

LEICESTERSHIRE

FIRE and RESCUE SERVICE

Status of Report: Public Agenda Item: 9

Meeting: Policy Committee
Date: 4th March 2015
Subject: Financial Budget Monitoring as at the 31st January 2015
Report by: The Treasurer
Author: Philippa Brown (Accountant) / Adam Stretton (Head of Finance)
For: Decision

1. Purpose

As part of the Combined Fire Authority's (CFA's) Corporate Governance arrangements a financial monitoring report is submitted to the Policy Committee every time it meets. This report covers the capital and revenue budgets for the current position relating to Financial Period 10, which ended on the 31st January 2015. Project issues are taken elsewhere in the agenda.

2. Executive Summary

2.1 The CFA agreed the revenue and capital budgets for 2014/15 at its meeting on the 12th February 2014. Since then the following changes have been made:

- The Policy Committee at its meeting of the 7th May 2014 agreed to increase the Capital Programme by a further £125,000 to reflect urgent works to the heating system at Western Station. The amount to be funded through a Revenue Contribution to Capital Outlay (RCCO) from the Repairs and Maintenance budget.
- Revenue (£455,034) and Capital (£4,359,519) carry forwards from 2013/14 were agreed by the CFA on the 25th June 2014. The carry forwards are included in the appendices to this report.
- The Policy Committee at its meeting of the 27th August 2014 agreed the virement of £263,218 to the General Reserve from a number of revenue budgets. This was to reflect the in-year savings identified through the Organisational Change Project.
- The Policy Committee at its meeting of the 27th August 2014 agreed to increase the Capital Programme by a further £125,000 for extension building works at Eastern Station. The amount to be funded through a RCCO from the Repairs and Maintenance budget.
- The Policy Committee at its meeting of the 5th November 2014 agreed to

reduce the Capital Programme by £125,000 for the non-commencement of works at Eastern Station and vire this amount back to the Revenue Repairs and Maintenance budget. The Policy Committee also agreed to increase the Capital Programme by £39,050 for the Community Fire Risk Management Information System (CFRMIS) Integration work funded through RCCO. It was also agreed that the RCCO underspend of £54,480 for the Training Rig and Shephed Station remodeling could be utilised to support the 2014/15 Capital Programme to reduce borrowing.

- The CFA at its meeting of the 10th December 2014 agreed to the Revised Capital Programme of £5,733,356, a reduction of £2,274,721 as set out in **Appendix 1**. The CFA also agreed to the Revised Revenue Estimate and the transfer of £100,870 to the General Reserve.

2.2 The ongoing effects of the revenue growth and savings identified in the Revised Estimate were agreed at the CFA meeting of the 11th February 2015 as part of the 2015/16 Annual Budget. This report indicates the current financial position compared against the 2014/15 Revised Revenue Estimate and the updated 2014/15 Capital Programme.

2.3 The Billing Authorities issued Council Tax bills in late March / early April 2014 and eight payments for 2014/15 (£13,720,523 in total) have now been received from the nine Billing Authorities. Seven payments in respect of Non Domestic Rates (NDR) totaling £3,025,243 have also been received from these Authorities. The Department for Communities and Local Government (DCLG) has made three payments in respect of the CFA's Revenue Support Grant for 2014/15 (£5,349,758 in total). Following the decision to opt out of the Leicester and Leicestershire Business Rates Pool in 2014/15, the DCLG have also paid nine payments in respect of NDR Top up (£4,426,977 in total).

3. Report Detail

Capital Programme

3.1 **Appendix 1** is a detailed summary of the Capital Programme showing actual expenditure and commitments that occurred to Period 10, compared to the Revised Estimate. The CFA at its meeting of the 25th June 2014 agreed to increase the 2014/15 Capital Programme by £4,359,519 as carry forwards from 2013/14.

Whilst this report provides a financial overview of the Capital Programme as a whole, variance analysis for capital items that are part of the Corporate Infrastructure and Efficiency Projects are reported elsewhere on the agenda.

This appendix indicates that at the end of January 2015, there is a forecast underspend variance on all projects of £145,023 against the Revised Estimate. The capital items with progress to report are set out in the following paragraphs.

3.2 This appendix shows that the Aerial Ladder Platform is to be funded through a finance lease. This is on the basis of a 15 year replacement cycle. There is a possibility that the replacement cycle could increase to 20 years. In both scenarios an options appraisal will be undertaken to determine the best route for funding the special appliance. Initial discussions with the CFA's Treasury Management

advisers, Capita, suggest that the use of Public Works Loan Board (PWLB) borrowing would be the best and cheapest option. Delivery of the special appliance is now anticipated in late March 2015 and it will be operationally available from the end of August 2015.

- 3.3 The initial estimate of works for the replacement of the Wide Area Network totaled £184,000 and is now shown as a separate line (it was previously contained within the Technology Developments budget). It is anticipated that this work will be completed in June 2015. It is therefore expected that there will be an underspend of £127,498 in 2014/15 in line with the agreed payment schedule and anticipated milestone completion dates. It is anticipated that the full Capital Programme budget will be required. The CFA at its meeting in February 2015 approved this slippage as part of the 2015/16 Capital Programme.
- 3.4 The work to replace the heating system at Western Station is complete at a cost of £107,475 resulting in an underspend of £17,525. The budget for this work is funded through a RCCO. It is proposed that the RCCO underspend is used to support the 2014/15 Capital Programme and reduce the borrowing requirement.
- 3.5 The CFA at its meeting of the 10th December 2014 agreed the acceptance of an offer for the sale of Moira Station. The resulting capital receipt will fall due in the 2015/16 financial year and is reflected in the 2015/16 Capital Programme.

