

Financial Position at the end of March 2022

Report to	Date
Finance Investment Board	26 May 2022
Commissioner's Board	08 June 2022
Fire and Resilience Board	28 June 2022
Audit Committee	14 July 2022

Report classification:

For Decision

The subject matter of this report deals with the following LFB strategic priorities:

Delivering excellence

Report number – [LFC-0000]

For Publication

PART I - NON-CONFIDENTIAL FACTS AND ADVICE TO THE DECISION-MAKER

Executive Summary

This report presents the London Fire Commissioner's (LFC) financial position as at the end of March 2022 and provides information on financial performance against revenue and capital budgets.

Recommended decision(s)

That the London Fire Commissioner:

1. Notes the financial position as at the end of 31 March 2022 (Quarter 4).
2. Agrees the transfer into earmarked reserve of a total of £4,284k as set out from paragraph 35 of this report.
3. Agrees the carry forward of the net capital budget slippage of £2,252k to 2022/23, as detailed from paragraph 37 below.
4. Approves the reserve movements set out at Table 4.

Introduction and background

1. This report presents the outturn revenue and capital expenditure position as at 31 March 2022 (Quarter 4).
2. All departments review their actual income and expenditure on a monthly/quarterly basis and provide an updated outturn and explanation of variances, against all their budgets. These returns then form the basis of reporting to the Commissioner's Board and from there on to the Greater London Authority.

Background to 2021/22 Budget

3. The 2021/22 budget was approved by the London Fire Commissioner (LFC) on 24 March 2021 (LFC-0505x) with a net revenue budget of £405.4m, being made up of net expenditure of £363.8m with £8.3m funding from earmarked reserves and £33.3m funding from specific grants.
4. This report sets out a summary position on both the revenue and capital budgets, and then provides more detailed explanations of variances.

Mayor's Final Draft Budget for 2022/23

5. The Mayor of London published his Budget Guidance for 2022/23 on 30 July 2021, which set out provisional funding levels for the LFC over a three year period. The LFC then provided a Budget Submission to the Mayor addressing the requirements set out in the Guidance by the deadline of 26 November 2021.
6. The Mayor's final draft budget was then approved without amendment by the London Assembly on 24 February 2022 which included increases to LFC funding allocations over that three year of £47.4m from 2021/22 levels to 2024/25, with funding of £421.8m in 2022/23.

Revenue

7. The forecast revenue outturn position at the end of March 2022 is for an underspend of £3,872k, which is (0.9%) of the net revenue budget. The forecast underspend at Quarter 3 of £1,551k has increased by £2,321k since last reported at the end of December (LFC- 0703). The main reasons for this movement are explained below.
8. The Board is asked to note that the LFC insurer has recently made additional payments to fulfil its obligations under Combined Liability covers related to the Grenfell Tower Inquiry and a payment in advance has been applied as part of year end closing to meet the expected costs in 2021/22 and 2022/23, as well as future years. As a result, these additional payments will not impact the overall financial position for 2021/22.
9. The movement in outturn variance set out in paragraph 7 above is due to the following:
 - £3,306k due to a reduction in overall spend on Mechanical, Electrical and Plumbing planned works for building maintenance, including works not sufficiently progressed to be accounted for in 2021/22.
 - £1,281k due to a reduction in spend on professional services mainly due to the delay in the procurement of the finance and purchasing system that will now be delivered from 2022/23.
 - £1,378k over recovery on Metropolitan Fire Brigade (MFB) Act 1865 income from insurers, that reflects additional sums identified and invoiced at the end of the financial year.

- £1,070k saving on rent, reflecting the success in negotiating the rent renewal for Union Street, which was at a lower rate than previously forecast.
- £1,038k previously reported additional expenditure on operational equipment now to be incurred in the coming financial year relating to one-off equipment costs to support the Maurading Terrorist Attack (MTA) project. This is proposed to be earmarked in the reserve for 2022/23 financial year.

The above underspends are offset by other movements in the outturn due to the following items:

- £1,965k on customer and client receipts due to Grenfell related legal costs not covered by the insurer, although this is an ongoing process to match insurance payments to costs incurred. The outturn position reflects the actual income received from insurers to meet spend on professional services.
- £1,356k on operational budgets mainly due to the assumption of leavers due to Immediate Detriment at year end now being substantially revised down, given the ongoing discussion with the Home Office with regards to the implementation of the pension remedy.
- 1,308k on professional development due to Covid related spend and for the development of training courses that were incurred in the year.
- £1,006k on other staff mainly due to Control staff overtime (£684k) - additional funding of £192k was agreed as part of the 2022/23 budget report for Control, to enable an increase in the number of hours worked for Control staff. This will reduce the risk of any overspends on overtime in future financial years. There is also a reduction in the previously reported forecast underspend on FRS staff (£323k) following progress made in filling vacancies during the last quarter of the year.

10. The key variances are explained in more detail from paragraph 12 below.

Tables and Appendices to this report

11. A number of appendices provide additional detail on the financial position, as follows:

- Table 1 provides a summary of the financial position for the revenue budget.
- Table 2 provides a summary of the original budget compared to revised budget and movements.
- Table 3 provides the latest position on reserves.
- Table 4 provides the forecast movement on reserves
- Table 5 provides the summary capital expenditure position
- Appendix 1 provides additional detail on the forecast outturn financial position for the revenue budget.
- Appendix 2 contains the financial position for the capital budget.
- Appendix 3 presents the risks to the capital position that have not been quantified.
- Appendix 4 provides an analysis of outstanding debt relating to charges for Shut in Lift attendances.
- Appendix 5 meets the requirement to disclose all budget virements within the quarter under the LFC Scheme of Governance.

Table 1 - Summary Financial Position

	Full Year Revised Budget	Outturn at 31 March 2022	Outturn Variance (under)/Over	Forecast Outturn Variance at 31 December 2021	Movement between variance figures
	£000s	£000s	£000s	£000s	£000s
Operational staff	270,883	283,096	12,213	10,852	1,360
Other staff	66,613	63,690	(2,923)	(3,929)	1,006
Employee related	23,976	26,131	2,154	(161)	2,315
Pensions	21,644	20,659	(985)	(303)	(682)
Premises	44,903	42,029	(2,874)	1,140	(4,014)
Transport	17,550	17,253	(297)	(703)	406
Supplies and services	31,409	32,065	656	5,725	(5,069)
Third party payments	1,364	2,068	705	399	306
Capital financing costs	8,953	9,810	857	0	857
Central contingency against inflation	1,880	713	(1,167)	(1,294)	127
Total revenue expenditure	489,175	497,513	8,338	11,726	(3,388)
Other income	(43,041)	(54,005)	(10,963)	(11,545)	582
Net revenue expenditure	446,133	443,508	(2,625)	181	(2,806)
Use of General Reserves	1,107	1,107	0	0	(0)
Use of earmarked reserves	(5,352)	(5,352)	0	(1,684)	1,684
Financing Requirement	441,888	439,263	(2,625)	(1,503)	(1,122)
Financed by:					
Specific grants	(36,485)	(37,732)	(1,247)	(48)	(1,199)
GLA funding	(405,400)	(405,400)	(0)	0	(0)
Net Financial Position	3	(3,869)	(3,872)	(1,551)	(2,321)

