

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



Meeting	<b>Fire &amp; Rescue - Performance and Resources Board</b>	Agenda Item	
Meeting Date		Report Number	
Report Author:	Beth Blackburn, Finance Business Partner		
Presented By	Neil Cross - Chief Finance Officer		
Subject	<b>Budget Review - August 2021</b>		
Type of Report:	Information		

**SUMMARY**

This paper reports on expenditure against budget as at August 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 for Year to Date compared to the Budget.
- 2 - Note the capital expenditure spend against budget for period to August 2021

# Executive Summary



## Results for the period to August 2021

There was a deficit of £137k in August bringing the YTD total spend to a surplus of £853k (with a Business as usual (BAU) surplus of £869m).

Total pay costs YTD show an overspend of £667k, which after £437k of unbudgeted Earmarked Reserve costs, shows the BAU overspend of 230k. This includes £100k for the Wholetime pay protection payment and £70k pay protection payment relating to the day crewed conversion in Waltham Abbey. The first part of the Grey book pay award was also included in the month.

Total non pay costs show £59k underspend, which includes £139k of Covid costs and £270k of unbudgeted Earmarked Reserve spend and a continuing BAU underspend of £468k. This mainly relates to underspend YTD in areas like community safety and home safety along with lower travel costs.

The monthly Capital Finance Charge has been re-aligned to reflect the position of the projected cost.

## Forecast

The forecast that was presented last month has been updated and the latest projection shows a movement from the surplus of £92k to a deficit of £242k in general fund position. The key movement here relates to the inclusion of 1.75% pay awards which is under consultation (please see page 7 for the breakdown).

## Earmarked Reserves

When preparing the forecast, unbudgeted projects which utilise Earmarked Reserves funding have not had their costs projected forward. The Year to Date breakdown of these projects has been set out on page 8 to show the impact on Earmarked Reserves, this combines the original budget release of £1.8m with the additional release of £2.4m laid out in the Earmarked Reserves Strategy.

## Balance Sheet Statement and Cashflow Forecast

The Balance Sheet report on page 9 shows the key monthly rather than year to date movements.

- Cash and cash equivalents has reduced from £31m to £30m in the month, this is due to expenditure exceeding income for the month as well as changes in working capital.
- Short term debtors have reduced by £1.2m, mainly as a result of accounting adjustments reclassifying the non-domestic rates deficit to short term creditors.
- The Authority has utilised £893k of earmarked reserves in the year to fund specific projects such as the new Competency Management system and the Digital & Data Strategy.

The Cashflow Forecast on page 10 shows the forecast cash position of the Authority for the next twelve months. Payments are expected to exceed receipts from August to April due to the cost of the Firefighter's Pension Scheme, which is funded annually in July.

## Capital

The Capital Programme is actively monitored by several groups at the Authority, including the Asset Board and Strategic Sub-Groups. Updates in the month include:

- A reduction of £141k in the Vehicle budget due to changing business requirements.
- A reduction of £90k in the ICT Equipment budget due to a rephasing of the Control project.
- A reduction of £656k in the Asset Improvement budget, as Shoeburyness is rephased in line with the latest budget report.

## Other

The FTE report shows the shortfall of FTEs in On Call of 29.25 and Prevention & Protection of 10.89. These two areas account for the majority of the staffing shortfall of 52.5 overall.

There was one Single Tender Action in August.

## YTD Summary Income and Expenditure Statement to August 2021



Prior Year YTD Actuals £'000s	Prior year YTD Budget £'000s	Prior Year Variance (Actuals Vs Budget)	Description	BAU YTD Actual £'000s	COVID £'000s	Earmarked Projects £'000s	YTD Actual £'000s	BAU YTD Budget £'000s	COVID Budget £'000s	Earmarked Projects Budget £'000s	YTD Budget £'000s	Budget Vs Actuals £'000s	Variance %	Budget Vs BAU Actuals £'000s	Variance %
14,352	14,643	291	Wholetime Firefighters	14,505	-	165	14,670	14,439	-	116	14,555	(115)	(1%)	(66)	(0%)
2,467	2,489	22	On Call Firefighters	2,997	-	-	2,997	2,862	-	-	2,862	(135)	(5%)	(135)	(5%)
626	588	(37)	Control	642	-	-	642	653	-	-	653	10	2%	10	2%
5,821	5,948	127	Support Staff	6,196	1	425	6,622	6,158	-	37	6,195	(427)	(7%)	(38)	(1%)
<b>23,266</b>	<b>23,669</b>	<b>403</b>	<b>Total Employment Costs</b>	<b>24,341</b>	<b>1</b>	<b>590</b>	<b>24,932</b>	<b>24,111</b>	<b>-</b>	<b>153</b>	<b>24,265</b>	<b>(667)</b>	<b>(3%)</b>	<b>(230)</b>	<b>(1%)</b>
570	904	334	Support Costs	841	34	68	943	894	-	-	894	(49)	(5%)	53	6%
4,817	4,449	(368)	Premises & Equipment	4,035	94	184	4,312	4,177	-	-	4,177	(136)	(3%)	141	3%
1,094	1,373	279	Other Costs & Services	1,228	11	19	1,257	1,365	-	-	1,365	108	8%	138	10%
1,059	1,036	(23)	Ill health pension costs	896	-	-	896	938	-	-	938	42	4%	42	4%
2,319	2,326	7	Financing Items	2,495	-	-	2,495	2,590	-	-	2,590	95	4%	95	4%
<b>9,859</b>	<b>10,088</b>	<b>229</b>	<b>Total Other Costs</b>	<b>9,495</b>	<b>139</b>	<b>270</b>	<b>9,904</b>	<b>9,963</b>	<b>-</b>	<b>-</b>	<b>9,963</b>	<b>59</b>	<b>1%</b>	<b>468</b>	<b>5%</b>
-	-	-	Investment in productivity improvement	-	-	-	-	(0)	(0)	(0)	-	-	-	-	-
<b>33,125</b>	<b>33,757</b>	<b>632</b>	<b>Gross Expenditure</b>	<b>33,836</b>	<b>140</b>	<b>861</b>	<b>34,836</b>	<b>34,074</b>	<b>(0)</b>	<b>153</b>	<b>34,228</b>	<b>(608)</b>	<b>(2%)</b>	<b>238</b>	<b>1%</b>
<b>(3,649)</b>	<b>(2,578)</b>	<b>1,071</b>	<b>Specific Govt. Grants Income</b>	<b>(3,002)</b>	<b>(109)</b>	<b>-</b>	<b>(3,111)</b>	<b>(2,661)</b>	<b>-</b>	<b>-</b>	<b>(2,661)</b>	<b>449</b>	<b>(17%)</b>	<b>341</b>	<b>(13%)</b>
<b>(547)</b>	<b>(563)</b>	<b>(16)</b>	<b>Operational income</b>	<b>(587)</b>	<b>-</b>	<b>-</b>	<b>(587)</b>	<b>(406)</b>	<b>-</b>	<b>-</b>	<b>(406)</b>	<b>181</b>	<b>(45%)</b>	<b>181</b>	<b>(45%)</b>
<b>28,929</b>	<b>30,616</b>	<b>1,687</b>	<b>Net Expenditure</b>	<b>30,247</b>	<b>31</b>	<b>861</b>	<b>31,138</b>	<b>31,007</b>	<b>(0)</b>	<b>153</b>	<b>31,160</b>	<b>22</b>	<b>0%</b>	<b>760</b>	<b>2%</b>
			<b>Funding</b>												
(4,878)	(4,878)	-	Revenue Support Grant	(4,905)	-	-	(4,905)	(4,905)	-	-	(4,905)	0	(0%)	0	(0%)
(7,039)	(7,039)	-	National Non-Domestic Rates	(7,018)	-	-	(7,018)	(7,020)	-	-	(7,020)	(2)	0%	(2)	0%
(201)	(236)	(35)	Council Tax Collection Account	(29)	-	-	(29)	(70)	-	-	(70)	(41)	58%	(41)	58%
(19,055)	(19,043)	11	Council Tax Precept	(19,132)	-	-	(19,132)	(18,979)	-	-	(18,979)	153	(1%)	153	(1%)
(5)	14	20	Council Tax Collection Impact	(13)	-	-	(13)	(14)	-	-	(14)	(1)	-	(1)	-
<b>(31,178)</b>	<b>(31,182)</b>	<b>(4)</b>	<b>Net Funding</b>	<b>(31,097)</b>	<b>-</b>	<b>-</b>	<b>(31,097)</b>	<b>(30,989)</b>	<b>-</b>	<b>-</b>	<b>(30,989)</b>	<b>109</b>	<b>(0%)</b>	<b>109</b>	<b>(0%)</b>
(195)	-	195	Cont'ns to/(from) General Bals	-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	Cont'ns to/(from) Earmarked Reserves	0	(31)	(863)	(893)	-	-	-	-	893	-	(0)	-
<b>(195)</b>	<b>-</b>	<b>195</b>	<b>Total Contribution to/(from) Reserves</b>	<b>0</b>	<b>(31)</b>	<b>(863)</b>	<b>(893)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>893</b>	<b>-</b>	<b>(0)</b>	<b>-</b>
<b>(31,373)</b>	<b>(31,182)</b>	<b>191</b>	<b>Total Funding</b>	<b>(31,097)</b>	<b>(31)</b>	<b>(863)</b>	<b>(31,991)</b>	<b>(30,989)</b>	<b>-</b>	<b>-</b>	<b>(30,989)</b>	<b>1,002</b>	<b>(3%)</b>	<b>109</b>	<b>(0%)</b>
<b>(2,249)</b>	<b>(566)</b>	<b>1,683</b>	<b>Funding Gap / (Surplus)</b>	<b>(851)</b>	<b>(0)</b>	<b>(2)</b>	<b>(853)</b>	<b>18</b>	<b>(0)</b>	<b>153</b>	<b>172</b>	<b>1,024</b>		<b>869</b>	

