

For Public Release

**POLICE AND CRIME COMMISSIONER (PCC) FOR LINCOLNSHIRE
REQUEST FOR DECISION**

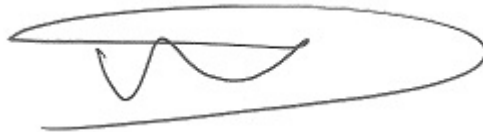
**REF: 027/2021
DATE: 4 December 2021**

SUBJECT	ALLOCATION OF RESERVES, REVISIONS TO THE REVENUE BUDGET 2021/22 AND REVISIONS TO THE 2021/22 APPROVED CAPITAL PROGRAMME
REPORT BY	FORCE CHIEF FINANCE OFFICER
CONTACT OFFICER	SHARON CLARK, FORCE CHIEF FINANCE OFFICER TEL: 01522 947468
EXECUTIVE SUMMARY AND PURPOSE OF REPORT This report proposes changes to the Revenue Budget for 2021/22 and the approved Capital Programme 2021/22. It also proposes a drawdown from Reserves which were earmarked at the end of the 2020/21 year	
RECOMMENDATIONS	<ol style="list-style-type: none"><i>1. That approval is given to the proposed changes to the Revenue Budget for 2021/22 as summarised in paragraph A2</i><i>2. That approval is given to the proposed changes to the Earmarked Reserves as summarised in paragraph A3.</i><i>3. That approval is given to the proposed changes of the Capital Programme 2021/22 as summarised in paragraph A4</i>

POLICE AND CRIME COMMISSIONER FOR LINCOLNSHIRE

I hereby approve the recommendations having considered the content of this report.

Signature:



Date: 4 December 2021

A. NON-CONFIDENTIAL FACTS AND ADVICE TO THE PCC

A1. INTRODUCTION AND BACKGROUND

1. This report sets out changes that are required to the Revenue Budget 2021/22 and the Capital Programme 2021/22 and of its financing. This report also requests the authority to release Earmarked reserves which were agreed as part of the yearend decision report from 2020/21.

A2. REVENUE BUDGET 2021/22 CHANGES

Budget transfer of ACO (Staff) post to ACC (Officer) post

2. Following the disestablishment of the Assistant Chief Officer (Resources) post in May 2021, and the creation of a further Assistant Chief Constable post, a budget movement is required of £133k. This amounts to 11/12^{ths} of the initial budget approved.

Home Office Council Tax Support Grant

3. An unbudgeted sum of £1,006k has been received from central government. This is to mitigate the risk of increased cost of the Council Tax Support Scheme as a result of the Covid-19 pandemic.

Document Manager

4. A post has been created to support the Force with investigating Major Incidents. The part year cost of this post in the current year is £25k. Funding is required to be transferred from the Major Incident budget to the Police Staff budget.

Inspector Post in Future Services Programme

A temporary Inspector post working on the FSP has been created. This is a full year cost of £80k. Funding is to be transferred from the Strategic Partnership Exit Transition budget (PCC).

Inspector Post in Safer Together Team

A temporary Inspector post working on the Safer Together team has been created. This has been part funded by National Probation Service / Integrated Offender Management. A total of £40k has been received into the PCC budget in respect of a 50% contribution. The remainder of the funding is to be provided by the Force Contingency budget.

Additional Victim Services Grant

Notification has been received from the Ministry of Justice that a further £346k of grant will be received. This additional funding will be immediately used to fund third party service providers who have remits in areas including supporting victims and those affected by sexual violence, domestic abuse and similar.

Domestic Abuse (DA) Training

An amount of £25k is required to be transferred from the recurrent funding budget held within the PCC to External Training Monitored and Manged. This will cover year 1 DA training requirements as part of a 3 year programme.