Revenue Budget

- 3.6 **Appendix 2** is a detailed summary of the revenue budget showing the current position for actual expenditure and commitments as at the end of Period 10. The budget figures have been updated to reflect the budget carry forwards agreed by the CFA on the 25th June 2014, the virement of £263,218 to the General Reserve as agreed by the Policy Committee on the 27th August 2014 and £100,870 as agreed by the CFA on the 10th December 2014. These changes have been reflected in the Revised Budget Column in this appendix.

This appendix includes all revenue income and expenditure attributable to the CFA. The net expenditure shown in Column 4 is the total of actual expenditure and income including commitments for orders placed but invoices not paid. This only works when official orders for realistic costs are raised.

The profile budget in Column 5 provides a snapshot of where expenditure should be for the period. In the majority of cases this reflects each budget divided into equal twelfths over the financial year, but where spending patterns are known or predictable this is more realistically represented.

The variance to profile in column 6 represents the difference between actual expenditure to date and the budget profile. Negative figures show that the actual is underspending to the profile and positive figures provide an indication of potential overspend.

The final forecast variance in column 7 reflects further anticipated variances (£382,000) as outlined in paragraph 3.12 below.

- 3.7 **Appendix 3** is a summarised report of Appendix 2 but provides financial

summaries for each Directorate.

- 3.8 **Appendix 4** is the information that was presented to the CFA in February 2014 detailing the growth and savings for 2014/15.
- 3.9 **Appendix 5** is the information agreed by the CFA in June 2014 in respect of carry forwards from 2013/14.
- 3.10 **Appendix 6** shows the interest earned on surplus balances during the period December 2014 to January 2015.
- 3.11 **Appendix 7** shows graphically how the CFA performed on investments against base rate. The highest rate achieved was just over 0.72% (when the balance was £3.011m on the 31st January 2015); the lowest was just under 0.57% on the 6th January 2015, when the balance was just under £5.725m).

The Bank of England base rate has been unchanged at 0.5% since the 5th March 2009. A comparison has also been included on rates achieved by NatWest's Money Market Funds (MMFs) during the period.

The CFA has an underlying need to borrow to fund capital expenditure but long term borrowing has been held back in 2014/15 to achieve maximum use of balances, where only low rates can be achieved in the current investment market. This has resulted in substantial reductions in borrowing costs for 2014/15. It was necessary for temporary cash flow purposes, to take a temporary loan of £1m from North Yorkshire County Council from the 30th June 2014 to the 28th July 2014 at a rate of 0.44% to fund a temporary shortfall in cash flow. Further temporary borrowing of £1.5m has been taken from North Yorkshire County Council on the 10th December 2014 to be repaid on the 15th July 2016 at a rate of 0.65%. This was considered the most cost effective way to borrow in the current climate and should produce a saving.

- 3.12 Direct Employees' Expenses are shown within **Appendix 2** as one line. A breakdown of these costs into employee headings is as shown in the table below:

Cipfa Description	Annual Budget	Actual YTD	Commitments	Net Expenditure	Profile Budget	Variance
	£	£	£	£	£	£
Administration and Clerical	4,860,630	3,720,411	1,910	3,722,321	3,840,250	-117,929
Chief Officers	401,670	326,746	-	326,746	334,725	-7,979
Firefighters	18,761,537	15,283,744	-	15,283,744	15,632,440	-348,696
Control	1,064,540	863,568	-	863,568	885,008	-21,440
Retained	2,218,890	1,553,118	-	1,553,118	1,708,545	-155,427
Cooks	127,885	140,813	-	140,813	113,237	27,576
Manual	217,270	180,271	-	180,271	179,725	546
Nursing	32,810	41,155	-	41,155	27,342	13,813
Direct Employee Expenses	27,685,232	22,109,826	1,910	22,111,736	22,721,272	-609,536
Indirect Employee Exp	651,510	409,796	103,464	513,260	590,495	-77,235
Pension	807,870	335,899	4,000	339,899	332,190	7,709
Indirect and Pension	1,459,380	745,695	107,464	853,159	922,685	-69,526
Employee Costs	29,144,612	22,855,521	109,374	22,964,895	23,643,957	-679,062

Whilst the Revised Estimate has addressed many areas of variance, there remain a number of issues. A review has been undertaken on areas where the variance to profile is above £10,000, these are detailed below:

Direct Employee Expenses (£609,536 underspend)

Administration and Clerical (£117,929 underspend)

This is made up of smaller reductions in several areas, namely £10,383 in Human Resources, £24,748 in Community Service Educators, £26,740 due to a post being held vacant in the Prince's Trust Team, £12,940 in Information Communications Technology, £14,268 in Community Safety, £11,106 in Finance Accountancy, £9,226 in Occupational Health, £9,433 in Corporate Support and £11,892 in Information Management offset by an overspending of £25,976 due to cover provided during industrial action. The remaining £13,169 underspend is made up of several smaller underspends.

Firefighters (£348,696 underspend)

This is mainly due to pay deductions (covering strike action to the end of October 2014) of £339,693. This has been offset in 2014/15 by the current costs of industrial action charged to date (£100,244 attributable to Firefighters, a total of £195,997 across all headings to the end of December 2014). Employers' contributions to pensions are profiling an underspend of £110,795. This is mainly due to an increasing number of employees being part of the 2006 scheme, which has a lower employer contribution rate. The remaining overspend of £1,548 is made up of pay variances across many cost centres. The forecast variance of £221,000 shown in **Appendix 2** relates to the Resilience team which has three vacancies (£70,000), the vacancy for the Community Safety Support Group Group Manager (£50,000), National Cadet unit trial overtime (£6,000) and General and Specialist training where 2 watch manager posts are vacant (£95,000).