# Period Summary Income and Expenditure Statement to August 2021



Prior Year Period Actuals £'000s	Prior year Period Budget £'000s	Prior Year Variance (Actuals Vs Budget)	Description	BAU Period Actual £'000s	COVID £'000s	Earmarked Projects £'000s	Period Actual £'000s	Period Budget £'000s	Budget Vs Actuals £'000s	Variance %	Budget Vs BAU Actuals £'000s	Variance %
2,774	2,799	25	Wholetime Firefighters	2,998	-	50	3,048	2,894	(154)	(5%)	(104)	(4%)
654	563	(91)	On Call Firefighters	644	-	-	644	570	(74)	(13%)	(74)	(13%)
128	118	(9)	Control	131	-	-	131	131	(1)	(0%)	(1)	(0%)
1,188	1,192	4	Support Staff	1,273	-	12	1,285	1,240	(45)	(4%)	(34)	(3%)
<b>4,743</b>	<b>4,672</b>	<b>(71)</b>	<b>Total Employment Costs</b>	<b>5,047</b>	<b>-</b>	<b>62</b>	<b>5,108</b>	<b>4,835</b>	<b>(274)</b>	<b>(6%)</b>	<b>(212)</b>	<b>(4%)</b>
65	181	116	Support Costs	197	4	6	207	179	(28)	(16%)	(18)	(10%)
1,113	890	(223)	Premises & Equipment	817	1	50	868	835	(32)	(4%)	18	2%
314	278	(36)	Other Costs & Services	236	-	19	254	276	22	8%	41	15%
172	177	5	Ill health pension costs	170	-	-	170	177	7	4%	7	4%
464	465	1	Financing Items	429	-	-	429	518	89	17%	89	17%
<b>2,127</b>	<b>1,991</b>	<b>(136)</b>	<b>Total Other Costs</b>	<b>1,848</b>	<b>5</b>	<b>75</b>	<b>1,928</b>	<b>1,986</b>	<b>57</b>	<b>3%</b>	<b>137</b>	<b>7%</b>
-	-	-	Investment in productivity improvement	-	-	-	-	-	-	-	-	-
<b>6,870</b>	<b>6,663</b>	<b>(207)</b>	<b>Gross Expenditure</b>	<b>6,895</b>	<b>5</b>	<b>137</b>	<b>7,037</b>	<b>6,820</b>	<b>(216)</b>	<b>(3%)</b>	<b>(75)</b>	<b>(1%)</b>
<b>(627)</b>	<b>(516)</b>	<b>111</b>	<b>Specific Govt. Grants Income</b>	<b>(588)</b>	<b>(5)</b>	<b>-</b>	<b>(593)</b>	<b>(532)</b>	<b>61</b>	<b>(11%)</b>	<b>56</b>	<b>(11%)</b>
<b>(79)</b>	<b>(113)</b>	<b>(34)</b>	<b>Operational income</b>	<b>(118)</b>	<b>-</b>	<b>-</b>	<b>(118)</b>	<b>(81)</b>	<b>36</b>	<b>(45%)</b>	<b>36</b>	<b>(45%)</b>
<b>6,165</b>	<b>6,034</b>	<b>(130)</b>	<b>Net Expenditure</b>	<b>6,189</b>	<b>-</b>	<b>137</b>	<b>6,326</b>	<b>6,207</b>	<b>(119)</b>	<b>(2%)</b>	<b>18</b>	<b>0%</b>
<b>Funding</b>												
(513)	(513)	-	Revenue Support Grant	(516)	-	-	(516)	(516)	-	-	-	-
(1,375)	(1,375)	-	National Non-Domestic Rates	(1,370)	-	-	(1,370)	(1,370)	-	-	-	-
(39)	(48)	(9)	Council Tax Collection Account	(5)	-	-	(5)	(5)	-	-	-	-
(4,176)	(4,172)	4	Council Tax Precept	(4,160)	-	-	(4,160)	(4,160)	-	-	-	-
(2)	3	5	Council Tax Collection Impact	-	-	-	-	(3)	(3)		(3)	
<b>(6,105)</b>	<b>(6,105)</b>	<b>-</b>	<b>Net Funding</b>	<b>(6,052)</b>	<b>-</b>	<b>-</b>	<b>(6,052)</b>	<b>(6,055)</b>	<b>(3)</b>	<b>0%</b>	<b>(3)</b>	<b>0%</b>
-	-	-	Cont'ns to/(from) General Bals	-	-	-	-	-	-	-	-	-
-	-	-	Cont'ns to/(from) Earmarked Reserves	-	-	(137)	(137)	-	137	-	-	-
-	-	-	<b>Total Contribution to/(from) Reserves</b>	-	-	<b>(137)</b>	<b>(137)</b>	-	<b>137</b>	-	-	-
<b>(6,105)</b>	<b>(6,105)</b>	<b>-</b>	<b>Total Funding</b>	<b>(6,052)</b>	<b>-</b>	<b>(137)</b>	<b>(6,189)</b>	<b>(6,055)</b>	<b>133</b>	<b>(2%)</b>	<b>(3)</b>	<b>0%</b>
<b>60</b>	<b>(71)</b>	<b>(130)</b>	<b>Funding Gap / (Surplus)</b>	<b>137</b>	<b>-</b>	<b>-</b>	<b>137</b>	<b>152</b>	<b>14</b>		<b>14</b>	



