

Document 18

Record of receipts and costs of Fixed Penalty notices under the Hypothecation scheme for Dorset Police, annual returns submitted to the Audit Commission.

FIXED PENALTY NOTICES (HYPOTHECAION) - Year ending 31 March 2005

Form FPNM 1 (04/05)

This form should be completed to duplicate by the local authority acting as Treasurer for the partnership. The original should be sent to the authority's Audit Commission appointed auditor by 31 June 2005 and a copy should be sent simultaneously to the Department for the attention of the Director of Enforcement for Years 04, 2712 Great Minister House, 24 Marsham St, London, SW1 4DR. The auditor should return the verified form by 31 October 2005.

Partnership name: **DORSET SAFETY CAMERA PARTNERSHIP**

	Qtr 1 Jan 2004 £	Qtr 2 Feb 2004 £	Qtr 3 Mar 2004 £	Qtr 4 Mar 2005 £	Total 2004/05 £
RECIPIENT'S COSTS					
<i>Receipts</i>					
1 Value of FPNs paid	210,720	720,000	720,000	720,000	2,070,720
2 Number of FPNs paid	1387	12150	13504	12312	49253
3 Receipts available for hypothecation	210,720	720,000	720,000	720,000	2,070,720
<i>Allowable costs</i>					
<i>Police Costs</i>					
4 Setup costs (if applicable)	0	0	0	0	0
5 Capital	0	0	0	0	0
6 Revenue	158,641	540,248	461,537	152,857	1,253,283
7 Subtotal - All Police Costs	158,641	540,248	461,537	152,857	1,253,283
<i>Magistrates Court Costs</i>					
8 Setup costs (if applicable)	0	0	0	0	0
9 Capital	0	0	0	0	0
10 Revenue	102,830	127,279	111,264	112,447	453,820
11 Subtotal - All Magistrates Court Costs	102,830	127,279	111,264	112,447	453,820
<i>All Highway Authority Costs</i>					
12 Setup costs (if applicable)	0	0	0	0	0
13 Capital	0	0	0	0	0
14 Revenue	11,141	51,022	18,563	48,702	129,428
15 Subtotal - All Highway Authority Costs	11,141	51,022	18,563	48,702	129,428
<i>Highways Agency Costs - NONE 04/05</i>					
16 Setup costs (if applicable)	0	0	0	0	0
17 Capital	0	0	0	0	0
18 Revenue	0	0	0	0	0
19 Subtotal - All Highways Agency Costs	0	0	0	0	0
20 Grant received from Highways Agency - NONE 04/05	0	0	0	0	0
21 Total net costs	229,181	798,277	641,814	695,616	2,364,888
22 Approved deficit from 2003/04 carried forward (if applicable)	0	0	0	0	0
23 Surplus / (deficit) for year	290,559	(67,277)	12,858	(709,136)	36,814
24 Where a deficit is shown for 2003/04, has approval been given by DfT to carry forward from 2004/05 (if applicable)					0
GRANT CALCULATION					
25 Grant settlement (flow of costs and FPN receipts)					2,947,500
26 Grant received in 2004/05	800,000	1,160,000	1,160,000	787,500	3,907,500
27 Adjustment to 2004/05 payments for under payment (negative figure) or overpayment (positive figure) of grant in 2003/04					(2,000,000)
28 Balance of grant due from the partnership at 31st March 2005					1,947,500
OTHER INFORMATION REQUIRED					
29 Number of FPNs issued	21,220	21,689	20,988	18,207	82,104
30 Number of FPNs issued	17,528	18,328	18,621	16,620	69,097
31 Compliance rate (%) of FPNs to FPNs	84%	84%	85%	85%	85%
32 Payment rate (%) for FPNs	70%	66%	60%	50%	62%
33 Please detail procedures employed by the lead partner to satisfy itself that the expenditure presented by other partners on invoices is valid, within the rules of setting off and in line with approved expenditure.					
All claims scrutinised and approved by Project Manager					
Claims reviewed, issued and processed by Finance Staff in a separate list of accounts					
Staff claims reviewed against CSCR Organisation Chart and Staff Listings					
Invoiced Expenditure reviewed against Budget/Invoice Code					
Monthly Operational Group meetings with representatives of all Partners - review operational and financial performance					
Other notes (if necessary)					

FIXED PENALTY NOTICES HYPOTHECATION - Annual return to 31 March 2006

This form should be completed in duplicate by the local authority acting as treasurer for the partnership. The original should be sent to the auditor appointed by the Audit Commission (or in Wales the auditor appointed by WAO) by 30 June 2006 and a copy should be sent simultaneously to the Department for the attention of Jonathan at Department for Transport, 2 / 12 Great Minister House, 76 Marsham St., London, SW1 4DR. The auditor should return the certified form by 30 September 2006.

