

SECRETARIAT FINANCIAL POSITION STATEMENT

INTRODUCTION

1. The purpose of this report is to update Members on the budget position of the Secretariat as at 31 July 2005.
2. Figures given in this report now mirror those figures which are held on the Police Force computerised system following discussions with force finance to allow for consistent financial reporting.
3. As can be seen on the attached Appendix 1, the total budget remaining for the year currently stands at £1,073,545, this includes an un-allocated carry forward of £93,520.

CURRENT POSITION

4. Appendix 1 to this report summarises the position as at 31 July 2005 and indicates that there is a significant variance of £233,066 against the profiled budget. This variance reflects underspends against all areas, with the exception of support services which is showing a significant overspend proportionate to the position in the year.
5. Employee underspend is due to the two vacant posts within the Secretariat, namely Director of Performance and Resources and Assistant Chief Executive. Recruitment is under way for both these posts and should lead to having people in place by the end of the year.
6. Premises is showing an underspend but this can be attributed to a poor profile at the start of the year. If the budget for the year is split evenly across the twelve months, then the appropriate portion of the budget has been spent within the period. Emergency lighting has recently been fitted to the premises (costs currently showing in the commitments column), the intercom system within the office will be moved and a commitment has been made to have some repair work carried out on the fires which were condemned during a recent annual inspection. Three car parking spaces will be signed back to the Police Authority later this year (one in our current car park and two across the way in Marr's car park), which will require some premises work in order to be able to utilise them (for example, removing the posts which have been concreted in). The other large contributor to the commitments column is the annual contract with Binks Building Services, for the general maintenance and testing of the electrical equipment and lighting, which is currently paid in six bi-monthly instalments.
7. Transport is spending against its profile at this stage in the year.
8. Supplies and Services now shows a significant underspend as the carry forward from 2004-2005 (ie £93,520) is contained within this figure and profiled in the first month. A number of improvements are currently being made to the office and conference room environments, ie

purchase of some new furniture, so further costs will be incurred under this heading. As with premises, some of the large underspend can also be attributed to poor profiling within this budget heading.

9. Members Expenses is also showing an underspend as the Police Authority is only operating with 16 members at present. Also contained within the profiled amount is £20,000 which has been vired to Chair's hospitality for the National Black Police Association Annual Conference and for which no money has been taken as yet.
10. Support Services is showing a significant overspend which is again down to the profiling.
11. Some of the over/underspends can be attributed to the profiling. A more efficient profiling will be implemented for the next financial year. Appendix 2 shows the spend to date for each of the six budget headings. This clearly shows a proportionate amount of spend in each budget area for the period within the year.
12. Some income has also been generated from one letting of the Conference Room, although the conference room is not actively being marketed at this time.

RECOMMENDATIONS

13. It is recommended that Members discuss the report.

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Background Documents: Exempt