## Operational Income

Operational Income	YTD Actual £	YTD Budget £	Variance YTD £	Variance YTD %	Current Full Year Budget £	Comments
Cycle to Work Scheme	(14,170)	(12,505)	1,665	(13%)	(30,006)	
Childcare Vouchers	(14,955)	(27,085)	(12,130)	45%	(65,004)	
Canteen Income	(12,059)	(20,835)	(8,776)	42%	(50,004)	
Sale of Vehicle Spares	(15,243)	(10,415)	4,828	(46%)	(25,000)	
Aerial Sites	(56,565)	(64,855)	(8,291)	13%	(155,652)	
Solar Panel Income	(15,939)	(20,835)	(4,896)	23%	(50,000)	
Hydrant Tests	(5,073)	(37,500)	(32,427)	86%	(90,000)	
Lease Cars - Employee Contributions	(2,600)	(6,250)	(3,650)	58%	(15,000)	
Service Charges	(235)	(250)	(15)	6%	(600)	
Secondments	(86,691)	0	86,691	0%	0	
Community Safety General	(1,670)	0	1,670	0%	0	
Labour Credit	(22,706)	(22,915)	(209)	1%	(55,000)	
Section 13/16	(31,120)	(18,750)	12,370	(66%)	(45,000)	
Provision of Hire Vehicles & Equipment	(627)	(835)	(208)	25%	(2,000)	
Interest Received Short Term Investments	(1,588)	(10,415)	(8,827)	85%	(24,996)	
Community Safety Youth Work	(13,035)	(41,665)	(28,630)	69%	(99,998)	
Shared Services Income	(258,146)	(75,835)	182,311	(240%)	(182,001)	
Reimbursements from EFA(T)	0	0	0	0%	0	
Other Miscellaneous Income	(22,752)	(35,210)	(12,458)	35%	(84,499)	
<b>Total Operational Income</b>	<b>(587,233)</b>	<b>(406,155)</b>	<b>181,078</b>	<b>(45%)</b>	<b>(974,760)</b>	

### Specific Government Grants Income

Specific Government Grants	YTD Actual £	YTD Budget £	Variance YTD £	Variance YTD %	Current Full Year Budget £	Comments
Addn Pens Grant Accr	(1,465,227)	(1,465,227)	0	0%	(3,516,545)	Central Govt. Grant for Pensions - increase in Employers contribution
DCLG BRR 2021-22	(574,466)	(558,450)	16,016	(3%)	(1,340,280)	Business Rate relief
USAR Grant 2021-22	(356,900)	(357,158)	(258)	0%	(856,560)	
Firelink Grant 2021-22	(258,823)	(275,489)	(16,667)	6%	(662,258)	Communications Network (Firelink) grant was overpaid in 20/21 so will be reduced by £40k in 21/22 and New Risk Mosaic programme funding.
Local council tax support	(311,366)	0	311,366	0%	0	£62k released monthly
Other Grant Income	(143,829)	(4,792)	139,037		(11,500)	Budget includes £11.5k for Prevention (funding from PFCC for 1 FTE). Actuals include £103k of Covid 19 funding and £32k of the Grenfell Grant (protection uplift and building risk review) has been released to offset the YTD spend.
<b>Subtotal-Govt Grants</b>	<b>(3,110,610)</b>	<b>(2,661,116)</b>	<b>449,494</b>	<b>17%</b>	<b>(6,387,143)</b>	