Partnership name:

DORSET SAFETY CAMERA PARTNERSHIP

	Operational case figures	Qtr 1 Jun-2005 £	Qtr 2 Sep-2005 £	Qtr 3 Dec-2005 £	Qtr 4 Mar-2006 £	Total 2005/06 £	Variance
INCOME & EXPENDITURE							
Fine Income							
1	Value of FPNs paid	3,311,928	696,960	791,940	709,980	807,000	3,005,880
2	Number of FPNs paid	55,189	11,616	13,199	11,833	13,450	50,098
3	Receipts available for hypothecation	3,311,928	696,960	791,940	709,980	807,000	3,005,880 -9%
Allowable expenditure							
4	Partnership set up costs (if applicable)	0	0	0	0	0	#DIV/0!
Capital costs							
5	Camera equipment and site costs	283,740	0	1,109	106,730	16,155	123,994 -56%
6	Vehicles	15,000	0	0	0	10,974	10,974 -27%
7	IT and Communications	8,815	0	0	0	175,192	175,192 1887%
8	Refurbishments	30,000	0	0	2,186	18,206	20,392 -32%
9	Other capital costs	1,000	0	0	0	3,985	3,985 299%
10	Subtotal - All Capital costs	338,555	0	1,109	108,916	224,612	334,637 -1%
Revenue costs							
11	Staff costs	1,887,208	411,385	401,291	372,164	518,572	1,701,392 -9%
12	Equipment maintenance	126,700	34,513	23,484	51,836	77,895	187,728 49%
13	Accommodation	158,046	22,662	13,336	20,924	115,683	172,485 9%
14	Communications	187,308	10,607	48,282	46,901	83,490	189,280 1%
15	Other revenue costs	485,062	76,846	81,304	111,559	128,304	406,013 -16%
16	Subtotal - All Revenue costs	2,823,324	555,893	577,697	603,384	918,924	2,666,888 -6%
20	Grant received from Highways Agency	0	0	0	0	0	0
21	Total net costs	3,181,879	555,893	578,806	712,300	1,144,436	2,991,435 -5%
22	Approved deficit from 2004/05 carried forward (if any)	0	0	0	0	0	0
23	Surplus / (deficit) for year	150,049					14,445 -90%
GRANT CALCULATION							
24	Grant entitlement (lower of cost and FPN receipts)						2,991,435
25	Receipts from DFT (actual payments received)	807,478	721,681	679,774	749,089		2,958,022
26	Adjustment to the 2005/06 payments for (under) or over payment of grant in 2004/05						(119,427)
27	Balance of grant due to/(from) the partnership at 31st March 2006						162,840
Expenditure by partner							
28	Project Office	564,684	67,305	103,641	125,505	220,287	516,738
29	Police	1,814,550	371,853	350,601	442,802	748,304	1,913,560
30	Highways Authorities	212,346	22,210	34,505	49,668	49,674	156,057
31	Magistrates Courts	630,299	94,627	90,058	94,323	126,172	405,080
32	Highways Agency	40,000	0	0	0	0	0
33	NHS Trust	0	0	0	0	0	0
34		3,181,879					2,991,435
OTHER INFORMATION REQUIRED							
35	Number of NIPs issued	80,700	18,448	18,177	15,382	12,002	64,009
36	Number of FPNs issued	72,630	12,680	13,103	12,866	11,284	49,933
37	Ratio of FPNs issued to NIPs issued this period	90%	69%	72%	84%	94%	78%
38	Ratio of FPNs paid to FPNs issued this period	76%	92%	101%	92%	119%	100%

(if necessary):

Please detail procedures employed by the lead partner to satisfy itself that the expenditure presented by other partners on invoices is valid, within the rules of netting off and in line with approved expenditure.

