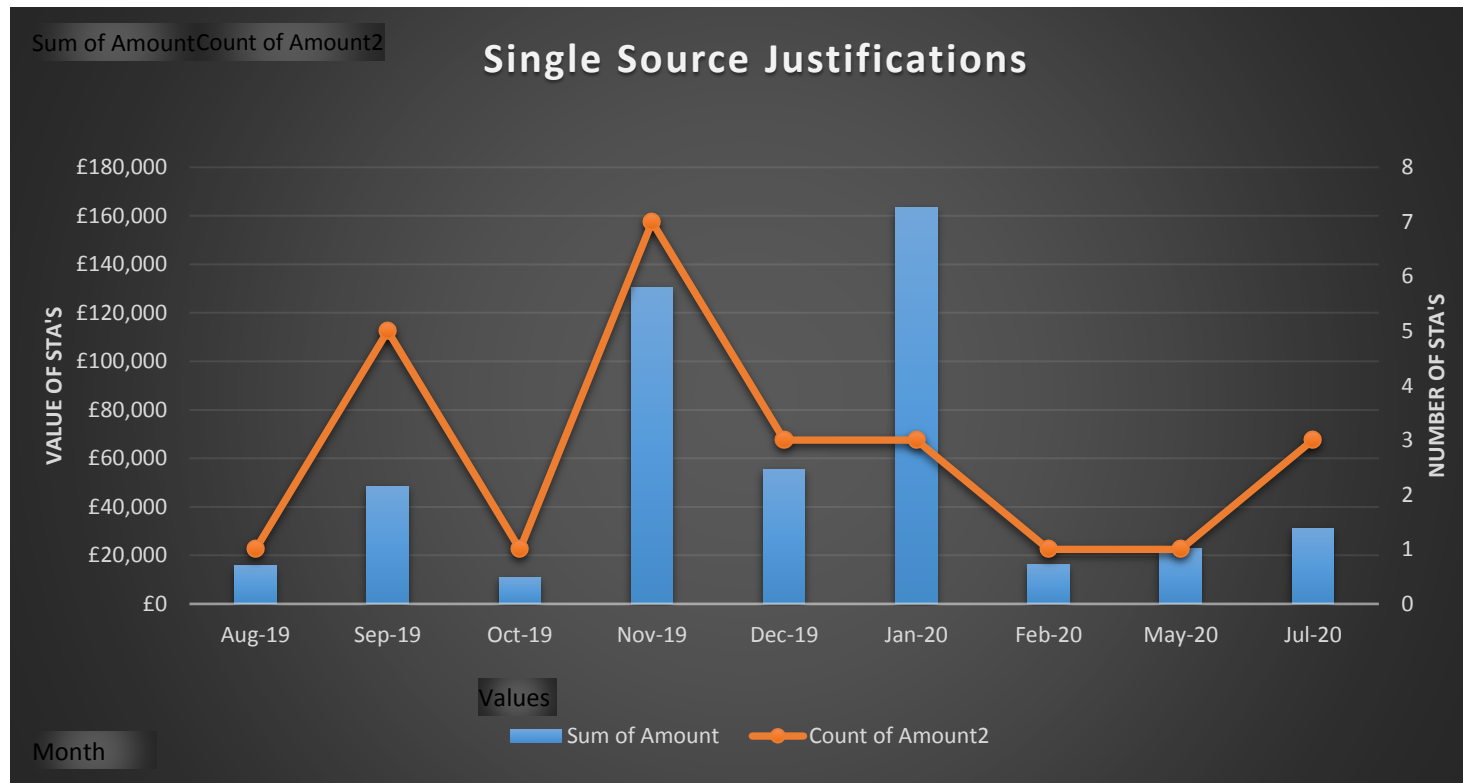
## Appendix 1 - SUMMARY OF INCOME AND EXPENDITURE Excl. COVID COSTS

This table below shows actual expenditure against budget to 31 July 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	11,578	192	11,387	11,321	(66)	(1%)	34,633	11,003
On Call Firefighters	1,813	-	1,813	1,926	113	6%	6,893	1,821
Control	498	-	498	470	(28)	(6%)	1,368	454
Support Staff	4,634	4	4,630	4,757	127	3%	14,715	4,456
<b>Total Employment Costs</b>	<b>18,523</b>	<b>196</b>	<b>18,327</b>	<b>18,473</b>	<b>146</b>	<b>1%</b>	<b>57,609</b>	<b>17,735</b>
Support Costs	505	5	500	685	186	27%	2,060	760
Premises & Equipment	3,704	684	3,020	3,509	489	14%	10,528	3,301
Other Costs & Services	781	0	780	1,085	305	28%	3,268	985
Ill health pension costs	887	-	887	859	(28)	(3%)	2,276	833
Financing Items	416	-	416	422	6	1%	6,365	433
<b>Total Other Costs</b>	<b>6,293</b>	<b>690</b>	<b>5,603</b>	<b>6,560</b>	<b>957</b>	<b>15%</b>	<b>24,496</b>	<b>6,310</b>
<b>Gross Expenditure</b>	<b>24,816</b>	<b>886</b>	<b>23,930</b>	<b>25,033</b>	<b>1,103</b>	<b>4%</b>	<b>82,106</b>	<b>24,045</b>
<b>Specific Govt. Grants Income</b>	<b>(3,023)</b>	<b>(898)</b>	<b>(2,125)</b>	<b>(2,063)</b>	<b>62</b>	<b>(3%)</b>	<b>(6,188)</b>	<b>(1,956)</b>
<b>Operational income</b>	<b>(469)</b>	<b>(10)</b>	<b>(459)</b>	<b>(450)</b>	<b>8</b>	<b>(2%)</b>	<b>(1,351)</b>	<b>(478)</b>
<b>Net Expenditure</b>	<b>21,325</b>	<b>(22)</b>	<b>21,346</b>	<b>22,520</b>	<b>1,174</b>	<b>5%</b>	<b>74,567</b>	<b>21,611</b>
<b>Funding</b>								
Revenue Support Grant	(4,365)	-	(4,365)	(4,365)	-	-	(8,473)	(4,295)
National Non-Domestic Rates	(5,668)	-	(5,668)	(5,653)	15	0%	(16,519)	(5,602)
Council Tax Collection Account	(162)	-	(162)	(188)	(27)	(0%)	(400)	(208)
Council Tax	(14,878)	-	(14,878)	(14,871)	8	0%	(47,851)	(14,390)
Cont'ns to/(from) General Bals	-	-	-	98	98	0%	294	-
<b>Total Funding</b>	<b>(25,072)</b>	<b>-</b>	<b>(25,072)</b>	<b>(24,979)</b>	<b>94</b>	<b>0%</b>	<b>(72,949)</b>	<b>(24,495)</b>
<b>Funding Gap / (Surplus)</b>	<b>(3,748)</b>	<b>(22)</b>	<b>(3,726)</b>	<b>(2,458)</b>	<b>1,268</b>	<b>5%</b>	<b>1,618</b>	<b>(2,884)</b>