# FTE Establishment Summary to August 2021

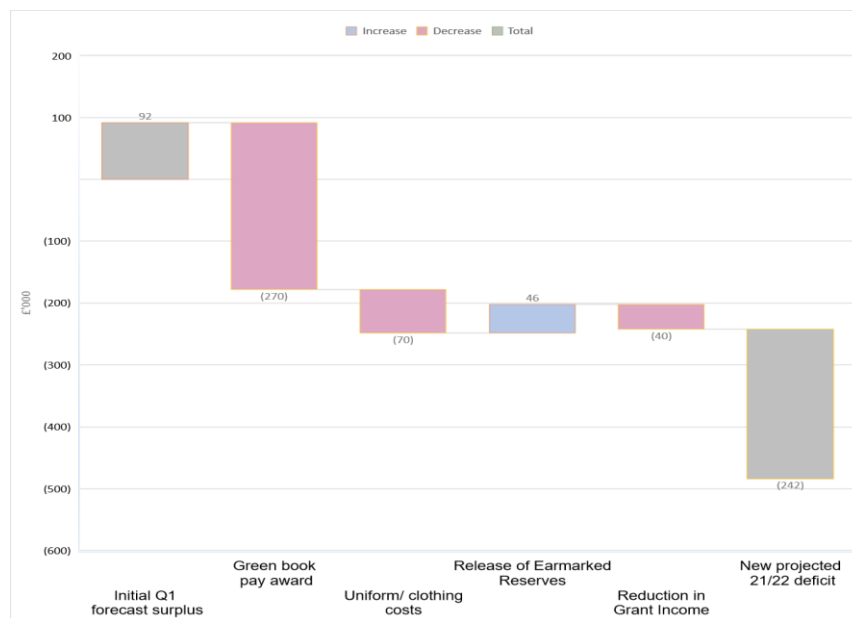


Station/Dept	Wholetime			On Call			Control			Support				Total		
	A C T U A L	B U D G E T	v a r	A C T U A L	B U D G E T	v a r	A C T U A L	B U D G E T	v a r	A C T U A L	A g e n c y	B U D G E T	v a r	A C T U A L	B U D G E T	v a r
<b>Wholetime/Combined Station</b>	480.00	480.00	-	18.75	30.00	11.25	-	-	-	-	-	-	-	498.75	510.00	11.25
<b>Wholetime Recruits</b>	1.00	-	- 1.00	-	-	-	-	-	-	-	-	-	-	1.00	-	- 1.00
<b>On-Call Station</b>	1.00	-	- 1.00	347.75	396.25	48.50	-	-	-	-	-	-	-	348.75	396.25	47.50
<b>Day Crewed Stations</b>	20.00	21.00	1.00	41.00	21.75	- 19.25	-	-	-	-	-	-	-	61.00	42.75	- 18.25
<b>Operations - USAR</b>	15.00	16.00	1.00	-	-	-	-	-	-	-	-	-	-	15.00	16.00	1.00
<b>Operational Response</b>	517.00	517.00	-	407.50	448.00	40.50	-	-	-	-	-	-	-	924.50	965.00	40.50
<b>Prevention &amp; Protection BAU</b>	20.00	40.00	20.00	-	-	-	-	-	-	62.61	-	53.50	- 9.11	82.61	93.50	10.89
<b>Control</b>	1.00	1.00	-	-	-	-	35.54	35.69	0.15	2.57	-	2.57	-	39.11	39.26	0.15
<b>Support Dept.</b>																
Catering	-	-	-	-	-	-	-	-	-	3.31	3.60	0.29	-	3.31	3.60	0.29
Corp Risk & Bus Cont	-	-	-	-	-	-	-	-	-	2.00	2.00	-	-	2.00	2.00	-
Corporate Comms	-	-	-	-	-	-	-	-	-	13.00	13.00	0.00	-	13.00	13.00	0.00
Emergency Planning	1.00	2.00	1.00	-	-	-	-	-	-	2.00	3.00	1.00	-	3.00	5.00	2.00
External Secondments	2.00	3.00	1.00	-	-	-	-	-	-	1.00	0.49	- 0.51	-	3.00	3.49	0.49
Finance & Pay	-	-	-	-	-	-	-	-	-	16.28	16.61	0.33	-	16.28	16.61	0.33
Health & Safety	2.00	2.00	-	-	-	-	-	-	-	4.00	4.00	-	-	6.00	6.00	-
Human Resources	-	-	-	-	-	-	-	-	-	39.38	35.20	- 4.18	-	39.38	35.20	- 4.18
ICT	-	-	-	-	-	-	-	-	-	25.15	23.60	- 1.55	-	25.15	23.60	- 1.55
Innovation & Change	-	-	-	-	-	-	-	-	-	17.33	20.71	3.38	-	17.33	20.71	3.38
Operational Assurance	5.00	5.00	-	-	-	-	-	-	-	-	-	-	-	5.00	5.00	-
Operational Policy	5.00	5.00	-	-	-	-	-	-	-	3.00	3.00	-	-	8.00	8.00	-
Operational Training	34.00	29.00	- 5.00	-	-	-	-	-	-	11.00	12.00	1.00	-	45.00	41.00	- 4.00
Performance & Improvement	-	-	-	-	-	-	-	-	-	12.63	11.63	- 1.00	-	12.63	11.63	- 1.00
Police Collaboration	1.00	1.00	-	-	-	-	-	-	-	4.00	2.00	- 2.00	-	5.00	3.00	- 2.00
Property Services	-	-	-	-	-	-	-	-	-	11.42	12.61	1.19	-	11.42	12.61	1.19
Purchasing & Supply	-	-	-	-	-	-	-	-	-	11.00	11.00	-	-	11.00	11.00	-
Service Leadership Team	2.00	2.00	-	-	-	-	-	-	-	4.00	5.00	1.00	-	6.00	7.00	1.00
Station Group Management	39.00	39.00	-	-	-	-	-	-	-	10.49	10.49	0.00	-	49.49	49.49	0.00
Technical Services	2.00	2.00	-	-	-	-	-	-	-	5.41	5.41	0.00	-	7.41	7.41	0.00
Water Services	-	-	-	-	-	-	-	-	-	7.57	8.57	1.00	-	7.57	8.57	1.00
Workshops Engineering	-	-	-	-	-	-	-	-	-	28.43	30.43	2.00	-	28.43	30.43	2.00
Workshops Management	-	-	-	-	-	-	-	-	-	6.81	8.81	2.00	-	6.81	8.81	2.00
<b>Support Dept.'s</b>	93.00	90.00	- 3.00	-	-	-	-	-	-	239.20	-	243.16	3.96	332.20	333.16	0.96
<b>BAU Employees</b>	114.00	131.00	17.00	0.00	0.00	0.00	35.54	35.69	0.15	304.38	0.00	299.23	- 5.15	453.92	465.92	12.00
<b>Projects and/or Funded from Earmarked Reserves/ Specific Grants</b>																
Grenfell Infrastructure Grant	-	-	-	-	-	-	-	-	-	0.41	1.00	0.59	-	0.41	1.00	0.59
ICT Projects	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Operational Training Projects	5.00	5.00	-	-	-	-	-	-	-	1.00	2.00	1.00	-	6.00	7.00	1.00
Innovation & Change Projects	3.00	-	- 3.00	-	-	-	-	-	-	-	0.50	- 0.50	-	3.50	-	- 3.50
<b>Earmarked Reserves, Projects, etc</b>	8.00	5.00	- 3.00	-	-	-	-	-	-	1.41	0.50	3.00	1.09	9.91	8.00	- 1.91
<b>All Employees</b>	631.00	648.00	17.00	407.50	448.00	40.50	35.54	35.69	0.15	304.38	-	299.23	- 5.15	1,378.42	1,430.92	52.50

## Movement from 2021/22 original Budget to 2021/22 Q1 Forecast



Description	Q1 Forecast £'000	2021/22 FY Budget £'000	Movement from Budget £'000	Variance %	Budget Vs BAU Forecast £'000s	Variance %
<b>Total Employment Costs</b>	<b>59,480</b>	<b>58,063</b>	<b>(1,417)</b>	<b>(2%)</b>	<b>(1,002)</b>	<b>(2%)</b>
Training	2,299	2,148	(151)	(7%)	(121)	(7%)
Communications	10,127	10,024	(103)	(1%)	123	1%
Professional Fees & Services	3,291	3,278	(13)	(0%)	(2)	(0%)
Agency Services	2,241	2,276	34	2%	34	2%
Statutory Provision for Capital Financing	5,509	6,215	706	11%	706	11%
Financing	1,151	1,151				
<b>Total Other Costs</b>	<b>24,619</b>	<b>25,092</b>	<b>473</b>	<b>2%</b>	<b>740</b>	<b>3%</b>
<b>Gross Operating Expenditure</b>	<b>84,099</b>	<b>83,155</b>	<b>(944)</b>	<b>(1%)</b>	<b>(262)</b>	<b>(0%)</b>
Government Grants Income	(7,281)	(6,387)	894	(14%)	759	(12%)
Operational income	(1,151)	(975)	177	(18%)	177	(18%)
<b>Net Expenditure</b>	<b>75,667</b>	<b>75,794</b>	<b>126</b>	<b>0%</b>	<b>674</b>	<b>1%</b>
<b>Total Funding</b>	<b>(75,425)</b>	<b>(74,719)</b>	<b>706</b>	<b>(1%)</b>	<b>112</b>	<b>(0%)</b>
<b>Funding Gap/ (Surplus)</b>	<b>242</b>	<b>1,075</b>	<b>832</b>	<b>77%</b>	<b>786</b>	<b>73%</b>



### Key changes to Forecast:

- The risk of awarding Green book
  - staff a pay increase of 1.75% has been included in the forecast.
  - £70k increase in uniform costs.
- £46k was previously included in Innovation and Change as a BAU cost, this is project related so is funded from release of Earmarked Reserves.
- £40k relates to an overpayment by the Home Office for the 2020/21 Firelink Grant which is being recovered in 2021/22.

## Earmarked Reserve Funding / Usage



Category	Balance at 31 March 2021 £'000	Expected Budgeted Balance at 31 March 2022 £'000	Budgeted full Year Movement 2021-22 £'000	Additional Release included in Earmarked Reserve Strategy £'000	Total 2021 /22 release of Earmarked Reserves	Year to Date movement in Earmarked Reserves £'000
<b><u>Earmarked Contingency Reserves</u></b>						
Demand Pressures	600	600	-	-	-	
Taxbase & Collection Account Reserve	200	200	-	(200)	(200)	
National Non Domestic Rates Collection Reserve	200	200	-	-	-	
Rolling Budgets Reserve	85	85	-	-	-	
Risk Protection	250	250	-	-	-	
Business Continuity	150	150	-	-	-	
<b><u>Earmarked Reserve-Productivity</u></b>						
On Call- Support	400	400	-	(283)	(283)	
Invest to Save	495	495	-	-	-	
Innovation & Transformation	4,000	2,849	(1,151)	(1,015)	(2,166)	(354)
<b><u>Earmarked Reserve -Specific Purpose</u></b>						
Unspent Government Grant - Covid 19	0	0	-	(412)	(412)	(140)
Operational Training Reserve	1,000	622	(378)	-	(378)	(213)
Learning & Development Programme	1,400	1,100	(300)	-	(300)	
Community Safety Programme - Sprinkler Support	600	600	-	(225)	(225)	
LGPS Deficit	884	884	-	(295)	(295)	(295)
<b>Total as per Budget</b>	<b>10,264</b>	<b>8,435</b>	<b>(1,829)</b>	<b>(2,430)</b>	<b>(4,259)</b>	<b>(1,002)</b>



