

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 October 2005.
2. Figures given in this report continue to mirror those figures which are held on the Police Force computerised system.
3. As can be seen on the attached Appendix 1, the total budget remaining for the year currently stands at £794,712.62, this includes an un-allocated carry forward of £63,520.

CURRENT POSITION

4. Appendix 1 to this report summarises the position as at 31 October 2005 and indicates that there is a significant variance of £140,815.19 against the profiled budget. This variance has reduced significantly since the last report to this committee and indicates that the profiling is now starting to level out as the year progresses.
5. Employee underspend is due to vacant posts within the Secretariat. The Assistant Chief Executive took up post on 1 November 2005 and the Director of Performance and Resources is due to begin on 12 December 2005. There has been an internal promotion to the role of Member Support Officer. The full-time vacancy of Office Support Officer will be advertised in the New Year. Upon successful appointment the Secretariat will have a full complement of staff.
6. Premises is showing an underspend but this can be attributed to a poor profile at the start of the year. The intercom system within the office has now been moved and repair work has commenced on the fires in order to make them usable again as they were condemned during their annual inspection.
7. Some premises work has been booked to provide additional car parking spaces. 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.

8. The Police Authority is now looking to have further building work undertaken at Pacific Exchange, in order to provide more offices and extra toilet facilities. The proposed plans have been agreed by Force Buildings and have been passed to Hull City Council's Conservation officer for her comments before more formal advances are made. If agreed, this work will create significant expenditure which would come from the unallocated carry forward.
9. Although the underspend in Supplies and Services is much reduced on that reported previously, this budget heading still shows a significant underspend as the carry forward from 2004-2005 (currently £63,520) is contained within this figure and profiled in the first month. As with premises, some of the large underspend can also be attributed to poor profiling within this budget heading.
10. 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 committed for the National Black Police Association Annual Conference.
11. Support Services is showing a significant overspend which is again down to the profiling.
12. As stated above, some of the over/underspends can be attributed to the profiling. A more efficient profiling will be implemented for the next financial year.
13. Some income has also been generated from letting of the Conference Room, although the conference room is not actively being marketed at this time.

RECOMMENDATIONS

14. It is recommended that Members discuss the report.

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Background Documents: Exempt