

Consolidated End-Year Report for Projects Funded by 2014/15 Police Innovation Fund

File naming convention: "2014-001-Report-Apr15.docx". To be submitted no later than 27th April 2015.

Introductory information

This section ensures that we match up your report with our information on your project, and that your understanding of the terms of the Grant is the same as ours. Complete figures in full: £123,456, not £120k. "Grant as % of total" should be the same as in the Grant Agreement.

Project ID (example 2014-001)	2013-005	Grant Award FY1415	£6,570,000	Grant as % of total FY1415	100%
					57% is the grant share of total spend
Date Report Completed	24/04/15	Grant Award FY1516 (0 if none)	£000,000	Grant as % of total FY1516 (0 if none)	0%

Basic questions

By answering each of the following questions, you will satisfy us that you are making good use of the grant funding in accordance with the grant agreement. It's absolutely fine to answer "No" but you should justify this answer in the subsequent sections.

Do you intend to draw-down the full grant award amount this year?	N
Have you checked that you are you fully compliant with the terms of the grant agreement?	Y
Is the project on track to deliver the benefits outlined in the bid?	Y
What is your overall assessment of project risk? (L=low, M=medium, H=high)	M

Expenditure information

Completing expenditure information correctly is extremely important. "Planned grant" spend (columns 1 and 2) refers to how you anticipated you would spend grant funds in the original bid. "Actual grant" spend (columns 3 and 4) refers to how you have spent the award from the Police Innovation Fund. "Actual grant" spend may differ from "planned grant" spend, if delays are expected, or spend happens in a different quarter than originally anticipated. "Actual total" spend (columns 5 and 6) is for the project as whole (grant plus match-funding). If you have received a mid year payment complete the "Grant funding received in current financial year". "Payment requested" figures should deduct the value of any mid year payments that have been received.

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Financial quarter	Status	1. Planned <u>grant</u> capital spend	2. Planned <u>grant</u> resource spend	3. Actual <u>grant</u> capital spend	4. Actual <u>grant</u> resource spend	5. Actual <u>total</u> capital spend	6. Actual <u>total</u> resource spend
Q1 2014/15	Achieved	£ 000,000	£ 400,000	£ 000,000	£ 388,971.50	£ 000,000	£ 650,000
Q2 2014/15	Achieved	£ 000,000	£ 1,900,000	£ 000,000	£ 1,795,350.19	£ 000,000	£ 3,000,000
Q3 2014/15	Delayed	£ 000,000	£ 3,000,000	£ 000,000	£ 2,639,171.22	£ 000,000	£ 4,400,000
Q4 2014/15	Delayed	£ 000,000	£ 6,570,000	£ 000,000	£ 5,557,859.66	£ 000,000	£ 10,408,236.54
Total		£ 000,000	£ 6,570,000	£ 000,000 (*)	£ 5,557,859.66 (*)	£ 000,000	£ 10,408,236.54
Grant funding received in current financial year (if applicable)				£ 000,000 (*)	£ 1,795,350.19 (*)		
Payment requested				£ 000,000 (*)	£ 3,762,509.47 (*)		

(*) Payments will be made on the basis of these figures, with deductions made for any mid year payments received.

Complete if 15/16 funding has been awarded for year 2 of 14/15 projects

“Forecast grant” spend (columns 3 and 4) and “forecast total” spend (columns 5 and 6) may differ from the original bid if delays are expected, or spend is likely to happen in a different quarter than originally anticipated.

Financial quarter	Status	1. Planned <u>grant</u> capital spend	2. Planned <u>grant</u> resource spend	3. F'cast <u>grant</u> capital spend	4. F'cast <u>grant</u> resource spend	5. F'cast <u>total</u> capital spend	6. F'cast <u>total</u> resource spend
Q1 2015/16	Delayed	£ 000,000	£ 000,000	£ 000,000	£ 000,000	£ 000,000	£ 000,000
Q2 2015/16	Select.	£ 000,000	£ 000,000	£ 000,000	£ 000,000	£ 000,000	£ 000,000
Q3 2015/16	Select.	£ 000,000	£ 000,000	£ 000,000	£ 000,000	£ 000,000	£ 000,000
Q4 2015/16	Select.	£ 000,000	£ 000,000	£ 000,000	£ 000,000	£ 000,000	£ 000,000
Total		£ 000,000	£ 000,000	£ 000,000	£ 000,000	£ 000,000	£ 000,000

Delivery

Please take this opportunity to describe the delivery of the project to-date.

Apart from the HR/Finance system which has been delayed due to procurement issues the project has delivered to time. The project is on-going for a further two years although further assistance through the innovation fund process has not been successful. The three Forces will now continue to deliver the full project albeit some things might now slip as funding for the three Forces becomes more difficult to find.

Please see attached spreadsheet for the detail

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Benefits and Savings

Planned benefits and savings should derive from your original bid. Where savings are recurring, make sure that these are noted in each subsequent financial year. If your project started after 2013/14, please fill the relevant cells with "N/A" for clarity.

