



Minutes

Finance & Resources Committee

Date: 19 July 2019

Time: 10.30 am

Venue: Fire and Rescue Headquarters, Birkenshaw

Present: Councillor A Tait (in the chair), C Anderson, R Downes, J Fenton-Glynn, P Harrand, L Holmes, N Mohammed, D O'Donovan, F Shaheen (agenda items 6 – 9 only Min nos. 6 – 9 refer) and S Tulley

In Attendance: None

Apologies: Councillor R Grahame

1 Minutes of the last meeting

RESOLVED

That the Minutes of the meeting held on 12 April 2019 be signed by the Chair as a correct record.

2 Urgent items

None.

3 Admission of the public

There were no items which required the exclusion of the public and press.

4 Declarations of interest

There were no declarations of disclosable pecuniary interest made in any matter under consideration at the meeting.

5 Revised ICT strategy

Consideration was given to a report of the Director of Service Support which sought approval for a revised ICT strategy which had been amended to reflect the new Service Plan together with changes in compliance and security arrangements, and changes in technology.

It was reported that the previous Strategy had been approved for implementation in 2016 and detail was provided of the progress made in respect of that Strategy. A copy of the proposed revised Strategy was attached as an annex to the report now submitted. Members were advised that all the projects had been included in the capital plan and no additional expenditure had been identified at this stage. It was anticipated that many of the projects identified would be completed in the current year.

The main focus of the new strategy was to maximise the following;

- Value for money with existing systems
- Flexible working
- Intuitive ICT, and
- Mobile working

RESOLVED

That the revised ICT strategy 2019 – 22 be approved.

6 Quarterly financial review

The Chief Finance and Procurement Officer submitted a report which presented a quarterly financial review of the financial position of the Authority over the first two months of the current financial year.

Members were advised that a number of adjustments had been made to the contingency budget in respect of unplanned expenditure as detailed in the report now submitted and this, coupled with further savings totalling £266k that had been made within the revenue budget, the general fund balance at the year-end was anticipated to be £5.3m.

It was further reported that there had been a £4.793m slippage of capital schemes into the current financial year, the majority of which was related to the delay in the rebuild of Wakefield Fire Station. Detail of all slipped capital schemes was detailed at Annex A to the report.

The only capital receipt expected in 2019 – 20 was the sale of the WY1 number plate which had a reserve value of £130,000 on an auction site.

RESOLVED

- a) That the report be noted; and
- b) That the revised capital plan 2019 / 20 be approved.

7 Treasury Management outturn 2018 - 19

Members received a report from the Chief Finance & Procurement Officer presenting the Treasury Management Annual Report 2018/19 which reviewed borrowing and investment performance, prudential indicators and risk and compliance issues.

It was noted that Fire Authority was a net investor as at 31 March 2018 with investments totalling £22.8m at the year end. Members were advised that £205k had been made on investments during the course of the year and revenue balances were reported to be ca. £35m. Members were further advised that statutory and regulatory risk and compliance requirements had been fully complied with during the year.

RESOLVED

That the report be noted.

8 Environmental Working Group activities 2018 – 19

Members received a report from the Chief Legal & Governance Officer providing updated information on the activities of the Environmental Working Group and detailed information on electricity, gas and water consumption during the recording period.

There had been a recorded increase in the usage of electricity during the year (+1%) and water (+23%) and an 11% decrease in the use of gas. It was reported also that there had been a small 0.5% increase in CO2 emissions.

Members were pleased to note that the textile and book recycling scheme had raised a total of £27,779 for the Firefighters' charity and were advised that 100% of the monies raised went directly to the charity.

RESOLVED

- a) That the report be noted; and
- b) That a standard paragraph be included in all future committee reports to advise of the environmental impact of any given issue.

9 Information Governance annual update

The Chief Legal & Governance Officer submitted a report which provided an annual update on the implementation of information governance and security arrangements across the Authority.

Members were advised of the progress that had been made in respect of the following;

- Embedding of General Data Protection Regulation (GDPR)
- Establishment of a breach register
- Data protection audits (three year cycle for routine audits and annual in high risk areas of the service)
- Bespoke staff training
- Adoption of the Data Security and Protection Toolkit
- Current attainment figures against relevant frameworks

- Review of the Data Subject Access Request (DSAR) procedure (106% increase in number of requests) and detail of requests received under the Access to Images Request system
- Quarterly / annual reviews of data transparency for the financial transactions, people and pay, tenders and procurement, land and assets, and trade unions

It was further reported that the Authority's information governance arrangements had maintained a compliance plus standard in the Customer Service Excellence audit in November 2018.

RESOLVED

That the report be noted.

Chair