All claims scrutinised and approved by Project Manager

Claims reviewed in detail and processed by Treasury Staff to a separate chart of accounts

Monthly monitoring reports prepared comparing Actual with Planned expenditure - more detailed chart of Accounts than formal Business Plan

Staff claims reviewed against DSCP Organisation Chart and Staff Listings

Invoiced Expenditure reviewed against copy invoice detail

Monthly Operational Group meetings with representatives of all Partners - review operational and financial performance. Quarterly Steering Group Meetings

to review performance and to agree business plans, developments & goals

FIXED PENALTY NOTICES HYPOTHECATION - ANNUAL return to 31 March 2007

Form FPNH 1 - Quarterly (06/07)

This form should be completed in duplicate by the local authority acting as treasurer for the partnership. The original should be sent to the authority's Audit Commission appointed auditor by 30 June 2007 and a copy should be sent simultaneously to the Department for the attention of the Department for Transport, 21 1/2 Great Minister House, 78 Marsham St, London, SW1 4DR. The auditor should return the certified form by 31 September 2007.

Partnership name: **DORSET SAFETY CAMERA PARTNERSHIP**

Operational case figures	ACTUAL Qtr 1 Jun-2006 £	ACTUAL Qtr 2 Sep-2006 £	ACTUAL Qtr 3 Dec-2006 £	ACTUAL Qtr 4 Mar-2007 £	ACTUAL Total 2006/07 £	Variance
INCOME & EXPENDITURE						
Income						
1 Value of FPNs paid	3,201,120	760,140	849,300	640,260	559,620	2,809,320
2 read £ 851949 Instead of 851049	53,352	12,689	14,155	10,871	9,327	48,822
3 Receipts available for hypothecation	3,201,120	760,140	849,300	640,260	559,620	2,809,320
Allowable expenditure						
4 Partnership set up costs (if applicable)	-	0	0	0	0	0
Capital costs						
5 Camera equipment and site costs	169,768	4,145	10,608	72,389	60,197	147,339
6 Vehicles	-	-	0	0	0	0
7 IT and Communications	10,000	10,820	0	0	0	10,820
8 Refurbishments	8,000	0	347	0	0	347
9 Other capital costs	21,000	18,085	0	0	0	18,085
10 Subtotal - All Capital costs	188,768	33,050	10,955	72,389	60,197	176,591
Revenue costs						
11 Staff costs	1,874,600	487,102	442,306	458,489	390,368	1,758,263
12 Equipment maintenance	134,000	28,297	48,731	42,400	62,654	172,082
13 Accommodation	181,114	46,323	68,620	64,603	(11,426)	168,220
14 Communications	199,390	25,644	34,288	34,538	80,253	174,722
15 Other revenue costs	695,048	35,447	100,838	89,838	140,394	386,316
16 Subtotal - All Revenue costs	2,884,152	602,813	684,682	689,868	652,241	2,620,602
20 Grant received from Highways Agency	-	0	0	0	0	0
21 Total net costs	3,083,940	635,863	805,837	762,255	712,438	2,809,193
22 Approved deficit from 2005/06 carried forward (if applicable)	-	-	-	-	-	0
23 Surplus / (deficit) for year	117,180	-	-	-	-	3,127
GRANT CALCULATION						
24 Grant entitlement (lower of cost and FPN receipts)	-	-	-	-	-	2,809,193
25 Receipts from DFT (actual payments received)	-	-	-	-	-	3,121,820
26 Adjustment to the 2006/07 payments for (under) or over payment of grant in 2005/06	-	-	-	-	-	(112,640)
27 Balance of grant due to/(from) the partnership at 31st March 2007	-	-	-	-	-	(162,787)
28 Police	2,365,832	626,321	540,933	599,550	593,804	2,260,808
29 Highways Authorities	234,148	27,839	53,767	40,667	39,537	160,810
30 Magistrates Courts	484,160	81,793	100,937	122,038	80,098	384,776
31 Highways Agency (none)	-	0	0	0	0	0
32 NHS Trust (none)	-	0	0	0	0	0
Total (must equal amount in 21 above):					2,809,194	
OTHER INFORMATION REQUIRED						
33 Number of NPs issued	78,000	18,687	16,316	9,328	16,936	61,276
34 Number of FPNs issued	70,200	12,607	14,170	8,223	10,018	45,018
35 Ratio of FPNs issued to NPs issued this period	90%	67%	87%	89%	59%	73%
36 Ratio of FPNs paid to FPNs issued this period	76%	100%	100%	130%	93%	104%

Notes (if necessary):

Please detail procedures employed by the lead partner to satisfy itself that the expenditure presented by other partners on invoices is valid, within the rules of netting off and in line with accountancy.