

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:	Beth Blackburn, Finance Business Partner		
Presented By	Neil Cross - Chief Finance Officer		
Subject	Budget Review – February 2021		
Type of Report:	Information		

SUMMARY

This paper reports on expenditure against budget as at 28 February 2021 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 28 February 2021 compared to the Budget.
- 2 - Note the capital expenditure spend against budget for period to 28 February 2021
- 3 - Note the latest Full year Forecast has been added, based on projections provided by the Budget Holders

EXECUTIVE SUMMARY

Summary Income & Expenditure

- Net Expenditure to February 2021 is £.988m below Budget.

Employment Costs

- February total Employment Costs were £30K (0.6%) above budget
- Control and Support Staff FTE and overtime is above budgeted
- Year to Date Employment Costs:-
Wholetime employment cost variance includes £225k overspend for Day Crewed compensation pay and £201k is additional cover to support the Ambulance service (this is covered by the Covid grant).
Wholetime employment costs also includes overtime costs of £355K for Additional Shift Working (ASW), this was £14K for Feb with a Year to Date monthly average of £32K (2019-20 monthly average was £45K per month)
- Control and support cost variances are driven by FTE levels and overtime costs

Total Other Costs

- Support cost variance is made up of: Underspend (£89k in training, £141k delay in new uniform rollout, £209k in travel and subsistence).
Overspend in Redundancy and Settlement agreement: £92k of which is redundancy related and the remaining £200k relates to PI claims. The PI claims are offset with a release of Earmarked Reserves.
- Other costs and services cost variance: £416k underspend in establishment expenses (£324k underspend in Community safety & home safety)

Income

- £200k has been re-allocated from Specific Govt. Grants Income into Essex Resilience Forum as it is Local Resilience Forum (LRF) funding
- Revenue costs include £1.12m relating to Covid (£872K Premises & Equipment & £253K Salaries) which were all unbudgeted. There is Grant funding within 'Specific Govt Grants income' which offsets against these costs.
- Financing Items budget variance has reduced following the Virement moving capital costs to revenue for the Cycle Scheme and Fitness Equipment
- £200k of Earmarked Reserves Funding has been released against Legal PI Claims

Virement

- Virement for MTFP, decision sheet submitted to OPFCC, this is included in Appendix 4.
- A virement to reallocate between Capital Financing and Support Costs was processed in February (£24.3k for Fitness Equipment and £40.0k for the Cycle Scheme).
This followed on from the External Auditors feedback and review of our historic treatment and accounting policy and procedures for the Fitness Equipment and Cycle Scheme.

Covid 19 Summary

- £1.336m of the Covid Grant has been spent to date (£1.12m relates to revenue spend and the remaining £0.211m is capital).
- £1.479m is the current projected spend to end of August 2021, which will leave £0.190m remaining.
- A Summary Income & Expenditure Statement excluding the Covid Grant Income & Costs has been included in Appendix 1.

Capital

- No Capital spend for New Appliances (£1.2m) in 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

Property Sales (Day Crewed Housing)

- £305K went through Capital Receipts Reserves for property sold in January 2021
- A further £1.3m is expected for 5 properties which are due for disposal to be completed in March 2021

Summary of Income and Expenditure

This table below shows actual expenditure against budget to February 2021

Description	YTD Actual £'000s	YTD Budget £'000s	Variance YTD £'000s	Variance YTD %	Current Full Year Budget £'000s	Full Year Forecast £'000s	YTD Actuals 2019-20 £'000s
Wholetime Firefighters	31,875	31,462	(412)	(1%)	34,633	35,124	30,617
On Call Firefighters	6,102	5,867	(236)	(4%)	6,893	7,241	5,946
Control	1,454	1,317	(137)	(10%)	1,368	1,595	1,299
Support Staff	13,583	13,496	(87)	(1%)	14,715	15,126	12,924
Total Employment Costs	53,013	52,141	(872)	(2%)	57,609	59,087	50,786
Support Costs	1,773	1,943	170	9%	2,124	1,777	1,892
Premises & Equipment	9,641	9,651	10	0%	10,528	10,539	9,594
Other Costs & Services	2,533	3,005	472	16%	3,268	2,886	2,985
Ill health pension costs	2,082	2,099	16	1%	2,276	2,248	2,039
Financing Items	1,144	1,101	(43)	(4%)	6,301	6,248	1,189
Total Other Costs	17,173	17,798	626	4%	24,496	23,697	17,699
Gross Expenditure	70,186	69,940	(246)	(0%)	82,106	82,784	68,485
Specific Govt. Grants Income	(6,892)	(5,673)	1,219	21%	(6,188)	(7,512)	(5,848)
Operational income	(1,253)	(1,238)	15	1%	(1,351)	(1,268)	(1,454)
Net Expenditure	62,041	63,029	988	2%	74,567	74,004	61,184
Funding							
Revenue Support Grant	(7,959)	(7,959)	0	0%	(8,473)	(8,473)	(7,884)
National Non-Domestic Rates	(15,340)	(15,291)	49	0%	(16,519)	(16,858)	(15,518)
Council Tax Collection Account	(438)	(527)	(88)	(17%)	(400)	(400)	(615)
Council Tax	(44,440)	(44,406)	34	0%	(47,851)	(47,851)	(42,975)
Cont'ns to/(from) General Bals	-	270	270	-	294	(285)	-
Cont'ns to/(from) Earmarked Reserves	(201)	-	201	-	-	-	-
Total Funding	(68,378)	(67,913)	465	(1%)	(72,949)	(73,866)	(66,991)
Funding (Gap)/ Surplus	6,338	4,885	1,453	30%	(1,618)	(138)	5,808

