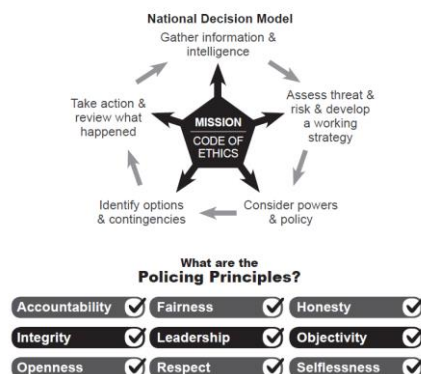




*****Financial Report Month 8 2019/20*****

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Force: Surrey Financial Monitoring at: 30th November 2019 Finance Department

1. Overview

1.1. Surrey and Sussex Police have a combined revenue budget totalling £522.6m, the majority of which is allocated to the individual force Chief Constables to deliver their operational demands.

1.2. The total operational delivery budget for Surrey is £233.0 for 2019/20, against this the forecast outturn position is £232.5m resulting in an underspend totalling £0.5m.

Force	Total 2019/20 Budget £m	2019/20 Operational Delivery Budget £m	2019/20 Operational Delivery Forecast £m	Variance £m
Surrey	235.1	233.0	232.5	(0.5)
Sussex	287.5	288.3	290.6	2.3
Total	522.6	521.3	523.1	1.8

1.3. The combined Surrey and Sussex Police capital budget including schemes carried forward from 2018/19 totals £60.9m. The Sussex capital budget includes revenue costs relating to the capital programme and are reported as Capital and Investments. The table below shows the Surrey outturn forecast underspending by £0.3m. The PCCs for both Surrey and Sussex allow for a flexible capital budget which is managed over a rolling 2 year period enabling schemes to be bought forward or deferred.

Force	2019/20 Capital Budget £m	2019/20 Capital Forecast £m	Variance £m
Surrey	20.6	20.3	(0.3)
Sussex	37.3	40.2	2.9
Total	57.9	60.0	2.6

2. Introduction

2.1. This report provides the operational delivery budget and capital position for Surrey Police as at 30th November 2019 with the PCC budget being reported separately.

3. Summary

3.1. The Force continues to forecast an under spend on the revenue budget of £0.5m for the year. There are variances within the budget, pay is underspent overall with a cost pressure on police overtime which reflects the level of events and incidents during the year, there were a string of events in Summer 2019 including Op Foreland, the Derby and protests in the country.

3.2. Police officer numbers are increasing as the recruitment plan delivers and police staff budget is forecast to underspend.

3.3. The non pay costs including income are slightly under in total with costs pressures in premises mainly due to the earlier than planned purchase of the new HQ site and improvements to police stations and transport is experiencing higher maintenance costs. The under spend in Supplies & Services has provided the opportunity to fund the purchase of Airwave handsets which are beyond their expected life.

3.4. The precept investment was for an additional 104 posts and the forecast is that Surrey Police will reach 121 by March 2020, noting some of these are short term to enable a return to the planned numbers.

3.5. The efficiency plan to save £2.8m has been fully delivered.

3.6. The capital plan is forecast to underspend by £0.4m which is mainly from estate works which is due to timing and budget will be carried forward.

4. Recommendations

4.1. The Police and Crime Commissioner is asked to:

4.1.1. Note the net revenue budget forecast for the police fund as at 30th November 2019

4.1.2. Note the capital budget forecast as at 30th November 2019

4.1.3. Approve budget virements on Appendix D.

5. Revenue Budget Position

5.1. The Force's revenue outturn position for 2019/20 is forecast to be underspent as summarised in the table below.

Nov-19	Year to Date			Full Year		
	Actual	Budget	Variance	Forecast	Budget	Variance
Payroll	123,997	126,071	(2,074)	191,421	191,715	(294)
Premises Related Expenditure	8,196	7,000	1,196	11,351	10,250	1,101
Transport Related Expenditure	6,531	3,390	3,141	5,699	5,122	577
Supplies & Services	16,937	20,430	(3,493)	28,871	31,241	(2,370)
Capital financing and contributions	4,767	502	4,265	3,263	970	2,293
Grants & Income	(7,588)	(4,263)	(3,325)	(8,104)	(6,288)	(1,817)
Total	152,841	153,130	(289)	232,499	233,010	(511)

5.2. The 2019/20 revenue budget was approved by the PCC in February 2019 at £235.1m, during the year agreed budget virements have been processed within the operational delivery budget and OPCC budget, with the overall budget remaining at £235.1m as shown in the table below:

	Original Budget £'000	Budget Virements £'000	Revised Budget £'000
Operational Delivery Budget	233,010	0	233,010
Office of the PCC	2,118	0	2,118
Transfers to/(from) Reserves	0	0	0
Total Net Budget Requirement	235,128	0	235,128

5.3. Appendix A provides further details of the operational delivery budget showing budget and forecast both by budget holder portfolio and the main categories of expenditure.

5.4. Pay Costs - Total pay is underspent by £0.3m as summarised in the table below.

Nov-19	Year to Date			Full Year		
	Actual	Budget	Variance	Forecast	Budget	Variance
Police Officer Pay	72,671	73,356	(685)	110,229	110,830	(601)
Police Officer Overtime	2,914	2,178	736	4,624	3,554	1,070
Police Staff Pay	42,145	45,601	(3,456)	66,987	69,444	(2,457)
Police Staff Overtime	903	689	214	1,338	1,119	219
PO Injury, Ill Health & Death Pensions	1,563	1,361	202	2,109	2,081	27
Other Employee Expenses	1,642	1,375	268	2,538	2,055	483
Temporary or Agency Staff	1,060	691	369	2,166	1,399	767
Restructure, Training & Conference Costs	1,099	821	278	1,430	1,232	198
Total	123,997	126,071	(2,074)	191,421	191,715	(294)

5.5. In Surrey employee numbers are monitored in detail throughout the year within a workforce plan by People Services. The following table illustrates the variances between the average forecast number of employees (employee strength) compared with the budgeted number of employees (employee establishment), expressed as FTE (full time equivalent) roles.

