



NORFOLK
CONSTABULARY
Our Priority is You

BUDGET ALLOCATION

FINANCIAL YEAR

2011-2012

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NORFOLK CONSTABULARY
ALLOCATION OF RESOURCES 2011-12

Introduction

Enclosed within this document are details of the approved revenue budget and capital programme for 2011-12. This includes total allocations to individual Responsible Budget Officers for general revenue budgets and specific revenue and capital projects. More detailed budget analysis will be provided to RBO's separately.

The Chief Constable's annual letter of authorisation has been issued to all RBO's under separate cover.

Approved Budget

The Police Authority approved the 2011-12 budget at its meeting in February 2011

<u>Revenue Budget</u>	<u>Council Tax Band D</u>
£148.620million	£191.16
Reduction of -2.6% from 2010-11	No change from 2010-11

The Police Authority agreed a capital programme of £7.390 million, subject to adjustment dependent upon the 2010-11 actual outturn position and any slippage that needs to be carried forward.

General Guidance

The following information should be noted in terms of managing devolved budget allocations:

- Non pay inflation for 2011-12 is already included in the base allocation.
- Pay budgets have been assessed in line with government recommendations i.e. a pay freeze for officers and staff, other than a £250 increase for full time equivalent staff earning less than £21,000. The pay award contingency will be held centrally and will be vired to pay budgets in the month when payment is made.
- Pay budgets for officers and PCSO's reflect the turnover levels predicted by the Human Resources Department.
- An abatement of 3% has been made against pay budgets for police staff.
- Some budgets such as Competency Related Threshold Payments and Special Priority Payments will be retained centrally until spending requirements are identified and approved.

- Budgets will be adjusted for carry forwards from 2010-11 in line with Financial Regulations

Reporting Requirements

Budget Responsibilities

Budget allocations within this booklet reflect a continuation of the arrangements operated in 2010-11. Due to closer collaborative working with Suffolk, some of the arrangements may need to change during the financial year e.g. change of RBO or adjustment to devolved budget structure. RBO's will be advised of any changes prior to implementation.

Budget Monitoring

Budgets will be monitored on an exception reporting basis for month 02. From period 3 detailed budget monitoring will be undertaken on a monthly basis, through the Accountants reporting to RBOs and the DFSA and, thereafter, to the ACO(R) and Command Team. However, budgets will also be monitored on an exception basis for one period in the autumn (to be advised) as Accountants will be required to work on detailed budget build for 2012-13.

Monitoring reports will be taken to each Police Authority meeting.

Efficiency Planning

RBO's, working with the Finance Department, were successful in driving out significant cash savings last year. Due to the financial position this stringent review will need to continue on an ongoing basis.

Finance Department Contact Details

In the first instance, please seek advice on any financial issue from your Accountant. Details of contacts are as per the attached Accounts Structure (section 2 of this booklet).

Thereafter, please contact one of the following senior managers within the department if your issue cannot be resolved:-

Stephen Mellor – Director of Financial Services & Accountancy
Linda Savory – Head of Accountancy Services
Elizabeth Brighton – Head of Financial Services Development
Andrew Taylor – Head of Procurement
Mark Clenshaw – Head of Payroll & Exchequer

The Finance Department website contains contact details of all staff within the department. Please refer to this listing if you require specialist advice.

Stephen Mellor
Director of Financial Services & Accountancy

Management Accounts - Structure

Mark Spratt (ext. 2858)
Principal Accountant

**Police Authority
Executive**

Finance

Justin Taylor (ext. 2866)
Senior Accountant

Maralyn Azzopardi (ext.2867)
Accountant

Lynne Ablett (ext. 2859)
Accounts Assistant

**Human Resources
Information & Communication
Technology
Support Services
Communications and Public Affairs**

Sara Clements (Mat Leave) /
Sonia Turner (ext. 2859)
Senior Accountants

Carolyn Newstead (ext. 2862)
Accountant

Amanda Reeves (ext. 2861)
Accounts Assistant

**Special Constabulary
Contact & Control Room
Community Safety
Strategic Change Unit
County Delivery Unit
Legal Services**

Alison Jarrett (ext. 2869)
Senior Accountant

Elspeth Moore (ext.3043)
Accountant

Matthew Hough (ext. 2868)
Accounts Assistant

**Protective Services
Royalty Protection
Criminal Justice
PFI Projects**

Kerry Stringfellow (ext. 2844)

Principal Accountant

Professional Standards

Ref: PG/ACOR/SC/5873

March 2011

(Recipient Name)

To All Norfolk Constabulary Heads of Departments (including Norfolk/Suffolk Joint Heads)

Dear

DEVOLVED FINANCIAL MANAGEMENT – ANNUAL LETTER OF AUTHORISATION – FINANCIAL YEAR 2011/12

1. This letter is written in formal terms to reflect the nature of this instruction and guidance.
2. As Chief Constable, I am accountable to Norfolk Police Authority for the financial control of the Force's affairs, working within the regulations laid down by the Authority in liaison with its Treasurer, who has a statutory responsibility to ensure proper financial administration. In accordance with the Code of Practice on Financial Management under the Police Act, responsibility for some areas of the Force's finances has been delegated to you. This letter sets out your authority and responsibilities.
3. You are responsible to me for the operational, administrative and resource management of the police units and departments placed under your control, and you are accountable to me for the money and/or other resources placed at your disposal. Detailed guidance on financial management is provided in the Force's Financial Instructions: you must ensure that you and your staff are familiar with and comply with these, and with any complementary instructions provided by the Assistant Chief Officer (Resources) or the Director of Financial Services and Accountancy on his behalf, whose advice should be sought in any case of doubt.