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.

# SINGLE SOURCE JUSTIFICATIONS



There have been three Single Source Justifications in the month:-

- £15K Dunninghams – Specialist engineering welding works required to the fire behaviour containers at Weathersfield Training Centre
- £ 9K Civica – This related to additional (unplanned) system configuration on the CFRMIS Project
- £ 7K People Insights – This was to ensure consistency in our employee survey process

## 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	Follow up - ICT Contract Management Policy	Head of ICT (Sarah Taylor)	0	1	0	1	0	0	0	0
2018/19	Follow up - ICT Contract Management Monitoring	Head of ICT (Sarah Taylor)	0	1	0	0	0	1	0	0
2019/20	Non Operational; - Workplace Health and Safety	Senior Health and Safety Advisor (Joanne Hampton)	1	3	1	3	0	0	0	0
2019/20	Human Resources and Organisational Design Business System (HOBS)	Chief Finance Officer (Neil Cross) Corporate Services Director (Karl Edwards) Payroll Manager (Sarah Webster)	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	IRMP Programme Manager - (Lisa Hart)	0	3	0	1	0	2	0	1
2019/20	Programme 2020 - Progress	IRMP Programme Manager - (Lisa Hart)	1	1	1	1	0	0	0	0
2019/20	Training and Development	Assistant Chief Executive Office - People, Values and Culture (Colette Black)	0	4	0	1	0	3	0	2
2019/20	HR Transaction 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
<b>THIS UPDATE</b>			<b>5</b>	<b>29</b>	<b>4</b>	<b>14</b>	<b>1</b>	<b>15</b>	<b>0</b>	<b>5</b>
			<b>34</b>		<b>18</b>		<b>16</b>		<b>5</b>	
			<b>Percentage complete</b>		<b>53%</b>		<b>Percentage overdue</b>		<b>31%</b>	
<b>LAST UPDATE</b>			<b>4</b>	<b>24</b>	<b>4</b>	<b>10</b>	<b>0</b>	<b>14</b>	<b>0</b>	<b>1</b>
			<b>28</b>		<b>14</b>		<b>14</b>		<b>1</b>	
			<b>Percentage complete</b>		<b>50%</b>		<b>Percentage overdue</b>		<b>7%</b>	

### Internal Audit Programme Update

The internal audit programme for 2019/20 is progressing well, with the HR Wellbeing audit expected to complete in the next few weeks. The Procurement audit was finalised in August, providing partial assurance over the procurement practices at the Service.

We have started to liaise with the internal auditors to book in dates for the 2020-21 internal audit programme, including:

- IT Strategy, Software Licensing, Software Asset Tracking - October 2020
- Performance Management - October 2020
- Property - Maintenance and Estates Strategy - January 2021

### Updates On Outstanding Recommendations

There are five new medium-risk and one high-right recommendation this month after the finalisation of the Procurement audit.

Four audit recommendations were completed since the last update, all within the given timeframes. These will be confirmed in the next audit committee meeting.

There are five overdue recommendations. Responsible owners have been contacted in respect of their outstanding points.

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

## APPENDIX 2 - TRAINING COSTS REVIEW (NON-PAY)

Analysis of Training Spend - Non Pay for Financial Year 2020-21 to 31 July 2020

### Business As Usual Training costs (Non-Pay) Analysis

Nominal	Description	Actual £	Budget £	Variance £	Comments
0702	External Training - L&D Panel	£34,541	£83,332	£48,791	Underspend relates to postponed training due to pandemic working arrangements and lockdown
0707	Operational Training Contracts	£55,422	£61,668	£6,246	
0710	Leadership Development	£20,702	£41,668	£20,967	
0715	In House Operational Training	£29,163	£56,668	£27,505	Underspend relates to postponed training due to pandemic working arrangements and lockdown
<b>Training Business As Usual</b>		<b>£139,827</b>	<b>£243,336</b>	<b>£103,509</b>	

### Operational Training Project (Non-Pay) Analysis

Nominal	Description	Actual £	Budget £	Variance £	Comments
0702	External Training - L&D Panel	£0	£0	£0	
0707	Operational Training Contracts	£14,584	£0	(£14,584)	Funded from Earmarked Reserves
0710	Leadership Development	£0	£0	£0	
0715	In House Operational Training	£0	£0	£0	
<b>Operational Training Project</b>		<b>£14,584</b>	<b>£0</b>	<b>(£14,584)</b>	

Please note the costs for the Operational Training Project are budget as being funded from Earmarked Reserves