Control (£21,440 underspend)

This is due to the cost of the new shared Area Manager post not yet having been charged by the Nottinghamshire Fire and Rescue Service.

Retained (£155,427 underspend)

The underspend is related to pay (£159,981) mainly spread over 12 stations; with the remaining £4,554 overspend being mainly due to national insurance contributions, also spread over several stations. These reductions relate to the reduced activity levels to date compared to prior years. Historically this budget has been very difficult to predict therefore no forecast for the year has been attempted at this stage.

Cooks (£27,576 overspend)

This is affected by the redundancy payments for cooks not matching the profile budget. However a potential £12,928 overspend is being investigated but may be due to unexpected payments in lieu of notice.

Nursing £13,813 overspend

Agency nursing staff are showing an overspend of £13,447 due to them being employed to cover maternity leave. This is offset by administrative savings in

Occupational Health and potential recharges to Forge Health Limited.

Indirect Employee Expenses (£77,235 underspend)

Training (£93,631 underspend)

Training and workforce development are showing a profile training underspend of £24,918, a Fire Service College underspend of £15,038 with additional underspends of £68,200 due to the ongoing delay in the implementation of the new control system and £16,421 on New Dimensions training on the Detection Identification and Monitoring (DIM) equipment. Additionally a forecast variance underspend of £6,000 is shown in **Appendix 2** due to the delay in the national cadet trial which will be proposed as a carry forward. This is offset by overspend due to commitments on Prince's Trust training of £17,312, which will be offset by future income and an overspend of £11,300 allocated to workshops which will be reviewed. The remaining £8,334 overspend is made up of variances across many cost centres.

Insurance – Employee Related £17,252 overspend

This relates to additional costs for Ill Health insurance which is covered by reductions in National Insurance costs.

A further underspend of £856 is profiled across various employee allowances.

Premises Expenses (£25,874 underspend)

Repairs, Alterations and Maintenance of Buildings £90,091 overspend

This is mainly due to commitments of £102,780 for orders placed where the work should be completed over the remainder of the year.

Energy Costs (£95,068 underspend)

Amounts invoiced are low compared to profile, despite bills appearing to be up to date. This is most likely due to the unseasonably mild weather. It is anticipated that the energy heading will be underspent at the end of the financial year and a saving of £50,000 has been shown to reflect this.

Rates (£15,973 underspend)

The overspend is mainly due to direct debit payments for Castle Donington business rates where discussions are ongoing to determine the appropriate charges for 2014/15.

Cleaning and Domestic Supplies (£13,998 underspend)

Main contract charges have only been received up to the end of October, 1 month behind the profile.

Transport-Related Expenses (£64,513 underspend)

Direct Transport Cost (£16,963 underspend)

Fire Protection vehicles valued at £51,106 have been ordered. This expenditure will be cancelled out once the vehicles are received and subject to a sale and leaseback arrangement. Fleet maintenance is profiling an underspend of £16,868 and tyres and charges for motor tax are underspending by £8,707. Fuel is underspent (£42,494). It is anticipated that this heading will underspend by

£50,000 at the end of the financial year.

Recharges (£17,466 underspend)

The leasing budget for the operational fleet may underspend slightly this year due to vehicles which have not been replaced.

Car Allowances (£35,098 underspend)

This budget continues to underspend by smaller amounts over many cost centres with the larger variances at training (£9,393 to date) and Fire Protection (£6,811 to date). An underspend is anticipated at the end of the year and an estimate will be produced for the next report.

Supplies and Services (£323,795 underspend)

Equipment, Furniture and Materials (£18,539 underspend)

This is made up of underspends in Community Safety Delivery consumables (£34,245), smoke alarms (£10,935), fitness equipment (£14,805) and training equipment (£34,245) offset by overspends on hydrants of £73,128 and other small overspends amounting to £2,563. £59,615 of the hydrant overspend relates to new installations, although it is unlikely that many, if any of these will be charged, based on the history of this budget.

Catering £13,980 overspend

This is mainly due to expenditure and commitments in training resulting in an overspend of £11,167. The remainder is mainly due to small overspends within the Fire Control Project.

Clothes, Uniforms and Laundry (£99,978 underspend)

This is due mainly to the non-contract allocation of £50,390 only having expenditure of £955 to date. In addition, the monthly contract amount of £27,270 does not match the established profile, Technical Rescue are underspending by £14,935 and the rest is due to many small underspends in other areas. An expected underspend for the year of £45,000 is shown.

Printing, Stationery and General Office Expenses (£2,297 underspend)

Although the underspend here shown is small currently, an expected underspend of £10,000 in photocopying and stationery is reported.

Services (£64,116 underspend)

This mainly relates to Cross Border Agreements (£76,477). Prior year accruals for invoices not received have been reversed in the current financial year, causing this variance. This will be resolved by the end of this financial year. The majority of the remainder relates to a profiled underspend relating to the Integrated Risk Management Plan (IRMP) consultation (£39,209) although this is not expected to lead to an underspend at the end of the financial year. This is offset by overspends shown on External Audit of £31,208 which are profiled to be paid in period 12.

Communications and Computing (£127,432 underspend)

This is mainly due to Firelink contract charges (£73,963) where the October bill is the latest to have been paid at the end of January. Also, communications are underspending by £69,759 due to no charges being received from Systel for the

new Tri-Service Fire Control facility and Computer headings are underspending by £15,619. This is offset by a profile overspend on phone costs of £31,909, however this includes charges that need to be recharged to Nottinghamshire and Derbyshire Fire Authorities.

Miscellaneous Expenses (£13,664 underspend)

This is mainly due to a reduced contribution to the billing authorities towards council tax administrative support (£9,171 underspent). The remaining £4,493 is mainly due to Members' expenses which will be reviewed.