4. Where appropriate to your role, you are authorised to commit the Force to revenue and capital expenditure and make consequent payments, in compliance with the Police Authority's Financial Regulations, Contract Standing Orders, Force Financial Instructions, and Police Officer and Police Staff Regulations. Purchasing must conform with Force Technical Standards and published policies and as set out in the Contract Standing Orders and instructions and guidance issued by the Central Procurement Unit.
5. Where budgets have been specifically devolved to you for local management and control, details of these will be passed to you separately. You are to ensure that these budgets are managed in accordance with the procedures set out in the Force's Financial Instructions and complementary instructions by the Assistant Chief Officer (Resources) and to achieve best Value for Money. In particular, you are responsible for controlling expenditure of these budgets so that expenditure is contained within budget by the end of the Financial Year. You may delegate control of budgets to staff under your management. This must be done in writing and must specify the heads of expenditure and the expenditure limits within their control, as set out in detail in Force Financial Instructions.
6. Please acknowledge this letter in writing, using the attached proforma; the reason for this is to confirm that you have received this letter and that the chain of accountability connecting taxpayers to Police Authority to Chief Constable to Head of Department is not broken.

Yours sincerely

Phil Gormley
Chief Constable

Att

**FINANCIAL MANAGEMENT– AUTHORISATION AND ALLOCATION OF NORFOLK
CONSTABULARY BUDGETS 2010/11**

1. Forwarded herewith is the Chief Constable's Annual Letter of Authorisation for Heads of Depts and budget-holders for FY2011/12, including Norfolk/Suffolk joint heads. Please return the acknowledgement of receipt to the Chief Constable via my PA.
2. Finance Dept will be passing the "Budget Book" to you separately, detailing the Norfolk budget allocations for FY 2011/12. With the further development of collaboration with Suffolk, more collaborated units now in place, and further collaborative units about to be formed, there will inevitably be a need for some fine-tuning of budget allocations, and this is currently being done and will continue to be done, as required.
- 3 As you know, both Norfolk and Suffolk are addressing significant funding gaps over the next 4 years resulting from a reduction of central government funding – current estimate Norfolk £24.5m and Suffolk £13.5m. Together, all Norfolk Heads of Depts have identified savings through the process of budget scrutinies in 2010, and some £11m savings have been removed from Norfolk base budgets as of 1 April 2011. Further savings will be implemented arising from the ongoing recruitment moratoriums and the implementation with Suffolk of the Business Support Review, Protective Services Collaboration and other Operational Collaboration, and changes to the Norfolk Policing Model. Heads of Depts should seek to identify and report potential savings wherever they are likely to occur, and must expect no net growth.
4. Norfolk's formal 3-year efficiency target of 10.3% of gross revenue budget has been met and exceeded as of 31 March 2011 (actual achievement over 3 years was 13.5% - well done to all involved). Norfolk Police Authority has decided not to set a formal efficiency target as of 1 April 2011, instead identifying "financial stability" as one of our policing priorities, which includes achieving cash savings sufficient to bridge the funding gap as outlined above. This will be monitored by reference to key criteria set by the Audit Commission (or successor body) in its periodic Value for Money Reports.
5. Please do not hesitate to contact me if you have any queries.

Rupert Birtles
Assistant Chief Officer (Resources)