9. **Student Officer Accommodation**
Hotel accommodation costs for student officers are being incurred in the External Training Monitored and Managed budget. It is proposed to transfer the funding for this from the East Coast Model budget held by the PCC. At the current time, £250k is requested but this may rise depending on the requirements of the October student cohort intake.
10. **Airwave Terminals Batteries**
Given the number of student officers recently recruited and undergoing training, a cost pressure has arisen in replacing batteries on the airwave radio terminals. It is proposed to transfer funding of £3k to ICT Monitored and Managed from the East Coast Model fund held by the PCC.
11. **Mobile Data Terminals Printers**
A requirement similar to that raised in paragraph 10 above also arises in respect to printers used in connection with MDT's. Funding of £10k is also requested to be transferred to the ICT Monitored and Managed budget from the East Coast Model fund held by the PCC.
12. **Force Contingency Budget Allocation**
It is proposed to allocate funding from the Force Contingency to cover several emerging service priorities and developments as detailed in the following table:

Force Contingency Allocation			Amount	To Budget Head/Funding
			£000	
Laptop & Consultancy for Lynchpin Consultants			82	Strategic Development
Safer Together Team Inspector Post (50%)			40	Police Officers
Staff Officer Post			46	Police Staff
PVP Temporary Staffing			45	Police Staff
Imaging Staffing			18	Police Staff
Underwater Search Unit Boat & Trailer			12	Central Operations
Support Networks			3	Support Networks (Central)
ICT Consumables/ad hoc purchases			10	ICT Monitored & Managed
Picnic Benches			1	Facilities Monitored & Managed
CJS Precharge Re CR326-20			44	Strategic Partnership
CMB Additional Resource CR338-20			60	Strategic Partnership
Street to Suite CR342-21			21	Strategic Partnership
Evidence based resource assessment			114	Force Executive
Various ad-hoc purchases			20	ICT Monitored & Managed
DFU Equipment			3	ICT Monitored & Managed
CYC Freedom Data Protection Software			48	Strategic Partnership
Anti-Corruption Unit Software			58	ICT Monitored & Managed
Agency cover for IRT Sickness (FCR)			20	Central Staff Budget
CMPT Project Manager CR343-21			10	Strategic Partnership
Cannabis Farm Clearance			8	Crime
Airwaves Boosters			7	Direct Revenue Financing
Vetting Case Management			69	Strategic Partnership
Allocation of Funds to Chief Supts			100	East, West, Ops & Crime
Total			838	

13. **CJS Public Access System**

It is proposed to transfer £78k from Fleet Monitored & Managed to cover the cost of a new system designed to allow the public to upload traffic videos. This was initially approved on a change request in 2020/21 but expenditure was not incurred. However, as there is sufficient underspend forecast within the current financial year in the Fleet budget, it is proposed to make the adjustment in 2021/22.

14. **Strategic Partnership Exit Transition**

It is proposed to allocate funding of £1,407k from Strategic Partnership to cover the Strategic Partnership Exit Transition.

15. **Future Services Programme**

It is proposed to allocate funding of £632k from Strategic Partnership to cover known commitments in respect to the Future Service Programme (FSP).

16. **Police Led Prosecution Income**

Due to a high level of receipts received this year it is proposed to increase the income budget by £400k with the Force Contingency budget also increasing by this amount.

17. **2021/22 Special Grant Income**

A special grant allocation from the Home Office totalling £4,276k has been received in May of this financial year, relating to operations which were conducted previously. This income will be recognised in the year with a budget requirement of the same amount. It is proposed that this amount is transferred to Earmarked Reserves where it will await allocation.

18. **2018/19 Special Grant Income**

A special grant totalling £1,800k was received in a previous financial year. Due to the strict criteria around recognising this income, it was decided that £200k of the total would be held on the balance sheet until final confirmation was given by the Home Office that the organisation were eligible for the full amount. All requirements have been met. Subsequently a budget is required in the current year for this amount with a corresponding transfer to Earmarked Reserves also needed.

19. **Summary of budget adjustments**

The table below summarises the adjustments contained in paragraph 2 to 18 inclusive.