Average FTE's	Forecast of Employees (Strength)	Budgeted No. of Employees (Establishment)	Variance
Police Officers	1873	1923	(50)
Police Staff	1572	1730	(158)
PCSO's	122	118	3
Total	3566	3771	(205)

5.6. Police Payroll - Police Officer pay is forecast to be underspent by £0.6m.

5.7. Police Officer pay is a non-delegated cost and is shown on a separate line within the budget by function (Appendix A) with departmental variances reflecting their delegated budgets.

5.8. The pay forecast indicates an average of 1873 FTE officers for the year, which results in an underspend of £0.6m, compared to the budget of 1923 FTE including the precept uplift.

Officer FTE Forecast

	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Average
	month 1	month 2	month 3	month 4	month 5	month 6	month 7	month 8	month 9	month 10	month 11	month 12	
Officer Budget (FTE)	1919.70	1919.58	1919.58	1918.58	1927.58	1925.78	1923.78	1923.78	1923.78	1923.78	1923.78	1923.78	1923

Officer Forecast (FTE)

	1,844	1,850	1,850	1,850	1,850	1,850	1,850	1,850	1,850	1,850	1,850	1,850	1,850
Month 1	1,844	1,850	1,850	1,850	1,850	1,850	1,850	1,850	1,850	1,850	1,850	1,850	1,850
Month 2	1,844	1,882	1,867	1,854	1,843	1,843	1,837	1,834	1,829	1,826	1,829	1,828	1,843
Month 3	1,844	1,882	1,866	1,896	1,875	1,859	1,847	1,870	1,859	1,871	1,861	1,892	1,868
Month 4	1,844	1,882	1,866	1,850	1,876	1,870	1,864	1,896	1,890	1,910	1,911	1,946	1,884
Month 5	1,844	1,882	1,866	1,850	1,878	1,879	1,863	1,885	1,872	1,880	1,867	1,898	1,872
Month 6	1,844	1,882	1,866	1,850	1,878	1,879	1,865	1,881	1,868	1,878	1,865	1,903	1,872
Month 7	1,844	1,882	1,866	1,850	1,878	1,879	1,863	1,898	1,879	1,884	1,871	1,908	1,875
Month 8	1,844	1,882	1,866	1,850	1,878	1,879	1,863	1,891	1,878	1,877	1,864	1,902	1,873

Variance	Month 6			Month 8		
	Volume £'000	Rate £'000	Total £'000	Volume £'000	Rate £'000	Total £'000
Police pay, NI & Pension	(2,685)	3,544	859	(2,623)	3,044	417
Rent and regional and other allowances	(266)	(198)	(464)	(259)	(583)	(842)
Collaboration			(320)			(176)
Total	(2,950)	3,346	75	(2,882)	2,461	(601)

5.9. The above calculations show the Force is 50 officers under budget which is resulting in a volume underspend of £2.6m (£52.5k per FTE), with a rate overspend of £3.0m relating to officer rates being higher than budgeted. A vacancy factor of 2% is assumed for Police Officers which is part of the rate variance along with the mix of officers.

5.10. Police Staff pay is forecast to be underspent by £2.5m. The staff underspend reflects the vacancy rate being above the 5% target along with a number of vacancies being held pending the implementation of change programmes. The current projection is for the number of staff working in the force to remain under establishment until the end of the financial year, when the predicted number of FTE's is 1693.

5.11. The month 8 pay forecast shows an average of 1693 FTE staff for the year, compared to the average budget of 1848 FTE.

Staff FTE Forecast

	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	
	month 1	month 2	month 3	month 4	month 5	month 6	month 7	month 8	month 9	month 10	month 11	month 12	Average
Staff Budget (FTE)	1805.43	1830.74	1830.74	1830.74	1850.74	1852.74	1860.24	1863.24	1863.24	1863.24	1863.24	1863.24	1848

staff Forecast (FTE)

Month 1	1,682	1,700	1,700	1,700	1,700	1,700	1,700	1,700	1,700	1,700	1,700	1,700	1699
Month 2	1,682	1,688	1,654	1,642	1,635	1,636	1,631	1,629	1,620	1,617	1,612	1,615	1638
Month 3	1,682	1,688	1,653	1,656	1,644	1,668	1,678	1,702	1,691	1,695	1,702	1,717	1681
Month 4	1,682	1,688	1,653	1,649	1,652	1,645	1,642	1,641	1,633	1,624	1,617	1,619	1645
Month 5	1,682	1,688	1,653	1,649	1,661	1,694	1,693	1,706	1,694	1,690	1,694	1,710	1684
Month 6	1,682	1,688	1,653	1,649	1,661	1,673	1,706	1,718	1,704	1,703	1,710	1,727	1690
Month 7	1,682	1,688	1,653	1,649	1,661	1,673	1,688	1,729	1,705	1,707	1,713	1,732	1690
Month 8	1,682	1,688	1,653	1,649	1,661	1,673	1,688	1,727	1,719	1,715	1,723	1,739	1693

Variance	Month 6			Month 8		
	Volume £'000	Rate £'000	Total £'000	Volume £'000	Rate £'000	Total £'000
Staff pay, NI & Pension	(5,647)	1,186	(4,461)	(5,540)	2,797	(2,743)
Enhancements	(291)	73	(217)	(285)	(659)	(944)
Collaboration			1,577			1,230
Total	(5,938)	1,260	(3,100)	(5,825)	2,138	(2,457)

5.12. The shortfall of 155 staff FTE's results in a £5.5m volume underspend for pay, NI and pension (£35.7k per FTE), that is being offset by a rate overspend of £2.8m.

5.13. Staff enhancements and holiday pay have underspends due to being under establishment. The rate and volume variances are based on all posts having these allowances and therefore is not representative of entitlement.

