

SURREY POLICE AND CRIME PANEL**OFFICE OF THE POLICE AND CRIME COMMISSIONER 2019/20 END OF YEAR
FINANCIAL REPORT****30 June 2020****1) Purpose of Report**

The purpose of this report is to inform the Police & Crime Panel of the OPCC's year-end financial out-turn for the 2019/20 financial year. The report compares the net expenditure incurred against the OPCC financial budget approved by me in January 2019.

2) Detailed Financial Report and Budget Variances

I am pleased to report to the Panel that as due to careful management of the OPCC finances the 2019/20 revenue budget of £2.118 million was underspent by £20,468 against the budget that was set in January 2019.

In addition underspends achieved during the year enabled me to give additional support to Victim Services and Community Safety across the County.

A detailed report of spending against individual budgets for 2019/20 is included in Appendix A to this report. The notes below are provided to give the Panel additional information on major variances:

- a) **Staff Budget** – A net saving of £25,162 has been made on the Staff Budget. Savings came from a combination of vacant posts, travel and subsistence, conferences and training. Pension costs were higher than budget due to some costs being paid this year that related to previous years.

- b) **PCC Roles** – Overspent by net £27,296 for the year. Savings were achieved in areas such as Legal Fees and Consultants and an accrual of £30k made in 2018/19 for project costs was not required. These savings, together with others in the budget from areas such as staffing and audit, meant that I could increase the support given to a number of organisations. This included increasing the grant to the Community Safety Fund by £80,666 and giving a further £35,000 Community Safety Board funding. "Other Contributions" include the following major contributions I made during the year:
 - £2,000 National Rural Crime Network
 - £2,116 National Police Chaplaincy
 - £5,000 Surrey Search and Rescue
 - £1,700 Stephen Lawrence Bursary Fund
 - £5,000 Real Change Guildford

- c) **Memberships** – An underspend of just over £2,457 mainly due to the subscription for the Association of Police & Crime Commissioners being less than budget.
- d) **Office Running Costs** – This budget was underspent by £1,007 with savings in catering, stationery, books and postage.
- e) **Audit Costs** – A net saving of £35,629 for the year. £10,195 was saved on the new External Audit Contract provided under the Public Sector Audit Appointments arrangements and a further £10,880 saving from the new Internal Audit Contract with Southern Internal Audit Partnership. In addition there were savings on Member Allowances due to fewer meetings and claims being submitted.
- f) **Victim Services** – This budget is grant funded by the Ministry of Justice and expenditure usually matches the level of income received each year. However, due to efficiencies achieved elsewhere within the OPCC budget I was able to give an additional £42,033 over and above the MoJ grant. This was used to provide additional support to victims of Domestic and Sexual abuse in particular across Surrey.

3) Recommendations

The Police & Crime Panel is invited to note and comment on the financial performance of the Office of the Police & Crime Commissioner for Surrey for the 2019/20 financial year.

4) Equalities and Diversity Implications

None arising.

David Munro Police & Crime Commissioner

30th June 2020

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OFFICE OF THE POLICE AND CRIME COMMISSIONER
2019/20 FINANCIAL REPORT

	F/Y Budget	Actual Spend to date	% Spend against Budget
	£	£	£
Police & Crime Commissioner			
Salary	71,400	71,400	100%
NI - Actual	7,930	8,687	110%
Superann - Civilian Workers	9,420	10,353	110%
Conferences	1,500	170	11%
Mobile Telephones	100	24	24%
Travel & Subsistance	5,850	6,228	106%
Training	500	0	0%
	96,700	96,861	100%
Staff			
Salary	587,160	571,091	97%
Employers National Insurance	70,490	62,410	89%
Employers Pension contribution	83,760	92,356	110%
Conferences	5,150	1,735	34%
Mobile phones	500	240	48%
Travel & Subsistance	10,340	8,366	81%
Training costs	5,000	1,040	21%
	762,400	737,238	97%
PCC Roles			
Communication & Consultation	25,000	24,793	99%
Community Safety Fund	765,000	845,666	111%
Cadet Force Funding	60,000	60,000	100%
Community Safety Board Funding	50,000	80,000	160%
Project Funding	30,000	-17,153	-57%
Other Contributions	0	15,129	
Independent Custody Visitor Scheme	8,200	5,853	71%
Consultants	15,000	149	1%
Chief Constable Recruitment	2,000	0	0%
Hire of Rooms & Halls	4,000	0	0%
Legal Fees	30,000	2,058	7%
	989,200	1,016,496	103%
Memberships			
Association of Police & Crime Commissioners	24,000	22,855	95%
Association of PCC Chief Executives	1,300	1,279	98%
PCC Treasurers Association	2,750	2,583	94%
Other Subscriptions	5,220	4,095	78%
	33,270	30,813	93%

OFFICE OF THE POLICE AND CRIME COMMISSIONER
2019/20 FINANCIAL REPORT CONTINUED

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	F/Y Budget £	Actual Spend to date £	% Spend against Budget £
Office Running Costs			
Rents	28,400	28,400	100%
Rates	6,200	6,200	100%
Gas	1,200	1,200	100%
Electricity	1,200	1,200	100%
Water & Sewerage	200	200	100%
Property Maintenance	4,400	4,400	100%
Premises Cleaning	1,800	1,800	100%
Building Improvements	3,200	3,200	100%
Furniture, Equipment & Repair	2,000	1,793	90%
Photocopying	3,400	3,396	100%
Postage & Courier Costs	900	654	73%
Printing	200	35	17%
Stationery & Office Consumables	800	356	44%
Books & Publications	500	205	41%
Police Staff Advertising	1,500	1,735	116%
Catering	1,260	686	54%
Computer Equipment, Software & Consumables	1,150	1,844	160%
	58,310	57,303	98%
Audit Costs			
Internal Audit	80,000	69,120	86%
External Audit	40,000	29,805	75%
Independent Audit Committee	8,000	5,671	71%
Members Attendance Allowance	24,350	12,125	50%
	152,350	116,721	77%
Victim Services (1.5 FTR)			
Domestic Abuse Services	374,800.00	428,796	114%
Child Sexual Abuse Services	224,500.00	257,987	115%
Rape and Sexual Assault Services	155,640.00	218,638	140%
Referral (Victim & Witness Care Unit)	478,000.00	408,210	85%
Staff Costs	104,310.00	75,928	73%
Uncommitted Grants	57,590.00	21,611	38%
	1,394,840	1,411,170	101%
Gross Total for OPCC			
	3,487,070	3,466,602	99%
Moj income for Victim Service	(1,369,137)	-1,369,137	100%
Total Income	(1,369,137)	-1,369,137	100%
Net Total for OPCC			
	2,117,933	2,097,465	99%