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 February 2021

Description	YTD Actual £'000s	YTD Budget £'000s	Variance YTD £'000s	Variance YTD %	Current Full Year Budget £'000s	Full Year Forecast £'000s	2019-20 YTD Actuals £'000s
Wholetime Firefighters	31,875	31,462	(412)	(1%)	34,633	35,124	30,617
On-Call Firefighters	6,102	5,867	(236)	(4%)	6,893	7,241	5,946
Control	1,454	1,317	(137)	(10%)	1,368	1,595	1,299
Support Staff	13,583	13,496	(87)	(1%)	14,715	15,126	12,924
Total Employment Costs	53,013	52,141	(872)	(2%)	57,609	59,087	50,786
Training	580	669	89	13%	730	590	693
Employee Support Costs	851	723	(128)	(18%)	788	808	662
Travel & Subsistence	342	551	209	38%	606	379	538
Support Costs	1,773	1,943	170	9%	2,124	1,777	1,892
Property Maintenance	1,786	1,863	77	4%	2,032	2,132	1,973
Utilities	652	621	(31)	(5%)	678	732	602
Rent & Rates	1,434	1,503	69	5%	1,640	1,565	1,426
Equipment & Supplies	1,860	1,355	(505)	(37%)	1,478	1,895	1,543
Communications	1,322	1,338	17	1%	1,460	1,508	1,367
Information Systems	1,954	2,079	125	6%	2,268	2,104	1,786
Transport	633	891	258	29%	972	602	897
Premises & Equipment	9,641	9,651	10	0%	10,528	10,539	9,594
Establishment Expenses	632	1,048	416	40%	1,144	683	899
Risk Protection	515	534	18	3%	582	605	491
Professional Fees & Services	1,011	1,037	27	3%	1,119	1,119	1,184
Democratic Representation	202	202	-	-	220	220	198
Agency Services	174	185	12	6%	202	260	214
Other Costs & Services	2,533	3,005	472	16%	3,268	2,886	2,985
Ill Health Pension costs	2,082	2,099	16	1%	2,276	2,248	2,039
Lease & Interest Charges	1,144	1,160	16	1%	1,265	1,261	1,189
Statutory Provision for Capital Financing	-	(59)	(59)	-	5,036	4,987	-
Financing Items	1,144	1,101	(43)	(4%)	6,301	6,248	1,189
Gross Expenditure	70,186	69,940	(246)	(0%)	82,106	82,784	68,485
Specific Govt. Grants Income	(6,892)	(5,673)	1,219	21%	(6,188)	(7,512)	(5,848)
Other Operational income	(1,253)	(1,238)	15	1%	(1,351)	(1,268)	(1,454)
Total Operational income	(8,145)	(6,911)	1,234	18%	(7,539)	(8,780)	(7,302)
Net Expenditure	62,041	63,029	988	2%	74,567	74,004	61,184

Staff Establishment

Summary of Staff FTE	Budget for February 2021			Actual for February 2021			Variance to Budgeted Establishment		
	Grey Book	Green Book	Total FTE	Grey Book	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	493.0	0.0	493.0	(13.0)	0.0	(13.0)
Watch Based Day Crewed	26.0	0.0	26.0	30.0	0.0	30.0	(4.0)	0.0	(4.0)
TOTAL Watch Based (Excl. USAR)	506.0	0.0	506.0	523.0	0.0	523.0	(17.0)	0.0	(17.0)
Whole Time USAR	16.0	0.0	16.0	18.0	0.0	18.0	(2.0)	0.0	(2.0)
Catering	0.0	4.0	4.0	0.0	3.3	3.3	0.0	0.7	0.7
Tech Fire Safety (Protection)	26.0	26.0	52.0	15.0	27.6	42.6	11.0	(1.6)	9.4
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	1.0	2.0	3.0	(0.1)	0.0	(0.1)
Community Safety (Prevention)	14.0	31.3	45.3	4.0	33.3	37.3	10.0	(2.0)	8.0
Station Group Admin	37.0	12.5	49.5	40.0	11.5	51.5	(3.0)	1.0	(2.0)
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	8.0	8.0	0.0	(3.0)	(3.0)
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	1.0	2.0	3.0	3.0	(1.5)	1.5
Finance & Pay	0.0	13.0	13.0	0.0	17.3	17.3	0.0	(4.3)	(4.3)
Grenfell	0.0	0.0	0.0	1.0	0.0	1.0	(1.0)	0.0	(1.0)
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	37.4	37.4	0.0	(3.8)	(3.8)
Innovation & Change	6.0	22.6	28.6	3.0	19.9	22.9	3.0	2.7	5.7
ICT	0.0	21.0	21.0	0.0	22.6	22.6	0.0	(1.6)	(1.6)
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	9.0	3.0	12.0	1.0	1.0	2.0
Perf Mgmt & Impr	0.0	12.8	12.8	0.0	12.6	12.6	0.0	0.2	0.2
Property Services	0.0	14.0	14.0	0.0	14.0	14.0	0.0	0.0	0.0
Purchasing & Supply	0.0	11.0	11.0	0.0	11.0	11.0	0.0	0.0	0.0
Service Leadership Team	3.0	10.0	13.0	3.0	8.0	11.0	0.0	2.0	2.0
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	27.0	10.0	37.0	1.0	3.8	4.8
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	8.8	8.8	0.0	0.0	0.0
Total Non-Watch Based Staff	152.0	298.7	450.7	135.0	305.7	440.7	15.9	(7.0)	8.9
TOTAL Watch & Non-Watch Staff	658.0	298.7	956.7	658.0	305.7	963.7	(1.1)	(7.0)	(8.1)
Control	33.5	1.6	35.1	35.4	1.6	37.0	(1.9)	0.0	(1.9)
TOTAL excl On-Call	691.5	300.3	991.8	693.4	307.3	1,000.7	(3.0)	(7.0)	(10.0)
On-Call Watch Based	453.8	0.0	453.8	399.5	0.0	399.5	54.2	0.0	54.2
COVID19	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
TOTAL ECFRS Staff	1,145.3	300.3	1,445.6	1,092.9	307.3	1,400.2	51.2	(7.0)	44.3

