



Subject: Transfer of funds held by O P C C N / Norfolk Constabulary on behalf of the Norfolk Resilience Forum to Norfolk County Council

Originator: Mark Spratt, Finance Business Partner, Finance Department

Decision no. 17/2023

Reason for submission: Transfer of funds held by Office of the Police and Crime Commissioner for Norfolk / Norfolk Constabulary on behalf of the Norfolk Resilience Forum to Norfolk County Council

Submitted to: Chief Executive and Chief Finance Officer

Summary:

Norfolk Constabulary have managed the Norfolk Resilience Forum (NRF) budget on behalf of the partnership since 2010. During the 29th of November 2022 meeting, the NRF Executive Board chaired by DCC Simon Megicks, endorsed a recommendation to transfer the totality of the funds and the budget owner to Norfolk County Council.

The rationale for this decision is to ensure that the funding process can be streamlined, and to remove the duplicate invoicing and reporting currently taking place by Norfolk County Council who also manage a small NRF budget.

The value of the funds to be transferred is £470,410.04
(NRF General £156,965.87 plus NRF DLUHC £313,444.17)

Recommendation:

The recommendation is to endorse the decision made by the NRF Executive Board held on 29th November 2022 and to transfer the funds to Norfolk County Council.

Outcome/approval by: PCC/~~chief executive~~/chief finance officer
(Delete as appropriate)

The recommendations as outlined above are approved.

Signature: 

Date: 07/07/2023

Detail of the submission

1. Objective:

To streamline the Norfolk Resilience Forum funding process and to remove duplicate invoicing and reporting currently taking place by Norfolk County Council. The decision will also remove invoicing between Norfolk County Council and Norfolk Constabulary.

2. Background:

Norfolk Constabulary have managed the Norfolk Resilience Forum (NRF) budget on behalf of the partnership since 2010.

The process for recharging costs is currently convoluted. Norfolk Constabulary invoice the NRF partners for their annual contribution to the overall NRF cost. The NRF project staff are employed by Norfolk County Council (NCC) who in turn must invoice Norfolk Constabulary back for the staffing expenditure.

Additionally, once the funds are transferred back to NCC there will not be the need for NCC staff to have access to the constabularies Oracle E-Business Suite (EBS) in order to place purchase orders and this will help reduce the overall licence requirement.

At the NRF meeting on 29th November 2022, the NRF Executive Board chaired by DCC Simon Megicks, endorsed a recommendation to transfer the totality of the funds and the budget owner to NCC to improve the value for money arrangements.

3. Areas for consideration:

Value of the financial funds to be £470,410.04 (NRF General £156,965.87 plus NRF DLUHC £313,444.17).

4. Other options considered:

Consideration has been given to retaining the funds within PCC bank accounts and the management and administration through the constabulary. However, this would maintain the inefficiency and duplication of processes across the constabulary and Norfolk County Council.

5. Strategic aims/objective supported:

Indirectly this transfer helps Support Norfolk Constabulary by removing an inefficient management of NRF Funds back to the County Council streamlining the process and removing the administrative burden from the constabulary.

6. Financial and other resource implications:

The treasury management team of O P C C N / Norfolk Constabulary have been made aware that a transfer of funds will be needed upon the agreement of this document.

7. Carbon Emissions and Other Environmental Implications:

Carbon Emissions

7.1 The estimated impact on our carbon emissions that must be reported under current statute from this proposal is:

Emission Categories:	Increase in tCO ₂	Saving in tCO ₂
Scope 1 – Fuel – Building Heating	0	0
Scope 1 – Fuel – Transport	0	0
Scope 2 – Electricity	0	0

Environmental Implications

7.2 No material implications

or

The estimated impact on our environmental factors from this proposal is xxxxx

8. Other implications and risks:

None.

Originator checklist (must be completed)	Please state 'yes' or 'no'
Has legal advice been sought on this submission?	No
Has the PCC's Chief Finance Officer been consulted?	Yes
Have equality, diversity and human rights implications been considered including equality analysis, as appropriate?	No
Have human resource implications been considered?	NRF staff are already employed by Norfolk County Council
Is the recommendation consistent with the objectives in the Police and Crime Plan?	Yes
Has consultation been undertaken with people or agencies likely to be affected by the recommendation?	Yes
Has communications advice been sought on areas of likely media interest and how they might be managed?	No
Have sustainability and environmental factors been considered? (e.g. biodiversity, employee commuting, business travel, waste and recycling, water, air quality, food and catering and estates construction)	Yes
In relation to the above, have all relevant issues been highlighted in the 'other implications and risks' section of the submission?	Yes

Is this report a Confidential Decision?

No

If Yes, please state reasons below having referred to the [PCC Decision Making Policy](#)

Approval to submit to the decision-maker (this approval is required only for submissions to the PCC).

Chief Executive

I am satisfied that relevant advice has been taken into account in the preparation of the report, that the recommendations have been reviewed and that this is an appropriate request to be submitted to the PCC.

Signature:



Date: 07/07/2023

Chief Finance Officer (Section 151 Officer)

I certify that:

- a) there are no financial consequences as a result of this decision,
Or
- b) the costs identified in this report can be met from existing revenue or capital budgets,
Or
- c) the costs identified in this report can be financed from reserves
And
- d) the decision can be taken on the basis of my assurance that Financial Regulations have been complied with.

Signature:



Date: 07/07/2023

Public access to information: *Information contained within this submission is subject to the Freedom of Information Act 2000 and wherever possible will be made available on the OPCC website. Submissions should be labelled as 'Not Protectively Marked' unless any of the material is 'restricted' or 'confidential'. Where information contained within the submission is 'restricted' or 'confidential' it should be highlighted, along with the reason why.*