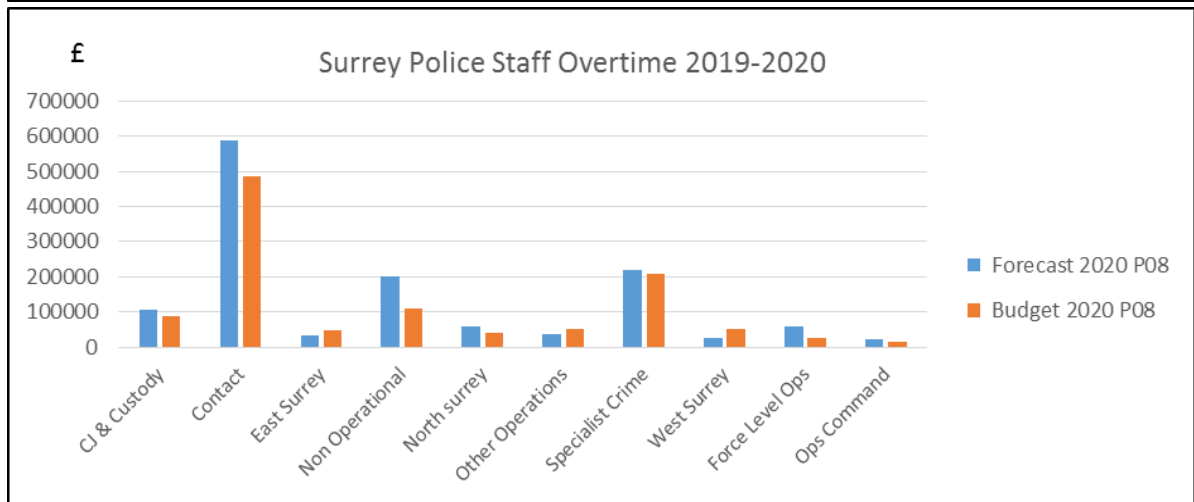
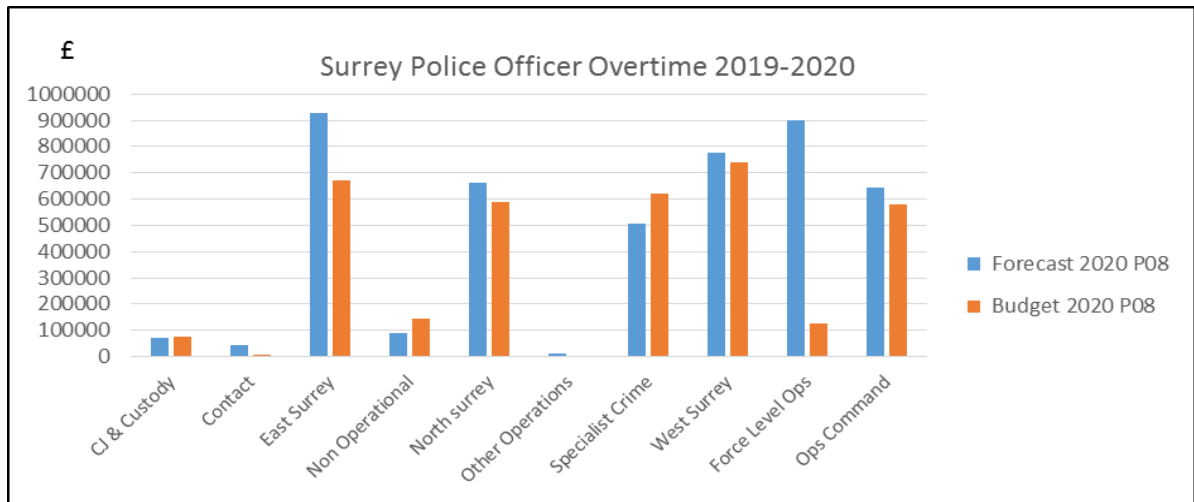
5.14. Overtime for both officers and staff by department is shown on Appendix B, with officer overtime forecast to overspend by £1.1m and staff overtime forecasting to overspend by £0.2m.

5.15. The Force Police Officer overtime working group continues to monitor spend and provide guidance to reduce spend in this area, the tables below shows spend for both Police Officer and Police Staff overtime over the past four years.

Police Overtime	Budget £'000	Actual £'000	Variance £'000	Variance %	Average per FTE
2019-20	3,554	4,624	1,070	30%	2,445
2018-19	4,030	4,270	240	6%	2,241
2017-18	4,232	6,688	2,456	58%	3,417
2016-17	3,839	6,568	2,729	71%	3,516

Staff Overtime	Budget £'000	Actual £'000	Variance £'000	Variance %	Average per FTE
2019/20 exc PCC	1,119	1,339	220	20%	775
2019/20 PCC	10	14	4	40%	8
2019/20 total	1,129	1,353	224	20%	819
2018/19	1,561	1,454	-107	-7%	882
2017/18	1,641	1,853	212	13%	1,101
2016/17	1,341	1,622	281	21%	

5.16. The charts below show Police Officer and Staff overtime by division/department. Appendix B shows the monthly profile of this spend.



5.17. Agency costs

5.17.1. Agency is forecasting an overspend of £0.8 m. The majority of this relates to an overspend on agency costs for implementation of Equip and costs for OP Iglil Outside Enquiry Team and SOIT Sexual Offence Liaison Officers (SOLOs) offset by vacancies in staff (see 5.27. Specialist Crime).

5.18. Training & restructuring costs

5.18.1. There is a minimal overspend of £0.2m on training & restructuring costs.

5.19. Other Staff Costs

5.19.1. There is an overspend in Other Staff Costs of £0.5m relating to Operations for the Camera Partnership costs and recharges for Gatwick which is offset by an over achievement in income.

5.20. Non Pay Budgets

5.20.1. Non pay cost budgets are forecast to overspent by £1.6m as shown in the table below. These budgets include costs for premises, transport, supplies & services, financing and income.