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:-

	January	February
Whole-time Staff, who have met the age and service criteria for early retirement from their pension scheme*	103 (15.94%)	105 (16.28%)
Of which, have met the age and service criteria for normal retirement from their pension scheme**	47 (7.28%)	48 (7.44%)

* = 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.

Essex County Fire and Rescue Service

**Cost Centre Report
For February 2021**

	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	30,089,290	28,744,778	(1,344,512)	85,224	55,968	(29,256)	(782,814)	(785,587)	(2,773)	29,391,700	28,015,159	(1,376,541)
Station Group Management	3,199,646	2,959,607	(240,039)	146,564	182,710	36,146	684	0	(684)	3,346,895	3,142,317	(204,578)
Service Leadership Team	1,239,607	1,237,307	(2,300)	380,574	440,572	59,998	(24,440)	0	24,440	1,595,741	1,677,879	82,138
Control	1,517,822	1,373,549	(144,273)	486	803	317	371	0	(371)	1,518,679	1,374,352	(144,327)
Operations	1,156,253	1,128,386	(27,867)	280,605	411,730	131,125	(73,905)	(41,250)	32,655	1,362,952	1,498,866	135,914
Corporate Comms	368,598	258,104	(110,494)	28,602	60,291	31,689	(7,500)	0	7,500	389,700	318,395	(71,305)
Perf Mgmt & Impr	569,141	614,405	45,264	3,580	3,168	(412)	486	0	(486)	573,207	617,573	44,366
Prevention	1,372,050	2,142,399	770,349	163,903	432,509	268,606	(142,881)	(233,288)	(90,407)	1,393,072	2,341,620	948,548
Protection	1,918,635	2,287,313	368,678	17,075	42,427	25,352	(10,640)	0	10,640	1,925,069	2,329,740	404,671
Water Services	259,756	236,830	(22,926)	139,256	104,819	(34,437)	(48,909)	(82,500)	(33,591)	350,104	259,149	(90,955)
Emergency Planning & Civil Protection	185,928	332,783	146,855	5,551	2,618	(2,933)	0	0	0	191,479	335,401	143,922
Corp Risk & Bus Cont	81,300	68,398	(12,902)	0	1,375	1,375	0	0	0	81,300	69,773	(11,527)
External Secondments	263,629	265,142	1,513	3,742	5,236	1,494	(201,565)	(84,337)	117,228	65,807	186,041	120,235
Technical Services	298,263	299,335	1,072	975,038	1,111,000	135,962	0	0	0	1,273,301	1,410,335	137,034
Health & Safety	363,050	205,521	(157,529)	2,052	6,666	4,614	0	0	0	365,102	212,187	(152,915)
Training	2,040,027	2,086,931	46,904	553,732	824,538	270,806	(9,345)	(55,000)	(45,655)	2,584,413	2,856,469	272,056
Police Collaboration	193,348	188,858	(4,490)	38,583	176,550	137,967	(30,752)	(131,615)	(100,863)	201,179	233,793	32,614
Workshops Management	384,344	368,038	(16,306)	420,474	636,629	216,154	(45,971)	(27,500)	18,471	758,848	977,167	218,319
Catering	89,142	105,864	16,722	13,874	81,059	67,185	(7,116)	(62,601)	(55,485)	95,900	124,322	28,422
Finance & Pay	743,519	650,910	(92,609)	2,282,902	2,220,524	(62,377)	(4,634,892)	(4,498,219)	136,673	(1,808,471)	(1,626,785)	181,687
Purchasing & Supply	355,998	372,317	16,319	127,544	313,951	186,407	(811)	0	811	482,731	686,268	203,537
Property Services	721,205	624,849	(96,356)	3,978,450	4,183,575	205,125	(57,917)	(66,000)	(8,083)	4,641,739	4,742,424	100,685
Workshop Engineering	1,171,070	1,063,555	(107,515)	342,063	453,893	111,830	(156,706)	(75,163)	81,543	1,356,426	1,442,285	85,859
Human Resources	1,517,512	1,485,859	(31,653)	2,947,163	2,638,259	(308,904)	(30,344)	(63,250)	(32,906)	4,434,330	4,060,868	(373,462)
ICT	1,005,832	921,508	(84,324)	2,814,403	3,031,028	216,625	(684,488)	(704,704)	(20,216)	3,135,746	3,247,832	112,086
Innovation and Change	1,192,584	1,648,748	456,164	424,437	230,560	(193,877)	(82,369)	0	82,369	1,534,652	1,879,308	344,656
BAU Cost Centres	22,173,897	23,372,654	1,198,757	16,091,305	17,742,379	1,651,074	(6,292,320)	(6,125,427)	166,893	31,772,230	34,989,606	3,217,376
COVID19	250,331	0	(250,331)	843,117	0	(843,117)	(1,070,246)	0	1,070,246	23,202	0	(23,202)
Training Projects	286,257	0	(286,257)	100,064	0	(100,064)	0	0	0	386,321	0	(386,321)
IT Projects	208,909	23,815	(185,094)	46,798	0	(46,798)	0	0	0	255,707	23,815	(231,892)
Grenfell	4,392	0	(4,392)	0	0	0	0	0	0	4,392	0	(4,392)
Total for Projects listed above	749,888	23,815	(726,073)	989,979	0	(989,979)	(1,070,246)	0	1,070,246	669,621	23,815	(645,806)
Cost Centre Total	53,013,075	52,141,247	(871,828)	17,166,508	17,798,347	631,839	(8,145,380)	(6,911,014)	1,234,366	61,833,551	63,028,580	1,195,029

