



**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

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**Agenda No:**

**Date:** 18 December 2009

**Purpose of Report:**

To report to Members on the business and actions of the Finance and Resources Committee meeting of Friday 09 October 2009.

## CONTACT OFFICER

**Name :** Neil Timms  
Head of Finance & Resources

**Tel :** (0115) 967 0880

**Email :** [neil.timms@notts-fire.gov.uk](mailto:neil.timms@notts-fire.gov.uk)

**Media Enquiries Contact :** Elisabeth Reeson  
(0115) 967 5889 [elisabeth.reeson@notts-fire.gov.uk](mailto:elisabeth.reeson@notts-fire.gov.uk)

## 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 09 October 2009 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 were firstly in receipt of a report regarding the revenue budget and Council Tax consultation 2010/2011, which provided detail on the budget framework and proposed a range of consultation options. Discussion followed regarding the organisations to be consulted and a number of suggestions were made. It was resolved that a process of consultation be undertaken with stakeholders in order that their views could be considered properly before the budget was finalised and the matters to be consulted on, as set out in the report, be approved. Further, that the list of consultees set out in the report, including representative groups and the bodies to be consulted by post including the City and County Councils, District Councils, Parish Councils, the Police, Chamber of Commerce, Confederation of Small Businesses, NAVO, Trade Unions and staff be approved. Finally it was resolved that the Head of Finance and Resources consider approaching the groups mentioned in the discussion above but also review the use of technology (website, twitter etc) to involve students and hard to reach groups and the idea of running a competition with a prize(s) be pursued.
- 2.3 Two monitoring reports were also subject to the Committee's consideration at this meeting. They were in relation to:
  - 2.3.1 Revenue Monitoring Report to 31 August 2009 – updating on financial performance of the Service in the year 2009/10 to the end of August 2009, and analysing significant variances against the original budget. It was resolved that the variances against the original budget 2009/10 be noted; that the ringfencing of funds arising from the Prince's Trust activities be approved; and that the Head of Finance and Resources keep the use of agency staff under constant review and contact the School Meals Service to see whether an arrangement could be made with it to provide cooks at short notice.
  - 2.3.2 Capital Monitoring Report to 31 August 2009 – updating on capital programme progress in the year 2009/10 to the end of August 2009 and analysing significant variances against the original programme. The variances against the capital programme 2009/10 were noted and it was further resolved that the Head of Finance and Resources continue to monitor carefully the costs of the Tuxford Fire Station

refurbishment and every attempt be made to keep the costs within the agreed budget.

- 2.4 Four further reports were presented to the Committee, all of which were noted as recommended in the reports. These were in relation to:
- 2.4.1 Efficiency Savings – the report informed Members of the Annual Efficiency Savings reported in the Backward Look Statement for 2008/09 and the Forward Look Statement for 2009/10, and also reported progress against the 2009/10 savings target.
  - 2.4.2 Prudential Code Monitoring Report to 31 August 2009 – updating Members on the performance up to 31 August 2009 in relation to the prudential indicators for capital accounting and treasury management.
  - 2.4.3 Treasury Management Annual Report 2008/09 – which provided Members with a comprehensive picture of all Treasury Management policies, plans, activities and results for the financial year 2008/09.
  - 2.4.4 Chartered Institute of Public Finance and Accountancy Conference 2009 – Members were updated on the content of the conference which was held in Manchester in June 2009.

### **3. FINANCIAL IMPLICATIONS**

All of the reports considered by Finance and Resources Committee on 09 October 2009 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 identified no specific aspects relating to a disproportionate effect in respect of the key equality strands.

### **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 Malcolm Wood  
**CHAIR OF FINANCE AND RESOURCES COMMITTEE**

## APPENDIX A



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

#### FINANCE AND RESOURCES COMMITTEE

#### MINUTES

of meeting held on **9 OCTOBER 2009** at Fire and Rescue Service Headquarters, Bestwood Lodge from 10.00 am to 11.20 am.

#### Membership

Councillor M Wood (Chair)  
Councillor A Foster  
Councillor P Griggs  
Councillor T Pettengell  
^ Councillor K Rostance

Members absent are marked ^

#### **14 APOLOGY FOR ABSENCE**

An apology for absence was received from Councillor Rostance (on County Council business).