Nov-19	Year to Date			Full Year		
	Actual	Budget	Variance	Forecast	Budget	Variance
Premises Related Expenditure	8,196	7,000	1,196	11,351	10,250	1,101
Transport Related Expenditure	6,531	3,390	3,141	5,699	5,122	577
Supplies & Services	16,937	20,430	(3,493)	28,871	31,241	(2,370)
Capital financing and contributions	4,767	502	4,265	3,263	970	2,293
Total	36,432	31,322	5,109	49,183	47,583	1,600

5.21. Income is forecast to overachieve by £1.8m. Income budgets relate to government grants, reimbursed services, secondments and mutual aid arrangements with other police Forces. This income is in addition to the main sources of funding from the core policing grant and council tax precept income.

Nov-19	Year to Date			Full Year		
	Actual	Budget	Variance	Forecast	Budget	Variance
Grants & Income	(7,588)	(4,263)	(3,325)	(8,104)	(6,288)	(1,817)
Total	(7,588)	(4,263)	(3,325)	(8,104)	(6,288)	(1,817)

5.22. Premises

5.22.1. There is a overspend forecast within Premises totalling £1.1m which is mainly due to Building the Future (£0.6m) and an uplift on consultancy rates within Estates & Facilities (£0.5m).

5.23. Transport

5.23.1. There is a forecast overspend of £0.6m, arising from £0.3m within Transport, relating to the recovery of workshop costs and £0.2m for Operations Command.

5.24. Supplies & Services

5.24.1. There is a forecast underspend of £2.4m which is mainly due to an underspend in Equip of £2.5m (see 5.27.Equip) with minimal variances across departments.

5.25. Financing

5.25.1. There is an overspend of £2.3m. This is made up of £1m for borrowing repayments for Building the Future and a further £1.3m revenue contribution forecast to capital for Airwave.

5.26. Income

5.26.1. There is an overachievement of income forecast of £1.8m, primarily due to increased cost recovery for Camera Partnership and Gatwick recharges; and some over recovery for secondments along with income received from new HQ site tenants.

5.27. Departmental Narrative

This section gives a narrative on the divisions & departments with significant variances, note the figures relate to delegated budgets only.

- Specialist Crime is forecasting an underspend of £1.5m largely within staff pay due to vacancies in Op Igil, SOIT, Digital Forensics Team & Forensics which is offset by small overspends in Police Pay due to unbudgeted officers in CTBP; and Agency offsetting vacancies in Op Igil and SOIT SOLOs.
- Operations Command are forecasting an underspend of £0.9m. Whilst they are overspending on Police Officer overtime relating to Op Zoo and for covering Officer vacancies, they are underspending within supplies & services and overachieving income within the camera partnership.
- Local Policing is forecasting an overspend of £1.3m within the divisions – police overtime is overspent by £0.4m due to being under resourced with deployable officers, staff pay is overspent by £0.5m as some areas are operating above 95% capacity level and supplies & services are overspend due to additional costs for the digital interview recording project.
- Building the Future is forecasting a slight underspend of £0.1m made up of an overspend of £0.6m within Premises relating to running costs of the new HQ site offset by income from the tenants.
- Estates and Facilities are forecasting an overspend of £0.8m primarily due to planned works within Estates & Facilities (£0.5m); improvement works at Chertsey (£0.1m).
- Equip are forecasting an underspend of £1.6m which consists of a £2.5m underspend in supplies and services (see 5.24.), an overspend of £0.6m in agency costs for consultants and an overspend of £0.2m in staff pay.
- ICT are currently forecasting a small underspend of £0.1m which is due to carrying some staff vacancies and a reduction in PNC/PND which are offset by an overspend in supplies in respect of maintenance contracts.

6. Precept Investment

6.1. The precept investment approved for 2019/20 allowed for the increase in Police Officers and Police Staff, the following table represents the forecast position against the precept investment.

Expected increase at March 2020	Investment provided	Forecast At 31/3/20
Employee Group	FTE	FTE
Police Officers – under strength	25	25
Police Officers – growth	64	49
Police Staff - growth	15	15
PCSO - growth	0	2.5
Investigator Officers - growth	0	30

Total	104	121.50
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6.2. The Police Officers under strength 25 was achieved by June 2019, whereas the 64 growth will take longer to achieve so to bolster resources while the recruitment lag exists, additional PCSO's and Investigative Officers are being recruited. The Investigative Officers are temporary and along with the PCSOs these will be managed down as the Police Officer numbers increase.

7. Savings Performance

7.1. All planned 2019-20 savings were taken at the beginning of the financial year, irrespective of their RAG status. Budget holders unable to make any of these savings are required to detail the reasons in an exception report for consideration and approval. The Strategic Change Board reviews the savings profile over the medium term on an ongoing basis, a summary of the savings schedule is shown in the table below.

		2019/20 Forecast
Financial Confidence RAG Totals		Surrey
Green = on plan & saving will be achieved		2,848
Amber = Some movement to deadline or saving possible		0
Red = Saving figure or timing likely to be subject to change		0
Surplus / Deficit brought forward		
Total Savings Plan		2,848

8. Financial Provisions and Reserves Transfers

8.1. A summary of movement between provisions and reserves are shown below.

	Balance at 31 March 2019 £'000	Transfers In 2019-20 £'000	Transfers Out 2019-20 £'000	Balance at 30 November 2019 £'000
Provisions:				
Restructuring Provision	(109)	0	0	(109)
Legal Claims Provision	(721)	0	0	(721)
Total Provisions	(830)	0	0	(830)

	Balance at 31 March 2019 £'000	Transfers In £'000	Transfers Out £'000	Balance at 30 November 2019 £'000
General Fund				
General Fund	(6,812)	(643)	0	(7,455)
Earmarked Reserves:				
Chief Constable Reserve	(571)	0	0	(571)
OPCC Operational Reserve	(500)	0	0	(500)
PCC Estate Strategy Reserve	(2,800)	0	0	(2,800)
Estate Maintenance Reserve	(48)	0	0	(48)
Cost of Change Reserve	(1,443)	0	0	(1,443)
Local Reserve - Corporate Comms	(73)	0	0	(73)
Ill Health/Injury Reserve	(1,718)	0	0	(1,718)
Insurance Reserve	(3,288)	(1,105)	533	(3,860)
Total Reserves	(17,253)	(1,748)	533	(18,468)

9. Treasury Management

9.1. At the end of November was £27.8m was held for investment by Surrey County Council under the SLA.

9.2. Surrey County Council are currently borrowing internally for investment purposes and therefore calculating their interest rate payable as the higher of; the London Inter-Bank BID rate, the Bank of England Rate or the average rate achieved by Surrey County Council.