Enc

TOTAL 2011-12 FORCE BUDGET BY DEPARTMENT

SECTION 5A

DEPARTMENT	RBO	EMPLOYEE RELATED £	PREMISES £	TRANSPORT £	SUPPLIES & SERVICES £	INCOME £	NET BUDGET £
DEPARTMENTAL DEVOLVED REVENUE BUDGETS:-							
COUNTY DELIVERY UNIT	Ch Supt A.Cherington	310,686	1,050	191,173	195,713	(23,693)	674,929
	Mr S.Mellor	48,215,456	0	0	0	(75,001)	48,140,455
	Mr P.Wilson	0	16,157	920,119	249,043	(8,328)	1,176,991
		<u>48,526,142</u>	<u>17,207</u>	<u>1,111,292</u>	<u>444,756</u>	<u>(107,022)</u>	<u>49,992,375</u>
CID TACTICAL	Ch Supt A.Cherington	239,702	0	0	716	(8,942)	231,476
	Mr S.Mellor	9,743,787	0	0	0	0	9,743,787
	Mr P.Wilson	0	0	35,021	3,060	0	38,081
		<u>9,983,489</u>	<u>0</u>	<u>35,021</u>	<u>3,776</u>	<u>(8,942)</u>	<u>10,013,344</u>
CCR & COMMUNITY SAFETY	Ch Supt A.Cherington	702,596	2,137	62,123	379,308	(480,589)	665,575
	Mr S.Mellor	10,286,540	0	0	0	0	10,286,540
	Mr P.Wilson	0	0	12,707	6,010	0	18,717
		<u>10,989,136</u>	<u>2,137</u>	<u>74,830</u>	<u>385,318</u>	<u>(480,589)</u>	<u>10,970,832</u>
PROTECTIVE SERVICES	ACC G.Kitching	8,895,839	44,687	675,789	4,132,828	(1,229,050)	12,520,093
	Mr S.Mellor	20,785,576	0	0	0	0	20,785,576
	Mr P.Wilson	0	0	447,021	35,083	0	482,104
		<u>29,681,415</u>	<u>44,687</u>	<u>1,122,810</u>	<u>4,167,911</u>	<u>(1,229,050)</u>	<u>33,787,773</u>
JUSTICE SERVICES	Ch Supt L.Parrett	3,634,867	1,041	25,465	617,127	(181,805)	4,096,695
	Mr S.Mellor	4,141,170	0	0	0	0	4,141,170
		<u>7,776,037</u>	<u>1,041</u>	<u>25,465</u>	<u>617,127</u>	<u>(181,805)</u>	<u>8,237,865</u>
STRATEGIC CHANGE #	Ch Supt A.Henwood	2,145,620	3,384	15,976	149,067	(86,105)	2,227,942
FINANCIAL SERVICES	Mr S.Mellor	1,519,390	0	5,234	100,989	(62,157)	1,563,456
HUMAN RESOURCES	Mrs R.Webb	5,046,746	10,194	57,974	373,586	(6,986)	5,481,514
ICT	Mr J.Close	2,929,621	124,896	6,795	4,877,176	(115,422)	7,823,066
LEGAL SERVICES	Mrs A.Ings	361,255	0	4,238	71,687	(4,124)	433,056
PFI SERVICES	Mr P.Belson	244,245	0	9,515	156,052	(201,368)	208,444
SUPPORT SERVICES	Mr P.Wilson	2,127,830	5,057,775	999,425	1,413,313	(321,480)	9,276,863
PROFESSIONAL STANDARDS	Supt B.Cartwright	1,173,237	0	29,583	66,117	(44,956)	1,223,981
COMMS & PUBLIC AFFAIRS	Ms A.Campbell	766,628	1,024	13,742	187,297	(1,008)	967,683
FORCE EXECUTIVE	Ch Insp K.Clark	1,707,589	404	40,285	63,279	0	1,811,557
NFLK POLICE AUTHORITY	Mr C.Harding	525,326	48,996	20,541	670,911	0	1,265,774
TOTAL DEVOLVED BUDGETS:		<u>125,503,706</u>	<u>5,311,745</u>	<u>3,572,726</u>	<u>13,748,362</u>	<u>(2,851,014)</u>	<u>145,285,525</u>
CORPORATE:-							
CENTRAL BUDGETS	Mr S.Mellor	1,487,234	167,454	571,673	9,068,619	(7,960,337)	3,334,643
TOTAL CORPORATE BUDGETS:		<u>1,487,234</u>	<u>167,454</u>	<u>571,673</u>	<u>9,068,619</u>	<u>(7,960,337)</u>	<u>3,334,643</u>
TOTAL FORCE BUDGET:		<u>126,990,940</u>	<u>5,479,199</u>	<u>4,144,399</u>	<u>22,816,981</u>	<u>(10,811,351)</u>	<u>148,620,168</u>

This includes Performance (Mrs K.Abrahams) which is still to be devolved.

TOTAL 2011-12 FORCE BUDGET BY RESPONSIBLE BUDGET OFFICER (RBO)