Table 2 - Summary of Original and Revised Budgets

	Original budget	Full Year Revised Budget	Movement between variance figures	Comments
	£000s	£000s	£000s	
Operational staff	275,344	270,883	(4,461)	Allocations to reflect actual staffing position
Other staff	63,188	66,613	3,425	Allocations to reflect actual staffing position
Employee related	24,508	23,976	(532)	
Pensions	21,644	21,644	(0)	
Premises	44,807	44,903	96	
Transport	17,640	17,550	(90)	
Supplies and services	31,557	31,409	(148)	
Third party payments	1,402	1,364	(38)	
Capital financing costs	8,454	8,953	500	
Central contingency against inflation	2,227	1,880	(347)	
Total revenue expenditure	490,771	489,175	(1,596)	
Other income	(41,210)	(43,041)	(1,831)	Additional MFB Act income
Net revenue expenditure	449,561	446,133	(3,427)	
Use of General Reserves	0	1,107	1,107	Includes unused reserves now moved back to general reserve.
Use of earmarked reserves	(10,234)	(5,352)	4,882	Includes budget raised for additional fire safety protection and covid grant, unused reserve applied back offset by reserve not applied in planned use of reserve.
Financing Requirement	439,327	441,888	2,562	
Financed by:				
Specific grants	(33,927)	(36,485)	(2,558)	Includes budgets raised for Covid grant and fire safety protection grant income now held in the earmarked reserve to cover costs expected in the coming year.
GLA funding	(405,400)	(405,400)	0	
Net Financial Position	0	0	0	

Reasons for the Revenue Position

Staff

Operational Staff

12. Operational staff budgets overspent by £11,397k, although over half of this (£6,439k) is offset by cost recovery income. This is an increase of £1,356k since reported at the end of December, because the average number of vacancies for the financial year is now at 153 compared to a previous forecast of 176, due to actual leaver numbers being below that forecast based on previous assumptions regarding the likely impact of Immediate Detriment relating to the pensions remedy.
13. As previously reported, the above overspend includes additional costs on operational overtime for Ambulance Driver Assist (ADA) to the London Ambulance Service (LAS) as part of the Covid-19 response. Cost recovery from the LAS offsets the impact of the spend on overtime (£3,670k) and allowances (£2,769k) related to ADA support.
14. There is an overspend of £816k on firefighter trainees due to 25 firefighter trainees expected to be in place by the end of this financial year, following the re-starting of operational recruitment and due to training courses deferred because of Covid-19, as well as an increase in the number of candidates being re-coursed to meet additional trainee support requirements.

Pre-Arranged Overtime (PAO)

15. There is an overspend of £4,958k (1.8% of the operational staffing budget) on PAO, after accounting for cost recovery from the LAS. As has been reported throughout the year the operational staff position includes the impact of an overspend on PAO, which was reported at £4,414k in Quarter 3 (LFC-0703), again after LAS cost recovery. The outturn PAO position reflects the impact on available staffing of a range of issues including vacancies, sickness and in particular staff self isolating.

FRS and Control Staff

16. FRS staff budgets underspent by £3,519k (5.8% of the FRS staff budget), a decrease of £322k since last reported at the end of December (LFC-0703) following progress made in filling vacancies during the last quarter of the year.
17. The underspend of £3,519k is after the impact of an increased vacancy margin of £2.3m for the year. There have been particular challenges in recruiting and retaining professional staff in Corporate Services, and Fire Safety Inspecting Officers where the financial impact is most significant with staff costs here underspent by £3,453k. At the end of March, there were 144 FRS vacancies across all departments, and with 113 agency staff to help mitigate the impact of this.
18. Control staff budgets overspent by £596k mainly due to overtime. Additional funding of £192k was agreed as part of the 2022/23 budget report for Control, to enable an increase in the number of hours worked for Control staff. This will reduce the risk of any overspends on overtime in future financial years

Employee related

19. Employee related budgets overspent by £2,154k mainly on professional development (£1,340k) due to Covid related spend and for the development of training courses that were incurred in the year, and on compensation (£1,241k) due to personal injury claims and contribution towards costs and damages. An earmarked reserve of £1,000k was established to meet the compensation

costs, this will now be contained within the authority wide underspend to allow this reserve to be maintained at its previous level to meet any additional spend on costs in future years.

Firefighter Pensions

20. The Firefighter pensions budget includes expenditure on injury pensions, ill health top ups and sanction charges. There is an outturn underspend of £985k on injury pensions with a reduction in overall injury pensioner numbers as well as following medical reviews, offset by a £72k increase in pension sanction charges due to higher numbers of operational staff leavers commuting their pension lump sum above the HMRC limits.

Premises

21. There is an outturn underspend of £2,874k on Premises budgets, a movement of £4,014k since last reported at the end of December, mainly on building maintenance (£3,306k) due to a reduction in overall spend on Mechanical, Electrical and Plumbing planned works for building maintenance, in particular with works sufficiently progressed to be accounted for in the 2021/22 financial year. There is also a £1,070k reduced impact on rent, reflecting the success in negotiating the rent renewal for Union Street, which was at a lower rate than previously forecast. This is offset by £687k on other property services mainly due to an adjustment required for the accumulated disposal costs associated with 8 Albert Embankment, following the withdrawal of the planning consent. In accordance with the required accounting treatment disposal costs will result in a revenue spend until the capital receipt is received, when disposal costs can be offset against it.

Transport

22. As previously reported at the end of June (LFC – 0564), there is a forecast underspend on running costs of £1,198k, with reduced use of appliances for home safety visits due to the Covid-19 pandemic (£337k) and an underspend on vehicle insurance claims (£880k), following the successful procurement process to identify alternative options for fleet and liability covers with the new insurer having different arrangements in place to fund the self-insured elements of claims which has resulted in a one-off reduction in spend. This is offset by £644k additional expenditure on vehicle passthroughs due to accident repairs, including to a pumping appliance, and increased levels of unfair wear and tear during the year.

