



NOTTINGHAMSHIRE
Fire & Rescue Service
Creating Safer Communities

Nottinghamshire and City of Nottingham
Fire and Rescue Authority

FINANCE & RESOURCES COMMITTEE OUTCOMES

Report of the Chair of the Finance & Resources
Committee

Agenda No:

Date: 19 December 2008

Purpose of Report:

To report to Members on the business and actions of the Finance and Resources Committee meeting of 24 October 2008.

CONTACT OFFICER

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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 24 October 2008 are attached to this report at Appendix B. The following summarises the main points of the papers discussed at the meeting.
- 2.2 The Committee were firstly in receipt of three monitoring reports:
 - 2.2.1 Capital Budget Monitoring – report to 31 August 2008. This report updated on progress on the capital programme in the year 2008/09 and analysed significant variances against the original programme. It was resolved that the variations as outlined in the report be approved.
 - 2.2.2 Revenue Monitoring – report to 31 August 2008. This report updated on the financial performance of the Service in the year 2007/08 and outlined significant variances against the original budget. It was resolved that virements from the budget underspend be approved as outlined in the report. It was further resolved that the Policy and Strategy Committee be requested to consider the criteria for funding community projects.
 - 2.2.3 Prudential Code Monitoring – report to 30 September 2008. This report updated on the prudential indicators for capital accounting and treasury management. It was noted that performance during the reporting period was within prudential limits for 2008/09, and Members were informed that a cautious approach of lending only to institutions on the authorised lending list continued to be used although, during the current global economic situation, the Treasury Management Strategy was under constant review. In addition to noting the report it was resolved that the Committee's appreciation of the efforts of the Finance and Resources staff during the unprecedented and difficult financial climate, be recorded.
- 2.3 A further report to the Committee provided an update to Members on the progress made to date regarding Highfields Fire Station, and provided detail of the build along with latest cost estimates. Whilst it was resolved the report be noted, it was also requested that the Chief Fire Officer arrange for Members to visit the Highfields site to review progress.

- 2.4 Sustainability of the Fire and Rescue Authority's capital plans up to 2010 was the subject of a further report to the Committee. The report concluded that the long term capital requirements of the Authority can be sustained within reasonably affordable limits and compliance with the prudential code. This position results from various informal planning processes which have taken place over the past ten years. The report was noted and it was requested that the Committee's appreciation of the efforts of the Finance and Resources staff be recorded.
- 2.5 The Committee were also in receipt of a report proposing the efficiency savings targets for 2008/09 and detailing the progress of the forecasted efficiency savings outlined in the 2008/09 Forward Look Annual Efficiency Statement. The Committee resolved that in addition to the report being noted, a target of 1% of the 2007/08 baseline (£447,000) for efficiency savings in 2008/9 be approved.
- 2.6 The final report for consideration provided detail of the revenue budget and Council Tax consultation 2009/10, which provided an outline of the budget framework and proposed a range of consultation options to Members. It was resolved that Community Engagement should be added to the examples of priorities on which efficiency savings could be used to bolster activities, and that there should be prior approval by Members of material to be used in the consultation.

3. FINANCIAL IMPLICATIONS

All of the reports considered by Finance and Resources Committee on 24 October 2008 were finance related. However, there were no significant financial implications arising from those reports.

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. EQUALITY IMPACT ASSESSMENT

An initial equality impact assessment has been carried out in relation to this report and is attached as Appendix A. This shows that there are no equalities implications arising from this report.

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 Penny Griggs
CHAIR OF FINANCE AND RESOURCES COMMITTEE

INITIAL EQUALITY IMPACT ASSESSMENT

Section	Manager	Date of Assessment	New or Existing
Finance	N Timms	11 November 2008	New
Name of Report to be assessed		Finance and Resources Committee Outcomes	
1. Briefly describe the aims, objectives and purpose of the report.		To inform the Fire and Rescue Authority of the business of the Finance and Resources Committee from its meeting on 24 October 2008.	
2. Who is intended to benefit from this report and what are the outcomes?		The Fire and Rescue Authority require a report on the business of its Committees on a regular basis.	
3. Who are the main stakeholders in relation to the report?		Fire and Rescue Authority	
4. Who implements and who is responsible for the report?		Implementation of any actions arising is the responsibility of the Head of Finance and Resources.	

5. Please identify the differential impact in the terms of the six strands below. Please tick yes if you have identified any differential impacts. Please state evidence of negative or positive impacts below.

<i>STRAND</i>	Y	N	<i>NEGATIVE IMPACT</i>	<i>POSITIVE IMPACT</i>
Race		X		
Gender		X		
Disability		X		
Religion or Belief		X		
Sexuality		X		
Age		X		

6. Can this adverse impact be justified on the grounds of promoting equality of opportunity for one group?	Y	N	7. Should the policy/service proceed to a full impact assessment?	Y	N
					X

I am satisfied that this policy has been successfully impact assessed. I understand the impact assessment of this policy is a statutory obligation and that, as owners of this policy, we take responsibility for the completion and quality of this process.

Signed (completing person) Neil Timms Head of Finance and Resources

Date 11 November 2008



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

FINANCE AND RESOURCES COMMITTEE

MINUTES

of the meeting held on **24 OCTOBER 2008** at Fire and Rescue Service Headquarters, Bestwood Lodge, Arnold, Nottingham, from 10.00 am to 11.17 am.

Membership

Councillor P Griggs (Chair)
Councillor B Cooper
Councillor P Lally
Councillor T Pettengell
^ Councillor M Wood

Members absent are marked ^

6 APOLOGY FOR ABSENCE

An apology for absence was received from Councillor Wood.