SECTION 5B

RBO	DEPARTMENT	EMPLOYEE RELATED £	PREMISES £	TRANSPORT £	SUPPLIES & SERVICES £	INCOME £	NET BUDGET £
ACC G.Kitching	PROTECTIVE SERVICES	8,895,839	44,687	675,789	4,132,828	(1,229,050)	12,520,093
Ch Supt A.Cherington	COUNTY DELIVERY UNIT	310,686	1,050	191,173	195,713	(23,693)	674,929
	CID TACTICAL	239,702	0	0	716	(8,942)	231,476
	CCR & COMMUNITY SAFETY	702,596	2,137	62,123	379,308	(480,589)	665,575
		<u>1,252,984</u>	<u>3,187</u>	<u>253,296</u>	<u>575,737</u>	<u>(513,224)</u>	<u>1,571,980</u>
Ch Supt A.Henwood	STRATEGIC CHANGE #	2,145,620	3,384	15,976	149,067	(86,105)	2,227,942
Ch Supt L.Parrett	JUSTICE SERVICES	3,634,867	1,041	25,465	617,127	(181,805)	4,096,695
Mr S.Mellor	COUNTY DELIVERY UNIT	48,215,456	0	0	0	(75,001)	48,140,455
	CID TACTICAL	9,743,787	0	0	0	0	9,743,787
	JUSTICE SERVICES	4,141,170	0	0	0	0	4,141,170
	PROTECTIVE SERVICES	20,785,576	0	0	0	0	20,785,576
	CCR & COMMUNITY SAFETY	10,286,540	0	0	0	0	10,286,540
	FINANCIAL SERVICES	1,519,390	0	5,234	100,989	(62,157)	1,563,456
	CENTRAL BUDGETS	1,487,234	167,454	571,673	9,068,619	(7,960,337)	3,334,643
		<u>96,179,153</u>	<u>167,454</u>	<u>576,907</u>	<u>9,169,608</u>	<u>(8,097,495)</u>	<u>97,995,627</u>
Mr P.Wilson	COUNTY DELIVERY UNIT	0	16,157	920,119	249,043	(8,328)	1,176,991
	CID TACTICAL	0	0	35,021	3,060	0	38,081
	PROTECTIVE SERVICES	0	0	447,021	35,083	0	482,104
	CCR & COMMUNITY SAFETY	0	0	12,707	6,010	0	18,717
	SUPPORT SERVICES	2,127,830	5,057,775	999,425	1,413,313	(321,480)	9,276,863
		<u>2,127,830</u>	<u>5,073,932</u>	<u>2,414,293</u>	<u>1,706,509</u>	<u>(329,808)</u>	<u>10,992,756</u>
Mrs R.Webb	HUMAN RESOURCES	5,046,746	10,194	57,974	373,586	(6,986)	5,481,514
Mr J.Close	ICT	2,929,621	124,896	6,795	4,877,176	(115,422)	7,823,066
Mrs A.Ings	LEGAL SERVICES	361,255	0	4,238	71,687	(4,124)	433,056
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Mr C.Harding	NFLK POLICE AUTHORITY	525,326	48,996	20,541	670,911	0	1,265,774
TOTAL FORCE BUDGET:		<u>126,990,940</u>	<u>5,479,199</u>	<u>4,144,399</u>	<u>22,816,981</u>	<u>(10,811,351)</u>	<u>148,620,168</u>

This includes Performance (Mrs K.Abrahams) which is still to be devolved.

Total Force Budgets by Subjective Code

Subjective Code: Number & Description		£
Officer Pay & Allowances		
0020	Constable Pay	40,701,081
0021	Sergeant Pay	11,701,143
0022	Inspector Pay	4,323,011
0023	Chief Inspector Pay	1,260,446
0024	Superintendent Pay	955,831
0025	Chief Superintendent Pay	512,103
0026	Exec Officer Pay	646,328
0231	Police NI	4,907,843
0232	ERS Police Pension Contrib.	14,338,538
0233	Police Officer Vacancy Savings	(3,500,000)
0401	Competency Rel.Threshold Pymt	987,213
0402	Special Priority Payment	244,000
0403	Bonus Payments	54,095
0406	Rent and Lodgings Allowance	566,300
0407	Housing Allowance	1,066,980
0409	Compensatory Grant	186,180
0410	NHS Refunds	12,000
0411	Dog Handlers Allowance	47,305
0420	Special Constables Costs	11,470
0700	Police Plain O/Time - PC	510,439
0701	Police Normal O/Time - PC	311,795
0702	Police Rest Day O/Time - PC	468,228
0703	Police Dble Rest Day O/T - PC	227,462
0704	Police Rostered B/Hol O/T - PC	942,301
0706	Police Normal O/Time - SGT	14,197
0707	Police Rest Day O/Time - SGT	121,890
0708	Police Dble Rest Day O/T - SGT	10,311
0709	Police Rostered B/Hol O/T -SGT	230,941
Total Officer Pay & Allowances		<u>81,859,431</u>
Staff Pay & Allowances		
1001	Police Staff Pay	25,891,722
1002	Police Staff Honararia	2,048
1003	Police Staff Fixed Enhanced	696,684
1004	Police Staff Claimed Enhanced	213,543
1005	Police Staff Shift Pay	988,554
1006	Police Staff Stanby Allowance	78,868
1007	Police Staff Call-Out Allow.	93,680
1009	Police Staff Agency	153,757
1119	Police Staff O/Time	359,234
1131	Staff NI	1,977,846
1132	Staff Super	4,017,393
1133	Staff Vacancy Savings	(443,000)
Total Staff Pay & Allowances		<u>34,030,329</u>
PCSO Pay & Allowances		
1200	PCSO Staff Pay	5,517,112
1202	PCSO Staff Fixed Enhanced	787,466
1203	PCSO Staff Claimed Enhanced	21,053
1204	PCSO Staff Shift Pay	873,204
1209	PCSO Staff O/Time	21,043
1231	PCSO NI	495,274
1232	PCSO Super	1,099,309
1233	PCSO Vacancy Savings	(450,000)
Total PCSO Pay & Allowances		<u>8,364,461</u>