Supplies and Services

23. There is an overspend of £656k on Supplies and Services, a reduction of £5,069k since last reported at the end of December. This is partly due to Communications, Hardware and Software (£1,328k) with a revised position on the overspend following the tender of telephony services, with the requirement to have two services running concurrently to support successful implementation no longer required, and with other costs now been contained within available budgets. There is also £1,281k on professional services mainly due to the delay in the procurement of the finance and purchasing system that will now be delivered from 2022/23, as well as £1,038k on previously reported additional expenditure on operational equipment now expected to be incurred in the coming financial year relating to one-off equipment costs to support the Maurading Terrorist Attack (MTA) project, with this proposed to be earmarked in the reserve for 2022/23 financial year.
24. As previously reported at the end of September (LFC-0610), the rest of the overspend is mainly due to Professional Services on Grenfell Tower Investigation legal costs of £2,565k.

Third party payments

25. There is an overspend of £705k on Third Party Payments mainly due to other local authorities payment from the Central Programme Office (CPO) that is offset by grant income.

Capital Financing costs

26. There is an overspend of £857k on Capital Financing Costs including External Interest and Debt Repayment.

Income

27. Income has over recovered by £10,963k a decrease of £582k since last reported at the end of December (LFC – 0703) with the movement due to Grenfell related legal costs not covered by the insurer (£1,965k) although discussions are ongoing on insurance costs and the recovery of these. This is offset by £1,378k over recovery on Metropolitan Fire Brigade (MFB) Act 1865 income from insurers that reflects additional sums identified and invoiced at the end of the financial year.
28. The rest of the over recovery relates to previously reported Metropolitan Fire Brigade (MFB) Act 1865, income from insurers with increases in insurance cover as well as additional insurers increasing the levy of payments due to the LFC, and cost recovery from the LAS to offset the impact of the additional overtime and allowances related to ADA support during the pandemic.

Position on Reserves

29. The table below sets out the position on the financial reserves, resulting from the financial position reported above. The balance on the general reserve, following the forecast outturn underspend position, is £20,428k, and this is £4,813k above the minimum general reserve position of 3.5% of the net revenue expenditure.
30. The report also proposes the the transfer into earmarked reserve of a total of £4,284k from the general as set out from paragraph 35 below. This leaves the balance of £529k above the minimum general reserve position.

31. Table 3 below sets out the position on the financial reserves.

Table 3 Position on Reserves

Reserve Description	Opening Balance at 01/04/21 £000s	Planned Use of Reserve £000s	Further Movement in Year	Closing Balance at 31/03/22 £000s
Additional Resilience Requirements	524		(524)	0
Capital Expenditure Reserve	11,745			11,745
Central Programme Office	829	(373)	(128)	328
In Year Savings Reserve	5,000		(1,400)	3,600
Compensation	1,000			1,000
Emergency Services Mobile Communication Programme	1,081	(654)	586	1,013
Pensions Earmarked Reserve	425		420	845
Covid	1,968		1,123	3,092
Emergency Medical Response	294			294
Fire Safety and Youth Engagement	4,939	(193)	1,866	6,612
Transformation Reserve	6,278	(2,590)	(407)	3,281
Grenfell Infrastructure Reserve	1,210	(43)	(419)	749
Hydrants	462	(120)	(96)	247
ICT Development Reserve	2,283	(541)	(156)	1,586
LFC Control Centre	729			729
LFB Museum Project	372	(87)	(88)	197
London Resilience	771			771
Community Risk Management Plan	2,716	(486)	414	2,644
Organisational Reviews	239	(89)	0	150
Recruitment/ Outreach	250		(250)	0
Sustainability	235		(56)	179
Vehicle & Equipment Reserve	2,585	(233)	55	2,407
Budget Flexibility	31,417	(4,884)	4,000	30,532
General	15,449		4,979	20,428
Total	92,801	(10,293)	9,920	92,428

32. The main use on reserves as set out in Table 3 above includes the £2,997k draw from transformation reserve to meet expenditure on the transformation delivery plan, £1,400k draw from the In-Year Savings reserve to reflect the profile of the £5m funding reduction from the Mayor in 2020/21 that is being applied over three years, and the £462k draw on the Grenfell Infrastructure Reserve to meet the costs of projects including the implementation of new improved radio repeaters, gas detection monitors and funding to support costs for training for Evacuation & Rescue policy.
33. As previously reported at the end of June (LFC-0564), following a review of the Central Programme Office (CPO) earmarked reserve a balance of £501k has been moved into the general reserve to reflect the reconciled funding received for the CPO. A further unused earmarked reserve balances relating to Outreach of £450k and Rescue and ISAR Policy of £156k have been moved into the general reserve as part of the year end closing review of reserves.
34. A total of £3,387k has been transferred into earmarked reserves including £1,867k additional fire safety protection grant income to be applied to costs in future years, £1,100k relating to additional Covid grant, and £420k additional funding for costs of the pensions remedy now held in the earmarked reserve and expected to support the implementation of the pensions remedy in the coming financial year.
35. This report includes the draw on reserves of a total of £4,284k, including £1,100k on operational equipment now expected be incurred in the coming financial year relating to one-off equipment costs to support the Maurading Terrorist Attack (MTA) project; £1,000k due to forecast additional costs on Immediate Detriment for work required on the Firefighter Pensions remedy; £600k for the procurement of finance and Payroll system that will now be delivered in 2022/23; Grenfell reserve £430k to conclude Grenfell SAI work, Fire fighter study and GTI Module 8 support; £302k legal costs of RPE Challenge/Re-Procurement and ICT; £300k to fund the establishment of staff project costs expected to deliver during the coming financial year; £350k for the leadership reserve and other miscellaneous items totalling £202k relating to deferred one-off items of spend.
36. The movement on reserves from 2020/21 was included as part of the Budget Report 2021/22, and the movements set out in Table 4 below are compared to the original forecast. This shows the anticipated balance on reserves at 31 March 2021 presented in the March Budget, and the revised forecast balance included in this report.

Table 4 Forecast Movement on Reserves

Reserve Description	Balance March 2021 £000s	Balance March 2022 £000s	Movement £000	Comments
Additional Resilience Requirements	524	0	(524)	
Capital Expenditure Reserve	11,745	11,745	0	
Central Programme Office (CPO)	829	328	(501)	Moved into the general reserve to reflect the reconciled funding received for the CPO.