Commentary

- Station Pay is over budget due to the staffing levels (including 4.0 FTE over in Day Crewed stations and 13.0 FTE over in wholetime) 18 new recruits started in January.
- Station Group Management- The pay cost includes £404k for YTD ASW, the monthly ave has dropped bt £12k vs LY. Wholetime pay is over budget as its 1.0 FTE higher.
- Service Leadership Team has legal expenses which are £54k under budget YTD
- Control Pay is higher than budget due to maternity cover along with an additional unbudgeted FTE & additional overtime in the year from Covid activity
- Operations is under on non pay due to £50k underspend on travel costs and £55k less spend on operational support costs.
- Prevention- £770k under on pay due to Covid and £268k of the non pay variance is due to underspend in community safety and home safety
- Protection is £369k under in pay costs due to having 9.4 FTE under budget
- Emergency planning and civil protection - £147k under on pay costs due to 2 FTE on EFRS project
- External secondments is under on net expenditure due to the additional £117k of income coming through
- Technical services- £136k underspend in non pay costs £94k of which is underspent in managed PPE and £70k in operational equipment purchase & support
- Health & Safety- £157k over in pay due to 2.0 additional FTE
- Training -£271k under in non pay with £193k underspend in training nominals due to covid restrictions and a further £58k underspend in travel
- Workshop management- Non pay variance is £144k under on Petrol & diesel and £63k under on mileage due to covid
- Finance & Pay Dept. overspend on pay result of Dept being over establishment by 4.3FTE, a one off recruitment fee came through in February. Income is £136k over due to higher gov grants
- Purchasing & Supply- clothing & footwear is £143k under due to rebranding being postponed and the remaining variance is due to underspend on office equipment & stationery due to covid.
- Workshop engineering -£118k underspend on non pay-vehicle spares and collision damage
- Human Resources has £308k overspend on non-pay of which £293K is redundancy and Settlement Agreement Costs.
- Innovation & Change £456k under in pay due to partially offsetting with the £193k overspend in non pay coming from the spend on information systems (Randstad)
- ICT are over on pay costs due to 1.6FTE higher than budget and have previously had a high number of temps, the non pay variance is driven by £197k underspend in consumables and maintenance and contracts.

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	(£28,122)	(£18,337)	£9,785	53%	(£20,000)	(£20,607)	
Childcare Vouchers	(£33,541)	(£63,250)	(£29,709)	(47%)	(£69,000)	(£48,756)	
Canteen Income	(£7,116)	(£62,601)	(£55,485)	(89%)	(£68,292)	(£74,657)	
Sale of Vehicle Spares	(£27,379)	(£22,913)	£4,466	19%	(£25,000)	(£30,933)	
Aerial Sites	(£119,103)	(£137,500)	(£18,397)	(13%)	(£150,000)	(£135,088)	
Solar Panel Income	(£39,010)	(£45,837)	(£6,827)	(15%)	(£50,000)	(£45,239)	
Hydrant Tests	(£48,909)	(£82,500)	(£33,591)	(41%)	(£90,000)	(£109,196)	
Lease Cars - Employee Contributions	(£8,399)	-	£8,399	100%	-	(£8,819)	
Service Charges	(£532)	(£550)	(£18)	(3%)	(£600)	(£2,874)	
Secondments	(£196,323)	(£84,337)	£111,986	133%	(£92,000)	(£86,070)	
Community Safety general	(£82,060)	-	£82,060	100%	-	(£79,763)	
Labour Credit	(£117,711)	(£50,413)	£67,298	133%	(£55,000)	(£69,809)	
Section 13/16	(£78,999)	(£41,250)	£37,749	92%	(£45,000)	(£81,300)	
Provision of Hire Vehicles & Equipment	(£11,736)	(£1,837)	£9,899	539%	(£2,000)	(£12,046)	
Rent	(£5,200)	-	£5,200	100%	-	-	
Interest Received Short Term Investments	(£15,557)	(£41,250)	(£25,693)	(62%)	(£45,000)	(£89,483)	
Community Safety Youth Work	(£2,085)	(£160,413)	(£158,328)	(99%)	(£175,000)	(£57,035)	
Shared Services Income	(£269,002)	(£339,702)	(£70,700)	(21%)	(£370,578)	(£303,168)	
Reimbursements from EFA(T)	(£68,546)	(£85,712)	(£17,166)	(20%)	(£93,500)	(£114,447)	
Other Miscellaneous Income	(£86,865)	-	£86,865	100%	-	(£77,715)	
Total Income	(£1,253,396)	(£1,238,402)	£14,994	1%	(£1,350,970)	(£1,453,649)	

