

**ORIGINATOR: ACO / CFO**

**PAPER NO: AP21/31**

**SUBMITTED TO: ACCOUNTABILITY AND PERFORMANCE PANEL – 2 July 2021**

**SUBJECT: REVENUE AND CAPITAL MONITORING AS AT 31 MAY 2021**

**SUMMARY:**

1. This report covers the financial overview of the PCC Budget, Constabulary Revenue Budget, Capital Budget and Investments and Reserves as at 31 May 2021.
2. The Group is forecasting a revenue underspend of £0.171m, comprising of underspends within the Constabulary of £0.153m and within OPCC of £0.018m.
3. The forecast capital position is currently forecasting an underspend of £0.484m.
4. This is a month 2 report presenting early outturn year-end forecasts that are subject to change during the financial year.

**RECOMMENDATION:**

1. The Accountability and Performance Panel is invited to consider the contents of this report.

## 1. OVERVIEW

1.1 Based on the position as at 31 May 2021, the Suffolk Group Revenue Budget is forecast to underspend by £0.171m at year end (Appendix A) and its capital budget is forecast to be underspent by £0.484m year end.

1.2 The high-level summary is as follows:

	<b>Budget 2021/22 £000</b>	<b>Forecast Outturn £000</b>	<b>(Over)/ Under spend £000</b>
<b>Officer of the Police and Crime Commissioner for Suffolk</b>	<b>875</b>	<b>857</b>	<b>18</b>
<b>PCC Commissioning</b>	<b>850</b>	<b>850</b>	<b>0</b>
Chief Constable Operational Spending	138,474	138,322	153
Transfer from Reserves (Constabulary)	(732)	(732)	0
<b>Chief Constable Operational Spending (net)</b>	<b>137,742</b>	<b>137,590</b>	<b>153</b>
Capital Financing	3,130	3,130	0
Transfer from Reserves	657	657	0
<b>Capital Financing (net)</b>	<b>3,787</b>	<b>3,787</b>	<b>0</b>
<b>Specific Grants</b>	<b>(5,748)</b>	<b>(5,748)</b>	<b>0</b>
<b>Transfer from Reserves</b>	<b>2,052</b>	<b>2,052</b>	<b>0</b>
<b>Total Revenue</b>	<b>139,558</b>	<b>139,387</b>	<b>171</b>
<b>Capital Expenditure</b>	<b>6,726</b>	<b>6,242</b>	<b>484</b>

## 2. PCC REVENUE BUDGET

2.1 The Office of the PCC Budget for 2021-22 is £0.875m (Appendix A (i)). The year-end position is forecast to be £0.018m underspent.

2.2 The Police and Crime Commissioner's (PCC) Commissioning budget is £1.808m which includes a grant of £0.958m from the Ministry of Justice (Appendix A (ii)). The Ministry of Justice grant will be used for victim services including Norfolk and Suffolk Victim Care, the Independent Domestic Violence Advice (IDVA) service and grants to support victims of sexual violence.

### 3. CONSTABULARY REVENUE BUDGET

3.1 The total Constabulary Revenue Budget forecasts a year-end underspend of £0.153m as at month 2 (see detail in Appendix A (iii)). The main variances from budget producing the current forecast underspend are explained below.

	<b>Budget 2021/22 £000</b>	<b>Full Year Forecast £000</b>	<b>(Over)/Under spend £000</b>
Pay Related Costs	112,431	112,383	48
Other Employee Costs	1,166	1,161	4
Property Related Costs	9,277	9,291	-14
Transport	2,540	2,419	121
Supplies and Services	11,601	11,649	-48
Third Party Payments	2,183	2,217	-34
Corporate including contingency and inflation	3,666	3,666	0
Income	(4,389)	(4,463)	74
<b>Total</b>	<b>138,474</b>	<b>138,322</b>	<b>153</b>

#### 3.2 Pay Related Costs

The forecast underspend of £0.048m relates to a small variance in the average officer FTE for the year, based on the planned recruitment and leavers profile.

This forecast includes costs to uplift officer numbers as part of the government's commitment to increase police officers nationally by twenty thousand. The Home Office have confirmed in-year funding of £0.901m to cover the additional costs for an uplift of a further 53 officers for Suffolk Constabulary in 2021-22.

#### 3.3 Other Non-Pay Costs

The forecast underspend of £0.030m includes lower anticipated costs in transport (fuel and travel costs), offset by additional costs in supplies and services (stranded animals).