9.3. In March 2019, the PCC entered into an external loan with PWLB for £15.6m In order to purchase land for Building the Future.

9.4. All cash balances are lent overnight allowing the flexibility to draw on resources.

10. POCA Reserve and Allocations

10.1. The Asset Seizure Reserve is used to earmark money received back from the government as part of the Asset Recovery Incentivisation Scheme (ARIS) whereby the force receives a share of amounts recovered under the Proceeds of Crime Act 2002 (POCA). The level of this reserve is currently maintained as a contingency to cover one year of salary costs for the Asset Seizure team within the Economic Crime Unit. At 01 April 2019 the reserve balance was £0.8m.

10.2. In-year POCA receipts cover the cost of the Asset Seizure team. Income is received quarterly, to date no funds has been received in this financial year.

11. Capital & Investments

11.1. The overall capital & investment position is summarised below and detailed at Appendix D.

	Year to Date			Forecast		
	Actual	Budget	Variation Overspend / (Underspend)	Forecast	Annual Budget	Variation Overspend / (Underspend)
	£'000	£'000	£'000	£'000	£'000	£'000
ICT	265	3,375	(3,110)	5063	5063	0
Fleet Annual Replacement Schemes	2,100	2,605	(505)	4,014	3,798	216
Specific Capital Schemes - Operations	153	748	(595)	1,537	1,119	418
Specific Capital Schemes - Local Policing	243	2,428	(2,185)	3,216	3,221	(5)
Specific Capital Schemes - Specialist Crime	1,232	1,254	(22)	1,586	1,687	(101)
Total: Core Capital Programme	3,993	10,410	(6,417)	15,416	14,888	528
Specific Capital Schemes - Estate Strategy	497	3,902	(3,405)	4,867	5,781	(914)
Overall Total:	4,490	14,312	(9,822)	20,283	20,669	(386)

11.2. The capital budget for 2019/20 was approved by the PCC in February 2019 at £22.8m including capital slippage during 2018/19. The force runs a flexible programme managing schemes over a rolling 2 year period enabling schemes to be bought forward or deferred. During the year agreed budget virements have been processed (including capital carried forward from 2018/19) as set out in the table below, resulting in a revised capital budget of £20.7m (£28.8m over 2 years).

	Original Budget	Budget Slippage from 2018/19	Budget Virements	Revenue Contributions	Revised Budget	Total Budget for 2020/21	Revised 2 Year Budget
ICT Infrastructure Renewal/Business Continuity	1,080	0	0	0	1,080	0	1,080
Specific ICT Capital Schemes	3,666	317	0	0	3,983	2,245	6,228
Fleet Annual Replacement Schemes	3,841	(261)	0	218	3,798	0	3,798
Specific Capital Schemes - Operations	176	940	0	4	1,120	0	1,120
Specific Capital Schemes - Local Policing	3,155	66	0	0	3,221	345	3,566
Specific Capital Schemes - Specialist Crime	320	112	1,254	0	1,686	0	1,686
Specific Capital Schemes - Estate Strategy	10,530	636	(5,530)	145	5,781	5,530	11,311
	22,768	1,810	(4,276)	367	20,669	8,120	28,789

11.3. The significant capital projects are ICT and Fleet replacement schemes, Building the Future, Agile Working and Storm-Surrey Contact Centre.

11.4. The annual forecast spend is £20.3m, resulting in a reported underspend of £0.3m.

11.5. Capital expenditure is financed from grants received from the Home Office & other contributions, capital receipts from the sale of assets, and revenue funding. If necessary borrowing can also be used to fund capital expenditure as shown in the table below.

Source of Funding	Total Financing £m	%
Home Office Capital Grant	0.626	3%
Other Grants and Income	0.000	0%
Capital Receipts	7.275	35%
Revenue Funding	3.889	19%
Borrowing	8.878	43%
Total	20.669	100%

12. Risks

12.1. The following risks and issues to the Operational Delivery Budget have been identified.

Risk	Mitigation/Update	Owner
The Force continues to experience demand from significant historic cases	Funding has been allocated in 19/20 for Op Igil (Specialist Crime), Op Coledale (Public Protection) and Op Heather.	John Boshier Specialist Crime Jon Savell Public Protection
The financial forecasts presented an unusual level of volatility during 2016/17 which was sighted as being due to the new ways of working with budget holders on the learning curve to fully understand their finances. This subsequently reduced the level of confidence in financial forecasts.	The action plan put in place in a response to an internal audit review continues to be implemented, the new forecasting software is now in use for revenue reporting and will be developed further in future months.	Paul Bundy Service Director Finance
Covert Human Intelligence Sources (CHIS) - There are a number of ongoing claims which are incurring legal fees	The financial cost of the claims and associated legal fees have been provided for and were £130k higher than originally estimated.	John Boshier Specialist Crime
The Joint Force Property insurer has announced that they are withdrawing from the insurance market. The current policy runs out in September 2019 therefore an accelerated OJEU tender process needs to be carried out to ensure continuity of cover from October 2019.	There is a risk that terms received will be less favourable than current arrangements. However the risk is reasonably low as SEERPIC Property Portfolio represents a good risk, with low claims experience	John Moyles, Service Director, Regional & Financial Development

13. Decisions Required

- 13.1. Financial regulations require the PCC to approve revenue budget transfers greater than £0.5m and the Chief Constable's Chief Finance Officer to approve transfer between £0.1m and £0.5m. The transfers requiring approval are shown on Appendix D.
- 13.2. Financial Regulations require the PCC to approve all changes to the capital budget, these changes are shown on Appendix D; there are none for month 8.