Subjective Code: Number & Description		£
Other Employee Related Expenditure		
1590	Advertising - Police Staff	7,250
1591	Advertising - Police & Special	914

1592	Interview Expenses - Police &	10,775
1593	Assessment Centres - Police	660
1594	Child Care Vouchers	(8,000)
1604	Assessment Centres - Staff	358
1605	Relocation & Removal Costs	13,751
1606	Training Fees & Materials	27,913
1607	Training Other Financial Assis	3,476
1608	External Training Costs	569,394
1636	Capital Charge Ill-Health Ret.	602,913
1637	Pension Offset 30+ Scheme	84,470
1638	Injury Pensions	1,120,708
1651	Disc Add Yrs Inc PL Gen	17,644
1654	Superintendants Insurance	13,004
1655	Liability Premiums	104,147
1656	Liability Claims	78,286
1660	Private Medical Intervention	48,998
1661	Medical Report Fees	14,386
1662	Long Service Awards & Medals	1,864
1663	Professional Subscriptions	23,808
	Total Other Employee Related Expenditure	2,736,719
	Total Employee Related Expenditure	126,990,940

Premises Related Expenditure

2600	Grounds Maintenance	102,497
2610	External Maintenance, Repairs	35,696
2611	Internal Maintenance, Repairs	19,485
2613	Install / Service Security Sys	26,906
2614	Electrical PAT Testing & Equip	6,397
2615	Generator Installation Service	3,100
2616	Minor Works	171,004
2617	Condition Survey Rectification	360,878
2618	Reactive Maintenance	265,347
2620	Fuel Oil	17,080
2621	Electricity	563,009
2622	Gas	145,407
2630	Rents - General	808,923
2631	Rent Of Portacabin	35,710
2632	Hire Of Premises	44,079
2633	Rates - General	1,566,828
2635	Water And Sewerage Charges	110,719
2640	Signage	7,328
2650	Fire Fight Equip - Repair/Insp	3,710
2651	Property Claims	32,838
2660	Domestic Cleaning Costs & Mate	28,540
2661	Refuse Collection	108,052
2662	Contract Cleaning Costs	551,073
2670	OCC Unitary Charge	5,720
2672	Property Premiums	41,616
2673	Services Management & Admin	241,091
2674	Building Maintenance Contract	82,420
2680	Health And Safety Statutory Wo	93,746
	Total Premises Related Expenditure	5,479,199

Subjective Code: Number & Description	£
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Transport Related Expenditure

3100	Vehicle Spares & Batteries	219,910
3101	Repairs/Maint Comm Garages	64,552
3102	Purchase Of Cycles Including R	20,231
3120	Fuel - Force Cars	1,634,641
3125	Tyres	151,549
3126	MOT Tests	6,779
3127	Vehicle Cleaning	8,039
3128	Road Fund Licences	7,614
3129	Hired Transport	433,154

3130 Hire Of Helicopter	399,605
3150 Rail, Bus & Taxi Fares	71,207
3155 Air Fares	24,764
3160 Community Volunteers Mileage	20,062
3161 Special Constables Rate	155,650
3162 Essential Car Users	133,462
3163 Essential Car Users Lump Sum	21,558
3164 Casual Car Users	187,955
3165 Training Transport Costs	49,937
3166 Custody Visitors Travel	8,080
3180 Motor Premium	39,474
3182 Motor Claims	486,176
Total Transport Related Expenditure	4,144,399

Supplies & Services Related Expenditure

6001 Office Equipment and Supplies	80,471
6002 Books, Manuals & Publications	60,753
6005 Photocopier Rental	208,774
6010 CBRN Equipment	22,300
6011 Police Vehicle Equipment	89,833
6012 PSU Equipment	23,250
6013 Pol Tech Support Unit Equip	51,220
6014 Audio/Visual/General Surveilla	20,090
6015 Tapes & Recorders	1,035
6016 Breath Testing Equipment	17,102
6018 Purchase & Repairs Specialist	108
6019 Search Unit Equipment	34,553
6020 Road Policing Equipment	100,862
6021 Alarms Maintenance, Purchase &	133,238
6022 Livescan	128,520
6023 Care Suite Equipment	13,765
6050 Weapons	25,621
6051 Ammunition	122,312
6052 Other Firearms Equipment	30,605
6053 Saftey Camera - Maintenance	10,302
6055 Safety Camera - Film Processin	5,666
6057 Safety Camera - Video presenta	4,545
6058 Safety Camera - Printing	7,211
6100 Other Furniture - Purchases &	27,865
6101 General Equip/Tools/Mat Pur &	282,912
6105 Vehicle Workshop Equipment	15,450
6120 Medical Consumables/Vaccin	7,808
6122 Forensic Equipment	42,840
6123 SOC Equipt & Consumables	42,839
6124 Postage, Business Reply & Deli	195,368
6125 DNA Kits	35,542
6126 Forensic Kits	6,301
6127 Courier Services	12,240
6199 Land Line Call Costs	98,004