Reserve Description	Balance March 2021 £000s	Balance March 2022 £000s	Movement £000	Comments
In Year Savings Reserve	5,000	3,600	(1,400)	Draw from the In-Year Savings reserve to reflect the profile of the £5m funding reduction from the Mayor in 2020/21 that is being applied over three years.
Compensation	1,000	1,000	0	No draw on compensation reserve to meet overspend on personal injury claims and contribution towards costs and damages, allowing this reserve to be maintained at its previous level to meet any additional spend on costs in future years.
Emergency Services Mobile Communication Programme (ESMCP)	1,081	1,013	(68)	Draw to meet costs of software bespoke including staff cost.
Pensions Earmarked Reserve	425	845	420	Additional pensions grant income to meet pensions remedy costs.
Covid	1,968	3,092	1,123	Additional Covid grant income at the end of the financial year.
Emergency Medical Response	294	294	0	
Fire Safety and Youth Engagement	4,939	6,612	1,673	Includes budgets raised to move additional grants into earmarked reserve offset by draw to meet other staff costs
Transformation Reserve	6,278	3,281	(2,997)	Draw to meet various spend on transformation delivery plan as these are approved through Brigade Portfolio Board.
Grenfell Infrastructure Reserve	1,210	749	(462)	Draw to meet the costs of projects as these are approved through Brigade Portfolio Board
Hydrants	462	247	(216)	Due to increase in the number of hydrant repair jobs being completed by the water supply companies.

Reserve Description	Balance March 2021 £000s	Balance March 2022 £000s	Movement £000	Comments
ICT Development Reserve	2,283	1,586	(697)	Draw to meet finance system upgrade and that is now proposed to be moved back into earmarked reserve due to underspend arising from project delay.
LFC Control Centre	729	729	0	
LFB Museum Project	372	197	(175)	To meet spend on museum project mainly on professional service for Fundraising Sponsorship and Retail.
London Resilience	771	771	0	
London Safety Plan (LSP) Initiatives	2,716	2,644	(72)	Planned draw to meet LSP spend.
Organisational Reviews	239	150	(89)	Planned draw to meet Building Support Programme
Recruitment/ Outreach	250	0	(250)	
Sustainability	235	179	(56)	
Vehicle & Equipment Reserve	2,585	2,407	(178)	Planned draw to meet spend for the Ultra Low Emmission Zone (ULEZ)project
Budget Flexibility	31,417	30,532	(884)	Planned draw to meet 2021/22 budget gap
General	15,449	20,428	4,979	Forecast underspend and transfer into general reserve
Total	92,801	92,428	(373)	

Capital

37. The original budget for the 2021/22 capital programme was £58,637k, as per the Capital Strategy approved as part of the 2021/22 Budget report (LFC-0505x). The budget was increased to £60,563k following the capital outturn position for 2020/21 reported in the Financial Outturn Position report (LFC- 0596), with £1,926k carried forward to 2021/22 from 2020/21.
38. The capital outturn for 2021/22 is £17,066k. This is (£43,497k) less than the revised budget position including ICT (£3,709k), Property (£16,834k), Fleet (£14,714k), Communications (£40k) and Operational Policy (£8,200k). A detailed breakdown is provided in Appendix 2 and key variances are explained in more detail below.
39. The capital outturn of £17,066k is £2,252k less than the Q3 reported position (£19,318k) (LFC-0703). A detailed breakdown is provided in Appendix 2 and key variances are explained in more detail below.

40. The capital receipts applied to capital expenditure in 2021/2022 totals £16,400k, including the sale of Clerkenwell Fire Station (£16,000k).

41. The capital outturn for 2021/22 is £17,066k, which is a reduction of £2,252k reported in the Q3 position (£19,318k) (LFC-0703). The main changes in the programme are outlined below:

• Budget slippage in future years	(£2,480k)
• Other changes	£228k
Total	(£2,252k)

Budget Slippage

42. The most significant capital variances are outlined below.

Fleet

43. As previously reported at the end of September (LFC-0610) the spend in Fleet continues to be closely monitored and the ongoing challenges due to global supplier delays in vehicle parts, relating to the pandemic and additional border controls.

44. The slippage in Fleet of £1,489k is largely due to ongoing challenges mentioned in previous reports that continue to impact global supplier delays in vehicle parts, relating to the pandemic and additional border controls. Specialist Heavy Vehicles account for £846k of the movement from Quarter 3 as well as Operational Equipment for £121k, Aerials £65k and the Fireboat project for £457k.

Property

45. The variance in the Property outturn relates to the Biggin Hill Extension of £244k due to a delay in the commencement of construction works which started in March 2022. Lift refurbishment works have also been delayed due to a shortage in steel work which is essential to strengthening the lifts, causing £255k to slip into 2022/23.

46. Among other projects property were also able to complete works at Hornsey Fire Station in Q4 with various savings, totalling £65k, which included on provision for temporary heating and mechanical systems which were not required.

47. Other changes relate to budget being brought forward for Privacy for all (£180k) to cover additional works at Holloway, Northolt and Kensington Fire Stations.

ICT

48. The slippage of £343k in ICT consists of £211k for audio visual equipment because of a three month lead time due to computer chip shortages, and £132k for CAMS project system hardware & installation which has now been scheduled for the first quarter in 2022/23 due to the availability of engineers.

Operational Policy

49. Slippage of £149k for Radio Repeaters as delivery has been delayed into 2022/23 in order to have the appropriate staff available to provide training.

50. Table 5 below sets out the summary capital expenditure position.

Table 5 – Summary Capital Expenditure Position

	Full Year Budget	Forecast Outturn	Outturn Variance
	£000s	£000s	£000s
ICT	5,017	1,308	(3,709)
Property	24,870	8,036	(16,834)
Communications	40	0	(40)
Fleet and Equipment	22,436	7,722	(14,714)
Operational Policy	8,200	0	(8,200)
Total Capital Expenditure	60,563	17,066	(43,497)

Debtors

51. An analysis of debtors relating to Shut in Lift is provided in Appendix 5. This includes a chart that shows the level of Shut in Lift debts. The total number of Shut in Lift debts had been falling gradually, with the overall balance reduced from £300k at the end of September 2015 to £98k at the end of June 2019. As at the end of March 2022, the total outstanding debt on Shut in Lift is £157k due to the increasing level of charges raised and the challenges in recovery debts during the pandemic.

Finance comments

1. This report is presented by the Assistant Director, Finance and there are no further comments.

Workforce comments

2. No staff-side consultations have been undertaken on this report.

Legal comments

3. This report is submitted in accordance with Part 6 (Financial Regulations) of the London Fire Commissioner's Scheme of Governance that sets out detailed rules covering financial planning, monitoring, control, systems and procedures and insurance.
4. Specifically, this report fulfils the obligations of section 8 (f) of the Financial Regulations which stipulates, inter alia, that following consultation with the relevant Heads of Service, budget monitoring reports will be presented to the relevant Board regularly
5. This report is a financial performance update. It also seeks approval from the London Fire Commissioner to transfer into earmarked reserve of a total of £4,284k as set out from paragraph 35 of this report and approve the reserve movements set out at Table 4.
6. The London Fire Commissioner's Scheme of Governance reserves the following decisions to the London Fire Commissioner personally:
 - Approve the budget.
 - To agree all matters that have a significant impact on the organisation or service delivery, as determined by a Director
7. Consequently the decisions in this report fall to the London Fire Commissioner to make.