Third Party Payments (£30,931 underspend)

The profile underspend reflects the current lower level of expenditure than anticipated on external legal assistance.

Income (£108,551 underspend)

Government Grants (£216,681 underspend)

This is mainly due to DCLG grant received to date for business rate adjustment which has been profiled to be expected at the end of the year.

Other Grants, Reimbursements and Contributions £117,079 overspend

This is mainly due to Prince's Trust income which is lower than budgeted at this point (£73,216). Although an underachievement in income is expected, it is anticipated that sufficient income will be generated to meet the expenditure incurred by the team. Cross border income is showing under budget by £41,180, due to income being accrued in the previous financial year which has not yet been received. The remaining £2,683 variance is spread over several areas.

Customer and Client Receipts (£25,758 underspend)

This is mainly due to mast income which is £21,668 overachieved but this is likely to be adjusted as it has been paid in advance for the next financial year. Other variances of £4,090 are split over several budgets.

Interest Receivable £16,809 overspent

This budget is underachieving as internal funds have been used instead of borrowing to support the capital programme, which is more cost effective. There will be an underachievement at the end of the year, which has not yet been fully assessed.

- 3.13 A review of **growth and savings** (Appendix 4) has enabled an updated position on current spend forecasts for 2014/15 and 2015/16 as a comparison to the original growth figures presented to the CFA as part of the 2014-17 Medium Term Financial Plan on the 12th February 2014. Columns 4 and 5 show the updated forecast financial position with any resulting variances shown in column 6.

A forecast underspend variance of £111,500 is anticipated which is mainly due to the Personal Protective Equipment (PPE) breathable fire tunic (£108,000) which will not be purchased in this financial year. The budget has been reduced as part of the Revised Estimate.

The ground rental at Castle Donington was budgeted as an annual cost. The £3,500 saving reflects an August start date.

- 3.14 **Carry forwards** have been reviewed and are shown in **Appendix 5**. Column 5 represents the total actual and committed expenditure at January 2015 and column (6) shows the amount of carry forward remaining to be spent.

There are no significant variations to report at this time.

4. Report Implications / Impact

4.1 *Legal (including crime and disorder)*

None.

4.2 *Financial (including value for money, benefits and efficiencies)*

These are included in the main body of the report.

4.3 *Risk (including corporate and operational, health and safety and any impact on the continuity of service delivery)*

It is important to be aware of how the budget is progressing as it enables early action to be taken to address any issues that arise. For example, it is easier to manage a potential overspend if it is identified early and any corrective action will be less harsh than if late action was required. Also, if a budget is going to be underspent, it allows consideration to be given to either accelerating progress, virement proposals or seeking CFA approval to carry forward resources into future years.

4.4 *Staff, Service Users and Stakeholders (including the Equality Impact Assessment)*

Employee costs account for 72.3% of the CFA's revised budget for 2014/15, with a further 1.8% being spent on indirect employee expenses. If any restrictions were enforced as a result of planning efficiencies this would probably have to impact upon these budgets.

4.5 *Environmental*

None.

4.6 *Impact upon Our Plan Objectives*

The Medium Term Financial Plan is constructed with reference to Our Plan. Any variation in levels of funding or expenditure has the potential to impact on delivery of Our Plan. Conversely, any delays or changes to the projects within Our Plan can impact on the achievement of efficiencies and adherence to budgets.

5. Recommendations

The Policy Committee is asked to:

- a) Note the budget position as at the end of January 2015.

- b) Agree the use of £17,525 RCCO from the underspend at Western Fire and Rescue Station to support the 2014/15 Capital Programme.
- c) Note the review of growth and savings as at the end of January 2015.
- d) Note the review of carry forwards as at the end of January 2015.
- e) Note the treasury management position as at the end of January 2015.

6. Background Papers

- a) Medium Term Financial Plan 2014-17 (CFA Report - 12th February 2014)
- b) Medium Term Financial Plan 2014-17 (Policy Committee Report – 5th March 2014)
- c) Final Outturn 2013/14 (CFA Report - 25th June 2013)
- d) Revised Estimate 2014/15 (CFA Report - 10th December 2014)

7. Appendices

- 1. Capital Programme Financial Summary as at the 31st January 2015
- 2. Detailed Revenue Budget Monitoring as at the 31st January 2015
- 3. Revenue Budget Monitoring summary by Directorate as at the 31st January 2015
- 4. Growth and Savings as at the 31st January 2015
- 5. Carry Forwards from 2013/14 to 2014/15
- 6. Interest earned on surplus balances December 2014 to January 2015
- 7. Interest on surplus balances – December 2014 to January 2015 (graphical presentation)