	Planned savings 2013/14	Actual savings 2013/14	Planned savings 2014/15	Forecast savings 2014/15	Planned savings 2015/16	Forecast savings 2015/16	Planned savings 2016/17	Forecast savings 2016/17
Cashable	N/A	N/A	£ 600,000	£ 1,621,000	£ 4,586,263	£ 5,802,000	£ 5,786,263	£ 11,737,000
Efficiency	N/A	N/A	£ 130,500	£ 437,000	£ 980,500	£ 1,600,000	£ 2,260,500	£ 2,260,500

Upon submitting the original Innovation Fund bid, the Strategic Alliance attended a session with the College of Policing at the Home Office. They stated that evaluation could also be qualitative and include quantification of efficiencies in terms of time savings. This recommendation was endorsed by various consultants, including KPMG and Deloitte. We thus recorded anticipated Benefits in these terms, with Benefits are being managed in line with the tri-Force Strategy for Benefits Realisation Management (available on request)

The above table does not match this original advice, or the Logic Model initially required by the Home Office for these bids. The table has thus not been populated.

Please find attached the initial Benefits reports for the two accepted bids ('Mobilisation' and 'Change Resourcing'. These outline the qualitative and quantitative Benefits accrued thus far.

With particular reference to the ' Mobilisation' bid, we anticipate some variation from planned performance. This is outlined below.

Risks and Issues

The following section provides an overview of things that have affected delivery and that you are working to address (issues), and things that might impact in the future and you are working to mitigate against (risks). It is expected that there will be risks and issues with any project.

Top 3 Issues		
Description	Severity	Actions being taken and progress being made.
Mobilisation: Privacy Impact Assessment required for each sub-programme and project (PMI 1. Compliance 1.02)	L	Guidance sought from information management specialists, and policies now in place for key areas. Bi-monthly review at programme board.

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Mobilisation: Internal ICT works are required to enable the CCTV remote access functionality (PMI 11.Resources 11.01)	M	Immediate risks being managed. Due to be reviewed in 2 months
Strategic Issues across whole Change Portfolio available on request	Select.	Click here to enter text.

Top 3 Risks					
Description	Prob-ability	Impact	Risk level	Mitigating actions and progress being made	Assessment post mitigation
Mobilisation: Resourcing pressures meaning less work can be committed to development (PMR 6 Resources 6.07)	H	M	H	Mitigation has been in place since 25/09/2014: More resourcing allocated to development initially, then in negotiation with other projects.	H
Mobilisation: Risk regarding failure to achieve local agreement to manage change (PMR 1. Operational 1.05)	L	M	L	Mitigation in place since 06/08/2014. Subject to continual review at project meeting.	L
Mobilisation: Risk around lack of clarity on demarcation boundaries between BCH & local responsibilities – how and where benefits will be realised (PMR 2. Collaboration 2.03)	L	M	L	Mitigation in place since 06/09/ 2014. Subject to continual review at project meeting. Full Benefits Realisation Plan to be drafted, which should close this risk.	L

Description of reasons for variance from planned performance

Please take this opportunity to discuss the variance of delivery, spend and outcomes against plans. Set out how you intend to recover the schedule to deliver within the terms of the grant agreement.

Re. Mobilisation: When Programme METIS was piloted in Cambridgeshire Constabulary the original bid outlined some savings in the current financial year, with more substantial financial savings by the end of financial year 2015/2016. When support was secured from the Innovation Fund, this Programme was rolled out across Bedfordshire and Hertfordshire. Simultaneously, a number of other regional and local collaborative programmes gathered pace.

Cambridgeshire Constabulary has thus far taken the decision not to convert the efficiency savings into financial savings, keeping these as a strategic reserve. Notwithstanding this variation, the technical infrastructure to support future roll-out has been put in place, potential qualitative and time savings have been identified across the three Forces. These have been outlined in the attached documents.

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A tri-Force evaluation and Benefits Realisation Plan is currently being shaped, and passed through the relevant Strategic Alliance Governance Boards. This will detail how this variation could be recovered.

With regards to the HR/ Finance system this is still going through procurement and as our bid for the funding was not successful this will now have to be funded by the three forces.

Sign-off

Grant Recipient:- I confirm that on the basis of the information provided in this report, progress and costs are accurate and in compliance with the terms and conditions of the Grant Agreement

<i>Name</i> Niki Howard	<i>Position</i> Chief Finance Officer to Chief Constable.
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Treasurer, Finance Officer or equivalent:- I certify to the best of my knowledge and belief that:

- a) The information provided is correct; and no other specific Exchequer grants, other grants or contributions have been or will be payable for the expenditure in respect of the grant being claimed;
- b) The expenditure has been incurred only for the purposes set out in the terms and conditions of the grant agreement for the above grant stream.

<i>Name</i> Josie Gowler	<i>Position</i> Chief Finance Officer – Office of the Police and Crime Commissioner
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Home Office Sign-off (Internal use only)

<i>Name</i> Click here to enter text.	<i>Position</i> Click here to enter text.
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Payment details

Bank account number:- 30536474

Sort code:- 20-17-19