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	(£3,223,500)	(£3,223,500)	(£0)	(0%)	(£3,516,545)	(£293,050)	Central Govt. Grant for Pensions - increase in Employers contribution
DCLG BRR 2020-21	(£1,228,590)	(£1,077,083)	£151,507	14%	(£1,175,000)	-	Business Rate Relief (£200k reallocated to Essex resilience forum which was previously included)
USAR Grant 2020/21	(£785,180)	(£785,583)	(£403)	(0%)	(£857,000)	(£71,471)	USAR
Firelink Grant 2020/21	(£588,746)	(£575,903)	£12,843	2%	(£628,258)	(£52,355)	Communications Network
Other Grant Income	(£1,065,969)	(£10,542)	£1,055,427	10012%	(£11,500)	(£5,431,257)	Includes Grants in relation to COVID of £1.2M
Subtotal-Govt Grants	(£6,891,984)	(£5,672,611)	£1,219,373	21%	(£6,188,303)	(£5,848,133)	

Essex County Fire & Rescue Service - Capital Expenditure as at 28th February 2021



Capital	Asset Life	Budget 2020/21	Adjustment to Budget 2020-21	Revised Budget 2020-21*	Actual Spend
New Premises					
Service Workshops - New		750	(750)	-	-
Existing Premises					
Asset Protection		2,000	(681)	1,319	714
Asset Improvement Works Training Facilities Improvement		548	(444)	104	82
Asset Improvement Works - Shoeburyness		500	(500)	-	-
Total Property		3,798	(2,374)	1,423	795
Equipment		364	(267)	98	15
Information Technology					
Projects		1,900	(1,486)	414	399
Total Information Technology		1,900	(1,486)	414	399
Vehicles					
New Appliances		1,260	(1,260)	-	-
Other Vehicles		860	(105)	755	730
Total Vehicles		2,120	(1,365)	755	730
Total Capital Expenditure		8,182	(5,492)	2,690	1,940

Essex County Fire & Rescue Service - Capital Expenditure as at 28th February 2021



* To be agreed at asset board

	Asset Life	Budget 2020/21	Adjustment to Budget 2020-21	Revised Budget 2020-21*	Carry Forward 2021-22	Actual Spend	Commitments / Orders
B113 -Vehicles							
Appliances (Pumping)	12	1,260,000	(1,260,000)	-	-	-	-
Cycle Scheme	1	40,000	(40,000)	-	-	-	-
Light Vehicles	6	260,000	(94,500)	165,500	135,500	143,648	191,039
Off Road Vehicles	6	150,000	(71,500)	78,500	102,000	78,488	101,934
Officers Cars (Principal Officers)	4	80,000	(52,500)	27,500	31,000	27,500	-
Light Vans	6	240,000	29,000	269,000	57,000	267,731	-
Ladders	12	50,000	500	50,500	-	50,158	-
Hoses for ALPS	8	40,000	60,000	100,000	-	99,051	-
Brake roller tester	12	-	64,000	64,000	-	63,898	-
Total B113 - Vehicles		2,120,000	(1,365,000)	755,000	325,500	730,473	292,973
B116 - Operational Equipment							
B.A. Compressors	8	78,000	(57,149)	20,851	35,000	-	-
Heavy Rescue Pumps Equipment	8	-	37,000	37,000	-	-	1,718
Hose Reel Branch/Main Line Branch	8	160,000	(160,000)	-	-	-	-
Exercise Equipment	5	21,450	(21,450)	-	-	-	-
BA Contamination machine	8	40,000	(40,000)	-	40,000	-	-
Method entry equipment	8	30,000	(30,000)	-	30,000	-	-
Foam additive (large waste fires)	8	35,000	(35,000)	-	-	-	-
Thermal Imaging Cameras	8	-	25,000	25,000	-	-	-
New BA bags	8	-	14,680	14,680	-	14,680	-
Total B116 - Operational Equipment		364,450	(266,919)	97,531	105,000	14,680	1,718
B114 - ICT Equipment							
Hardware Replacement - Hardware	3	200,000	(152,000)	48,000	-	47,524	-
Thin Client Roll-out	3	-	120,000	120,000	-	118,254	1,686
Apprentice laptops (business case agreed Dec)	3	-	18,300	18,300	9,000	18,009	-
Emergency COVID spend - Covered by Grant	3	-	211,193	211,193	-	211,193	-
ICT Transformation Programme	3	160,000	(157,500)	2,500	-	4,306	-
Business Intelligence/data warehousing	3	50,000	(50,000)	-	-	-	-
Health and Safety System	3	75,000	(75,000)	-	-	-	-
People Systems	3	100,000	(100,000)	-	-	-	-
ICCS/CAD Replacement - Control Project	7	815,000	(800,500)	14,500	-	-	-
CRM	3	500,000	(500,000)	-	-	-	-
Total B114 - ICT Equipment		1,900,000	(1,485,507)	414,493	9,000	399,286	1,686