Appendix A



Surrey Corporate Report

Nov-19	Year to Date		
	Actual	Budget	Variance
Portfolio			
Local Policing	24,117,593	22,937,075	1,180,519
Operations	2,349,966	3,081,548	(731,582)
Specialist Crime	10,689,912	12,022,289	(1,332,377)
Corporate Services	5,601,781	6,901,482	(1,299,701)
Information & Communication Technology	10,015,445	9,950,908	64,537
People Services	4,378,380	4,063,540	314,840
Equip	614,871	2,378,534	(1,763,663)
Commercial and Finance Services	7,793,057	18,438,696	(10,645,639)
Non Delegated - Police Pay	87,279,957	73,356,196	13,923,761
Operational Policing Total	152,840,964	153,130,268	(289,304)
PCC for Surrey Police	2,010,243	1,408,907	601,336
Total Police Fund	154,851,207	154,539,175	312,032

Full Year		
Forecast	Budget	Variance
36,481,236	35,179,096	1,302,140
3,837,530	4,697,992	(860,462)
18,055,952	19,572,003	(1,516,051)
10,216,691	10,389,071	(172,380)
14,826,825	14,948,283	(121,458)
6,159,082	6,165,762	(6,680)
2,019,165	3,570,017	(1,550,852)
30,673,537	27,658,006	3,015,531
110,229,472	110,830,186	(600,714)
232,499,489	233,010,416	(510,927)
1,986,046	2,117,933	(131,887)
234,485,535	235,128,349	(642,814)

Cost Type			
Police Officer Pay	87,279,957	73,356,196	13,923,761
Police Officer Overtime	2,914,099	2,178,101	735,998
Police Staff Pay	42,705,061	46,209,648	(3,504,587)
Police Staff Overtime	914,106	694,665	219,441
PO Injury, Ill Health & Death Pensions	1,563,113	1,360,736	202,377
Other Employee Expenses	1,644,178	1,377,016	267,162
Temporary or Agency Staff	1,059,790	691,179	368,611
Restructure, Training & Conference Costs	1,104,372	833,021	271,351
Premises Related Expenditure	8,235,683	7,036,209	1,199,474
Transport Related Expenditure	6,549,737	3,406,178	3,143,559
Supplies & Services	18,995,330	22,070,013	(3,074,682)
Capital financing and contributions	4,789,100	1,811,496	2,977,604
Transfers to Revenue and Capital Reserves	(2,540,443)	(1,309,168)	(1,231,275)
Reconciling Man. Accs & Stat. Financial Reporting.	2,518,762		2,518,762
Grants & Income	(22,881,637)	(5,176,115)	(17,705,522)
Grand Total	154,851,207	154,539,175	312,032

110,229,472	110,830,186	(600,714)
4,624,177	3,554,030	1,070,147
67,836,248	70,361,273	(2,525,025)
1,353,616	1,128,547	225,069
2,108,575	2,081,105	27,470
2,541,894	2,058,915	482,979
2,166,222	1,399,437	766,785
1,443,849	1,249,904	193,945
11,404,463	10,305,045	1,099,418
5,722,094	5,146,231	575,863
31,265,960	33,700,482	(2,434,522)
6,371,379	4,057,180	2,314,199
(2,540,443)	-	(2,540,443)
2,518,762		2,518,762
(12,560,730)	(10,743,986)	(1,816,744)
234,485,535	235,128,349	(642,814)

Appendix B
Overtime by Division/Department

Surrey Police Officer Overtime		2019/20													Budget	Var
		Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Forecast	Forecast	Forecast	Forecast	Forecast		
Department	Ek	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Full Year	Full Year	
West Surrey		-33.3	105.9	98.5	34.6	39.4	83.4	51.2	45.3	34.2	154.3	34.2	127.8	775.5	741.0	-34.5
East Surrey		23.3	121.0	108.0	50.8	57.9	77.7	76.1	66.9	58.2	161.1	58.2	68.4	927.6	671.4	-256.2
North Surrey		-23.9	93.8	102.4	47.9	32.6	64.7	47.9	38.0	41.5	125.3	41.5	49.8	661.5	590.7	-70.8
Specialist Crime		-4.0	52.3	51.3	51.8	42.8	45.4	49.2	49.4	48.6	48.9	43.4	26.2	505.3	619.5	114.2
Operations Local - Surrey		-34.7	21.3	24.5	20.8	11.2	13.3	17.5	33.0	55.8	55.8	55.8	55.8	330.1	120.0	-210.1
Operations Command Joint		62.0	68.0	67.3	3.0	48.7	47.6	46.7	48.7	45.3	113.5	45.3	45.5	641.6	578.6	-63.0
Criminal Justice		-11.8	13.1	13.6	6.3	4.9	8.4	6.4	6.8	3.0	15.0	3.0	3.0	71.7	74.0	2.3
Contact		-0.5	6.4	9.0	1.5	2.0	5.6	1.9	1.4	0.9	6.9	0.9	5.9	41.9	5.9	-36.0
Professional standards		0.3	1.4	0.5	4.4	1.0	1.9	2.2	0.9	2.0	2.0	2.0	26.0	44.6	12.0	-32.6
Force Level Operations		-1.9	26.9	71.1	43.5	6.2	40.4	53.8	125.7	164.2	40.0	0.0	0.0	569.9	6.9	-563.0
DCC - Surrey		0.2	0.2	0.1	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.5	0.5	0.0
Service Quality		0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Chief Officers		-0.2	0.6	1.6	1.4	0.9	1.4	1.5	1.0	0.0	0.0	0.0	0.0	8.2	3.0	-5.2
Central Corporate		139.8	0.0	0.0	17.6	0.0	7.3	0.0	14.8	-44.9	-44.9	-44.9	-44.9	-0.1	0.0	0.1
CDD		0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Specials		-0.6	0.1	0.6	0.1	0.0	0.1	0.0	0.2	0.1	0.0	0.1	0.1	0.8	0.0	-0.8
IT		0.0	0.0	0.0	0.4	0.0	0.0	0.0	0.2	0.0	0.0	0.0	0.0	0.6	0.0	-0.6
Cost of Change		0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.4	0.4	0.0	-0.4
People Services		-5.9	6.1	2.9	2.0	3.1	3.3	2.9	10.0	3.9	3.9	3.9	7.9	44.0	130.6	86.6
Total		108.8	517.1	551.4	286.1	250.7	400.5	357.4	442.3	412.8	681.8	243.4	371.9	4624.2	3554.1	-1070.1