Subjective Code: Number & Description	£
6200 Fixed Line Rental Costs	223,913
6201 Mobile Phones Costs	262,520
6202 Telephone Rental Reimburse	3,392
6203 Telephone Exchange Costs	14,892
6204 Private Wire Rent,Maint & Conn	113,756
6205 Radio Costs	83,916
6206 Data Transmission Equipment &	72
6207 Radio Licence Fees	46,362
6208 BT Airwave - Fixed, Mobile & I	1,138,104
6209 Computer H/Ware Purchases	55,900
6210 Computer Software Purchases	59,250
6211 Microsoft Licenses	417,097
6212 Comp Maint-Hardware	189,019
6213 Comp Maint-Software	1,795,855
6214 Cabling, Modems,UPSBatteryChgr	20,236
6215 Facsimilie Machines & Answer M	6,272

6216	Tapes and Recorders	34,528
6217	CJX/PNN2	64,665
6241	Website - Internet	3,282
6242	Publicity	111,850
6243	Marketing Costs	16,636
6244	Press Cutting Agency	3,300
6245	Non Staff Advertising	2,075
6246	Design & Artwork	(1)
6250	Data Protection Act	28,871
6300	Fees/Expenses Of Doctors	25,122
6301	Fees/Expenses Of Consultants	281,203
6302	FMA Services	56,157
6303	Referrals To Ext Counselors	61,627
6304	Interpreters/Translators	409,943
6305	Fees/Expenses Of Legal	79,671
6306	Fees/Expenses Of Other	554,384
6308	Contracted Ext Diving	5,308
6309	Transcripts	6,858
6310	Pathologist Fees	60,782
6311	Citizen Focus	46,380
6315	P M - Helpdesk Services	29,878
6316	P M - M & E Services	127,458
6318	Environmental Management	30,912
6319	Survey Fees	50,000
6325	Broker Fees	22,744
6326	Ins Maintenance Costs	3,260
6329	Actuarial Reviews	3,292
6330	Recovery Non-Police Vehicles	46,100
6331	Recovery Police Vehicles	49,858
6400	Boarding Up	52,388
6401	Equipment Hire	5,423
6402	Decontamination & Pest Control	8,143
6403	Clinical Waste	30,211
6404	Storage	7,372
6405	CS Gas Purchase/Disposal	7,577
6408	Health & Safety Insp/Testing	120
6409	Disposal Of Drugs	13,607
6410	Television Licenses	1,385
6470	Prot Clothing/Uniforms Purch &	265,143
6471	Accoutrements & Torches	20,489
6472	Repairs Prot Clothing/Uniforms	3,362
6490	Catering Costs	1,735
6495	Laundry	3,433
6496	Photocopying Costs	28,585
6497	Printing Costs	271,907

Subjective Code: Number & Description	£	
6502	Paper Costs	101,453
6503	Stationery (Including Computer	348,160
6504	Disposal Of Confidential Waste	82,122
6554	Specials Subs & Other Expenses	147,297
6555	Staff Subs & Other Expenses	141,832
6556	Staff Conference Expenses	83,592
6557	Overnight Accomodation	207,542
6558	Custody Visitor Conf	2,070
6559	Custody Visitor Training	2,040
6560	IAG Expenses	6,120
6570	Crop Training	20,452
6571	Internal Training Costs	74,448
6580	Other Claims	14,430
6581	Other Premium	25,704
6590	Payments Of Informants	93,601
6591	ID Parades	13,697
6592	Expenses Re Detection Of Crime	83,961
6593	Witness Protection & Place Of	32,243
6595	Organisational Searches	114,350
6600	Prisoners - Meals/Refreshments	6,022

6601	Prisoners - Medication	1,283
6602	Prisoners - Clothing	5,630
6603	Prisoners - Consumables	5,329
6604	Prisoners Decontamination	529,170
6605	Prisoners Laundry	4,280
6610	Functions, Entertainment Of Gu	68,996
6620	Animal Boarding Fees	4,366
6621	Police Dogs (Inc Kennels)	44,397
6622	Purchase Of Spectacles	18,916
6623	Flowers & Wreaths	2,897
6625	Negotiators	2,410
6626	Disability Forum - Exps	4,060
6627	Retainer Deputy Treasurer	260
6640	Grants To Oth Volunt. Organisa	310,972
6645	Area Child Protect Committee S	48,552
6650	Association Of Police Authorit	21,420
6655	Community Safety Projects	76,989
6660	Annual Subscriptions For The F	67,043
6661	ACPO Contributions	52,245
6662	Agency Contributions	52,217
6675	General Contingency	250,000
6676	Operational Contingency	319,895
6677	Commissioning Budget	1,113
6800	Police Service - Borrowed Poli	177,908
6801	DNA Submissions	606,295
6802	Forensic Science Submissions &	1,252,997
6803	Forensic Medical Examiners	867,314
6900	Audit Fees	102,090
6901	Internal Audit Fees	76,175
6902	Bank Charges	6,592
6903	Members - Conf Exp Travel/Subs	4,190
6904	Members - Attendance + NI	230,195
6905	Members - Sundries	3,030
6906	Members - Subsistance	760
6907	Members -Travel Expenses	13,650
6908	Members - Training	5,180
6910	Recruitment Of Members	3,370
6911	Treasury Management	15,000
6920	PFI Service Charges	1,241,964