Essex County Fire & Rescue Service - Capital Expenditure as at 28th February

* To be agreed at asset board

	Asset Life	Budget 2020/21	Adjustment to Budget 2020-21	Revised Budget 2020-21*	Carry Forward 2021-22	Actual Spend	Commitments / Orders
B112 - Land & Building							
Lexden Workshops Relocation	20	750,000	(750,000)	-	-	-	-
Total B112 - Land & Building		750,000	(750,000)	-	-	-	-
Asset Improvement Works - Shoeburyness	20	500,000	(500,000)	-	100,000	-	-
Asset Protection Works - Training Facilities	20	547,600	(443,600)	104,000	517,000	81,800	22,149
Total B117 - Asset Improvement		1,047,600	(943,600)	104,000	617,000	81,800	22,149
B118 - Asset Protection							
Asset Protection	20	2,000,000	(2,000,000)	-	-	-	-
Basildon Roofing	20	-	140,000	140,000	-	138,849	-
Billericay Appliance Pay	20	-	23,500	23,500	-	22,051	-
Colchester FP/WFS Offices	20	-	45,000	45,000	-	-	36,280
Colchester Boiler Room	20	-	25,000	25,000	-	-	-
WTC	20	-	15,000	15,000	-	14,130	-
Witham Bolier Room	20	-	72,000	72,000	-	71,502	-
Orsett Appliance Bay	20	-	50,000	50,000	-	-	74,966
Southend Boilers	20	-	95,000	95,000	-	-	117,456
Harlow Showers	20	-	155,000	155,000	-	134,924	34,021
Loughton Drying	20	-	31,000	31,000	-	-	30,723
Maldon Boilers	20	-	30,000	30,000	-	-	55,317
Fire Alarms	20	-	60,000	60,000	-	-	60,000
Burnham AB FI	20	-	25,000	25,000	-	-	-
Orsett BA split	20	-	142,000	142,000	-	96,817	3,115
Orsett Boiler Replacement	20	-	83,000	83,000	-	-	82,830
Appliance Bay Doors: Halstead, Wheely and Tollesbury	20	-	70,000	70,000	-	-	70,593
Orsett - No time to lose	20	-	22,500	22,500	-	-	35,678
Kelvedon Park heating system	20	-	235,227	235,227	-	235,227	-
B118 - Asset Protection		2,000,000	(680,773)	1,319,227	-	713,500	600,979
TOTAL BUDGET 2020-21		8,182,050	(5,491,799)	2,690,251	1,056,500	1,939,739	919,505

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.	
Appendix1 - I&E COVID Appendix 2 - Single Source Justification Appendix 3 - Summary internal audit tracker Appendix 4- MTFP Virement	
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

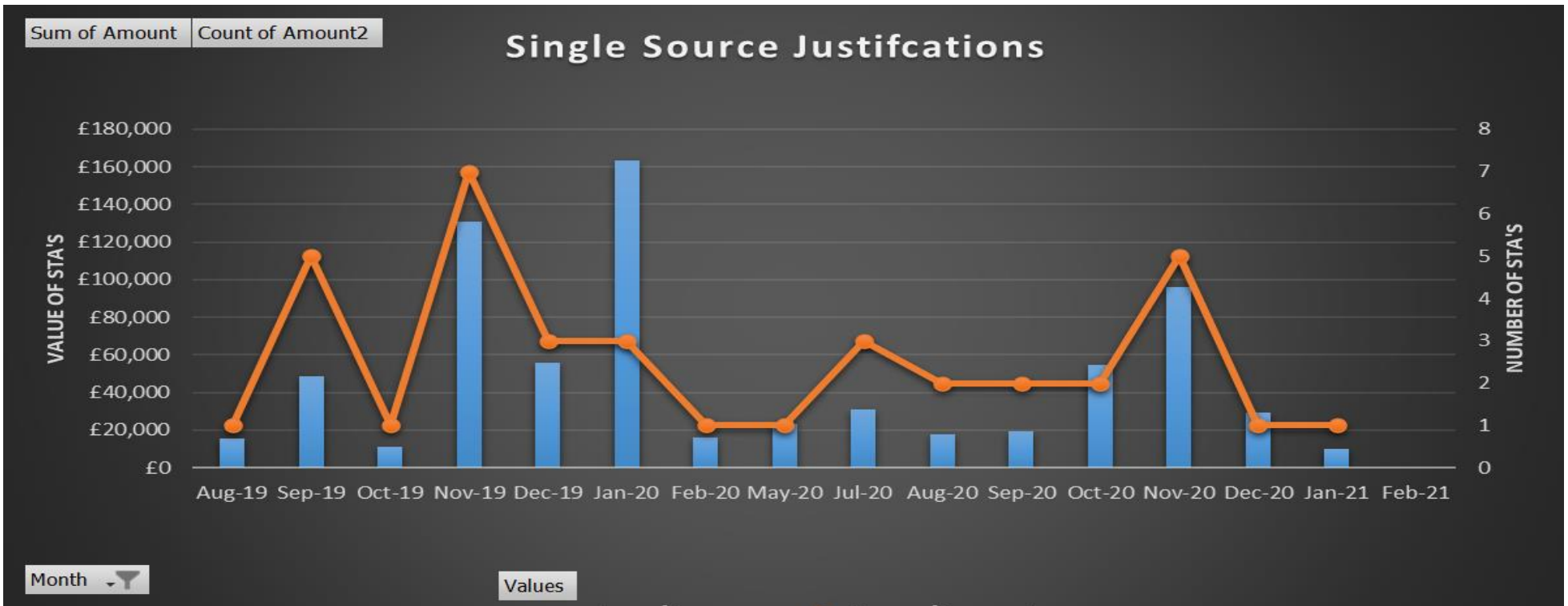
Appendix 1 - SUMMARY OF INCOME AND EXPENDITURE Excl. COVID COSTS