Surrey Police Staff Overtime		2019/20													Budget	Var
		Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Forecast	Forecast	Forecast	Forecast	Forecast		
Department	Ek	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Full Year	Full Year	
West Surrey		-3.1	3.9	4.3	4.6	4.6	4.1	2.9	3.9	0.0	0.0	0.0	0.0	25.2	52.9	27.7
East Surrey		0.5	2.6	3.0	2.7	2.1	2.7	2.1	1.1	4.0	4.0	4.0	4.0	32.7	49.2	16.5
North Surrey		-0.6	5.9	7.7	4.9	3.0	5.5	6.1	4.7	5.0	5.0	5.0	5.0	57.3	41.1	-16.2
Specialist Crime		-28.8	21.1	18.3	31.3	15.6	20.3	19.5	20.1	21.9	20.6	20.0	38.3	218.1	207.8	-10.3
Operations Local - Surrey		-0.6	2.9	2.6	5.3	0.8	1.5	1.9	1.7	2.1	2.1	2.1	2.1	24.7	6.0	-18.7
Operations Command Joint		-2.4	2.2	3.0	6.0	0.5	2.4	1.3	3.2	2.0	2.0	2.0	2.0	24.2	15.8	-8.4
Criminal Justice		1.5	14.9	16.5	9.3	7.8	13.5	11.4	10.6	6.3	5.3	5.3	5.8	108.2	88.9	-19.3
Contact		-10.7	64.2	66.0	40.2	49.4	67.1	49.6	45.6	39.1	40.7	59.1	77.5	587.8	487.4	-100.4
Professional standards		-0.6	0.9	0.8	3.8	0.3	1.8	0.8	1.5	2.1	2.1	2.1	16.9	32.4	23.0	-9.4
Force Level Operations		-1.7	1.4	7.3	8.4	0.6	4.8	0.7	1.6	10.6	0.0	0.0	0.0	33.8	20.0	-13.8
DCC - Surrey		1.1	0.0	0.9	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	2.1	0	-2.1
Central Corporat		46.8	0.0	0.0	-26.3	0.0	31.5	0.0	3.2	-13.8	-13.8	-13.8	-13.8	0.0	0	0.0
Service Quality		-0.9	5.2	3.8	3.1	1.1	3.9	3.8	3.5	2.9	2.9	2.9	3.0	35.2	50.0	14.8
Chief Officers		0.4	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.4	0.5	0.1
Commercial and Finance Servic		0.0	0.1	0.0	0.1	0.0	0.1	0.2	-0.1	0.2	0.2	0.2	0.2	1.5	1.6	0.1
Joint Transport		-5.6	1.6	1.6	4.6	2.9	5.6	2.8	6.0	1.4	1.4	1.4	1.4	25.1	0.1	-25.0
Estates		-2.7	6.0	8.8	9.1	9.1	0.5	8.5	6.3	5.7	5.7	5.7	5.7	68.3	35.0	-33.3
CDD		-0.6	0.5	1.1	0.8	0.5	0.1	0.7	0.2	0.4	0.4	0.4	0.4	5.0	11.0	6.0
Specials		-1.0	0.3	0.1	0.3	0.0	0.4	0.2	0.3	0.1	0.1	0.1	0.1	1.0	0.4	-0.6
IT		-5.9	2.9	3.9	10.9	3.8	-0.5	2.9	2.7	3.0	3.0	2.8	2.8	32.2	22.0	-10.2
Cost of Change		0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.5	0.5	0.5	0.5	1.8	1.8	0.0
People Services		0.6	2.4	1.7	2.2	1.6	0.2	2.3	2.1	1.6	1.6	1.6	2.5	20.6	3.9	-16.7
PCC for Surrey Police		-0.5	1.8	1.7	3.3	0.0	1.2	1.6	2.3	1.6	1.6	1.6	0.0	16.0	10	-6.0
Total		-14.7	140.7	153.2	124.7	108.7	167.0	119.2	120.3	96.8	85.4	103.0	154.4	1353.6	1128.4	-225.2