Subjective Code: Number & Description	£	
8101	MRP	605,360
8110	External Interest Repayment	777,000
8120	Trans Debt-Principal Repaid	157,780
8121	Transferred Debt - Interest	2,290
8135	Debt Management Expenses	710
8141	PFI MRP	169,250
8142	PFI Capital Interest	3,360,300
8143	PFI Contingent Rent	317,122
Total Supplies & Services Related Expenditure		<u>22,816,981</u>

Income		
9001	Loan Charges Grant	(16,140)
9004	Oth Grants & Levies	(2,138,986)
9005	Partnership Funding	(477,267)
9009	Neighbourhood Policing Fund	(3,956,116)
9010	Single Counter Terrorism Grant	(2,510,000)
9011	Seizure Of Assets	(264,000)
9012	Government Grant - Council Tax	(1,428,000)
9050	Other Police Authorities	(287,473)
9100	Seconded Officers	(726,145)
9120	Sale Of Goods And Services	(298,769)
9125	Security Systems Income	(34,456)
9130	Accident Reports & Interviews	(67,481)
9131	Nationality Certificates	(17,800)

9132	Firearms Certificates	(303,320)
9133	Insurance Company Reports	(3,000)
9140	Hire Of Police Officers & Staf	(189,877)
9145	Court Fees & Prosecution Costs	(105,682)
9160	Found Property - Cash	(3,030)
9165	Telephone Calls	(932)
9170	Recharge of Custody Facilities	(2,472)
9175	Criminal Records Bureau	(816,732)
9180	Superintendents Private Mileag	(2,573)
9190	Data Protection Income	(23,000)
9195	National Driving Scheme	(8,247)
9198	Insurance Income	(71,404)
9220	Accident Damage Ins Claims	(30,912)
9225	Referral Fees Veh Rec Cont	(25,576)
9270	Rents Income	(150,461)
9280	Interest On Invest of Bal Gen	(162,000)
9285	Interest On Car Loans & Other	(1,500)
9355	Revenue Conts From Reserves	3,312,000
	Total Income	<u>(10,811,351)</u>
	 Total Force Budget	 <u><u>148,620,168</u></u>

Check only:

9801	Revenue Support Grant	(7,821,515)
9802	National Non Domestic Rates	(25,303,921)
9803	Council Tax Precept	(57,833,902)
9804	Police Grant	(57,660,830)
		<u>(148,620,168)</u>

2011-12 POLICE OFFICER AND STAFF BUDGETED ESTABLISHMENT

OFFICERS

DEPARTMENT	Constable F.T.E's	Sergeant F.T.E's	Inspector F.T.E's	C/Inspector F.T.E's	Superintendent F.T.E's	C/Superintendent F.T.E's	ACPO F.T.E's	Totals F.T.E's
COUNTY DELIVERY UNIT	653.20	145.00	39.00	9.00	4.00	1.00	0.00	851.20
CID TACTICAL	161.01	28.99	6.00	2.00	1.00	0.00	0.00	199.00
CUSTODY	0.00	36.00	3.00	1.00	0.00	0.00	0.00	40.00
PROTECTIVE SERVICES	321.77	57.45	18.00	5.00	3.00	1.00	0.00	406.22
CCR & PARTNERSHIPS	44.00	9.00	12.00	1.00	2.00	0.00	0.00	68.00
CASUALTY REDUCTION	0.00	0.00	1.00	0.00	0.00	0.00	0.00	1.00
CITIZEN FOCUS & DIVERSITY	0.00	1.00	0.00	1.00	0.00	0.00	0.00	2.00
CRIMINAL JUSTICE SERVICE	6.00	3.00	0.00	0.00	0.00	1.00	0.00	10.00
BUSINESS PERFORMANCE UNIT	3.00	3.00	3.00	0.00	0.00	0.00	0.00	9.00
HUMAN RESOURCES	25.80	5.80	0.00	1.00	1.00	1.00	0.00	34.60
ICT	0.00	0.00	1.00	0.00	0.00	0.00	0.00	1.00
PROFESSIONAL STANDARDS	0.00	4.00	2.01	0.00	1.00	0.00	0.00	7.01
FORCE EXECUTIVE	0.00	2.00	2.00	0.00	0.00	1.00	5.00	10.00
FORCE COLLABORATION	0.00	0.00	0.00	1.00	0.00	0.00	0.00	1.00
CENTRAL BUDGETS	1.00	0.00	0.00	1.00	0.00	0.00	0.00	2.00
OFFICER BUDGETED ESTABLISHMENT	1,215.78	295.24	87.01	22.00	12.00	5.00	5.00	1,642.03
SECONDED OFFICERS EXTERNALLY FUNDED	2.78	1.28	1.00	0.18	0.76	1.37	0.00	7.37
TOTAL OFFICER BUDGETED ESTABLISHMENT	1,218.56	296.52	88.01	22.18	12.76	6.37	5.00	1,649.40