## Balance Sheet - 31st August 2021



	31st Aug 2021 £000's	31st July 2021 £000's	31st Mar 2021 £000's	Variance July 2021 £000's	Variance Mar 2021 £000's
<b>Property, plant &amp; equipment</b>					
Land and buildings	124,892	124,892	125,232	-	(340)
* Vehicles, plant & equipment	11,404	11,404	11,404	-	-
Assets under construction	1,244	1,137	751	107	494
<b>Long term assets</b>	<b>137,540</b>	<b>137,433</b>	<b>137,387</b>	<b>107</b>	<b>154</b>
Inventories	646	632	642	14	4
Short term debtors	2,059	3,307	6,363	(1,248)	(4,304)
Cash and cash equivalents	29,999	31,010	17,696	(1,012)	12,303
Assets held for sale	315	315	912	-	(597)
<b>Current assets</b>	<b>33,019</b>	<b>35,265</b>	<b>25,612</b>	<b>(2,246)</b>	<b>7,406</b>
* Short term borrowings	-	-	(250)	-	250
Short term creditors	(5,977)	(6,977)	(6,954)	1,000	976
Grants received in advance	(8,150)	(9,195)	(1,049)	1,045	(7,101)
<b>Current liabilities</b>	<b>(14,128)</b>	<b>(16,172)</b>	<b>(8,253)</b>	<b>2,045</b>	<b>(5,875)</b>
Long term borrowing	(24,500)	(24,500)	(24,500)	-	-
Provisions	(1,166)	(1,163)	(1,161)	(3)	(4)
* Pension liability - LGPS	(38,242)	(38,242)	(38,242)	-	-
Pension liability - FPS	(886,391)	(886,391)	(886,443)	-	52
<b>Long term liabilities</b>	<b>(950,299)</b>	<b>(950,296)</b>	<b>(950,346)</b>	<b>(3)</b>	<b>48</b>
<b>NET LIABILITIES</b>	<b>(793,868)</b>	<b>(793,770)</b>	<b>(795,600)</b>	<b>(98)</b>	<b>1,732</b>
<b>Usable reserves</b>					
General fund	4,954	5,342	4,351	(387)	603
Earmarked general fund reserves	12,588	12,624	13,481	(36)	(893)
Capital receipts reserve	10,602	10,602	9,669	-	932
<b>Usable reserves</b>	<b>28,144</b>	<b>28,567</b>	<b>27,502</b>	<b>(423)</b>	<b>642</b>
<b>Unusable reserves</b>					
Revaluation reserve	37,690	37,690	38,180	-	(490)
Capital adjustment account	68,929	68,604	67,401	325	1,528
* Holiday pay account	(828)	(828)	(828)	-	-
* Collection fund adjustment account	(3,170)	(3,170)	(3,170)	-	-
Pension reserve	(924,633)	(924,633)	(924,685)	-	52
<b>Unusable reserves</b>	<b>(822,012)</b>	<b>(822,337)</b>	<b>(823,102)</b>	<b>325</b>	<b>1,090</b>
<b>TOTAL RESERVES</b>	<b>(793,867)</b>	<b>(793,769)</b>	<b>(795,600)</b>	<b>(98)</b>	<b>1,732</b>

\* Balances adjusted at year end only.

### Key Movements

#### Long Term Assets:

Additions for the year flow through 'Assets under construction', which is monitored by the Asset board. Day crewed housing sales are reflected in the movement in land and buildings unless the asset was carried in assets held for sale at year end.

#### Current Assets:

- £1.2m reduction in short term debtors as a result of non-domestic rates accounting adjustments from creditors below.
- £1.0m reduction in cash and cash equivalents as cash outflows exceeded inflows for the month, as seen in the cashflow on page 10.

#### Current Liabilities

- Short term borrowing is accrued at year end only.
- £1.0m of short term creditors have been reclassified to short term debtors above in line with accounting requirements.
- Grants received in advance of £1.0m have been released to income in the month.

#### Long-term Liabilities:

There have been no material movements in long term liabilities. This is adjusted at year end as part of the annual pension valuation.

The small movement in the year relates to ill health payments.

#### Reserves:

The movements in General and Earmarked Reserves tie back to the YTD Summary Income and Expenditure Statement on page 3 and reflect a transfer from Earmarked Reserves of £893k.

The largest balance in unusable reserves is the pension reserve that offsets the pension liability in 'long term liabilities'.

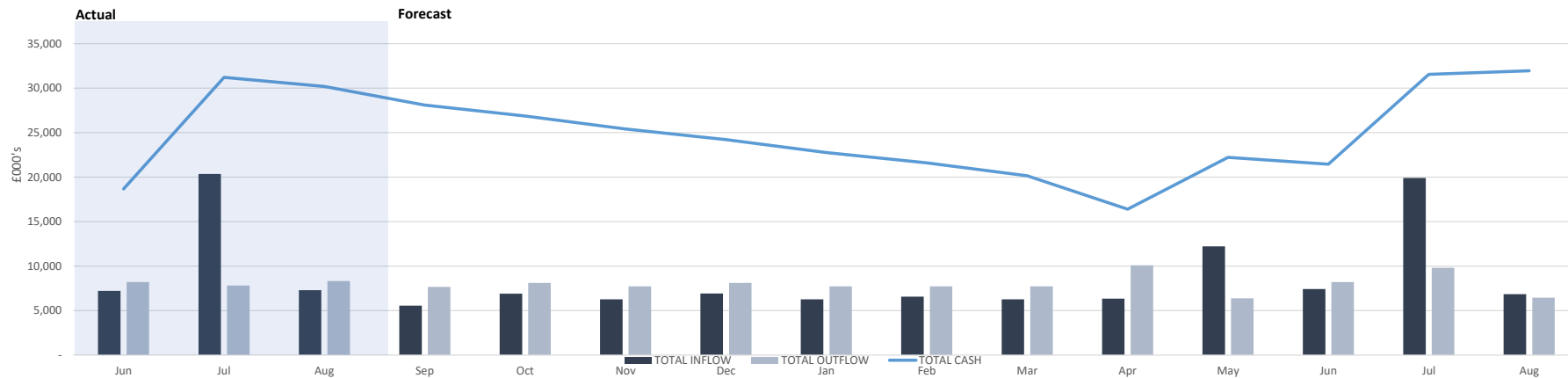
The Authority has continued to accrue for MRP charges, which is shown in the YTD movement in the capital adjustment account of £1,528k. This is the net of MRP charges of £1,975k offset by disposals adjustments of £447k.

The year to date reduction of £490k in the revaluation reserve is due to disposals, representing previously recognised gains on valuation.



# Cashflow Forecast

## FORECAST CASH INFLOWS AND OUTFLOWS



## COMMENTARY

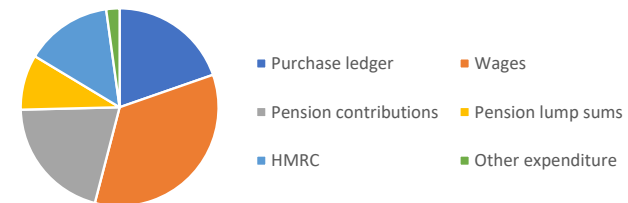
Total cash and investments at the end of August was **£30m**. Key inflows and outflows for the month are summarised below:

- Income includes precepts of **£4.8m** and grants of **£1.8m**, with grant income boosted by payment of the Firelink and New Dimensions grants of **£380k**.
- There were no day crewed house sales in August. House sales to date are **£2.0m**, with a further **£3.5m** forecast over the next two years.
- Purchase ledger payments totalled **£1.4m** in the month - these costs are typically between £1-2m, so this is in line with expectation.
- The **£6m** Debt Management Office (DMADF) investment expired on the last day of the month - finance team are currently exploring new investment opportunities to generate a larger return, while spreading investments over a larger number of counterparties.