Revenue Budget Changes	Amount £000	From Budget Head/Funding	To Budget Head
ACO / ACC Post	133	Police Staff	Police Officers
Council Tax Support Grant	1,006	PCC Council Tax Support	Transfer to Reserves
Document Manager	25	Major Incidents	Police Staff
Inspector Post in the FSP	80	FSP Exit Programme (PCC)	Police Officers
Safer Together Team Inspector	40	PCC Income	Police Officers
Additional Victim Services MOJ Grant	346	Victims Grant	Victim Services Expenditure
Domestic Abuse Training	25	Recurrent Funding/PCC	External Training M&M
Student Officer Accommodation	250	East Coast Model	External Training M&M
Airwave Terminals Batteries	3	East Coast Model	ICT Monitored & Managed
Printers (To use with MDT's)	10	East Coast Model	ICT Monitored & Managed
Allocation of Contingency	838	Force Contingency	Various - see table
CJS PAS System	78	Monitored & Managed Fleet	Strategic Partnership
Funding of the G4S exit transition	1,407	Strategic Partnership	Strategic Partnership Exit Transition
Funding of the G4S exit transition	632	Strategic Partnership	Future Services Programme
Increase in Police Led Prosecution Income	400	PLP Income	Force Contingency
Special Grant 2021/22	4,276	Special Grant Income	Transfer to Reserves
Special Grant 2018/19	200	Special Grant Income	Transfer to Reserves
Total	9,749		

A3. TRANSFER FROM RESERVES

20. Approval is requested for the release of the following funds from earmarked reserves.

Police Officer Bank Holiday Overtime

21. Due to Christmas and New Year falling on a weekend, there is an additional 3 days payable this financial year at the double time bank holiday rate, above the provision included in the budget for 8 days. It is necessary to release £294k from the reserve to mitigate this cost.

- ESN Project Support Officer**
22. Given the increase in the volume of work now being carried out by the ESN/ESMCP project team, it has become necessary to enlist the support of a project support officer. In principle it has been agreed this post will be funded from the Performance and Productivity Reserve. Approval is now sought to draw funds of £35k from the reserve.
- PSD / Anti-corruption Case Investigators**
23. An amount of £60k is required to be drawdown from the Performance and Productivity Reserve to fund the part year costs of 2 new posts in the Professional Standards Department. This decision has been agreed in principle at the time of creating the post.
- PSD / Appropriate Authority Post**
24. An amount of £20k is required to be drawdown from the Fixed Term Staffing Reserve to fund the part year cost of a new post in the Professional Standards Department. This decision has been agreed in principle at the time of creating the post.
- Tech Futures Team Project Manager**
25. An amount of £53k is required to be drawdown from the Fixed Term Staffing Reserve to fund the cost of a Project Manager working on the various schemes which fall under the remit of the Tech Futures Team. This decision has been agreed in principle at the time of creating the post.
26. **Partner Agency Funding / ICT**
The Partner Agency Funding Earmarked Reserve is funding received from the NHS (custody transformation) and LCJB. It is proposed that £16k is drawdown from this reserve to ICT Monitored and Managed for Year 4 running costs in respect to HSCN, access to detainee NHS medical information, into all custody suites.
27. **Regional Niche Collaboration**
This reserve has been established over the last few years and has collected the annual surplus arising on the 6 Force Niche Collaboration. However, refunds for Force overpayments covering 2019-2021 have been agreed. A total of £164k is subsequently required to be drawn down from the reserve to ensure there is no impact on Force budgets once these refunds are issued.
28. **Excellence in Police Finance**
Funding of £20k is required to be released from the Excellence in Police Finance reserve to fund the next payment due as part of the ongoing CIPFA programme aimed at improving the finance function within the Force.
29. **PCC Regional Collaboration**
The annual invoices raised to the PCC's involved with the collaborative working agreement were lower this year with a view to using part of the surplus which has been generated in previous years. A requirement to draw down £24k from the reserve arises this year due to this.
30. **PCC Website Support**
The PCC website and Victims website both require external input to rebuild and maintain the platform. It is proposed to drawdown £30k from the development and partnership reserve to cover the cost.

