



External Funding Policy (Surrey)

Abstract

This policy defines the process which must be followed to request force approval prior to seeking or securing any new external funding or income streams.

Policy

1. Introduction

This policy is necessary as there are various funding streams open to UK policing that provide opportunities for short-term funding to trial an initiative, secure an externally provided service, or otherwise provide a new income stream. The policy exists as a mechanism to assess risks and limit liabilities associated with short-term or otherwise limited funding and income.

The policy sets out the formal process for how officers and staff must request force approval prior to seeking or securing funding or income (referred to collectively as 'bids'). It includes a template of mandatory questions which identify and assess the appetite, value, impact, interdependencies or liabilities associated with any bids.

2. Scope

The policy applies to all short-term sources of funding and all new sources of income even if not specifically time-limited. It applies whatever the source (specifically including funding sought from the Police and Crime Commissioner) and irrespective of whether the funding is offered to the force, or is sought by the force.

3. Policy Statement

Surrey Police will actively seek opportunities for external funding or income where the purpose of the funding meets a strategic intention, has a sound evidence-base as a tried-and-tested solution or an innovative approach to problem solving, and has been agreed by Chief Officers as an appropriate initiative to be funded externally.

Chief Officers will be fully apprised of benefits and liabilities associated with any new funding stream and all bids to secure such will be approved by the Chief Officer team and with due regard to the police Code of Ethics and Code of Conduct.

No external funding will be sought or taken where it would be more suitable to fund this internally, or where the force considers that the initiative is not one which we want to support.

Officers or staff who wish to pursue a funding opportunity will comprehensively research and assess all relevant information prior to seeking funding approval, as guided by the corporate template. They will present their proposal to their business area Chief Officer. This Chief

Officer will sponsor the request when it goes into the Chief Officer team for a decision on whether to approve the funding request, or not. When a funding request is approved and if funding is subsequently awarded, the Chief Officer sponsor will become accountable for the budget, service delivery and performance of the funded entity within the appropriate governance and oversight during the life of the project. If funding is not approved, or subsequently awarded, the Chief Officer sponsor is responsible for considering next steps.

The initial Chief Officer team decision making will include and consider future financial planning requirement and workforce impact for every funded initiative that may transition from project to business as usual, for example a 'pilot' initiative. Such initiatives must seek and secure from the outset a strategic decision from the Chief Officer team for a continuing funding source or for existing resources to absorb the initiative.

Compliance with this policy will ensure that externally funded projects align with business-as-usual governance, prioritisation, resource planning and workforce planning, as well as projects in planning or underway through DDaT and/or Change Delivery. It also ensures that all internal resources needed to ensure the initiative delivers as intended are identified as part of the initial scoping work, and can be secured and aligned to meet the project / funding requirements.

Procedure

Refer to the Process Map on the Next Page – Process to be followed

External Funding Process