Appendix C

Capital Budget Position at 30 November 2019

Scheme	Chief Officer	Total 19-20 Budget (incl. Conts)	Actual Spend YTD Apr-19-Nov-19	Full Year Forecast	Forecast to Budget Variance	Total Budget for 2020/21	Total 2 Year Budget
IT Renewal & Upgrades							
End User Devices							
Hardware Refresh Desktop & Laptops	CIO	810,000	16,069	810,000	0	621,000	1,431,000
Windows 10	CIO	986,000	6,345	986,000	0	0	986,000
Agile hardware (Estates)	CIO	300,000	0	300,000	0	300,000	600,000
Infrastructure							
Telephony	CIO	78,000	5,759	77,995	(5)	72,000	150,000
Office 365 Planning & Pre-implementation	CIO	0	0	0	0	371,000	371,000
Infrastructure & Networks	CIO	450,000	49,540	450,000	0	945,000	1,395,000
Datacentre Improvements	CIO	30,000	0	30,000	0	0	30,000
Planned Server Replacement	CIO	461,480	14,991	461,250	(230)	0	461,480
IL4 Remediation (Joint)	CIO	0	0	0	0	0	0
Firewall & Security Devices	CIO	1,000	1,121	1,121	121	0	1,000
IDAM	CIO	360,000		360,000	0		360,000
Airwave Upgrade	CIO	225,000		225,000	0		225,000
Process							
Network Monitoring Tool	CIO	200,000	0	200,475	475		200,000
Digital							
DEMS / DAMS	CIO	659,000	74,377	658,660	(340)	0	659,000
Body Worn Video Infrastructure	CIO	184,000	0	183,600	(400)	0	184,000
Mobile data Terminals - Refresh	CIO	108,000	96,468	108,000	0	0	108,000
Joint Intranet	CIO	55,000		55,000	0		55,000
IT Developments (unallocated)	CIO	155,241	0	155,241	0	(63,987)	91,254
Sub-Total		5,062,721	264,669	5,062,342	(379)	2,245,013	7,307,734
Fleet Annual Replacement Schemes							
Vehicle Replacement	CFO	2,296,800	1,701,899	2,558,381	261,581	0	2,296,800
Fleet Equipment	CFO	479,000	0	479,000	0	0	479,000
Vehicle Telemetry	CFO	632,565	398,152	782,485	149,920	0	632,565
Operations Command Equipment	CFO	390,000	0	195,000	(195,000)	0	390,000
Sub-Total		3,798,365	2,100,051	4,014,866	216,501	0	3,798,365
Specific Capital Schemes - Estates Strategy							
Building the Future	CFO	3,000,000	15,329	2,015,329	(984,671)	5,530,231	8,530,231
Divisional Estates' Strategy	CFO	145,150	147,814	147,814	2,664	0	145,150
Air Conditioning	CFO	200,000	0	200,000	0	0	200,000
Former Section House Scheme	CFO	300,000	94,839	350,534	50,534	0	300,000
Estates' Strategy - Environmental	CFO	121,520	4,318	121,520	(1)	0	121,520
Agile Working Developments	CFO	1,801,968	98,198	1,818,724	16,756	0	1,801,968
Electric Vehicle Infrastructure	CFO	5,993	0	5,993	0	0	5,993
Niche Evidential Property	CFO	206,338	136,795	206,843	505	0	206,338
Sub-Total		5,780,969	497,293	4,866,757	(914,212)	5,530,231	11,311,200
Specific Capital Schemes - Operations							
ANPR	ACC Op	206,379	125,985	206,379	(0)	0	206,379
Taser Replacement and Uplift	ACC Op	400,761	0	400,761	0	0	400,761
Drone Replacement	ACC Op	8,851	(4,916)	35,084	26,233	0	8,851
Camera Partnership	ACC Op	503,500	31,974	894,974	391,474	0	503,500
Sub-Total		1,119,491	153,043	1,537,198	417,707	0	1,119,491
Specific Capital Schemes - Local Policing							
ICCS	ACC Op	40,950	0	40,950	0	0	40,950
ESN- Hardware & Infrastructure	ACC Op	500,000	0	500,000	0	0	500,000
ESN-Devices	ACC Op	155,000	0	155,000	0	345,000	500,000
Queue Buster 101	ACC LP	24,855	27,147	27,147	2,292	0	24,855
Storm-Surrey Contact Centre	ACC LP	2,500,000	215,482	2,492,419	(7,581)	0	2,500,000
Sub-Total		3,220,805	242,629	3,215,516	(5,289)	345,000	3,565,805
Specific Capital Schemes - Specialist Crime							
HTCU & POLIT Infrastructure Remediation	ACC SC	20,000	72,761	19,279	(721)	0	20,000
Digital Forensics	ACC SC	337,020	0	337,020	0	0	337,020
Specialist Crime Capabilities Programme	ACC SC	75,203	4,916	75,203	0	0	75,203
SEROCU Western Hub	ACC SC	1,154,215	1,154,215	1,154,215	0	0	1,154,215
POLIT Workstations	ACC SC	100,000	0	0	(100,000)	0	100,000
Sub-Total		1,686,438	1,231,892	1,585,717	(100,721)	0	1,686,438
Total Schemes		20,668,789	4,489,578	20,282,397	(386,392)	8,120,244	28,789,033
Unallocated - Budget Only	CFO	0		0	0	287,085	287,085
Overall Total		20,668,789	4,489,578	20,282,397	(386,392)	8,407,329	29,076,118

Appendix D

Revenue Virements

Between £0.1m and £0.5m

Month	Amount	Perm/ Temp	From	To	Description
M8	0	Perm	Nil	Nil	Nil

Greater than £0.5m

Month	Amount	Perm/ Temp	From	To	Description
M8	823,753	Perm	Specialist Crime Joint	Specialist Crime Local	SCCP Rebase Coll b Codes(JH)
M8	594,000	Perm	Corporate	ERP	Central 050 to ERP(HE)

Capital Virements

No virements to report in Month 8

Appendix E

Abbreviations

PCC - Police and Crime Commissioner

DCC – Deputy Chief Constable

ICT – Information Communication Technology

PSD – Professional Standard Department

ACPO – Chief Officers

ERP – Enterprise Resource Planning

PIYN – Policing in Your Neighbourhood

FTE – Full-time equivalent

DFT – Digital Forensic Team

POLIT – Paedophile Online Investigation Team

ICCS – Integrated Communications and Control System

ANPR – Automatic Number Plate Recognition

APT - Area Policing Team

SERIP – South East Regional Integrated Policing Programme

SOIT - Sexual Offences Investigation Team

RIPA – Regulation of Investigatory Powers Act

PIN - Personal Identification Number

PNC/PND – Police National Computer/Police National Database