This table below shows actual expenditure against budget to 28 February 2021

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	31,875	209	31,666	31,462	(204)	(1%)	34,633	30,617
On Call Firefighters	6,102	-	6,102	5,867	(236)	(4%)	6,893	5,946
Control	1,454	21	1,432	1,317	(115)	(9%)	1,368	1,299
Support Staff	13,583	20	13,562	13,496	(67)	(0%)	14,715	12,924
Total Employment Costs	53,013	250	52,763	52,141	(621)	(1%)	57,609	50,786
Support Costs	1,773	11	1,761	1,943	181	9%	2,124	1,892
Premises & Equipment	9,641	772	8,869	9,651	782	8%	10,528	9,594
Other Costs & Services	2,533	37	2,497	3,005	509	17%	3,268	2,985
Ill health pension costs	2,082	-	2,082	2,099	16	1%	2,276	2,039
Financing Items	1,144	-	1,144	1,101	(43)	(4%)	6,301	1,189
Total Other Costs	17,173	820	16,353	17,798	1,446	8%	24,496	17,699
Gross Expenditure	70,186	1,070	69,115	69,940	824	1%	82,106	68,485
Specific Govt. Grants Income	(6,892)	(1,054)	(5,838)	(5,673)	166	(3%)	(6,188)	(5,848)
Operational income	(1,253)	(16)	(1,237)	(1,238)	(1)	0%	(1,351)	(1,454)
Net Expenditure	62,041	0	62,040	63,029	988	2%	74,567	61,184
Funding								
Revenue Support Grant	(7,959)	-	(7,959)	(7,959)	0	0%	(8,473)	(7,884)
National Non-Domestic Rates	(15,340)	-	(15,340)	(15,291)	49	0%	(16,519)	(15,518)
Council Tax Collection Account	(438)	-	(438)	(527)	(88)	(17%)	(400)	(615)
Council Tax	(44,440)	-	(44,440)	(44,406)	34	0%	(47,851)	(42,975)
Cont'ns to/(from) General Bals	-	-	-	270	270	-	294	-
Cont'ns to/(from) Earmarked Reserves	(201)	-	(201)	-	201	-	-	-
Total Funding	(68,378)	-	(68,378)	(67,913)	465	(16%)	(146,815)	(66,991)
Funding Gap / (Surplus)	(6,338)	0	(6,338)	(4,885)	1,453	(15%)	(72,249)	(5,808)

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 were no Single Source Justification in the month:

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)	-	1	-	1	-	-	-	-	
2018/19	ICT Contract Management - Policy	Head of ICT (Sarah Taylor)	-	1	-	1	-	-	-	-	
2019/20	Non-Operational - H&S	Senior Health and Safety Advisor (Joanne Hampton)	-	3	-	3	-	-	-	-	
2019/20	HR and Organisational Business Systems (HOBS)	Chief Finance Officer (Neil Cross) Corporate Services Director (Karl Edwards) Payroll Manager (Sarah Webster)	1	3	1	3	-	-	-	-	
2019/20	Governance	Chief Executive (Jo Turton) Monitoring Officer (Pippa Brent- Isherwood)	-	2	-	2	-	-	-	-	
2019/20	Business Continuity	Business Continuity Advisor (Claire Sanders)	2	2	2	1	-	1	-	1	
2019/20	Risk Management Culture	Risk Advisor (Helen O'Sullivan)	-	3	-	3	-	-	-	-	
2019/20	Integrated Risk Management Planning	IRMP Programme Manager - (Lisa Hart)	-	3	-	3	-	-	-	-	
2019/20	Programme 2020 progress	IRMP Programme Manager - (Lisa Hart)	1	1	1	1	-	-	-	-	
2019/20	Training & Development	Assistant Chief Executive Office - People, Values and Culture (Colette Black)	-	4	-	2	-	2	-	2	
2019/20	HR Processing (Payroll)	Director of Corporate Services (Karl Edwards) Assistant Director of HR (Natalie Quickenden)	-	1	-	-	-	1	-	1	
2019/20	Procurement	Head of Purchasing & Supply (Sheldon Dyer)	1	5	1	1	-	4	-	4	
2020/21	HR Wellbeing	Assistant Director of HR (Natalie Quickenden) Wellbeing & Occupational Health Manager (Vince Lungley)	-	1	-	1	-	-	-	-	
2020/21	Digital & Data Strategy	Director of Corporate Services (Karl Edwards) Head of ICT (Sarah Taylor)	-	3	-	-	-	3	-	-	
THIS UPDATE			5	33	5	22	-	11	-	8	
			38		27		11		8		
			Percentage complete			71%		Percentage overdue			73%
LAST UPDATE			5	33	5	21	-	12	-	9	
			38		26		12		9		
			Percentage complete			68%		Percentage overdue			75%



PFCC
POLICE, FIRE AND CRIME
COMMISSIONER FOR ESSEX

Essex Police, Fire and Crime Commissioner Fire and Rescue Authority

Decision Report

Please ensure all sections below are completed

Report reference number: 017-21

Government security classification Official

Title of report: Virement for Savings Identified for Essex Fire Medium Term Financial Plan

Area of county / stakeholders affected: ECFRS Finance Dept., ICT Dept and SLT Dept.