31. **CJS Disclosure**

An amount of £71k is to be drawn down from the Performance & Productivity Reserve. This will increase the budget in the Strategic Partnership and cover the costs relating to additional disclosure requirements. Change Request CPT-CR-348-21 refers.

32. **Body Worn Video/ARV Grant**

It is proposed an amount of £189k is to be drawn down from the Regional ARV grant reserve. This is to be distributed amongst several other Forces in the region in accordance with a decision made at a Specialist Operations Training (SOT) meeting in the summer.

33. **Summary of proposed transfers from reserves requiring approval:**

Revenue Budget	Amount £000	Transfer from Reserve
Police Officer Bank Holiday Overtime	294	Bank Holiday Reserve
ESN Project Support Officer	35	Performance & Productivity Reserve
2 x Case Investigators part year ACU/PSD	60	Performance & Productivity Reserve
Appropriate Authority Post part year in PSD	20	Fixed Term Staffing Reserve
Tech Futures Project Manager	53	Fixed Term Staffing Reserve
Custody Link / ICT	16	Partnership Reserve
Reimburse collaborative Forces	164	Regional NICHE
Corporate Finance	20	Excellence in Police Finance
Annual Collaboration Charge	24	PCC Regional Staffing
PCC & Victims Website	30	Development & Partnership Reserve
CJS Disclosure	71	Performance & Productivity Reserve
Body Worn Video /ARV Grant	189	Regional Budgets
Total	976	

34. The following are proposals for the drawdown of specific earmarked reserves. However, these were all included in the 2020/21 yearend decision report and their proposed use has not changed. They are included on here for noting.

Revenue Budget	Amount £000	Transfer from Reserves
Direct Revenue Financing	40	Airwave Boosters
ICT Monitored & Managed	50	Wi-Fi Installations
Operations	53	Central Operations Tasers
Stores (Warrant Card Holders)	13	Chief Constable Carry Forward
Crime (Cambridge Centre for Evidence Based Policing)	20	Chief Constable Carry Forward
Police Memorial Day	15	Chief Constable Carry Forward
EMCJS (TWIF)	9	Chief Constable Carry Forward
Cadets	5	Chief Constable Carry Forward
ICT Monitored & Managed Home Office Charges	122	PCC & Joint Services Carry Forward
National Police Helicopter Service	230	PCC & Joint Services Carry Forward
Victim Services (DA Post)	28	Victim Services DA Funding
Total	585	

A4. CAPITAL PROGRAMME 2021/22

35. The Original Capital Programme of £5,654k including financing arrangements was approved by the PCC in February 2021. Carry forward of £5,718k has also been added to give a current programme value of £11,372k. However, the following adjustments are required:

Horizons BI Tool

36. The project total of £1,513k was approved last year but indications were that this would not be fully required immediately, and part of the budget was removed from the total capital programme. There was final 2020/21 expenditure of £296k. A request is made to add back the £1.217m budget and funding allocated within the initial bid.

Airwaves Boosters

37. The purchase of two Airwaves Boosters is required. One is to be located at Boston whilst the other is in Skegness. The release of an earmarked reserve for £40k will be increased with funding of £7k drawn from the Force Contingency fund with a total budget requirement of £47k.

Decarbonisation Grant

38. The original budget included a scheme aimed at reducing the carbon footprint of the estate. The amount of this programme was £274k. This was to be jointly funded by both PCC borrowing of £81k along with a grant of £193k. However, this grant application was unsuccessful, but notification was not received until after the budget was agreed. It is proposed at this stage to remove the budget and funding of £193k from the 2021/22 capital programme. This area of programme expenditure will be re-evaluated with new plans drafted for approval in the short term.