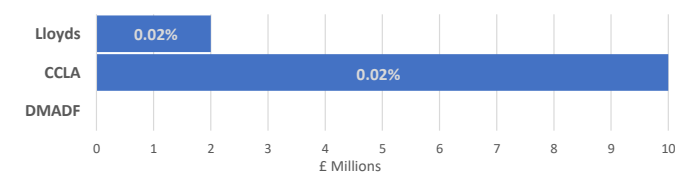
## TREASURY MANAGEMENT INDICATORS

	Actual	Explanation of Indicators
<b>Credit risk indicator</b>	AAA	The average credit rating of investments must be A or greater.
<b>Liquidity risk indicator</b>	£30m	The target cash available within 3 months is £8.5m.
<b>Monthly interest rate movement</b>	(0.01%)	The interest rates of investments are tracked on a regular basis.
<b>Price risk indicator</b>	£nil	The limit on the amount that can be invested beyond 12 months.
<b>Refinancing rate indicator:</b>		
Under 12 months	0%	A large proportion of the Authority's debt expires within 5-10 years. The Finance team have reviewed the impact of early repayment, and found there would be no advantage of doing so. Public Works Loan Board (PWL) debt requires full payment of interest up to the date of expiry.
12 months and within 24 months	4%	
24 months and within 5 years	8%	
5 years and within 10 years	61%	
10 years and within 15 years	27%	
15 years and above	0%	

## EXPENDITURE ANALYSIS



## INVESTMENTS



Essex County Fire & Rescue Service - Capital Expenditure as at 31st August 2021



Capital	Budget 2021/22	Adjustment to forecast	Forecast - Last agreed	Adjustment to Forecast	Forecast - Sept 2021*	Actual Spend
New Premises						
Service Workshops - New	250	-	250	-	250	-
Existing Premises						
Asset Protection	1,700	-	1,700	-	1,700	226
Asset Improvement Works Training Facilities Improvement	1,651	(95)	1,556	-	1,556	7
Asset Improvement Works - Shoeburyness	906	-	906	(656)	250	8
<b>Total Property</b>	<b>4,507</b>	<b>(95)</b>	<b>4,412</b>	<b>(656)</b>	<b>3,756</b>	<b>241</b>
<b>Equipment</b>	<b>246</b>	<b>-</b>	<b>246</b>	<b>-</b>	<b>246</b>	<b>22</b>
<b>Information Technology</b>						
Projects	570	463	1,033	(90)	943	26
<b>Total Information Technology</b>	<b>570</b>	<b>463</b>	<b>1,033</b>	<b>(90)</b>	<b>943</b>	<b>26</b>
<b>Vehicles</b>						
New Appliances	2,330	(2,330)	-	-	-	-
Other Vehicles	978	10	988	(141)	846	205
<b>Total Vehicles</b>	<b>3,308</b>	<b>(2,320)</b>	<b>988</b>	<b>(141)</b>	<b>846</b>	<b>205</b>
<b>Total Capital Expenditure</b>	<b>8,630</b>	<b>(1,952)</b>	<b>6,678</b>	<b>(887)</b>	<b>5,790</b>	<b>494</b>

# Essex County Fire & Rescue Service - Capital Expenditure as at 31st August 2021



\* To be agreed at asset board

	Asset Life	Budget 2021/22	Forecast - Last agreed	Adjustment to Forecast	Forecast - Sept 2021*	Actual Spend	Committed Orders
<b>B113 - Vehicles</b>							
Appliances (Pumping)	15	2,330,000	-	-	-	-	2,328,200
ICU Internals	6	30,000	-	-	-	-	-
Light Vehicles	6	292,000	292,000	-	292,000	105,551	-
Off Road Vehicles	6	102,000	102,000	-	102,000	50,967	50,967
Officers Cars (Principal Officers)	4	111,000	111,000	(55,000)	56,000	26,250	27,868
Specialist rescue vehicle	6	100,000	100,000	-	100,000	-	-
Light Vans	6	248,000	248,000	-	248,000	22,102	-
Ramps	12	-	40,000	-	40,000	-	-
Ladders	12	94,500	94,500	(86,247)	8,253	-	8,253
<b>Total B113 - Vehicles</b>		<b>3,307,500</b>	<b>987,500</b>	<b>(141,247)</b>	<b>846,253</b>	<b>204,870</b>	<b>2,415,287</b>
<b>B116 - Operational Equipment</b>							
B.A. Compressors	8	55,851	55,851	-	55,851	22,149	-
BA Contamination machine	8	80,000	80,000	-	80,000	-	-
Method entry equipment	8	30,000	30,000	-	30,000	-	-
Smoke curtains	8	30,000	30,000	-	30,000	-	-
Body warn CCTV	8	30,000	30,000	-	30,000	-	-
Fog spikes	8	20,000	20,000	-	20,000	-	-
<b>Total B116 - Operational Equipment</b>		<b>245,851</b>	<b>245,851</b>	<b>-</b>	<b>245,851</b>	<b>22,149</b>	<b>-</b>
<b>B114 - ICT Equipment</b>							
Rolling laptop refresh	3	130,000	53,333	-	53,333	-	-
Rolling phone refresh	3	100,000	-	-	-	-	-
Apprentice laptops	3	32,400	32,400	-	32,400	-	-
Virtual servers	3	25,000	-	-	-	-	-
People Systems	3	-	-	-	-	-	-
Hardware for Skype to Teams upgrade	3	-	-	-	-	-	-
CRM	3	-	-	-	-	-	-
<b>Total B114 - ICT Equipment</b>		<b>569,550</b>	<b>1,032,883</b>	<b>(90,377)</b>	<b>942,506</b>	<b>26,088</b>	<b>46,549</b>

# Essex County Fire & Rescue Service - Capital Expenditure as at 31st August 2021



\* To be agreed at asset board

	Asset Life	Budget 2021/22	Forecast - Last agreed	Adjustment to Forecast	Forecast - Sept 2021*	Actual Spend	Committed Orders
<b>B112 - Land &amp; Building</b>							
Lexden Workshops Relocation	20	250,000	250,000	-	250,000	-	-
<b>Total B112 - Land &amp; Building</b>		<b>250,000</b>	<b>250,000</b>	<b>-</b>	<b>250,000</b>	<b>-</b>	<b>-</b>
Asset Improvement Works - Shoeburyness	20	905,814	905,814	(655,814)	250,000	7,628	54,301
<b>Asset Protection Works - Training Facilities:</b>	20						
Phase 1 - Chelmsford, Greys, Southend, SWF		212,012	554,000	-	554,000	6,530	22,428
Phase 2 - Braintree, Brentwood		429,089	233,000	-	233,000	-	-
Phase 3 - Harlow, Safron Waldon and Clacton		741,000	500,000	-	500,000	-	-
Witham TC WaH		70,000	70,000	-	70,000	-	-
Wethersfield TC room/Pilot scheme Grays		130,006	130,006	-	130,006	-	-
Deep lift pits		60,000	60,000	-	60,000	-	-
Consultancy		8,682	8,682	-	8,682	-	-
<b>Total B117 - Asset Improvement</b>		<b>2,556,603</b>	<b>2,461,502</b>	<b>(655,814)</b>	<b>1,805,688</b>	<b>14,158</b>	<b>76,729</b>
<b>B118 - Asset Protection</b>							
<i>Projects carried forward from 20/21:</i>							
Colchester FP/WFS Offices	20	7,000	7,000	-	7,000	15,104	4,032
Orsett Appliance Bay	20	35,000	35,000	-	35,000	31,981	-
Southend Boilers	20	22,000	22,000	-	22,000	16,179	-
Fire Alarms	20	5,000	60,000	-	60,000	-	-
Burnham AB Floor	20	35,000	8,000	-	8,000	18,749	-
<i>Projects commencing 21/22:</i>							
Dunmow Yard	20	140,000	140,000	-	140,000	-	-
Great Baddow Windows	20	130,000	130,000	-	130,000	70,268	-
Park Pond - lake works	20	346,000	346,000	-	346,000	40,742	114,135
Park Pond - liner repairs	20	-	75,000	-	75,000	-	-
Park Pond - building management system	20	-	56,000	-	56,000	-	-
Orsett - No time to lose	20	25,000	25,000	-	25,000	24,199	-
Rayleigh Parking	20	10,000	10,000	-	10,000	-	-
Harlow boilers	20	180,000	240,000	-	240,000	-	-
Baddow boilers	20	180,000	180,000	-	180,000	-	-
Chelmsford TC boilers	20	80,000	30,000	-	30,000	-	-
Grays Heater	20	25,000	50,000	-	50,000	-	-
Witham TC boiler	20	50,000	35,000	-	35,000	-	-
Harlow mains	20	35,000	60,000	-	60,000	-	-
Appliance bay floors (Halstead, Tollesbury, Weeley)	20	175,000	175,000	-	175,000	2,180	-
Witham TC offices	20	100,000	100,000	-	100,000	-	-
Epping part refurbishment	20	60,000	-	-	-	-	-
Waltham Abbey drill yard	20	60,000	60,000	-	60,000	-	-
Orsett Fra (50%)	20	240,000	240,000	-	240,000	-	-
Other	20	-	-	-	-	6,998	-
Provision for limited capacity **		(240,000)	(384,000)	-	(384,000)	-	-
<b>B118 - Asset Protection</b>		<b>1,700,000</b>	<b>1,700,000</b>	<b>-</b>	<b>1,700,000</b>	<b>226,399</b>	<b>118,167</b>
<b>TOTAL FORECAST 2021-22</b>		<b>8,629,504</b>	<b>6,677,736</b>	<b>(887,438)</b>	<b>5,790,298</b>	<b>493,664</b>	<b>2,656,733</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.	
Appendices: Q1 Forecast summary Single Tender Actions Covid Report Internal Audit Recommendations	
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



