

## **STAFFORDSHIRE PROBATION BOARD**

8 January 2010

### **FINANCE REPORT**

#### **Report of the Board Treasurer**

#### **1 Purpose of the Report**

To advise Board Members of the financial position as at the end of November 2009 and the financial projections for the year ended 31<sup>st</sup> March 2010. Ratify Acting Chair approval for single tender action.

#### **2 Background**

Appendix A sets out the financial information in the normal format. At present this does not include the £47K allocation for capital spend this year as we have yet to be formally notified. In addition we have been advised by e mail that a bid for additional funds for 2009/10 has secured an additional £80K. This will be used to provide various software and video conference facilities in preparation for the merged Trust.

#### **3 Whole Area Budget**

The month to date expenditure against budget is showing an under spend of £8K. The spread appears to be small underspends across of the organisation with the largest item being transport. The year end position is showing similar results and is predicting an overall balanced budget. The one item that is significantly different from the year end budget is employee costs. Whilst this is expected to be underspent by £13K at the year end the income from recharges is also lower by a similar amount. The Income Budget has been adjusted to remove the items that were originally planned, such as income from Stoke on Trent projects, but are now known not going to materialise. As a result the reports become more meaningful and demonstrate the Area is broadly on track and plan to balance at the year end.

#### **4 Salaries**

The main item of underspend relates to the recharges for seconded staff that have reduced as NOMS and prisons have fewer probation secondees. This also explains the reduction in recharge income. These figures do not take into account the flexible/early retirement proposals that have been at the Board last month. There were some 37 requests for financial details from the initial 74 staff who met the criteria set by the Board.

Personal details supplied from pension section have been sent out to all of the 37 staff early in December with a return date of mid January stating the individual preference on how they wish to proceed. Detailed costs of every case have also been received. Detailed proposals will be presented to the Board at the meeting on 29<sup>th</sup> January.

## 5 Additional Funding

The additional funding bid for 2009/10 was for £83K and was made up as follows:

a) Nimbus Control software for the roll out of SBC process maps	£23K
b) Procurement of Video links	£20K
c) Procurement of Software Licences for LDU teams	£12K
d) Additional SAP licences for SAP system for new Trust	£18K

The purchase of the Nimbus Control software will allow the Area to process map the current arrangements of various operations along with detailed costing of each stage. This can then be compared with the Standard, Benchmarking and Costing version that are issued by the centre to identify variances and reasons for the differences. These differences can then be presented to the DOM to explain the costing variances compared with the centre details.

The first two items to be reviewed in the next three months will be the Victim Liaison team and community payback. This work will also support the Best Value updates that are to be completed by the end of March 2010.

## 6 Single Tender Action

In order to obtain the Nimbus software there was a need to obtain a single tender quotation. The Nimbus software is the tool used by the centre and whilst there are other process mapping facilities available the facilities to compare and identify differences from the NOMS benchmark are not available using other software. The Acting Board Chair was consulted and the Board need to ratify the decision to proceed.

## 7 Additional Funding for 2010/11

Following the request from the ROMs office Staffordshire and West Midlands Area submitted a joint bid against the Ministerial announcement of additional funding in 2010/11 for Probation. We have been advised that the Trust will be awarded £1,929,000 next year to cover the following items.

	£
TPO employment - supporting:	880,000
services for women offenders	
equality programmes	
IOM pilots	
Mentally disordered offenders programmes	352,000
Intensive community control programmes	350,000
LDU Innovation funding	347,000
Total	<u>1,929,000</u>

## **List of Appendices/Background Papers**

Appendix A – Board Management Report November 2009

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