STAFF

DEPARTMENT	PCSO's F.T.E's	Permanent F.T.E's	Totals F.T.E's
COUNTY DELIVERY UNIT	278.00	38.24	316.24
CID TACTICAL	0.00	24.10	24.10
CUSTODY	0.00	46.73	46.73
PROTECTIVE SERVICES	0.00	288.31	288.31
CCR & PARTNERSHIPS	2.00	217.96	219.96
CASUALTY REDUCTION	0.00	15.00	15.00
CITIZEN FOCUS & DIVERSITY	0.00	4.00	4.00
CRIMINAL JUSTICE SERVICE	0.00	133.82	133.82
BUSINESS PERFORMANCE UNIT	0.00	30.56	30.56
FINANCIAL SERVICES	0.00	41.46	41.46
HUMAN RESOURCES	0.00	84.81	84.81
ICT	0.00	75.00	75.00
LEGAL SERVICES	0.00	7.00	7.00
PFI PROJECTS	0.00	6.00	6.00
SUPPORT SERVICES	0.00	73.39	73.39
PROFESSIONAL STANDARDS	0.00	20.67	20.67
COMMS & PUBLIC AFFAIRS	0.00	19.00	19.00
FORCE EXECUTIVE	0.00	6.85	6.85
NFLK POLICE AUTHORITY	0.00	10.08	10.08
CENTRAL BUDGETS	0.00	1.00	1.00
STAFF BUDGETED ESTABLISHMENT	280.00	1,143.98	1,423.98
SECONDED STAFF EXTERNALLY FUNDED	0	3.37	3.37
TOTAL STAFF BUDGETED ESTABLISHMENT	280.00	1,147.35	1,427.35

2011-12 Capital Budgets

Cost Centre	EXPENDITURE	Project Manager	RBO	Project Director	NPA Approved Budget 2011/12 £000'S
	MAJOR WORKS				1,484
F003	Earlham ODB	D Potter	P Wilson	P Wilson	444
F014	Gateway 11 Car Parking	D Potter	P Wilson	P Wilson	40
F895	LTES Contingency	S Mellor	S Mellor	S Mellor	1,000
	MINOR WORKS				0
	VEHICLE REPLACEMENT PROGRAMME				1,422
F200	Vehicle Replacement Programme current Year	M Davy	P Wilson	P Wilson	1,422
F201	Vehicle Replacement Programme Command Platform	M Davy	P Wilson	P Wilson	0
	OPERATIONAL EQUIPMENT				322
F300	Body Armour	A Hutchings	P Wilson	P Wilson	210
F301	TSU Equipment	G Corbet	J Blazeby	J Blazeby	50
F304	ANPR Equipment for new van	M Davy	J Blazeby	J Blazeby	27
F306	Specialist Ops Equipment	TBA	R Scully	R Scully	35
	ICT PROGRAMME				2,947
F500	ICT Cap Replacement Prog - Applications	J Close	J Close	J Close	389
F501	ICT Cap Replacement Prog - Desktop Services	J Close	J Close	J Close	176
F502	ICT Cap Replacement Prog - Communications Services	J Close	J Close	J Close	192
F503	ICT Cap Replacement Prog - Telephony	J Close	J Close	J Close	336
F505	ICT PICS	J Close	P Belson	P Belson	308
F506	Mobile Computing & Working	J Close	J Close	J Close	995
F509	Integrated Command and Control System (ICCS)	M Jode	J Close	J Close	551
	PROJECTS				1,215
F701	Identity Access Mangement	T Brittain	R Curtis	R Curtis	123
F705	Data Quality Tool	J Brittain	R Curtis	R Curtis	0
F706	Duties Management	E Brighton	S Mellor	S Mellor	0
F712	Carbon Management - Voltage Optimiser OCC	TBA	P Wilson	P Wilson	90
F713	I2 Analysis Tool	J Brittain	K Abrahams	S Bailey	302
F899/C900	Collaboration - Invest to save Contingency	S Mellor	S Mellor	S Mellor	600
F899/C901	Information Management Contingency	S Mellor	S Mellor	S Mellor	100
	TOTAL CAPITAL EXPENDITURE				7,390

NB Subject to change, dependent upon levels of carry forward from 2010-11