#### 3.4 Income

The forecast surplus income of £0.074m primarily relates to the income loss recovery from the Home Office, following the final reconciliation of the reimbursement of funds received in 2020/21.

### 4. SAVINGS

4.1 The total planned savings requirement for 2021/22 is £3.158m with budgets having been reduced in line with the agreed savings profiles set out in the MTFP. Delivery of these savings is on target.

## 5. TRANSFER FROM RESERVES

5.1 The budgeted transfer from reserves is summarised in the table below.

Use of Reserves	Budget	Actual	Variance
	£000	£000	£000
<b>Capital Programme Funding to Reserves</b>	<b>657</b>	<b>657</b>	<b>0</b>
Constabulary:			
7 Force Collaboration Contribution	(127)	(127)	0
Council Tax Deficit Funding	(203)	(203)	0
Carry Forward from 2019/20	(396)	(396)	0
<b>Transfer from Reserves (Constabulary)</b>	<b>(732)</b>	<b>(732)</b>	<b>0</b>
Change Reserve	800	800	0
General Reserve	300	300	0
Local Council Tax Support Grant	952	952	0
<b>Transfer to Reserves</b>	<b>2,052</b>	<b>2,052</b>	<b>0</b>
<b>Total transfer to / (from) Reserves</b>	<b>1,977</b>	<b>1,977</b>	<b>0</b>

## 6. CAPITAL PROGRAMME

6.1 The capital budget for 2021/22 is £6.726m, comprising the current programme of approved schemes of £4.918m plus slippage from 2020/21 of £1.808m. A summary of capital schemes is provided at Appendix B.

6.2 The forecast position at year end is currently underspent by £0.484m in Estates, due to the timing of construction in relation to the new Police and Fire Station in Stowmarket.

	Budget	Forecast Outturn	(Over)/ Under spend
	£000	£000	£000
Slippage from 2019/20	1,808		
Table A – schemes approved for immediate start 1 April 2020	4,918		
<b>Total Capital Programme</b>	<b>6,726</b>	<b>6,242</b>	<b>484</b>
Table B – schemes requiring a business case or further report to PCC(s) for approval	3,065		
Table C – Longer term, provisional schemes requiring further reports	-		
<b>Total</b>	<b>9,791</b>		

## 7. INVESTMENTS

7.1 At the end of May, investments totalled £10.7m, the breakdown of which is provided below.

<b>OUTSTANDING AMOUNTS BY GROUP</b>			
<b>LIMITS</b>		<b>BALANCE</b>	<b>RATE</b>
£10,000,000	Lloyds Bank	£3,660,452	0.01%
£10,000,000	Barclays Bank	£1,000,000	0.00%
£10,000,000	Santander UK	£1,000,000	0.17%
£10,000,000	Yorkshire BS	£0	
£10,000,000	Coventry BS	£0	
£10,000,000	Goldman Sachs	£0	
£10,000,000	DBS Bank Ltd	£0	
£10,000,000 per LA	Local Authority	0	
£10,000,000	CCLA	£5,000,000	0.03%
		<b>£10,660,452</b>	

## 8. FINANCIAL IMPLICATIONS

8.1 As per the report.

## 9. OTHER IMPLICATIONS AND RISK

9.1 There are no other implications and risks. No changes are required to the PCC risk register.

<b>Corporate Monitoring Report at 31st May 2021</b>				
<b>SUFFOLK GROUP</b>				
<b>FULL SUMMARY OF INCOME AND EXPENDITURE</b>				
	<b>Budget 2021/22</b>	<b>Actual Year to Date</b>	<b>Forecast Outturn</b>	<b>(Over)/Under spend</b>
	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>
Pay and Employment Costs	113,155	18,769	113,098	57
Other Employee Costs	1,170	52	1,165	4
Property Related	9,279	516	9,293	(14)
Transport Related	2,551	571	2,430	121
Supplies and Services	13,534	4,977	13,581	(48)
Third Party Payments	2,183	272	2,217	(34)
Capital Financing	3,130	31	3,130	0
Contingencies	3,675	0	3,666	10
Movement to / from Reserves	1,977	0	1,977	0
<b>TOTAL EXPENDITURE</b>	<b>150,654</b>	<b>25,188</b>	<b>150,557</b>	<b>97</b>
Grant, Trading and Reimb Income	(11,096)	(1,334)	(11,170)	74
<b>TOTAL INCOME</b>	<b>(11,096)</b>	<b>(1,334)</b>	<b>(11,170)</b>	<b>74</b>
<b>NET INCOME/EXPENDITURE</b>	<b>139,558</b>	<b>23,853</b>	<b>139,387</b>	<b>171</b>