# Appendices

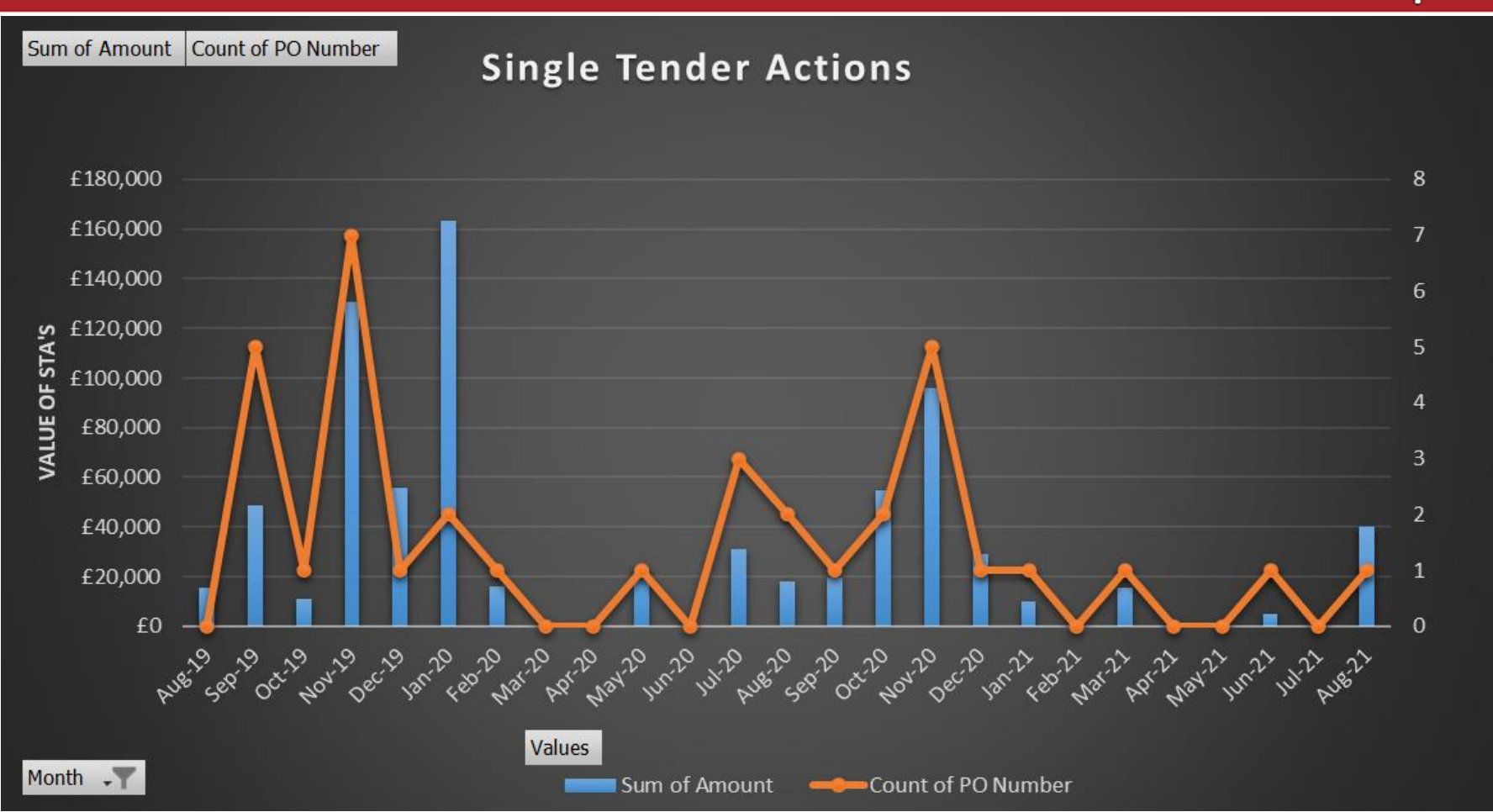
## 2021/22 Q1 Forecast



Description	BAU Forecast £'000s	COVID Forecast £'000s	Earmarked Projects Forecast £'000s	Q1 Forecast £'000	BAU Budget £'000s	COVID Budget £'000s	Earmarked Projects Budget £'000s	2021/22 FY Budget £'000	Movement from Budget £'000	Variance %	Budget Vs BAU Forecast £'000s	Variance %
<b>Employees</b>												
Wholetime Firefighters	34,513	-	299	34,812	34,061	-	279	34,340	(472)	(1%)	(452)	(1%)
On-Call Firefighters	7,361	-	-	7,361	7,081	-	-	7,081	(280)	(4%)	(280)	(4%)
Control	1,582	-	-	1,582	1,568	-	-	1,568	(14)	(1%)	(14)	(1%)
Support Staff	15,242	1	483	15,725	14,986	-	89	15,075	(651)	(4%)	(256)	(2%)
Inter Department Cross Charges	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total Employment Costs</b>	<b>58,697</b>	<b>1</b>	<b>782</b>	<b>59,480</b>	<b>57,695</b>	<b>-</b>	<b>368</b>	<b>58,063</b>	<b>(1,417)</b>	<b>(2%)</b>	<b>(1,002)</b>	<b>(2%)</b>
<b>Other Service Expenditure</b>												
Support Costs	1,959	30	310	2,299	1,838	-	310	2,148	(151)	(7%)	(121)	(7%)
Premises & Equipment	9,901	93	133	10,127	10,024	-	-	10,024	(103)	(1%)	123	1%
Other Costs & Services	3,280	11	-	3,291	3,278	-	-	3,278	(13)	(0%)	(2)	(0%)
Ill Health Pension costs	2,241	-	-	2,241	2,276	-	-	2,276	34	2%	34	2%
Financing Items	5,509	-	-	5,509	6,215	-	-	6,215	706	11%	706	11%
Productivity improvement investment	-	-	1,151	1,151	-	-	1,151	1,151	-	-	-	-
<b>Total Other Costs</b>	<b>22,891</b>	<b>134</b>	<b>1,595</b>	<b>24,619</b>	<b>23,631</b>	<b>-</b>	<b>1,461</b>	<b>25,092</b>	<b>473</b>	<b>2%</b>	<b>740</b>	<b>3%</b>
<b>Gross Operating Expenditure</b>	<b>81,588</b>	<b>134</b>	<b>2,377</b>	<b>84,099</b>	<b>81,326</b>	<b>-</b>	<b>1,829</b>	<b>83,155</b>	<b>(944)</b>	<b>(1%)</b>	<b>(262)</b>	<b>(0%)</b>
Government Grants Income	(7,146)	(134)	-	(7,281)	(6,387)	-	-	(6,387)	894	(14%)	759	(12%)
Operational income	(1,151)	-	-	(1,151)	(975)	-	-	(975)	177	(18%)	177	(18%)
<b>Net Expenditure</b>	<b>73,291</b>	<b>(0)</b>	<b>2,377</b>	<b>75,667</b>	<b>73,965</b>	<b>-</b>	<b>1,829</b>	<b>75,794</b>	<b>126</b>	<b>0%</b>	<b>674</b>	<b>1%</b>
<b>Funding</b>												
Revenue Support Grant	(8,520)	-	-	(8,520)	(8,520)	-	-	(8,520)	-	(0%)	0	(0%)
National Non-Domestic Rates	(16,517)	-	-	(16,517)	(16,519)	-	-	(16,519)	(2)	0%	(2)	0%
Council Tax Collection Account	(359)	-	-	(359)	(400)	-	-	(400)	(41)	10%	(41)	10%
Council Tax Precepts	(47,604)	-	-	(47,604)	(47,451)	-	-	(47,451)	153	(0%)	153	(0%)
NNDR surplus/deficit	(2)	-	-	(2)	-	-	-	-	2	-	2	-
Cont'ns to/(from) Earmarked Reserves	-	-	(2,379)	(2,423)	-	-	(1,829)	(1,829)	594	(32%)	-	-
<b>Total Funding</b>	<b>(73,002)</b>	<b>-</b>	<b>(2,379)</b>	<b>(75,425)</b>	<b>(72,890)</b>	<b>-</b>	<b>(1,829)</b>	<b>(74,719)</b>	<b>706</b>	<b>(1%)</b>	<b>112</b>	<b>(0%)</b>
<b>Funding Gap/ (Surplus)</b>	<b>289</b>	<b>(0)</b>	<b>(2)</b>	<b>242</b>	<b>1,075</b>	<b>0</b>	<b>0</b>	<b>1,075</b>	<b>832</b>	<b>77%</b>	<b>786</b>	<b>73%</b>