Sustainability implications

8. There are no direct sustainable implications arising from this report.

Equalities implications

9. The London Fire Commissioner and decision takers are required to have due regard to the Public Sector Equality Duty (s149 of the Equality Act 2010) when exercising our functions and taking decisions.
10. It is important to note that consideration of the Public Sector Equality Duty is not a one-off task. The duty must be fulfilled before taking a decision, at the time of taking a decision, and after the decision has been taken.
11. The protected characteristics are: Age, Disability, Gender reassignment, Pregnancy and maternity, Marriage and civil partnership (but only in respect of the requirements to have due regard to the need to eliminate discrimination), Race (ethnic or national origins, colour or nationality), Religion or belief (including lack of belief), Sex, and Sexual orientation.
12. The Public Sector Equality Duty requires us, in the exercise of all LFC functions (i.e. everything the LFC does), to have due regard to the need to:
 - a) Eliminate discrimination, harassment and victimisation and other prohibited conduct.
 - b) Advance equality of opportunity between people who share a relevant protected characteristic and persons who do not share it.
 - c) Foster good relations between people who share a relevant protected characteristic and persons who do not share it.
13. Having due regard to the need to advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it involves having due regard, in particular, to the need to:
 - a) remove or minimise disadvantages suffered by persons who share a relevant protected characteristic where those disadvantages are connected to that characteristic;
 - b) take steps to meet the needs of persons who share a relevant protected characteristic that are different from the needs of persons who do not share it;
 - c) encourage persons who share a relevant protected characteristic to participate in public life or in any other activity in which participation by such persons is disproportionately low.
14. The steps involved in meeting the needs of disabled persons that are different from the needs of persons who are not disabled include, in particular, steps to take account of disabled persons' disabilities.
15. Having due regard to the need to foster good relations between persons who share a relevant protected characteristic and persons who do not share it involves having due regard, in particular, to the need to—
 1. (a) tackle prejudice, and
 2. (b) promote understanding.
16. Consultation with the Inclusion Team has taken place with regard to this financial position. The outcomes have been considered when coming to the conclusions in this report. There are no

direct equality impacts arising from this statement of financial position, however an equality impact assessment was undertaken on the 2021/22 budget proposals.

List of Appendices

Appendix	Title	Open or confidential
1.	Detailed Q2 Forecast Outturn	Open
2.	Capital Programme 2021/22	Open
3.	Risks to the capital position	Open
4.	Outstanding LIFT debtors	Open
5.	Scheme of Governance – Budget Virements	Open

Part 2 Confidentiality: Only the facts or advice considered to be exempt from disclosure under the FOI Act should be in the separate Part 2 form, together with the legal rationale for non-publication.

Is there a part 2 form – YES/NO

ORIGINATING OFFICER DECLARATION:

Drafting officer to confirm the following (✓)

Drafting officer

David O'Sullivan has drafted this report and confirms the following:

Assistant Director/Head of Service

Adrian Bloomfield has reviewed the documentation and is satisfied for it to be referred to Board for consideration.

Advice

The Finance and Legal teams have commented on this proposal;

Thomas Davies Legal Advisor, on behalf of General Counsel (Head of Law and Monitoring Officer)

Adrian Bloomfield Financial Advisor, on behalf of the Chief Finance Officer

Appendix 1 Detailed Q2 Forecast Outturn

	Full Year Revised Budget	Outturn at 31 March 2022	Outturn Variance (under)/Over		Forecast Outturn at 31 December 2021	Movement between previous and outturn variance
	£	£	£		£	£
Operational Staff	270,883,178	282,279,795	11,396,617	4.2%	10,041,054	1,355,562
Trainee Firefighters	0	815,985	815,985	0.0%	811,169	4,816
Total Operational Staff	270,883,178	283,095,780	12,212,602	4.5%	10,852,223	1,360,379
FRS Staff	61,135,306	57,616,393	(3,518,912)	(5.8%)	(3,841,167)	322,255
Control Staff	5,477,541	6,073,440	595,900	10.9%	(88,138)	684,037
Total Other Staff	66,612,846	63,689,834	(2,923,013)	(4.4%)	(3,929,305)	1,006,293
Other Pension Payments	820,000	894,681	74,681	9.1%	80,000	(5,319)
Severance	0	56,998	56,998	0.0%	0	56,998
Professional Development	19,107,127	20,146,929	1,039,802	5.4%	(268,538)	1,308,340
Recruitment	121,159	56,544	(64,615)	(53.3%)	(22,148)	(42,467)
Employee Related Insurance	895,009	838,916	(56,093)	(6.3%)	120,991	(177,084)
Compensation	1,000,700	2,241,848	1,241,148	124.0%	0	1,241,148
Medical and Welfare Expenses	2,032,211	1,894,747	(137,464)	(6.8%)	(71,272)	(66,192)
Total Employee Related	23,976,206	26,130,663	2,154,458	9.0%	(160,967)	2,315,424
Firefighter Pension Scheme	21,643,761	20,658,607	(985,154)	(4.6%)	(303,125)	(682,029)
Building Maintenance	11,305,784	8,714,978	(2,590,806)	(22.9%)	714,786	(3,305,592)
Grounds Maintenance	0	0	0	0.0%	0	0
Premises Security	76,000	82,897	6,897	9.1%	0	6,897
Energy Costs	2,537,332	2,362,171	(175,161)	(6.9%)	0	(175,161)
Rents	8,709,856	8,953,698	243,842	2.8%	1,314,070	(1,070,228)
Property PFI Contract	5,727,495	6,195,926	468,431	8.2%	0	468,431
Property Rates	8,658,610	7,802,087	(856,522)	(9.9%)	(779,275)	(77,247)
Water & Sewerage Rates	293,072	273,208	(19,863)	(6.8%)	0	(19,863)
Fixtures & Fittings	87,969	103,096	15,127	17.2%	10,000	5,127
Cleaning and Domestic Supplies	2,546,600	1,843,390	(703,210)	(27.6%)	0	(703,210)