Corporate Monitoring Report at 31st May 2021 SUFFOLK PCC				
OPCC SUMMARY OF INCOME AND EXPENDITURE				
	Budget 2021/22	Actual Year to Date	Forecast Outturn	(Over)/Under spend
	£000	£000	£000	£000
Pay and Employment Costs	724	119	716	8
Other Employee Costs	4	0	4	0
Property Related	2	0	2	0
Transport Related	11	0	11	0
Supplies and Services	124	14	124	0
Contingencies	10	0	0	10
<b>Total OPCC</b>	<b>875</b>	<b>133</b>	<b>857</b>	<b>18</b>
Movement to / from Reserves	1,977	0	1,977	0
<b>TOTAL EXPENDITURE</b>	<b>2,852</b>	<b>133</b>	<b>2,834</b>	<b>18</b>
<b>TOTAL INCOME</b>	<b>(5,748)</b>	<b>(755)</b>	<b>(5,748)</b>	<b>0</b>
<b>NET INCOME/EXPENDITURE</b>	<b>(2,896)</b>	<b>(623)</b>	<b>(2,914)</b>	<b>18</b>

Corporate Monitoring Report at 31st May 2021 SUFFOLK PCC				
COMMISSIONING SUMMARY OF INCOME AND EXPENDITURE				
	Budget 2021/22	Actual Year to Date	Forecast Outturn	(Over)/Under spend
	£000	£000	£000	£000
Supplies and Services	1,808	46	1,808	0
<b>TOTAL EXPENDITURE</b>	<b>1,808</b>	<b>46</b>	<b>1,808</b>	<b>0</b>
<b>TOTAL INCOME</b>	<b>(958)</b>	<b>(8)</b>	<b>(958)</b>	<b>0</b>
<b>NET INCOME/EXPENDITURE</b>	<b>850</b>	<b>38</b>	<b>850</b>	<b>0</b>

<b>Corporate Monitoring Report at 31st May 2021</b>				
<b>Suffolk Constabulary</b>				
<b>CONSTABULARY SUMMARY OF INCOME AND EXPENDITURE</b>				
	<b>Budget 2021/22</b>	<b>Actual Year to Date</b>	<b>Forecast Outturn</b>	<b>(Over)/Under spend</b>
	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>
Pay and Employment Costs	112,431	18,650	112,383	48
Other Employee Costs	1,166	52	1,161	4
Property Related	9,277	516	9,291	(14)
Transport Related	2,540	571	2,419	121
Supplies and Services	11,601	4,917	11,649	(48)
Third Party Payments	2,183	272	2,217	(34)
Capital Financing	3,130	31	3,130	0
Contingencies	3,666	0	3,666	0
Movement to / from Reserves	0	0	0	0
<b>TOTAL EXPENDITURE</b>	<b>145,993</b>	<b>25,009</b>	<b>145,915</b>	<b>79</b>
Grant, Trading and Reimb Income	(4,389)	(571)	(4,463)	74
<b>TOTAL INCOME</b>	<b>(4,389)</b>	<b>(571)</b>	<b>(4,463)</b>	<b>74</b>
<b>NET INCOME/EXPENDITURE</b>	<b>141,604</b>	<b>24,438</b>	<b>141,451</b>	<b>153</b>



**CONSTABULARY SUMMARY OF CAPITAL EXPENDITURE**  
**Monitoring Summary 2021/22**

	Slippage from 2020/21	Current Budget - Table A	Total Budget	Forecast Outturn	(Over)/ Under spend
	£000	£000	£000	£000	£000
Estates	694	2,207	2,901	2,417	484
Information, Communication and Technology	57	380	437	437	0
Vehicles and Equipment	154	842	996	996	0
Joint Schemes	903	1,489	2,392	2,392	0
<b>Total</b>	<b>1,808</b>	<b>4,918</b>	<b>6,726</b>	<b>6,242</b>	<b>484</b>