CAPITAL PROGRAMME EXPENDITURE TO BUDGET 2014-15

SCHEME	PARA REF	CFA 12.02.14 ORIGINAL PROGRAMME 2014-15 £	CFA 25.06.14 AGREED CARRY FORWARD £	POLICY 07.05.14 AGREED REVISIONS £	POLICY 27.08.14 AGREED REVISIONS £	POLICY 05.11.14 AGREED REVISIONS £	CFA 10.12.14 REVISED ESTIMATE £	UPDATED CAPITAL PROGRAMME FOR 2014-15 £	ACTUAL SPEND AND COMMITMENTS TO JAN 15 £	FORECAST 2014-15 £	VARIANCE £
PROJECTS											
Vehicles:											
Replacement Aerial Ladder Platform	3.2	429,432	217,461	0	0	0	0	646,893	504,640	646,893	0
Property:											
Hinckley Station Day Crewing Plus Refurbishment		0	517,233	0	0	0	-225,810	291,423	291,423	291,423	0
Hinckley Station Refurbishment Phase 2		0	15,261	0	0	0	34,800	50,061	50,061	50,061	0
Coalville Station Day Crewing Plus Refurbishment		0	1,148,632	0	0	0	-71,908	1,076,724	1,076,724	1,076,724	0
New Birstall Day Crewing Plus Fire Station		0	63,599	0	0	0	0	63,599	0	63,599	0
New Birstall Headquarters		0	199,647	0	0	0	0	199,647	1,895	199,647	0
New Birstall HQ - Control relocation / Syston Decommission		0	29,986	0	0	0	0	29,986	885	29,986	0
New Castle Donington Day Crewing Plus Fire Station		2,500,000	638,267	0	0	0	-1,688,267	1,450,000	846,513	1,450,000	0
Remodelling of Shepshed Station		0	38,504	0	0	0	-15,808	22,696	22,696	22,696	0
IT and Equipment:											
Tri-Service Fire Control		0	1,166,691	0	0	0	0	1,166,691	80,539	1,166,691	0
Fire Control Enabling Works (Southern)		0	83,887	0	0	0	0	83,887	12,354	83,887	0
SharePoint Upgrade - Archiving		0	13,150	0	0	0	-13,150	0	0	0	0
SharePoint Taxonomy		5,000	0	0	0	0	0	5,000	0	5,000	0
ICT Gazetteer / CFRMIS Integration		5,950	0	0	0	39,050	0	45,000	44,620	45,000	0
ICT Wide Area Network Upgrade	3.3	0	184,000	0	0	0	0	184,000	0	56,502	-127,498
OTHER CAPITAL PROGRAMME											
Property:											
Urban Search and Rescue (USAR) Training Rig		223,956	0	0	0	0	-223,956	0	0	0	0
Replacement Heating System at Western Station	3.4	0	0	125,000	0	0	0	125,000	107,475	107,475	-17,525
Extension Building Works at Eastern Station		0	0	0	125,000	-125,000	0	0	0	0	0
IT and Equipment:											
Technology Developments		39,050	43,201	0	0	0	0	82,251	10,000	82,251	0
Operational Equipment - Defibrillators		100,000	0	0	0	0	-70,700	29,300	29,300	29,300	0
Operational Equipment - Telemetry Boards		81,120	0	0	0	0	78	81,198	81,198	81,198	0
Other:											
Capitalisation of Consortium Insurance Company		100,000	0	0	0	0	0	100,000	0	100,000	0
TOTALS		3,484,508	4,359,519	125,000	125,000	-85,950	-2,274,721	5,733,356	3,160,323	5,588,333	-145,023

Funded by:

DCLG Capital Grant	1,048,713	0	0	0	0	0	0	1,048,713	1,048,713	1,048,713	0
DCLG Fire Control Grant	0	1,166,691	0	0	0	0	0	1,166,691	80,539	1,166,691	0
DCLG USAR Grant	185,284	0	0	0	0	0	-185,284	0	0	0	0
Revenue Contribution to Capital Outlay (RCCO)	0	38,504	125,000	125,000	-85,950	0	0	202,554	185,029	202,554	0
Earmarked Reserve	138,672	0	0	0	0	0	-2	138,670	38,670	138,670	0
Capital Receipts	269,500	0	0	0	0	0	-136,250	133,250	133,250	133,250	0
Finance Lease	429,432	217,461	0	0	0	0	0	646,893	504,640	646,893	0
Prudential Borrowing	1,412,907	2,936,863	0	0	0	0	-1,953,185	2,396,585	1,169,482	2,251,562	-145,023
	3,484,508	4,359,519	125,000	125,000	-85,950	-2,274,721	5,733,356	3,160,323	5,588,333	-145,023	