	Full Year Revised Budget	Outturn at 31 March 2022	Outturn Variance (under)/Over		Forecast Outturn at 31 December 2021	Movement between previous and outturn variance
	£	£	£		£	£
Premises Insurance	341,277	390,855	49,578	14.5%	10,000	39,578
Other Property Services	4,618,960	5,306,306	687,347	14.9%	(129,426)	816,773
Total Premises	44,902,954	42,028,614	(2,874,340)	(6.4%)	1,140,155	(4,014,495)
Running Costs	2,914,186	1,716,041	(1,198,145)	(41.1%)	(1,338,262)	140,117
Vehicle and Equipment Contract	11,921,269	11,941,780	20,511	0.2%	39,492	(18,981)
Vehicle Passthroughs	538,498	1,182,190	643,693	119.5%	491,902	151,791
Maintenance and Repairs	118,828	757	(118,071)	(99.4%)	0	(118,071)
Contract Hire & Operating Leases	1,284,449	1,189,673	(94,776)	(7.4%)	(26,682)	(68,094)
Travel	772,921	1,222,690	449,769	58.2%	130,375	319,394
Total Transport	17,550,151	17,253,133	(297,019)	(1.7%)	(703,175)	406,156
Hydrants	649,354	639,555	(9,799)	(1.5%)	151,904	(161,703)
Operational Equipment	2,182,804	1,331,576	(851,227)	(39.0%)	852,977	(1,704,204)
Smoke Alarms	560,000	192,038	(367,962)	(65.7%)	(40,000)	(327,962)
Equipment Furniture and Materials	354,435	296,003	(58,432)	(16.5%)	23,135	(81,567)
Lost & NFWT Operational Equipment	128,158	264,785	136,627	106.6%	121,842	14,785
Catering	285,842	75,452	(210,390)	(73.6%)	(68,386)	(142,005)
Clothing & Laundry	3,324,273	3,261,677	(62,596)	(1.9%)	91,325	(153,921)
General Office Expenses	598,722	497,665	(101,057)	(16.9%)	23,795	(124,853)
Professional Services	10,371,861	12,844,450	2,472,588	23.8%	3,753,147	(1,280,559)
Postal Services	61,055	40,549	(20,506)	(33.6%)	(10,077)	(10,429)
Communications	4,450,462	4,306,092	(144,369)	(3.2%)	444,164	(588,533)
Hardware and Software	6,968,554	6,569,574	(398,980)	(5.7%)	341,244	(740,225)
Staff Reimbursements	242,470	320,106	77,635	32.0%	(13,776)	91,411
Grants and Subscriptions	270,616	265,941	(4,675)	(1.7%)	(818)	(3,857)
Other Insurance	747,199	888,307	141,108	18.9%	3,801	137,307
Advertising	167,631	216,165	48,534	29.0%	14,774	33,760
Other Supplies and Services	45,170	54,970	9,800	21.7%	36,041	(26,241)
Total Supplies and Services	31,408,607	32,064,906	656,299	2.1%	5,725,094	(5,068,795)

	Full Year Revised Budget	Outturn at 31 March 2022	Outturn Variance (under)/Over		Forecast Outturn at 31 December 2021	Movement between previous and outturn variance
	£	£	£		£	£
Other Agencies	274,939	373,554	98,615	35.9%	259,439	(160,825)
Other Local Authorities	952,978	1,546,975	593,998	62.3%	149,871	444,127
Audit & Bank Charges	135,800	147,876	12,076	8.9%	(10,250)	22,326
Total Third Party Payments	1,363,717	2,068,406	704,689	51.7%	399,060	305,629
Debt Repayment	6,976,000	7,249,710	273,710	3.9%	0	273,710
External Interest	1,977,000	2,559,899	582,899	29.5%	0	582,899
Total Capital Financing Costs	8,953,000	9,809,610	856,610	9.6%	0	856,610
Budget for Non Staff Inflation	(1)	0	1	(100.0%)	0	1
Central Contingency	674,930	713,000	38,070	5.6%	120,656	(82,586)
Savings to Be Achieved	935,939	0	(935,939)	(100.0%)	(1,213,649)	277,709
Savings done by DA	269,319	0	(269,319)	(100.0%)	(200,800)	(68,519)
Contingency	1,880,188	713,000	(1,167,188)	(62.1%)	(1,293,792)	126,604
Total revenue expenditure	489,174,608	497,512,552	8,337,945	1.7%	11,726,168	(3,388,224)
MFB Act Income	(32,123,319)	(35,659,994)	(3,536,676)	11.0%	(2,158,419)	(1,378,256)
Customer and Client Receipts	(10,318,085)	(17,740,089)	(7,422,004)	71.9%	(9,387,076)	1,965,072
Interest Receivable	(600,000)	(604,499)	(4,499)	0.7%	0	(4,499)
Bad Debts	0	1	1	0.0%	0	1
Total Other Income	(43,041,404)	(54,004,582)	(10,963,178)	25.5%	(11,545,495)	582,317
Net revenue expenditure	446,133,204	443,507,971	(2,625,233)	(0.6%)	180,673	(2,805,907)
Use of General Reserves	1,107,130	1,107,130	0	0.0%	0	(0)
Use of Earmarked Reserves	(5,352,197)	(5,352,197)	0	0.0%	(1,683,845)	1,683,845
Financing Requirement	441,888,136	439,262,903	(2,625,233)	(0.6%)	(1,503,172)	(1,122,062)

	Full Year Revised Budget	Outturn at 31 March 2022	Outturn Variance (under)/Over		Forecast Outturn at 31 December 2021	Movement between previous and outturn variance
	£	£	£		£	£
Financed by:						
Specific grants	(36,485,071)	(37,731,915)	(1,246,844)	3.4%	(47,923)	(1,198,921)
GLA Grant	(405,400,000)	(405,400,000)	(0)	0.0%	0	(0)
Net Financial Position	3,065	(3,869,012)	(3,872,078)	0.0%	(1,551,095)	(2,320,983)

Appendix 2 Detailed Capital Position

Department	2021/22 Strategy Budget	2021/22 Revised Budget Q1	Movement Outturn to Q1	2021/22 Forecast Q2	2021/22 Forecast Q3	2021/22 Outturn	Movement Q3 to Outturn	Outturn Variance
	£000s	£000s	£000s	£000s	£000s	£000s	£000s	£000s
ICT Projects								
Upgrade Operating System	0	98	98	0	0	0	0	(98)
Control & Mobilisation System (CAMS)	200	200	0	200	200	68	(132)	(132)
Audio Equipment for Union St	220	220	0	220	137	0	(137)	(220)
ICT – Virtual Desktop Technology	0	250	250	0	0	0	0	(250)
New ISP	500	500	0	0	0	0	0	(500)
New WAN	500	500	0	0	0	0	0	(500)
Replacement of laptops	348	648	300	648	648	650	2	2
New computer terminals - Thin Client	765	765	0	0	0	0	0	(765)
New audio visual equips for Stations	500	500	0	500	464	390	(74)	(110)
Data transfer system for Joint Emergency Services Interoperability Programme	195	195	0	195	0	0	0	(195)
Farynor Replacement (linked to ICT Home Fire Safety Database Project)	1,141	1,141	0	0	0	0	0	(1,141)
Additional Devices - NEW (Monitors and Docks	0	0	0		200	200	0	200
ICT PROJECTS	4,369	5,017	648	1,763	1,649	1,308	(341)	(3,709)
PROPERTY PROJECTS								
Plumstead Fire Station Redevelopment	2,871	2,892	21	27	40	36	(4)	(2,856)
Heating at various stations	1,887	1,797	(90)	892	921	856	(65)	(941)
Window replacement at various stations	652	870	218	621	628	722	94	(148)
Rewiring of property at various fire stations	30	35	5	7	8	29	21	(6)
Roofing replacements	1,391	1,888	497	1,473	1,474	1,463	(11)	(425)
Minor Improvement Programme	2,639	2,920	281	1,948	1,695	1,765	70	(1,155)