SUFFOLK ONLY													
PROJECT	Requested Slippage (20/21)	Budget (Table A)	Budget (Table B)	Current Budget (Slippage & Table A)	Actual	Commitments	Forecast Outturn	Under/Over(-)	Table A Slippage	Table B Slippage	Budget as per 2021/22 MTFP		Approved Business Case
											22/23	23/24	
Estates Downsizing - General	0	0	0	0	0	-2,101	0	0	-	-	0	0	
PHQ Site	0	0	0	0	0	0	0	0	-	-	0	0	0
Halesworth Server Room	0	0	0	0	-9,288	24,798	0	0	-	-	0	0	0
Estates Downsizing - Stowmarket	349,230	1,785,000	0	2,134,230	0	0	1,650,000	484,230	484,230	-	0	0	0
Estates Downsizing - Mildenhall Hub	103,664	372,087	0	475,751	10,352	115,888	475,751	0	-	-	0	0	700,000
Estates Downsizing - Sudbury	50,000	0	0	50,000	0	0	50,000	0	-	-	0	0	0
Estates Downsizing - Haverhill	0	0	111,572	0	0	0	0	0	-	-	0	0	0
Ipswich NE SNT - Heath Road and Gainsborough Clinic to Ransomes Fire	191,757	50,000	0	241,757	0	0	241,757	0	-	-	0	0	0
Ipswich Town Centre SNT (Fire Station)	0	0	941,757	0	0	0	0	0	-	941,757	0	0	950,000
Martlesham PHQ - L&D Accommodation	0	0	400,000	0	0	0	0	0	-	-	0	0	0
Bury St Edmunds Various	0	0	230,000	0	0	0	0	0	-	-	0	0	0
	<b>694,651</b>	<b>2,207,087</b>	<b>1,683,329</b>	<b>2,901,738</b>	<b>1,065</b>	<b>138,586</b>	<b>2,417,508</b>	<b>484,230</b>	<b>484,230</b>	<b>941,757</b>	<b>0</b>	<b>0</b>	<b>1,650,000</b>
ICT Replacements - Desktop Services	0	256,500	0	256,500	1,010	555	256,500	0	0	-	277,000	466,800	0
ICT Replacements - Communications	47,226	74,000	0	121,226	2,398	26,340	121,226	0	0	-	74,000	74,000	0
Thin Client Replacement	0	0	0	0	0	0	0	0	0	-	0	0	0
ANPR Vehicle Kit Refresh	9,372	50,000	0	59,372	0	0	59,372	0	0	-	50,000	0	0
Suffolk ESN (Emergency Services Network)	0	0	75,000	0	0	0	0	0	0	-	641,937	1,863,735	0
	<b>56,598</b>	<b>380,500</b>	<b>75,000</b>	<b>437,098</b>	<b>3,408</b>	<b>26,895</b>	<b>437,098</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,042,937</b>	<b>2,404,535</b>	<b>0</b>
Athena	0	0	0	0	0	0	0	0	0	-	0	0	0
Cameras- Static/Dual lane/Fixed site	76,760	0	0	76,760	0	41,942	76,760	0	0	-	0	0	0
Vehicle Replacements	77,000	842,000	0	919,000	59,920	107,545	919,000	0	0	-	775,000	852,000	0
	<b>153,760</b>	<b>842,000</b>	<b>0</b>	<b>995,760</b>	<b>59,920</b>	<b>149,487</b>	<b>995,760</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>775,000</b>	<b>852,000</b>	<b>0</b>
Computer Equipment Revenue Funded	0	0	0	0	5,953	0	0	0	0	-			
ANPR Camera Suffolk Drugs Fund	0	0	0	0	-4,120	4,120	0	0	0	-			
	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,833</b>	<b>4,120</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>905,009</b>	<b>3,429,587</b>	<b>1,758,329</b>	<b>4,334,596</b>	<b>66,226</b>	<b>319,088</b>	<b>3,850,366</b>	<b>484,230</b>	<b>484,230</b>	<b>941,757</b>	<b>1,817,937</b>	<b>3,256,535</b>	<b>1,650,000</b>
Suffolk Capital Projects	905,009	3,429,587	1,758,329	4,334,596	66,226	319,088	3,850,366	484,230	484,230	941,757			
Suffolk Share of Joint Projects	903,406	1,488,463	1,306,035	2,391,869	- 3,444	564,609	2,391,869	-	-	-			
	<b>1,808,415</b>	<b>4,918,050</b>	<b>3,064,364</b>	<b>6,726,465</b>	<b>62,782</b>	<b>883,697</b>	<b>6,242,235</b>	<b>484,230</b>	<b>484,230</b>	<b>941,757</b>			
		<b>9,790,829</b>											