Budget Monitoring Report for Period 10 2015							
Cipfa Description	Revised Budget £	Actual YTD £	Commitments £	Net Expenditure £	Profile Budget £	Variance to Profile £	Forecast Variance £
Direct Employee Expenses	27,685,232	22,109,826	1,910	22,111,736	22,721,272	-609,536	-221,000
Indirect Employee Expenses	651,510	409,796	103,464	513,260	590,495	-77,235	-6,000
Pension	807,870	335,899	4,000	339,899	332,190	7,709	-
Employees	29,144,612	22,855,521	109,374	22,964,895	23,643,957	-679,062	-227,000
Repairs Alterations and Maintenance of Buildings	572,930	434,704	102,780	537,484	447,393	90,091	-
Energy Costs	418,940	223,246	-	223,246	318,314	-95,068	-50,000
Rents	33,550	26,432	1,860	28,292	27,632	660	-
Rates	685,920	674,139	-	674,139	690,112	-15,973	-
Water	60,320	51,124	-	51,124	48,933	2,191	-
Fixture and Fittings	17,600	9,578	2,303	11,881	14,660	-2,779	-
Apportionment of Expenses of Operational Buildings	10,350	-	-	-	-	-	-
Cleaning and Domestic Supplies	241,790	174,476	1,037	175,513	189,511	-13,998	-
Grounds Maintenance Costs	15,000	13,157	1,354	14,511	12,500	2,011	-
Premises Insurance	36,360	37,389	-	37,389	34,047	3,342	-
Refuse Collection	32,890	27,111	1,205	28,316	24,667	3,649	-
Premises-Related Expenditure	2,125,650	1,671,356	110,539	1,781,895	1,807,769	-25,874	-50,000
Direct Transport Cost	751,930	535,111	74,534	609,645	626,608	-16,963	-50,000
Recharges	214,560	170,366	-	170,366	187,832	-17,466	-
Public Transport	30,460	28,776	-	28,776	22,553	6,223	-
Transport Insurance	146,860	146,381	-	146,381	147,590	-1,209	-
Car Allowances	114,370	50,317	-	50,317	85,415	-35,098	-
Transport-Related Expenditure	1,258,180	930,951	74,534	1,005,485	1,069,998	-64,513	-50,000
Equipment Furniture and Materials	762,490	498,127	124,517	622,644	641,183	-18,539	-
Catering	33,630	37,496	4,509	42,005	28,025	13,980	-
Clothes Uniforms and Laundry	511,980	313,543	77,317	390,860	490,838	-99,978	-45,000
Printing Stationery and General Office Expenses	73,670	57,284	2,144	59,428	61,725	-2,297	-10,000
Services	266,560	109,393	11,081	120,474	184,590	-64,116	-
Communications and Computing Expenses	1,426,660	1,059,422	25,137	1,084,559	1,211,991	-127,432	-
Grants and Subscriptions	72,460	42,799	9,049	51,848	58,596	-6,748	-
Grants and Subscriptions	82,280	74,601	-	74,601	79,602	-5,001	-
Miscellaneous Expenses	118,900	77,429	10,985	88,414	102,078	-13,664	-
Supplies & Services	3,348,630	2,270,094	264,739	2,534,833	2,858,628	-323,795	-55,000
Other Local Authorities	50,000	10,736	-	10,736	41,667	-30,931	-
Third Party Payments	50,000	10,736	-	10,736	41,667	-30,931	-
Finance	71,700	-	-	-	-	-	-
Property Management/Office Accommodation	-	-	-	-	-3,533	3,533	-
Corporate Services	-	-	-	-	-	-	-
Support Services	71,700	-	-	-	-3,533	3,533	-
Government Grants	-11,669,533	-7,004,430	384,955	-6,619,475	-6,402,794	-216,681	-
Other Grants/Reimbursements and Contributions	-18,252,526	-14,275,805	-	-14,275,805	-14,392,884	117,079	-
Customer and Client Receipts	-8,320,348	-7,219,656	-384,955	-7,604,611	-7,578,853	-25,758	-
Interest	-62,470	-30,043	-	-30,043	-46,852	16,809	-
Income	-38,304,877	-28,529,934	-	-28,529,934	-28,421,383	-108,551	-
Interest Payments	911,700	687,983	1,560	689,543	698,130	-8,587	-
Debt Management Expenses	1,394,405	-	263,218	263,218	263,218	-	-
Capital Financing Costs	2,306,105	687,983	264,778	952,761	961,348	-8,587	-
	-	-103,293	823,964	720,671	1,958,451	-1,237,780	-382,000

Budget Monitoring Report for Period 10 2015

Cipfa	Cipfa Description	Revised Budget £	Actual YTD £	Commitments £	Net Expenditure £	Profile Budget £	Variance £
10	Organisational Development	6,662,915	4,870,581	220,758	5,091,339	5,618,897	-527,558
11	Community Services	21,912,724	17,577,681	73,400	17,651,081	18,077,670	-426,589
13	Finance and Corporate Services	-29,315,799	-23,164,874	525,384	-22,639,490	-22,357,750	-281,740
14	Head of Service	740,160	613,319	4,422	617,741	619,634	-1,893
		-	-103,293	823,964	720,671	1,958,451	-1,237,780

GROWTH AND SAVINGS AS AT THE END OF JANUARY 2015

	(1)	(2)	(3)	(4)	(5)	(6)	
	ORIGINAL	ORIGINAL	Establishment	UPDATED	UPDATED	VARIANCE	NOTES
	2014/15	2015/16	Changes	2014/15	2015/16	2014/15	
	£	£		£	£	£	
2013/14 Growth and Savings:							
<u>Efficiencies</u>							
Day Crewing Plus Phase 1	-807,780	-138,300	-14.00	-807,780	-138,300	0	
Glenfield Headquarters Running Costs	-128,640	0	0.00	-128,640	0	0	
Rent and Running Costs Unit 6a	-58,300	0	0.00	-58,300	0	0	Lease finished on the 30th September 2013
Reduced Establishment ALP crewing at Hinckley	-152,020	0	-4.00	-152,020	0	0	
Disestablish Cook post at Oakham Station	-10,840	0	-1.00	-10,840	0	0	
Corporate stationery costs	-12,000	0	0.00	-12,000	0	0	
Corporate photocopying costs	-8,000	0	0.00	-8,000	0	0	
Disestablish administrative post at Occupational Health	-21,790	0	-1.00	-21,790	0	0	
Disestablish PA post in Corporate Services	-24,160	0	-1.00	-24,160	0	0	
Moira station devolved and estates costs	-4,360	-13,080	0.00	-4,360	-13,080	0	
	-1,227,890	-151,380	-21.00	-1,227,890	-151,380	0	
<u>Temporary Other Service Efficiencies</u>							
Chief Officer Pay	-89,950	89,950	0.00	-89,950	89,950	0	Already happened
Fire Training School Fire Service College	-70,000	70,000	0.00	-70,000	70,000	0	
	-159,950	159,950	0.00	-159,950	159,950	0	
Total Savings	-1,387,840	8,570	-21.00	-1,387,840	8,570	0	
<u>Permanent Other Service Pressures/ Improvements</u>							
ICT Infrastructure (Wide Area Network/ Telephony)	100,000	0	0.00	100,000	0	0	
Fire Control Maintenance Costs	38,190	0	0.00	38,190	0	0	Cost of new Systel Tri-Service Control project, split between 3 participating CFA's.
LGPS Employer Contributions	40,530	40,540	0.00	40,530	40,540	0	The actuarial review in 2013 determined that a 1% increase would be needed for the next 3 years
PPE Breathable Fire Tunic	108,000	0	0.00	0	0	-108,000	Trial completed and preferred product identified. To be purchased though the Capital Programme in 2015/16
UKRO Challenge Teams	5,000	0	0.00	5,000	0	0	To re-invigorate the Service's participation in the UKRO challenge
ISAR (Training and PPE)	10,000	0	0.00	10,000	0	0	To undertake professional development of staff to maintain capability to participate in International Search and Rescue (ISAR) events
Workshops Apprentice	5,960	0	1.00	5,960	0	0	To continue with the post on an ongoing basis
Ground Rental at Castle Donington	14,000	0	0.00	10,500	0	-3,500	To meet the anticipated costs of building 97
Castle Donington Devolved budget and Estates Costs	120,280	0	0.00	120,280	0	0	To cover estimated running costs of the station and day crewing plus accommodation
	441,960	40,540	1.00	330,460	40,540	-111,500	
<u>Temporary Other Service Pressures / Improvements</u>							
Operational Support for the Tri-Service Control Project	8,440	-8,440	0.00	8,440	-8,440	0	To enable release of an Area Manager to provide operational support to the Tri-Service Fire Control Project
Council Tax District Administration Support	5,100	-5,100	0.00	5,100	-5,100	0	CFA contribution to Billing Authorities for temporary administrative support in setting up the new Council Tax schemes
Firefighter Pension Scheme Administration	5,000	-5,000	0.00	5,000	-5,000	0	
Mosaic contract for 2014-15	12,400	-12,400	0.00	12,400	-12,400	0	This is for the renewal of the contract from December 2014.
Birstall HQ Staff Travel Reimbursements	0	-59,940	0.00	0	-59,940	0	Agreed staff reimbursement for two years to meet additional travel costs to the new Birstall Headquarters
Contribution to Pension Fund	0	50,000	0.00	0	50,000	0	
	30,940	-40,880	0.00	30,940	-40,880	0	
Total Growth	472,900	-340	1.00	361,400	-340	-111,500	
Net Growth / Savings	-914,940	8,230	-20.00	-1,026,440	8,230	-111,500	

