



Minutes

Finance & Resources Committee

Date: 16 April 2021

Time: 10.30 am

Venue: Microsoft Teams

Present: Councillor A Tait (in the Chair), C Anderson, T Austin, R Downes, D Hall, P Harrand, N Mohammed, D O'Donovan, F Shaheen and S Tulley

In Attendance: None

Apologies: None

34 Minutes of the last meeting

RESOLVED

That the Minutes of the Committee at a meeting held on 5 February 2021 be signed by the Chair as a correct record.

35 Matters arising

None.

36 Urgent items

None.

37 Admission of the public

RESOLVED

That the public and press be excluded from the meeting during consideration of the items of business specified below as it was likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public were present during these items, there would be disclosure to them of exempt information of the descriptions specified

AGENDA ITEM NO.	TITLE OF REPORT	MINUTE NUMBER	Description of exempt information by reference to the paragraph number in Schedule 12a of the Local Government Act 1972
E7	Property Capital Plan 2021 – 22	40	Paragraph 3 – financial or business affairs
E8	Vehicle replacement programme 2021 – 22	41	Paragraph 3 – financial or business affairs
E9	Insurance renewals 2021 – 22	42	Paragraph 3 – financial or business affairs

38 Declarations of interest

None.

39 Smarter working programme – update

Consideration was given to a report of the Director of Service Support which updated Members on the progress of the Smarter Working programme and the associated service improvements.

Members were advised that the programme, which had been in place for two years following the appointment of a consultant, had successfully implemented a lean methodology approach across several departments which allowed efficiencies in terms of time, revenue and user satisfaction to be realised.

The departments / workstreams were as follows;

- Property – reactive repairs: 24% reduction in use of external contractors and estimated cost saving to November 2019 of £30,217

- Finance and procurement – OPEX: use of the system to replace paper-based processes had realised an average reduction for delivery from 12 to 4 days together with an improvement in the efficiency of stock levels within stores
- Finance – expenses claims process: new digital form introduced providing a greater degree of business intelligence and accountability and improved ease of use for claimants
- Training and development – EMOC review and competency dashboard: alternative to station-based competency records introduced in response to comments from Her Majesty’s Inspectorate of Constabulary and Fire and Rescue Services (HMICFRS) and an internal audit review of “limited assurance”. Improvements in user satisfaction and over 3,500 hours of time released. In-house development achieved a cost saving of £7,000 per annum

It was reported that the following areas were currently under review as part of the programme;

- Station assurance practices
- Equipment management
- Performance management, and
- Dissemination and embedding of Smarter Working methodology across all departments.

Members sought further information on the internal measures, both financial and opportunity costs, used to assess the success of the programme

RESOLVED

- a) That the report be noted; and
- b) That the progress made in embedding the programme in terms of improvements to organisational ethos and morale be welcomed.

40 Property capital plan 2021 – 22

(This item was considered exempt information under Schedule 12A (3) of the Local Government Act 1972 – financial or business affairs)

The Director of Service Support submitted a report which sought approval for a number of strategic refurbishment property management projects as part of the 2021 – 22 Capital Plan as detailed in the report now submitted.

RESOLVED

That the proposed capital expenditure on itemised property management projects as detailed in the report be approved notwithstanding the need for planning or building control approvals as appropriate.

41 Vehicle replacement programme 2021 – 22

(This item was considered exempt information under Schedule 12A (3) of the Local Government Act 1972 – financial or business affairs)

Members considered a report of the Director of Service Support which sought approval for the purchase of vehicles as detailed.

RESOLVED

That the purchase of vehicles as detailed in the report now submitted be approved.

42 Insurance renewals 2021 – 22

(This item was considered exempt information under Schedule 12A (3) of the Local Government Act 1972 – financial or business affairs)

Consideration was given to a report of the Chief Finance and Procurement Officer which advised of the outcome of the insurance renewals process and provided details of the premiums for 2021 – 22.

It was reported that no policies had been subject to competition for insurance cover in 2021 -22 and revised premiums reflected inflation and changed levels of cover, including a pending public liability claim.

RESOLVED

That the outcome of the insurance renewals process be noted.

Chair