Single Online Home

39. The budget allocation for this project of £150k is not required. The final solution procured is a software as a service product and so is to be funded through revenue expenditure and not capital allocation as was originally expected. This will reduce the borrowing requirement.

Removal of CYC-Freedom Budget

40. The budget allocation for this project of £50k is not required. As with the project in paragraph 39 once again, the final solution procured is a software as a service product and so is to be funded through revenue expenditure and not capital allocation as was originally expected. This will also reduce the borrowing requirement.

Capital Budget Summary

41. Once the above adjustments are approved, this will give a revised budget and funding totalling £12,293k.

Capital Budget Changes	Amount £000	Project	Funding
Original Approved Programme	5,654		
Carry Forward from 2020/21	5,718		
Horizons	1,217	BI Tool	Borrowing
Airwave Boosters	47	Airwaves	Direct Revenue Financing
Decarbonisation Grant	- 193	Buildings	Grant
Single Online Home	- 100	Tech Futures	Borrowing
CYC Freedom	- 50	Tech Futures	Borrowing
Revised Programme Total	12,293		

A5. LINKS TO POLICE AND CRIME PLAN AND PCC'S STRATEGIES/PRIORITIES

The Revenue Budget changes are needed to ensure the budget will support the PCC's Strategies.

The Capital Programme assists in delivering the Asset Management Strategy, the ICT Strategy and the Business Transformation Programme.

B. FINANCIAL CONSIDERATIONS

Included within this report.

C. LEGAL AND HUMAN RIGHTS CONSIDERATIONS

The Scheme of Arrangements and Financial Regulations require changes to the Revenue Budget and Capital Programme to be approved by the PCC having consulted with the PCC's CFO.

D. PERSONNEL AND EQUALITIES ISSUES

There are none.

E. REVIEW ARRANGEMENTS

Monitoring of the revenue budget and capital programme is carried out monthly by the Resource Governance Meeting. The outturn position will be subject to External Audit review and will be reported as part of the formal Accounting Statements.

F. RISK MANAGEMENT

The Financial, Regulations provide a framework for the operation of Internal Control and give assurance on financial processes. The transactions within this report conform to those requirements.

Major capital schemes are controlled under the project methodology adopted by the Force with individual projects being controlled by a project board chaired by a senior officer of the Force. Other areas of the programme are monitored and controlled by the relevant service leads and the Commercial Partnership Team.

G. PUBLIC ACCESS TO INFORMATION

Information in this form along with any supporting material is subject to the Freedom of Information Act 2000 and other legislation. Part 1 of this form will be made available on the PCC's website within one working day of approval. However, if release by that date would compromise the implementation of the decision being approved, publication may be deferred. An explanation for any deferment must be provided below, together with a date for publication.

<p>Is the publication of this form to be deferred? No</p> <p>If Yes, for what reason:</p> <p>Until what date:</p>
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Any facts, advice or recommendations that should not be made automatically available on request should not be included in Part 1 but on the separate Part 2 form.

<p>Is there a Part 2 form? No</p> <p>If Yes, for what reason:</p>
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ORIGINATING OFFICER DECLARATION

	Initials
<p>Originating Officer: CC's Chief Finance Officer, recommends this proposal for the reasons outlined above.</p>	SC
<p>Financial advice: The PCC's Chief Finance Officer has been consulted on this proposal.</p>	JF
<p>Monitoring Officer: The PCC's Monitoring Officer has been consulted on this proposal.</p>	MB
<p>Chief Constable: The Chief Constable has been consulted on this proposal.</p>	CH

OFFICER APPROVAL

Chief Executive

I have been consulted about the proposal and confirm that financial, legal and equalities advice has been taken into account in the preparation of this report. Consultation outlined above has also taken place. I am satisfied that this is an appropriate request to be submitted to the Police and Crime Commissioner for Lincolnshire.

Signature:

A handwritten signature in black ink, appearing to be 'Peter ...', written over a horizontal line.

Date: 19 November 2021