JOINT								
PROJECT	Requested Slippage (20/2)	Budget (Table A)	Budget (Table B)	Current Budget (Slippage & Table A)	Actual	Commitment	Forecast Outturn	Under/Over(-)
<b>ICT</b>								
Joint ICT Replacements - Servers	223,796	982,000	0	1,205,796	19,708	32,184	1,205,796	0
ICT Replacements - Network	270,979	950,000	0	1,220,979	3,450	178	1,220,979	0
Microwave Refresh	11,900	40,700	0	52,600	0	0	52,600	0
ANPR Cameras	-	115,000	0	115,000	0	0	115,000	0
Telematics	10,866	35,000	0	45,866	0	10,866	45,866	0
ERP Change Control	-	0	0	0	-62,297	39,347	0	0
Live Link Project	-	0	0	0	0	0	0	0
CCR Telephony	145,698	0	0	145,698	0	123,971	145,698	0
Digital Strategy -Frontline Mobile Devices	32,383	0	0	32,383	15	23,297	32,383	0
Genie/Clearcore	-	0	100,000	0	0	900	0	0
Video Conferencing	56,356	0	0	56,356	-64,535	64,237	56,356	0
PROMAT3	-	0	33,730	0	0	0	0	0
Digital Recording/Streaming	118,734	0	0	118,734	0	31,639	118,734	0
Mobile Device Replacement Programme	42,081	293,000	0	335,081	12,143	23,846	335,081	0
BWV Device Replacement Programme	-	200,000	0	200,000	0	0	200,000	0
Windows 10	-	0	0	0	-1,000	1,000	0	0
Mobile Workflow	127,521	0	200,000	127,521	3,248	0	127,521	0
Digital Public Contact	-	0	73,827	0	0	153	0	0
DAMS (Digital Asset Management)	-	0	790,626	0	8,058	0	0	0
Airwave Handset Replacement	-	0	0	0	4,861	2,346	0	0
Covert Airwave Upgrade	-	0	0	0	1,355	12,712	0	0
ERP Upgrade Project	595,149	0	0	595,149	15,982	382,393	595,149	0
Sailpoint ERP	51,738	80,000	0	131,738	0	11,237	131,738	0
OPAS OH Case Management System	8,216	0	0	8,216	0	0	8,216	0
DMS Upgrade	100,000	0	0	100,000	0	0	100,000	0
Next Generation Computing Trial	39,791	0	0	39,791	0	0	39,791	0
Modern Workplace	-	0	100,000	0	0	0	0	0
ERP Projects Various	-	0	365,850	0	0	0	0	0
HTCU - Data Centre	-	0	279,214	0	0	0	0	0
ICT Modernisation Programme	-	0	500,000	0	0	0	0	0
<b>Equipment &amp; Other</b>								
Joint X2 Taser Upgrade Programme	-	741,860	0	741,860	0	741,860	741,860	0
Website Upgrade Project	74,703	0	0	74,703	0	75,445	74,703	0
LACHS Upgrade	7,500	0	0	7,500	0	7,500	7,500	0
RAPT ANPR Vehicle Equipment	115,000	0	0	115,000	0	121,508	115,000	0
Speed Detection Device Replacement	23,970	0	0	23,970	23,370	0	23,970	0
FCIU Accelerometers	30,000	0	0	30,000	0	67,580	30,000	0
Radio Frequency Capacity	-	0	237,000	0	0	0	0	0
Firearms Various	-	0	70,000	0	0	0	0	0
PSU Training Premises	-	0	100,000	0	0	0	0	0
Forensic Case Management System	-	0	166,000	0	0	0	0	0
<b>Grant &amp; Additional Revenue Funding</b>								
ESN ICCS Upgrade	-	0	0	0	4,190	9,197	0	0
<b>TOTAL</b>	<b>2,086,381</b>	<b>3,437,560</b>	<b>3,016,247</b>	<b>5,523,941</b>	<b>-31,452</b>	<b>1,783,397</b>	<b>5,523,941</b>	<b>0</b>
Joint Capital Projects Norfolk	1,182,975	1,949,097	1,710,212	3,132,072	(28,008)	1,218,788	3,132,072	-
Joint Capital Projects Suffolk	903,406	1,488,463	1,306,035	2,391,869	(3,444)	564,609	2,391,869	-
	<b>2,086,381</b>	<b>3,437,560</b>	<b>3,016,247</b>	<b>5,523,941</b>	<b>-31,452</b>	<b>1,783,397</b>	<b>5,523,941</b>	<b>0</b>
				<b>5,523,941</b>				