Carry Forwards from 2013-14 to the 2014-15 budget							
	(1)	(2)	(3)	(4)	(5)	(6)	
	Agreed			Other			
	Carry Fwd	Spent	Ordered	Commitments	Total	Variance	Update
	£	£	£	£	£	£	
Revenue:							
Repairs and Maintenance	84,150	84,150	0	0	84,150	0	Commitments from 2013-14
Hydrant Maintenance	3,110	3,110	0	0	3,110	0	Commitments from 2013-14
RCCO - Shepshed	38,504	22,696	0	15,808	38,504	0	Commitments from 2013-14
GIS Desktop Software	20,000	0	0	0	0	-20,000	To enable desktop presentation of incident data
Operational Equipment - Redkite Scanners	80,000	71,597	0	0	71,597	-8,403	To replace existing sets that are becoming worn and provide additional functionality in light of the control project.
Operational Equipment - EASE Sets	13,040	2,548	11,407	0	13,955	915	Smaller items of operational equipment requested by the Operational Improvement Group
Operational Equipment - other	31,070	21,093	0	0	21,093	-9,977	Smaller items of operational equipment requested by the Operational Improvement Group
Trial of National Cadets Units	18,000	0	3,708	0	3,708	-14,292	To support two trial National Cadets Units at Eastern and Western Stations
Agency Maternity Cover - Agresso Systems Administrator	20,000	13,030	2,075	2,982	18,087	-1,913	External Agency specialist to cover maternity leave for the Agresso Systems Administration post
Major Incident Room Information Systems	17,550	14,628	0	0	14,628	-2,922	To purchase a large information display system for the major incident room at Southern Station
Premises Improvement Project	24,410	0	0	25,000	25,000	590	CFRMIS Integration work added to the Capital Programme at Policy Committee November
SharePoint Development	17,000	17,425	0	0	17,425	425	For consultants to work with the service to improve SharePoint Information Architecture and Taxonomy. Budget increased by £4,000 at Revised Estimates.
Fire Control Systems Training Costs	68,200	23,028	0	0	23,028	-45,172	To provide training on the Tri -Service Fire Control Project
Training LTS Thermal Imaging Cameras	20,000	0	0	0	0	-20,000	To provide two thermal imaging cameras to be used for training
TOTAL CARRY FORWARD	455,034	273,305	17,190	43,790	334,285	-120,749	

Revenue Monitoring Report

CLG 13/6/08
Journal out

CLG 28/7/08
Received in Advance
Received in year
Received in Advance
Carry forward

New Dimension Trainer
New Dimension PPE

New Dimension Accommodation
New Dimension Training

Sub Total New Dimension

Fire Prevention Grant

Change Co-ordinator RCC

Sub Total other revenue grant

TOTAL

New Dimension Main Grant

Sub Total New Dimension Grant

Transfer from Regional Grant

Capital grant adjustment on New Dimensions

TOTAL MAIN REVENUE GRANT 2006/07

Regional Funding (not in report)