# Single Tender Actions



There was one Single Tender Action in the month for August 2021:

Value	Department	Supplier	Justification
£40,373	ICT	Unit 4 Coda renewal (Dream)	Continuity of existing ICT system.

**Essex County Fire & Rescue Service**  
**Jul-21**  
**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  
 Third Tranche of Covid 19 Emergency Funding - April 2021  
**TOTAL FUNDING**

290,932
1,378,051
233,344
<b>1,902,327</b>

**I - STAFFING COSTS**

CC	20/21 Costs	Apr-21	May-21	Jun-21	Jul-21	Aug-21	21/22 Costs	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	#	Est Total Cost	Comments
	£	£	£	£	£	£	£	£	£	£	£	£		£	
On Call additional costs - service response	0						0							0	
Wholetime overtime (including control)- service response	32,800						0							32,800	Recall to duty payments
On Call additional costs - LRF support	201,529						0							201,529	
Wholetime overtime - LRF support	0						0							0	
On Call additional costs - National response	0						0							0	
Wholetime overtime - National response	0						0							0	
ARA's	10,191						0				0			10,191	
ARA's Recovery	13,300						0				0			13,300	
Other	3,967	864					864	0	0	0	0			4,832	
<b>Sub-Total: Staffing costs</b>	<b>261,787</b>	<b>864</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>864</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>262,652</b>	

**II - PROTECTIVE EQUIPMENT**

PPE	Various	323,142					0	4,000	4,000	4,000	4,000	4,000		343,142	
Cleaning and decontamination supplies	9501	178,688			15,801	76,666	650	93,117	12,674	12,890	12,890	12,890	12,890	335,389	Additional Cleaning at Stations - £10,174 ( move to 10,390 in Apr 21) + £2,500 p/m wipes / sprays
Lateral Flow Tests		74,100					0							74,100	
<b>Sub-Total: Equipment</b>		<b>575,930</b>	<b>0</b>	<b>0</b>	<b>15,801</b>	<b>76,666</b>	<b>650</b>	<b>93,117</b>	<b>16,674</b>	<b>16,890</b>	<b>16,890</b>	<b>16,890</b>	<b>16,890</b>	<b>752,631</b>	

**III - OTHER COSTS**

ICT Infrastructure and licencing	9501	228,905					0	40,000						268,905	
Thermometers	9501	1,199					0							1,199	
Signage		44,745					0							44,745	
Other		16,608		1,234	12,060	27,287	4,364	44,944					132,000	189,189	£11k relating to Bureau Veritas & £132k Classroom and toilet block in Weathersfield training room
Recharge of PPE		-9,837					0							-9,837	Recharge of PPE to West Mids FRS
Changes to Workplace on return to work		0	0				0			40,000	30,000	30,000		100,000	
<b>Sub-Total: Other costs</b>		<b>281,620</b>	<b>0</b>	<b>1,234</b>	<b>12,060</b>	<b>27,287</b>	<b>4,364</b>	<b>44,944</b>	<b>40,000</b>	<b>0</b>	<b>40,000</b>	<b>0</b>	<b>132,000</b>	<b>594,201</b>	

**TOTAL ADDITIONAL COSTS**

<b>1,119,337</b>	<b>864</b>	<b>1,234</b>	<b>27,861</b>	<b>103,953</b>	<b>5,014</b>	<b>138,926</b>	<b>56,674</b>	<b>16,890</b>	<b>56,890</b>	<b>16,890</b>	<b>148,890</b>	<b>1,554,497</b>
------------------	------------	--------------	---------------	----------------	--------------	----------------	---------------	---------------	---------------	---------------	----------------	------------------

REVENUE SPEND

908,145

CAPITAL SPEND

211,193

**1,119,337**

STOCK SPEND

298,421

Amount of Grant remaining  
 % OF GRANT REMAINING

**347,830**

**18.3%**

Amount of 2020/21 Grant remaining

**251,225**



## Internal Audit Recommendations

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		
2019/20	Non-Operational - H&S	Senior Health and Safety Advisor (Joanne Hampton)	1	3	-	3	1	-	1	-		
2019/20	GDPR	GDPR Officer (Hope Osayande)	2	7	1	5	1	2	1	2		
2019/20	Procurement	Head of Purchasing & Supply (Sheldon Dyer)	1	5	1	2	-	3	-	3		
2020/21	Follow-up 2021	Various action owners	-	4	-	-	-	4	-	-		
<b>THIS UPDATE</b>			<b>8</b>	<b>45</b>	<b>6</b>	<b>36</b>	<b>2</b>	<b>9</b>	<b>2</b>	<b>5</b>		
			53		42		11		7			
			Percentage complete				79%		Percentage overdue			64%
<b>LAST UPDATE</b>			<b>8</b>	<b>45</b>	<b>6</b>	<b>36</b>	<b>2</b>	<b>9</b>	<b>2</b>	<b>5</b>		
			53		42		11		7			
			Percentage complete				79%		Percentage overdue			64%

### Internal Audit Programme Update

The final audit report was agreed for the ICT Transformation Programme, which resulted in substantial assurance and three low risk recommendations. This is a fantastic result and testament to the hard work of the ICT Team.

The Fleet Management audit is currently underway with auditors on site at Lexden Workshops.

The scope is due to be agreed for the Competency Management System audit and a meeting is being arranged this month.

### External Audit Update

The audit team have finished the majority of the fieldwork, with only a small number of queries outstanding.

### Updates On Outstanding Recommendations

There are no new recommendations since the last update with a total of 53 actions tracked.

No recommendations have been completed in the month, but the Finance Team have had several meetings with sponsors to identify where issues persist.

There are 7 overdue recommendations. 3 of these actions relate to the GDPR audit, which is advisory only.

Action owners have been reminded to progress their recommendations, and further meetings have been arranged with key stakeholders.

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