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ADDITIONAL / TO FOLLOW AGENDA ITEMS

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NOTTINGHAMSHIRE AND CITY OF NOTTINGHAM FIRE AND RESCUE AUTHORITY

MEETING OF THE AUTHORITY

Date: Friday, 16 February 2018 **Time:** 10.30 am

Venue: Fire and Rescue Services HQ, Bestwood Lodge, Arnold Nottingham NG5 8PD

Constitutional Services Officer: Cath Ziane-Pryor **Direct Dial:** 0115 8764298

AGENDA

Pages

10 **APPOINTMENT OF TREASURER**
Report of the Chief Fire Officer

3 - 6

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NOTTINGHAMSHIRE
Fire & Rescue Service
Creating Safer Communities

Nottinghamshire and City of Nottingham
Fire and Rescue Authority

APPOINTMENT OF TREASURER TO THE AUTHORITY

Report of the Chief Fire Officer

Date: 16 February 2018

Purpose of Report:

To consider the appointment of a Treasurer to the Authority through the provision of a Service Level Agreement with the Nottinghamshire Office of the Police and Crime Commissioner.

CONTACT OFFICER

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Chief Fire Officer

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1. BACKGROUND

- 1.1 Following decisions at the Fire Authority on 15 December 2017, a vacancy exists in the role of Treasurer to the Authority. At that same meeting, the Chief Fire Officer was tasked to support the Chair of the Fire Authority, Chair of Finance and Resources Committee and the Lead Opposition Spokesperson to consider the options for securing the provision of a permanent treasurer, subject to the normal governance arrangements of the Authority.
- 1.2 This report presents the opportunity for Members to consider the appointment of Treasurer to the Authority in collaboration with the Nottinghamshire Office of the Police and Crime Commissioner through the provision of a Service Level Agreement.

2. REPORT

- 2.1 The Authority has previously secured the services of an independent Treasurer to provide advice and guidance to Members in management and monitoring of its financial affairs. This role, directly appointed by the Authority, is independent of the Chief Fire Officer and Monitoring Officer, and is directly accountable to the Authority.
- 2.2 At the Fire Authority meeting in December 2017, the Chief Fire Officer was tasked to work with Members to identify a process to appoint a Treasurer to the vacant position, giving due consideration to the normal governance requirements.
- 2.3 Historically, the role was provided under a contract for services from the County Council. More recently, an individual had been employed directly by the Authority on a part-time basis. During the recent period of the vacancy, interim arrangements have been in place with services being provided by the City Council.
- 2.4 The Chief Fire Officer has also considered the requirements of the Policing and Crime Act 2017 with regards to continually reviewing the opportunities for collaboration with other emergency services.
- 2.5 Through discussions at the Strategic Collaboration Board in place with Nottinghamshire Police, an opportunity emerged to consider the services of Treasurer being provided by the Nottinghamshire Office of the Police and Crime Commissioner (OPCC).
- 2.6 Officers from both organisations met to consider the requirements of the role and it was accepted that this could be provided by the Chief Finance Officer to the OPCC (Charlotte Radford) as the individual is suitably qualified and has extensive experience of public sector finances.

- 2.7 In line with the recommendations of the Fire Authority in December, the Chief Fire Officer arranged for the Chief Executive and Chief Finance Officer of the OPCC to meet with the Chair of the Authority, Chair of Finance and Resources Committee and Lead Opposition Representative to discuss how the arrangements would work in practice.
- 2.8 Key requirements of the Authority are to be provided with timely financial advice in a professional and confidential manner. This was discussed in length and full agreement was secured from all parties.
- 2.9 Appointing the Chief Finance Officer of the OPCC as the Treasurer to the Fire Authority through this collaborative approach will create a small saving to the Authority in the region of £3k per year, however, it is also anticipated that further benefits will emerge as more collaborative projects are undertaken between the two organisations.
- 2.10 If approved, a Service Level Agreement will be put in place between the Fire Authority and the OPCC to cover such areas as: the expected level of service to be provided; confidentiality; payments; notice requirements; data protection and review periods.
- 2.11 If approved, the new arrangements would be in place by 1 April 2018 with a review period at six months, and annually thereafter.

3. FINANCIAL IMPLICATIONS

A budget exists to fund the part-time salary of the post which will be converted to a budget for the provision of services thus creating a saving of £2,600 per year. Further savings will be gained by removing the requirement to provide ICT equipment and employee benefits.

4. HUMAN RESOURCES AND LEARNING AND DEVELOPMENT IMPLICATIONS

There are no human resources or learning and development implications arising from this report.

5. EQUALITIES IMPLICATIONS

An equality impact assessment has not been undertaken as this report does not change policy or services to the community.

6. CRIME AND DISORDER IMPLICATIONS

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

7. LEGAL IMPLICATIONS

- 7.1 The Policing and Crime Act 2017 places a statutory duty on the Fire Authority to consider opportunities for collaboration with other emergency services. If agreed, this proposal will assist the Authority in meeting those statutory expectations.
- 7.2 The appointment referred to in this report will assist in ensuring that the Authority is compliant with the legal requirements set out in the legislation with regards to proper management and monitoring of its' financial affairs.

8. RISK MANAGEMENT IMPLICATIONS

There are no risk management implications arising from this report.

9. COLLABORATION IMPLICATIONS

The approval of this arrangement will provide the opportunity to develop stronger relationships and shared understanding between the two organisations and demonstrate positive commitment to collaboration initiatives.

10. RECOMMENDATIONS

That Members appoint Charlotte Radford as the Treasurer to the Fire Authority through the provision of a Service Level Agreement in collaboration with the Nottinghamshire Office of the Police and Crime Commissioner.

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

None.

John Buckley
CHIEF FIRE OFFICER