Report by: Neil Cross

Date of report: 19/02/2021

Enquiries to: Neil Cross

1. Purpose of the report

Approve the virement for budgeted costs which have been identified as continuous savings towards the targeted efficiency savings required within the 2020-24 Medium Term Financial Plan (MTFP) and therefore reduce this years and thereby future years annual budgets for the areas specified.

2. Recommendations

It is recommended that the PFCC approves the decision for the Virement to reduce the budgeted costs identified for the Financial Year 2020-21.

Benefits of the proposal

The benefits of this proposal are:-

- The reduction of budgeted costs identified for the Financial Year 2020-21 and future years of £294,000 per annum from identified underspend areas in previous years.
- Anticipated no or minimal material detriment to the ECFRS's priorities, goals or delivery/output.

3. Background and proposal

Within the Medium Term Financial Plan 2020-24, it was identified that £4.3m of efficiency savings were required.

The projected gap/shortfall between the funding we anticipate receiving and the projected total cost pressures for the service are set out below.

Arriving at the Efficiency Requirement Figure

All figures in £000's	2020/21	2021/22	2022/23	2023/24	TOTAL
Total cost pressures	1,509	1,450	1,397	1,320	5,677
(increase)/decrease in funding	(1,389)	1,216	(561)	(587)	(1,321)
Savings required	120	2,666	836	733	4,355



Budget Holders and Directors have been tasked with reviewing their annual budgets and spend in order to identify efficiencies which will contribute towards the savings target of £4.3m.

Alongside the above review an exercise to identify specific budgets which could potentially provide savings was conducted and the following were identified as areas which could contribute towards the savings sought.

COST CENTRE	CATEGORY	£
SLT	Consultancy	30,000
FINANCE	Redundancy Costs	34,000
FINANCE	Mileage Costs	80,000
ICT	Support & Maintenance	100,000
ICT	Comms	50,000
TOTAL		294,000

Most of the above savings were identified from underspends in previous years and therefore budget reductions could be made with little or no changes to the current working priorities or work output for the department and service.

With Redundancy Costs, there has been no formal plan for redundancies and therefore there is no requirement for any Redundancy Costs to be budgeted.

4. Alternative options considered and rejected

As the budget savings above are a result of underspends against budgets, with no impact on the operational performance or planned activities of the Departments or Service, it has not been necessary to review other options.

5. Strategic priorities

This assists ECFRS to work towards reducing the financial costs and achieve a balanced budget within its Medium Term Financial Plan, providing the Protection, Prevention and Response Fire Service required for Essex as well as Value for Money to its tax payers.

6. Operational implications

There is no anticipated operational implications as the cost savings identified have been underspends in previous years.

7. Financial implications

There are no anticipated financial implications as the cost savings identified have been underspends in previous years. These saving will assist the Service towards achieving the funding shortfall identified in the Medium Term Financial Plan.

8. Legal implications

There are no anticipated legal implications as the cost savings identified have been underspends in previous years.

9. Staffing implications

There are no anticipated staffing implications as the cost savings identified have been underspends in previous years.

With Redundancy Costs savings identified, there are no formal plans for redundancies and therefore no requirement for any redundancy costs to be budgeted.

10. Equality and Diversity implications

There are no equality and diveristy implications as the cost savings identified have been underspends in previous years.

11. Risks

As these costs have been identified as underspends there is no risk to the delivery operationally or support for Essex County Fire and Rescue Service and the residents of Essex.

If the proposal is not approved then there is a risk that the Service will not achieve the £4.3m savings identified in the Medium Term Financial Plan.

12. Governance Boards

This proposal has been presented to and approved by the Service Leadership Team.

13. Background papers


Decision Paper presented and approved by SLT:-

Decision Process (017-21)

Step 1A - Chief Fire Officer Comments

(The Chief Fire Officer is asked in their capacity as the Head of Paid Service to comment on the proposal.)

.....
.....

Sign: 

Date:.....25/2/21.....

Step 1B – Consultation with representative bodies

(The Chief Fire Officer is to set out the consultation that has been undertaken with the representative bodies)


.....N/A...

Step 2 - Statutory Officer Review

The report will be reviewed by the Essex Police, Fire and Crime Commissioner Fire and Rescue Authority's ("the Commissioner's") Monitoring Officer and Chief Finance Officer prior to review and sign off by the Commissioner or their Deputy.

Monitoring Officer Sign:

Print:

Date:
Chief Finance Officer Sign: ... 

Print:Neil Cross.....

Date: . . 25/2/21

Step 3 - Publication

Is the report for publication? YES/NO

If 'NO', please give reasons for non-publication *(Where relevant, cite the security classification of the document(s). State 'none' if applicable)*

.....

If the report is not for publication, the Monitoring Officer will decide if and how the public can be informed of the decision.

Step 4 - Redaction

If the report is for publication, is redaction required:

1 Of Decision Sheet YES/NO

2 Of Appendix YES/NO

If 'YES', please provide details of required redaction:

.....
.....

Date redaction carried out:

If redaction is required, the Chief Finance Officer or the Monitoring Officer are to sign off that redaction has been completed.

Sign: Print:

Date signed:

Step 5 - Decision by the Police, Fire and Crime Commissioner or Deputy Police, Fire and Crime Commissioner

I agree /do not agree the recommendations to this report:

Sign: (PFCC / DPFCC)

Print: Date signed:

I do not agree the recommendations to this report because:

.....
.....