7 DECLARATIONS OF INTERESTS

No declarations of interests were made.

8 MINUTES

RESOLVED that the minutes of the last meeting held on 19 September 2008, copies of which had been circulated, be confirmed and signed by the Chair.

9 MATTERS ARISING

RESOLVED that an urgent update from the Policy and Strategy Committee Meeting on 17 October be added to agenda item 6.

10 CAPITAL BUDGET MONITORING REPORT TO 31 AUGUST 2008

Consideration was given to a report of the Chief Fire Officer, copies of which had been circulated, on capital programme progress during the current financial year to 31 August 2008. Members were given the opportunity of discussing the significant outturn variances and variations to the capital programme with the Head of Finance and Resources.

RESOLVED

(1) that the following variations to the 2008/09 capital budget be approved:-

<u>Capital Programme Project</u>	<u>Budget Including Slippage 2008/09</u>	<u>Variation to Budget</u>	<u>Revised Budget 2008/09</u>
	<u>£000's</u>	<u>£000's</u>	<u>£000's</u>
Amendments to Existing Projects			
SDC Smoke House	75	-75	0
Southwell Fire Station	200	-200	0
Stapleford Fire Station	200	64	264
Ashfield Fire Station	175	-150	25
West Bridgford Stores	33	2	35
Clifton Phase 2	75	-20	55
Warsop Fire Station	133	67	200
Mansfield Reception	42	-42	0
Essential Repairs	207	-115	92
Professional Fees	150	-80	70
Model Station Design	30	102	132
Worksop Fire Station	70	95	165
New Projects			
Newark Fire Station	0	66	66
Bingham Barn & Gym	0	165	165
Stockhill Fire Station	0	35	35
Headquarters Toilets	0	86	86
Total	1,390	0	1,390

(2) that the report be noted.

11 REVENUE MONITORING REPORT TO 31 AUGUST 2008

Consideration was given to a report of the Chief Fire Officer, copies of which had been circulated, on the financial performance of the Service in year 2008/09 to 31 August, with an analysis of the significant variances against the original budget.

The Committee was advised that the sentence in paragraph 2.2.1 regarding the support for the trade union officer was an error and should be disregarded.

It was noted that the report showed a significant underspend to date of £1,069k, 65% of which related to staffing budgets.

The report proposed virement of some of the available underspend to other areas to meet changing priorities.

RESOLVED

- (1) that virement from the budget underspend to the following projects be approved:

	<u>£</u>
(a) One off costs to upgrade Wider Area Network	100,000
(b) Service desk implementation by contract staff	65,000
(c) Internet web-site one off costs	30,000
(d) Redecoration of Fire & Rescue Headquarters	100,000
(e) Implementation of Sharepoint Phase II business platform	60,000
(f) Transfer expenditure from revenue to the Capital Reserve	170,000

- (2) that the Policy and Strategy Committee be requested to consider the criteria for funding community projects;

- (3) that the report be noted.

12 PRUDENTIAL CODE MONITORING REPORT TO 30 SEPTEMBER 2008

Consideration was given to a report of the Treasurer to the Fire and Rescue Authority, copies of which had been circulated, and to a report from the urgent meeting of the Policy and Strategy Committee on 17 October 2008, which was circulated at the meeting.

It was noted that performance during the reporting period to 30 September was within the prudential limits for 2008/09 which had been agreed by the Fire and Rescue Authority at its meeting on 22 February 2008. Members were informed that a cautious approach of lending only to institutions on the authorised lending list continued to be used although, during the current global economic situation, the Treasury Management Strategy was under constant review.

RESOLVED

- (1) that the reports be noted;

- (2) that the Committee's appreciation of the efforts of the Finance and Resources staff during the unprecedented and difficult financial climate, be recorded.

13 HIGHFIELDS STATION UPDATE

Consideration was given to a report of the Chief Fire Officer, copies of which had been circulated, informing members of the progress on this major project.

RESOLVED

- (1) that the report be noted;
- (2) that the Chief Fire Officer arrange for members to visit the Highfields site to review progress.

14 SUSTAINABLE CAPITAL PLANS

Consideration was given to a report of the Chief Fire Officer, copies of which had been circulated, on the sustainability of the Fire and Rescue Authority's capital plans up to 2010.

RESOLVED

- (1) that the reports be noted;
- (2) that the Committee's appreciation of the efforts of the Finance and Resources staff be recorded.

15 EFFICIENCY SAVINGS

Consideration was given to a report of the Chief Fire Officer, copies of which had been circulated, proposing the efficiency savings target for 2008/09 and detailing the progress of the forecasted efficiency savings outlined in the 2008/09 Forward Look Annual Efficiency Statement.

RESOLVED

- (1) that a target of 1% of the 2007/08 baseline (£447,000) for efficiency savings in 2008/9 be approved;
- (2) that report be noted.

16 REVENUE BUDGET AND COUNCIL TAX CONSULTATION 2009/10

Consideration was given to a report of the Chief Fire Officer, copies of which had been circulated, detailing the budget framework and proposing a range of consultation options to Members.

RESOLVED that, subject to the following, the arrangements for consultation on the proposed budget be approved: -

- (1) the addition of Community Engagement to the examples of priorities on which efficiency savings could be used to bolster activities;**
- (2) prior approval by members of material to be used in the consultation.**

Footnote

Next meeting dates:

12 December 2008 - meeting cancelled

9 January 2009 at 1.30 pm, following a briefing and lunch at 12.30pm.

FOR NOTING