

# PFCC Decision Report

**Please ensure all sections below are completed**

**Report reference number:** 145-23

**Classification** (e.g. Not protectively marked/restricted): Official

**Title of report:** 2024/25 Budget Setting Timetable

**Area of county / stakeholders affected:** Countywide

**Report by:** Annette Chan – Head of Finance

**Chief Officer:** DCC Prophet

**Date of report:** 31 August 2023

**Enquiries to:** Annette Chan

## 1. Executive Summary

Provisions of the Local Government Finance Act 1992 require the force to set a balanced budget by no later than the 11th March for the following year. A draft timetable for 2024/25 revenue and capital budget setting was presented to the PFCC's 1<sup>st</sup> March 2023 Strategic Board. Following confirmation of dates for engagement with the Police, Fire and Crime Panel Budget Setting Working group, this report presents the finalised timetable. It includes the key stages for the proposed governance route within the Chief Constable's Office, and engagement with the Police, Fire and Crime Commissioner, prior to the working groups, and concludes with the PFCC's proposed precept being presented to the Police, Fire and Crime Panel in February 2024.

## 2. Recommendations

- 1) To endorse and approve the 2024/25 budget setting timetable; and
- 2) To amend the forward plans for the PFCC governance boards to be in line with the timetable if required.

## 3. Background to the Proposal

Budget setting activities have commenced and will continue throughout the year through various governance stages within Essex Police, the Police Fire and Crime Commissioner's Office with a proposed budget and precept presented to the Police, Fire and Crime Panel in February 2024.

#### **4. Proposal and Associated Benefits**

The summarised budget setting timetable is split into five sections to reflect the various components of setting a revenue and capital budget. These sections are:

- Investments – (Including contractual and legal pressures, service demand changes)
- Savings
- Capital Investment
- Pay
- Strategic - (Including MTFs and governance as the above components come together through COG, PFCC engagement and through to Police Fire and Crime Panel)

#### **5. Options Analysis**

The Commissioner could choose not to agree this timetable however this would mean the force would be unable to meet their commitments and increase the risk that the budget setting process did not run smoothly.

#### **6. Consultation and Engagement**

Corporate Finance have engaged with the PFCC's Strategic Head of Performance and Resources since the March Strategic Board to confirm the dates for engagement meetings with the Police, Fire and Crime Panel Budget Working Group.

#### **7. Strategic Links**

This paper concerns the setting of the 2024/25 budgets and therefore underwrites all of the priorities and workstreams identified within the Police and Crime Plan.

#### **8. Police operational implications**

Operational policing requirements are considered throughout the budget setting process.

#### **9. Financial implications**

There are no specific financial considerations to this report.

## **10. Legal implications**

Provisions of the Local Government Finance Act 1992 set out what the force has to base its budget calculations upon and require the force to set a balanced budget by no later than the 11<sup>th</sup> March for the following year.

## **11. Staffing implications**

There are no staffing implications.

## **12. Equality, Diversity and Inclusion implications**

There are no equality or diversity implications of this decision report.

## **13. Risks and Mitigations**

A key part of the budget setting process is the announcement of Home Office funding. This is estimated to be received mid December but the exact date is not known and therefore there is a need to take a flexible approach towards the end of the budget setting process.

## **14. Governance Boards**

Engagement through governance boards is a key part of the timetable described presented to the Strategic Board.

## **15. Links to Future Plans**

The budget setting timetable looks forward to the following financial year, in this case 2024/25. The longer-term strategic view of budgets is addressed through the Medium-Term Financial Strategy (MTFS).

## **16. Background Papers and Appendices**

2024/25 Draft Budget Setting Timetable



24-25 Budget Setting  
Timetable\_Sept SBv2.:

**Report Approval**

The report will be signed off by the PFCC's Chief Executive and Chief Finance Officer prior to review and sign off by the PFCC / DPFCC.

Chief Executive / M.O.

Sign: .....D. Horsman.....

Print: .....Darren Horsman - Deputy Monitoring Officer.....

Date: .....22.9.2023.....

Chief Finance Officer

Sign: ..........

Signing delayed while author made amendments to an error in the dates of the timetable

Print: .....Janet Perry.....

Date: .....8 November 2023.....

**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 Chief Executive will decide if and how the public can be informed of the decision.

**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: .....

**Chief Finance Officer / Chief Executive Sign Off – for Redactions only**

If redaction is required, the Treasurer or Chief Executive is to sign off that redaction has been completed.

**Sign:** .....

**Print:** .....

**Chief Executive / Chief Finance Officer**

**Decision and Final Sign Off**

I agree the recommendations to this report:

**Sign:** 

**Print:** Roger Hirst

**PFCC**

**Date signed:** 21/11/2023

I do not agree the recommendations to this report because:

.....  
.....  
.....

**Sign:**

**Print:**

**PFCC/Deputy PFCC**

**Date signed:**