

**FIXED PENALTY NOTICES HYPOTHECATION: Final claim form for pilot authorities in England and Wales for the period to 31 March 2003**

*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 2003 and a copy sent simultaneously to the Department for the attention of Adrian Waddams at DoT, 2 / 13 Great Minister House, 76 Marsham St., London, SW1 4DR. The auditor should return the certified form to this address by 30 September 2003.*

Partnership name

Thames Valley Safer Roads Partnership

Are you carrying a deficit forward from 2001 / 2002? If the partnership is, what is the deficit?

£

Allowable expenditure quarter ending

Jun 2002 £	Sept 2002 £	Dec 2002 £	Mar 2003 £
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**Police Costs**

Expenditure agreed in the original operational case	562159	650159	659142	535162
Expenditure approved following agreed amendments to the operational case	562159	650159	659142	535162
1. Capital				
2. Revenue	872813	522023	306267	585395
<b>3. Subtotal - All Police costs</b>	<b>872813</b>	<b>522023</b>	<b>306267</b>	<b>585395</b>

**Magistrates Court Costs**

Expenditure agreed in the original operational case	216706	216706	216706	216706
Expenditure approved following agreed amendments to the operational case	216706	216706	216706	216706
4. Capital				
5. Revenue	135939	178298	158004	159404
<b>6. Subtotal -All Magistrates Courts Costs</b>	<b>135939</b>	<b>178298</b>	<b>158004</b>	<b>159404</b>

**All Highway Authority Costs**

Expenditure agreed in the original operational case	356000	1024165	865500	463000
Expenditure approved following agreed amendments to the operational case	356000	1024165	865500	463000
7. Capital				
8. Revenue	66580	190467	181049	710851
<b>9. Subtotal - All Highway Authority costs</b>	<b>66580</b>	<b>190467</b>	<b>181049</b>	<b>710851</b>

**10. Total costs (line 3+6+9)**

1075332	890788	645320	1455650
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11. Grant received from Highways Agency

0	0	0	0
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**12. Net cost of additional activity  
(line 10 minus line 11)**

<b>1075332</b>	<b>890788</b>	<b>645320</b>	<b>1455650</b>	<b>4067090</b>
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**Total £**

**Receipts available for hypothecation**

13. Issued NIPs by quarter	39095	38325	41333	40118	158871
14. Issued FPNs by quarter	28485	28595	29515	30860	117455
15. Collected FPNs by quarter	27012	27855	28808	31258	114933
16. Projected number of FPNs collected from latest version of the operational case	36000	36000	36000	36000	144000
17. Variation in numbers of FPN collected between projected (operational case) and actual. [line 16 – line 15]	8988	8145	7192	4742	29067
18. Conversion rate (%) of NIPs to FPNs [line 14 / line 13 x 100]	72.86	74.61	71.40	76.92	73.93
19. Payment rate for FPN's as a % (the conversion rate from FPNs issued to FPNs collected) [line 15 / line 14 x 100]	94.82	97.41	97.60	101.28	97.85
20. Projected value of income received by quarter (projected FPNs collected x £60) [line 16 x £60]	£2160000	£2160000	£2160000	£2160000	8,640,000
21. Actual value of income received by quarter (actual FPNs collected x £60) [line 15 x £60]	£1620720	£1671300	£1728480	£1875480	6,895,980
22. Variation between projection and actual income figures [line 20 – line 21]	£539280	£488700	£431520	£284520	1,744,020

**Total £**

<b>23. Receipts available for hypothecation (line 21)</b>	£1620720	£1671300	£1728480	£1875480	6,895,980	<b>6895980</b>
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**Total £**

<b>24. Receipts from DFT</b>	1719949	1597580	1121706			<b>4439235</b>
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**Grant calculation****£**

<b>25. Grant entitlement (lower of lines 12 and 23)</b>	<b>4067090</b>
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<b>26. Balance of grant due to/(from) the partnership (line 25 minus line 24) (to be paid in 2003/4 or deducted from next year payment if negative)</b>	<b>-372145</b>
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**Local authority contact to whom queries should be addressed**

Name \_\_\_\_\_ Telephone number \_\_\_\_\_

**Certificate of the local authority Chief Finance Officer**

I certify that to the best of my knowledge and belief the information provided in this form is correct and the expenditure claimed has been incurred in accordance with the terms and conditions of the scheme set out DfT's April 2002 handbook.

Chief Finance Officer \_\_\_\_\_ Date \_\_\_\_\_

**Certificate of the auditor appointed by the Audit Commission**

The Statement of Responsibilities of grant-paying bodies, authorities, the Audit Commission and appointed auditors in relation to grant claims and returns, issued by the Audit Commission, sets out the respective responsibilities of these parties, and the limitations of our responsibilities as appointed auditors. I/We have:

- examined the entries in this form (which replaces or amends the original submitted to me/us by the authority dated \_\_\_\_\_)\*
- and the related accounts and records of the authority in accordance with Certification Instruction **A1** prepared by the Audit Commission for its appointed auditors; and
- carried out the tests specified in Certification Instruction **TRA19** prepared by the Audit Commission for its appointed auditors, and
- I/we have obtained such evidence and explanations as I/we consider necessary.

(Except for the matters raised in the attached qualification letter dated \_\_\_\_\_)\* I/we have concluded that the entries are

- fairly stated; and
- in accordance with the relevant terms and conditions.

Signature \_\_\_\_\_ Name (block capitals) \_\_\_\_\_  
 Date \_\_\_\_\_  
*\*Delete as necessary*

Auditor \_\_\_\_\_ Date \_\_\_\_\_