Department	2021/22 Strategy Budget	2021/22 Revised Budget Q1	Movement Outturn to Q1	2021/22 Forecast Q2	2021/22 Forecast Q3	2021/22 Outturn	Movement Q3 to Outturn	Outturn Variance
	£000s	£000s	£000s	£000s	£000s	£000s	£000s	£000s
Appliance Bay Doors (Phase 3)	938	999	61	253	256	267	11	(732)
Brigade wide Survey for Asbestos & Removal	20	20	0	19	19	0	(19)	(20)
West Hampstead Cottages Refurb (FEP2776)	0	0	0	14	14	2	(12)	2
New Training Centre *	7,469	7,349	(120)	0	0	0	0	(7,349)
Operational Support Centre (PEG/BDC Development)	0	0	0	0	0	72	72	72
Lambeth river station (growth bid)	3,043	3,072	29	2,987	190	236	46	(2,836)
Lift Refurbishment Works	1,000	861	(139)	1,193	1,194	939	(255)	78
Chelsea/Clapham FS's – Accommodation improvement	250	641	391	507	507	516	9	(125)
Biggin Hill FS Extension	130	137	7	250	258	14	(244)	(123)
Carbon Strategy Estate Works	881	889	8	989	703	611	(92)	(278)
Gender neutral (Privacy for all) Facilities	500	500	0	500	288	468	180	(32)
Security Improvements at Stns					59	40	(19)	40
PROPERTY PROJECTS	23,701	24,870	1,169	11,680	8,254	8,036	(218)	(16,834)
COMMUNICATIONS								
LFB Museum – Fitout	40	40	0	40	0	0	(40)	(40)
COMMUNICATIONS PROJECTS	40	40	0	40	0	0	(40)	(40)
FLEET & EQUIPMENT PROJECTS								
Pumping Appliances	0	0	0	0	0	0	0	0
Aerial Appliances	3,474	3,579	105	77	160	76	(84)	(3,503)
Specialist Heavy Vehicles Total	12,435	11,683	(752)	8,207	6,142	5,332	(810)	(6,351)
CCTV on Pumping Appliances *	76	32	(44)	91	97	80	(17)	48
ZEPA	0	0	0	0	0	0	0	0

Department	2021/22 Strategy Budget	2021/22 Revised Budget Q1	Movement Outturn to Q1	2021/22 Forecast Q2	2021/22 Forecast Q3	2021/22 Outturn	Movement Q3 to Outturn	Outturn Variance
	£000s	£000s	£000s	£000s	£000s	£000s	£000s	£000s
Light Vehicles and Vans	1,821	1,821	0	1,822	44	44	0	(1,777)
Vehicle Modifications	0	(6)	(6)	0	0	0	0	6
Fire Boats	1,572	2,164	592	1,515	1,518	1,041	(477)	(1,123)
Operational Equipment	2,949	3,163	214	2,363	1,305	1,149	(156)	(2,014)
ULEF Compliant	0		0	0	0	0	0	0
FLEET & EQUIPMENT PROJECTS	22,327	22,436	109	14,075	9,266	7,722	(1,544)	(14,714)
OPERATIONAL POLICY								
Respiratory Protective Equipment	2,300	2,300	0	2,300	0	0	0	(2,300)
Standard duration breathing apparatus sets	5,000	5,000	0	5,000	0	0	0	(5,000)
Fireground Radios	900	900	0	900	149	0	(149)	(900)
OPERATIONAL POLICY PROJECTS	8,200	8,200	0	8,200	149	0	(149)	(8,200)
TOTAL	58,637	60,563	2,503	35,758	19,318	17,066	(2,252)	(43,497)

