



NOTTINGHAMSHIRE
Fire & Rescue Service
Creating Safer Communities

Nottinghamshire and City of Nottingham
Fire and Rescue Authority

FINANCE AND RESOURCES COMMITTEE OUTCOMES

Report of the Chair of the
Finance and Resources Committee

Agenda No:

Date: 22 February 2013

Purpose of Report:

To report to Members on the business and actions of the Finance and Resources Committee meeting of Friday 11 January 2013.

CONTACT OFFICER

Name : Neil Timms
Strategic Director of Finance and Resources

Tel : (0115) 967 0880

Email : neil.timms@notts-fire.gov.uk

**Media Enquiries
Contact :** (0115) 967 0880

1. BACKGROUND

As part of the revised Governance arrangements the Authority has delegated key responsibilities for Finance and Resources to the Finance and Resources Committee. As part of those delegated responsibilities, the Chair of the Finance and Resources Committee and the Management lead report to the Authority on its business and actions as agreed at Fire and Rescue Authority meeting on 1 June 2007.

2. REPORT

- 2.1 The minutes of the Finance and Resources Committee held on Friday 11 January 2013 are attached to this report at Appendix A. The following summarises the main points of the papers discussed at the meeting.
- 2.2 The Committee was firstly asked to consider a report giving Members the options for the recommendation of a balanced revenue budget over the next three years to the Fire Authority for acceptance. Some minor amendments were made to the report (detailed in the appendix to this report) and it was resolved that the revised report be approved for submission to the Fire Authority in order to inform the Fire Authority's decision making around Council Tax 2013/2014.
- 2.3 The Council Tax Leaflet 2013/2014 was the focus of the next report for consideration, seeking the approval of Members to the production of online copies of the leaflet. It was noted that District Treasurers would make a charge for the distribution of the leaflet. It was resolved that the Fire Authority would continue to distribute a precept leaflet along with the Council Tax bills and the Strategic Director of Finance and Resources be authorised to carry this out in the most cost-effective manner.
- 2.4 The Committee was then asked to consider three monitoring reports, namely:
- Capital Budget Monitoring (to 30 November 2012);
 - Revenue Budget Monitoring (to 30 November 2012);
 - Prudential Code Monitoring (to 30 November 2012).
- It was resolved that all three reports be noted. In addition, in terms of the Revenue Budget Monitoring report, it was also resolved that a virement of £55,000 from the risk based contingency budget to the fuel budget to cover inflationary increases not budgeted for, as outlined in Paragraph 2.15 of the report, be approved.
- 2.5 The final report for consideration reported back to Members on the viability of setting up an insurance fund. It was resolved that the report be noted and the Strategic Director of Finance and Resources be authorised to accept the most financially advantageous combination of terms within the insurance tender, in keeping with the existing delegated authorities.

3. FINANCIAL IMPLICATIONS

There are no financial implications arising directly from this report.

4. HUMAN RESOURCES AND LEARNING AND DEVELOPMENT IMPLICATIONS

All human resources and learning and development implications were considered as part of the original reports submitted to the Finance and Resources Committee.

5. EQUALITIES IMPLICATIONS

An equality impact assessment has not been undertaken because this report is not associated with a policy, function or service. Its purpose is to update the Fire Authority on the outcomes of Committee business.

6. CRIME AND DISORDER IMPLICATIONS

There are no crime and disorder implications arising from this report.

7. LEGAL IMPLICATIONS

There are no legal implications arising directly from this report.

8. RISK MANAGEMENT IMPLICATIONS

There are no additional risk management issues arising from this report other than those specifically reported to the Committee as part of the reports under consideration.

9. RECOMMENDATIONS

That Members note the contents of this report and the business undertaken by the Finance and Resources Committee.

10. BACKGROUND PAPERS FOR INSPECTION (OTHER THAN PUBLISHED DOCUMENTS)

None.

Councillor Steve Carroll
CHAIR OF FINANCE AND RESOURCES COMMITTEE



**NOTTINGHAMSHIRE AND CITY OF NOTTINGHAM
FIRE AND RESCUE AUTHORITY**

FINANCE AND RESOURCES COMMITTEE

MINUTES

of meeting held on **11 JANUARY 2013** at Fire and Rescue Service Headquarters, Bestwood Lodge from 10.04 am to 12:20 pm.

Membership

Councillor S Carroll (Chair)
Councillor C Barnfather
Councillor B Cross
Councillor E Kerry
Councillor M Wood

Members absent are marked ^

Present as an observer – Councillor Grocock.

19 APOLOGIES FOR ABSENCE

No apologies for absence were received.

20 DECLARATIONS OF INTERESTS

No declarations of interests were made.

21 MINUTES

RESOLVED that the minutes of the last meeting held on 12 October 2012, copies of which had been circulated, be confirmed and signed by the Chair.

Councillor Kerry expressed his disappointment that he had not received a response to his query concerning Targeted Response Vehicles from The Strategic Director of Finance and Resources (minute 15). The Strategic Director of Finance and Resources apologised and confirmed that he had drafted a response to Councillor Kerry's question which was currently with the Chief Fire Officer for verification and would be sent to Councillor Kerry as soon as possible.