Regional Project Team

Additional Regional Team
Regional Transition

Sub Total Regional Grant

Transfer to main revenue

TOTAL

Other Funding

Pensions Allowance

DCLG payment

Sub Total Pensions

Adjustment for Actual

TOTAL

Interest Earned on surplus balances - December 2014 and January 2015						
Date	Rate Received	Base Rate	MMF 1 Day	MMF 2 Day	Amount	Interest
	%	%			£	£
01/12/2014	0.69171	0.50	0.29	0.43	5,247,264.91	99.44
02/12/2014	0.68526	0.50	0.30	0.43	5,253,087.62	98.62
03/12/2014	0.68347	0.50	0.30	0.43	5,268,360.73	98.65
04/12/2014	0.70244	0.50	0.31	0.43	4,936,465.09	95.00
05/12/2014	0.70806	0.50	0.31	0.43	4,860,767.02	94.29
06/12/2014	0.70806	0.50	0.31	0.43	4,860,767.02	94.29
07/12/2014	0.70806	0.50	0.31	0.43	4,860,767.02	94.29
08/12/2014	0.70727	0.50	0.32	0.42	4,866,200.22	94.29
09/12/2014	0.70846	0.50	0.32	0.42	4,858,042.62	94.29
10/12/2014	0.63025	0.50	0.31	0.42	6,485,022.66	111.98
11/12/2014	0.63462	0.50	0.31	0.42	6,362,593.96	110.63
12/12/2014	0.58448	0.50	0.30	0.42	6,056,266.81	96.98
13/12/2014	0.58448	0.50	0.30	0.42	6,056,266.81	96.98
14/12/2014	0.58448	0.50	0.30	0.42	6,056,266.81	96.98
15/12/2014	0.58449	0.50	0.29	0.42	6,056,103.69	96.98
16/12/2014	0.58432	0.50	0.29	0.42	6,059,123.69	97.00
17/12/2014	0.58435	0.50	0.29	0.41	6,058,629.29	97.00
18/12/2014	0.59663	0.50	0.28	0.41	5,683,791.99	92.91
19/12/2014	0.62310	0.50	0.28	0.41	5,011,194.94	85.55
20/12/2014	0.62310	0.50	0.28	0.41	5,011,194.94	85.55
21/12/2014	0.62310	0.50	0.28	0.41	5,011,194.94	85.55
22/12/2014	0.60296	0.50	0.28	0.42	5,509,633.74	91.02
23/12/2014	0.60297	0.50	0.28	0.42	5,509,451.62	91.01
24/12/2014	0.61288	0.50	0.28	0.42	5,218,459.78	87.62
25/12/2014	0.61288	0.50	0.28	0.42	5,218,459.78	87.62
26/12/2014	0.61288	0.50	0.28	0.42	5,218,459.78	87.62
27/12/2014	0.61288	0.50	0.28	0.42	5,218,459.78	87.62
28/12/2014	0.61288	0.50	0.28	0.42	5,218,459.78	87.62
29/12/2014	0.61288	0.50	0.28	0.43	5,218,459.78	87.62
30/12/2014	0.58647	0.50	0.28	0.43	5,603,520.70	90.04
31/12/2014	0.66241	0.50	0.25	0.41	3,687,921.26	66.93
01/01/2015	0.66236	0.50	0.23	0.39	3,689,086.22	66.95
02/01/2015	0.66410	0.50	0.23	0.39	3,655,620.27	66.51
03/01/2015	0.66410	0.50	0.23	0.39	3,655,620.27	66.51
04/01/2015	0.66410	0.50	0.23	0.39	3,655,620.27	66.51
05/01/2015	0.56687	0.50	0.23	0.39	5,724,075.80	88.90
06/01/2015	0.56682	0.50	0.23	0.39	5,724,900.59	88.90
07/01/2015	0.57133	0.50	0.26	0.41	5,644,556.39	88.35
08/01/2015	0.57854	0.50	0.29	0.43	5,422,539.83	85.95
09/01/2015	0.57855	0.50	0.29	0.43	5,422,582.76	85.95
10/01/2015	0.57855	0.50	0.29	0.43	5,422,582.76	85.95
11/01/2015	0.57855	0.50	0.29	0.43	5,422,582.76	85.95
12/01/2015	0.57383	0.50	0.29	0.44	5,501,648.67	86.49
13/01/2015	0.57385	0.50	0.30	0.44	5,501,264.29	86.49
14/01/2015	0.57530	0.50	0.30	0.44	5,476,791.29	86.32
15/01/2015	0.57661	0.50	0.30	0.44	5,454,764.34	86.17
16/01/2015	0.59972	0.50	0.30	0.44	4,845,458.89	79.61
17/01/2015	0.59972	0.50	0.30	0.44	4,845,458.89	79.61
18/01/2015	0.59972	0.50	0.30	0.44	4,845,458.89	79.61
19/01/2015	0.58492	0.50	0.30	0.44	5,229,772.09	83.81

Appendix 6

Date	Rate Received	Base Rate	MMF 1 Day	MMF 2 Day	Amount	Interest
20/01/2015	0.58508	0.50	0.29	0.44	5,227,272.69	83.79
21/01/2015	0.58510	0.50	0.30	0.43	5,227,005.16	83.79
22/01/2015	0.58850	0.50	0.30	0.43	5,136,863.47	82.82
23/01/2015	0.58808	0.50	0.30	0.43	5,143,180.67	82.87
24/01/2015	0.58808	0.50	0.30	0.43	5,143,180.67	82.87
25/01/2015	0.58808	0.50	0.30	0.43	5,143,180.67	82.87
26/01/2015	0.58706	0.50	0.30	0.43	5,158,809.87	82.97
27/01/2015	0.58696	0.50	0.30	0.43	5,160,326.61	82.98
28/01/2015	0.58715	0.50	0.30	0.43	5,157,344.92	82.96
29/01/2015	0.60412	0.50	0.31	0.43	4,740,769.39	78.47
30/01/2015	0.72049	0.50	0.30	0.43	3,010,613.73	59.43
31/01/2015	0.72049	0.50	0.30	0.43	3,010,613.73	59.43
Total for December 2014 and January 2015						5,371.81

Interest on Surplus Balances December 2014 - January 2015