#### **15 DECLARATIONS OF INTERESTS**

No declarations of interests were made.

#### **16 MINUTES**

**RESOLVED** that the minutes of the last meeting held on 10 July 2009, copies of which had been circulated, be confirmed and signed by the Chair.

#### **17 REVENUE BUDGET AND COUNCIL TAX CONSULTATION 2010/11**

Consideration was given to a report of the Chief Fire Officer, copies of which had been circulated, regarding the budget framework and the range of consultation options. The Head of Finance and Resources intended to complete the consultation

exercise before Christmas so that a further report could be submitted to the January 2010 meeting.

During a lengthy discussion on the organisations to be consulted a number of suggestions were made including Nottingham City Homes, Area Committee Chairs, asking Fire Authority members to recommend appropriate groups with which they were involved and contacting the Interim Director of Area Working at the City Council to ascertain from Area Managers which groups in their areas were appropriate consultees (networks of residents, Community Action Teams etc).

#### **RESOLVED**

- (1) that a process of consultation be undertaken with stakeholders in order that their views could be considered properly before the budget was finalised and the matters to be consulted on, as set out in the report, be approved;**
- (2) that the list of consultees set out in the report, including representative groups and the bodies to be consulted by post including the City and County Councils, district councils, parish councils, the Police, Chamber of Commerce, Confederation of Small Businesses, Networking Action with Voluntary Organisations, trade unions and staff be approved;**
- (3) that the Head of Finance and Resources consider approaching the groups mentioned in the discussion above but also review the use of technology (website, Twitter etc) to involve students and hard to reach groups and the idea of running a competition with a prize(s) be pursued.**

#### **18 REVENUE MONITORING REPORT TO 31 AUGUST 2009**

Consideration was given to the report of the Chief Fire Officer, copies of which had been circulated, detailing variances against the original 2009/10 budget. Concerns were expressed about the use of agency staff but assurances were given that the position was monitored regularly, including market testing, and it was considered that good value for money was obtained. Agreements were in place with three agencies which ensured costs were competitive but only one of the agencies was able to provide cooks at short notice.

#### **RESOLVED**

- (1) that the variances against the original budget 2009/10 be noted;**
- (2) that the ringfencing of funds arising from the Prince's Trust activities be approved;**
- (3) that the Head of Finance and Resources keep the use of agency staff under constant review and contact the School Meals Service to see whether an arrangement could be made with it to provide cooks at short notice.**

## **19 CAPITAL BUDGET MONITORING REPORT TO 31 AUGUST 2009**

Consideration was given to a report of the Chief Fire Officer, copies of which had been circulated, informing members of capital programme progress in 2009/10 and analysing significant variances against the original programme. The Head of Finance and Resources reported on the excellent progress with property and updated members on the refurbishment of Tuxford Fire Station. The Fire Authority at its meeting on 4 September 2009 had been informed that the cost would be approximately £750,000 but quantity surveying calculations were coming out at £798,000 plus fees. Tenders had not yet been invited and it was hoped in the current economic climate that very competitive tenders would be submitted.

### **RESOLVED**

- (1) that the variances against the capital programme 2009/10 be noted;**
- (2) that the Head of Finance and Resources continue to monitor carefully the costs of the Tuxford Fire Station refurbishment and every attempt be made to keep the costs within the £750,000 approved by value engineering etc.**

## **20 EFFICIENCY SAVINGS**

Consideration was given to a report of the Chief Fire Officer, copies of which had been circulated.

**RESOLVED that the annual efficiency savings reported in the 2008/09 Backward Look Statement and the 2009/10 Forward Look Statement and progress against the 2009/10 savings target be noted.**

## **21 PRUDENTIAL CODE MONITORING REPORT TO 31 AUGUST 2009**

**RESOLVED that the report of the Treasurer, copies of which had been circulated, be noted.**

## **22 TREASURY MANAGEMENT ANNUAL REPORT 2008/09**

**RESOLVED that the report of the Treasurer, copies of which had been circulated, be noted.**

## **23 CHARTERED INSTITUTE OF PUBLIC FINANCE AND ACCOUNTANCY CONFERENCE 2009**

**RESOLVED that the report of the Treasurer, copies of which had been circulated, on the content of the Conference held in Manchester on 23-25 June 2009 and attended by the Treasurer and Councillor Griggs be noted.**