22 BUDGET PROPOSALS FOR 2013/14 TO 2015/16 TO 2015/2016 AND OPTIONS FOR COUNCIL TAX

Consideration was given to a report of the Chief Fire Officer, copies of which had been circulated, giving members the options for the recommendation of a balanced revenue budget over the next three years to the Fire Authority for acceptance.

The report was presented by The Strategic Director of Finance and Resources who outlined for members:

- the proposed Capital Programme for 2013/2014 and 2015/2016;
- areas of the budget which were increasing beyond the 2012 estimates;
- possible areas for budget savings;
- the options for 2013/2014 and 2014/2015 of both freezing the Council Tax and taking the grant and raising Council Tax by 1.9%;
- the potential affect on balances for 2013/2014 and 2014/2015 of both freezing the Council Tax and taking the grant and raising Council Tax by 1.9%

all of which were set out in detail in the Report.

An amendment was made to paragraph 2.22 of the Report to read “Revenue implications of capital” not “Revenue contributions to capital”.

The Strategic Director of Finance and Resources explained that the opening balance under paragraph 2.36 of the Report should be £8 million not £9 million due to the fact that a planned transfer of £1 million had not yet taken place.

Councillor Kerry requested that a review of income generated from solar panels be undertaken. The Strategic Director of Finance and Resources agreed that this would be undertaken.

Councillor Kerry asked what level of capital receipts had been assumed which may add to the balances. The Principal Finance Officer explained that there was £2 million for Dunkirk however nothing had been assumed for the sale of Central Fire Station.

Councillor Wood commented on the level of detail in the report which was very helpful in order for Members to challenge the budget process and congratulated staff on doing an excellent job in producing the Report.

The Strategic Director of Finance and Resources agreed to produce a final report outlining two options: assuming a precept of 0% and assuming a precept of 1.9%.

RESOLVED that the report (with the minor amendments) be approved for submission to the Fire Authority in order to inform the Fire Authority’s decision making around Council Tax for 2013/2014.

23 COUNCIL TAX LEAFLET 2013/2014

Consideration was given to the report of the Chief Fire Officer, copies of which had been circulated, seeking the approval of members to the production of online copies of the Council Tax leaflet.

The Strategic Director of Finance and Resources thanked Councillor Wood for work undertaken with the City Council in relation to the leaflet.

It was noted that District Treasurers would make a charge for the distribution of the leaflet.

RESOLVED that the Fire Authority would continue to distribute a precept leaflet along with the Council Tax bills and the Strategic Director of Finance and Resources be authorised to carry this out in the most cost-effective manner.

24 CAPITAL BUDGET MONITORING REPORT TO 30 NOVEMBER 2012

Consideration was given to the report of the Chief Fire Officer, copies of which had been circulated, reporting on the Capital Programme progress in the year 2012/13 to the end of November 2012, analysing significant variances against the original programme.

Discussion took place regarding the replacement of the recently retired Head of ICT. The Strategic Director of Finance and Resources explained that a strategic review of ICT had been undertaken by Cronin at a cost of £50,000.

Councillor Barnfather asked if other companies had been consulted to undertake the review and what the £50,000 had been spent on.

The Strategic Director of Finance and Resources explained that the management team had agreed that it would be prudent to seek external advice. Cronin was chosen from a consortium on the Government's framework and had undertaken this work previously for another fire and rescue service.

Councillor Barnfather requested a report on the ICT review outcomes to be prepared for this Committee.

Councillor Kerry requested the report also includes an outline of how the £50,000 had been spent.

Councillor Barnfather queried why 3 new appliances acquired in 2011/12 were not going into service until 2013/14.

The Strategic Director of Finance and Resources believed that it was due to an issue with equipment stowage. He agreed to investigate this issue further and to let Councillor Barnfather know via e-mail, copying all Finance and Resources members into the e-mail.

RESOLVED that the report be noted;

25 REVENUE MONITORING REPORT TO 30 NOVEMBER 2012

Consideration was given to the report of the Chief Fire Officer, copies of which had been circulated, reporting on the financial performance of the Service in the year 2012/13 to the end of November 2012 analysing significant variances against the original programme.

RESOLVED

- (1) that the report be noted;**
- (2) that a virement of £55,000 from the risk based contingency budget to the fuel budget to cover inflationary increases not budgeted for, as outlined in paragraph 2.15 of the report be approved.**

26 PRUDENTIAL CODE MONITORING REPORT TO 30 NOVEMBER 2012

Consideration was given to the report of the Treasurer, copies of which had been circulated, giving details of performance up to 30 November 2012 relating to the prudential indicators for capital accounting and treasury management.

RESOLVED that the report be noted;

27 INSURANCE FUND

Consideration was given to the report of the Chief Fire Officer, copies of which had been circulated, reporting back to members on the viability of creating an insurance fund.

RESOLVED that the report be noted and the Strategic Director of Finance and Resources be authorised to accept the most financially advantageous combination of terms within the insurance tender, in keeping with the existing delegated authorities.