Appendix 3 – Risks to the Financial Position

1. Risks to Capital Expenditure and Financing

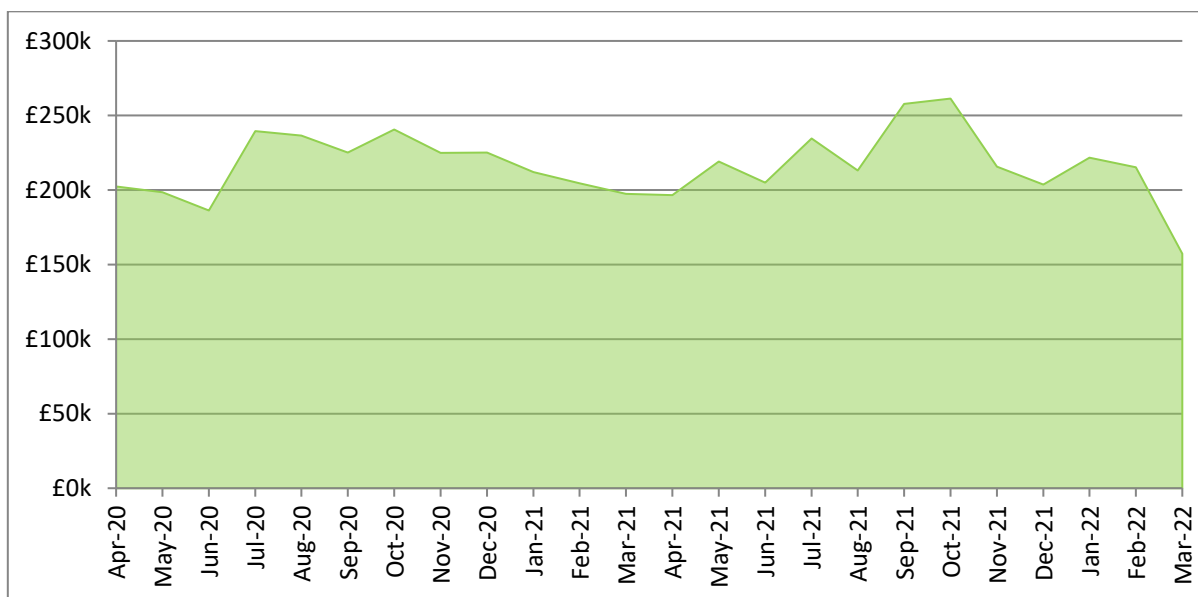
- 1.1. The capital programme is regularly reviewed and the associated risks to the programme are assessed throughout the year. Some risks are generic such as contractor default whilst other risks are specific to individual projects. Mitigating actions are adopted to reduce the risk occurring and to limit the impact of the risk, should it occur.
- 1.2. The capital budget is subject to change during the year. Initial project specification is key as it is important to keep variations to projects to a minimum, as change once a project has been agreed and commenced may result in additional costs. However, even a well-managed project can be subject to **re-phasing or deferral** due to a number of unforeseen issues, such as failure or default on the part of the contractor or exceptionally adverse weather conditions. This can also impact on funding requirements which in turn may have a debt charge (cost of borrowing) revenue impact.
- 1.3. All capital projects will require **third party collaboration** to varying degrees over the project life. The programme depends heavily on external factors and therefore can be subject to variation with the potential for delays in project delivery and revised cash flow requirements. The capital programme is managed on a monthly basis and all changes to the programme are reviewed and substitution projects or re-financing proposals are assessed and agreed.
- 1.4. The debt charges arising from the capital programme have been calculated using the current forecast Public Works Loans Board (PWLB) rates. No allowance has been made in the capital programme for potential future **capital grants or contributions** and the Brigade will bid for available capital resources as and when such opportunities arise.
- 1.5. The 2021/22 capital programme is financed from **capital receipts** from the sale of the former fire station at Clerkenwell and prudential borrowing. The sale of 8 Albert Embankment has been delayed. The level of required borrowing will be dependent on the timing of the capital receipts and the level of actual capital expenditure incurred during the year.
- 1.6. A number of fire stations require major refurbishment/redevelopment which are not currently in the medium term capital programme. Should opportunities arise to relocate these fire stations funding may need to be requested/re-directed from other projects if deemed a priority.
- 1.7. **Replacement vehicles and equipment** - Key risks relate to the contractor sourcing appropriate vehicle build options within a timeframe that meets fleet replacement requirements, and which may in turn impact the LFC's cash flow. The forecast expenditure for 2021/22 and future years is based on the current assessment of the stage payment requirements for the pump replacement and aerial appliance replacement programme, which represents nearly 50% of the forecast Vehicles and Equipment expenditure in that period, and the delivery timings for the balance of the fleet replacement programme.
- 1.8. **Covid 19 and Funding** – The capital programme has been affected by the impact of Covid 19 in terms of delays on site works and equipment and vehicles deliveries. In addition, the impact on revenue funding is also likely to impact on the capital programme due to the lack of available funds to support the revenue costs arising from capital borrowing costs.
- 1.9. **Financial Markets Uncertainty** – This could impact on the interest costs of borrowing required to fund capital expenditure and on the cost of capital goods purchased from outside the UK.
- 1.10. **HGV Driver Shortage** – The global driver shortage is as a result of the impact of Covid 19 on delayed driving assessment renewal, Brexit, fuel shortage and other factors such as pay and drivers retiring. This poses a risk to the capital programme as it causes a delay in the delivery of

materials for Property projects and equipment for Fleet and ICT. If this is to continue then a further risk would be the delivery of Capital Projects in the programme in 2021/22.

- 1.11. The progress of the **Lambeth River Fire Station** project has been impacted by a number of decisions including the planning permission of 8 Albert Embankment, as well as tender returns that are higher than the capital budget, as such this has resulted in the reprofiling of the current scheme. The costs associated with this decision have been identified.
- 1.12. Due to the current procurement process being revised the **Respiratory Protective Equipment** project has been reprofiled to allow sufficient time for re-procurement. There is a risk that there could be increased costs associated with this re-procurement that will impact the capital programme.

Appendix 5: Outstanding Lift Debts

17. An analysis of debtors relating to Shut in Lift is provided in Appendix 5. This includes a chart that shows the level of Shut in Lift debts. The total number of Shut in Lift debts had been falling gradually, with the overall balance reduced from £300k at the end of September 2015 to £98k at the end of June 2019. As at the end of March 2022, the total outstanding debt on Shut in Lift is £157k due to the increasing level of charges raised and challenges in recovering debt during the pandemic.
18. The chart below shows the amount of outstanding LIFT debts, with £157,235 outstanding at the end of March 2022. Although the level of outstanding debt has been increasing due to an increase in the level of charges raised, from the start of 2022 there has been a decreasing trend in outstanding debts due to additional work carried out and a new project designed to tackle debt recovery.



19. The table below shows the top five (worst) outstanding debtors for LIFT income.

Customer Name	Amount Outstanding (£)	No Of Invoices Outstanding
LONDON BOROUGH OF LAMBETH	9,784	24
ONE HOUSING GROUP	6,238	15
NETWORK RAIL	5,359	13
ORBIT SOUTH	5,062	12
PEABODY TRUST	5,024	12
Grand Total	31,467	76

Review of the top five debtors

London Borough of Lambeth

Borough of Lambeth settled seven invoices for a value of £2.9k in January. More invoices have been issued since, causing Lambeth to remain on the debtors list. There was one payment since the last report reducing the overall debt. Area Teams are chasing to receive further payments.

One Housing Group

One Housing Group has several invoices dated over a year ago. Since last report One Housing reduced their debt by £1.7k. Area Teams are in discussion to agree the payment of remaining debt.

Network Rail

Network Rail has re-appeared on the debtors list because of multiple February incidents and a batch of new invoices issued. Area Teams have been advised that payment is expected in due course.

Orbit South

Orbit South has moved onto the debtors list again because of additional incidents which were invoiced in February. Finance team has discussed the issue with the debtor and is expecting the payment in April.

Peabody Trust

Peabody Trust moved down on the debtors list as the result of a large settlement at the end of March which resulted in a significant decrease in the debt from £14k to £5k, and next quarter's report is expected to show a further decrease in debt.

Appendix 5: Financial Regulation 9:

“(b) With the agreement of the Director of Corporate Services, a Head of Service may transfer up to £50,000 from a budget head within that department’s approved budget to a budget head within another department’s approved budget, but if those budget heads are in different Directorates the agreement of the appropriate Director or Commissioner is also required.

(c) With the agreement of the Director of Corporate Services, Directors may transfer up to £150,000 from a budget head within that department’s approved budget to a budget head within another department’s approved budget.

(e) The Director of Corporate Services shall report all transfers under (b) and (c) to the Commissioner as part of the quarterly Financial Position reports.”

Department from	Department to	Description	Date	Amount transferred
People Services	Training and Professional Development	To cover the cost of a procured training solution (CBT) with Babcock Training Ref – TCAP 412 - Neurodiversity	07/03/2022	£4,500
Health and Safety	Training and Professional Development	To cover the cost of a procured training solution (CBT) with Babcock Training Ref – TCAP 443 – Fire Warden	16/03/2022	£6,000