

Minutes of the meeting of the EXECUTIVE COMMITTEE of the BUCKINGHAMSHIRE AND MILTON KEYNES FIRE AUTHORITY held on WEDNESDAY 13 JULY 2016 at 10.00 am

Present: Councillors Busby (Chairman), Carroll, Dransfield, Gomm, Lambert (Part), Reed and Schofield

Officers: J Thelwell (Chief Fire Officer), G Britten (Director of Legal and Governance), L Swift (Director of People and Organisational Development), D Sutherland (Director of Finance and Assets), K McCafferty (Head of Human Resources), J Parsons (Head of Service Development), P Holland (Head of Service Transformation), K Nellist (Democratic Services Officer)

Apologies: Councillor Marland

EX01 ELECTION OF CHAIRMAN

(Councillor Andy Dransfield presiding)

It was moved and seconded that Councillor Busby be elected Chairman of the Committee for 2016/17.

RESOLVED –

That Councillor Busby be elected as Chairman of the Committee for 2016/17.

EX02 APPOINTMENT OF VICE-CHAIRMAN

It was moved and seconded that Councillor Dransfield be appointed as Vice-Chairman of the Committee for 2016/17.

RESOLVED –

That Councillor Dransfield be appointed as Vice-Chairman of the Committee for 2016/17.

EX03 MINUTES

RESOLVED –

That the Minutes of the meeting of the Executive Committee held on Wednesday 11 May 2016, be approved and signed by the Chairman as a correct record.

EX04 EXEMPT MINUTES

RESOLVED –

That the Exempt Minutes of the meeting of the Executive Committee held on Wednesday 11 May 2016, be approved and signed by the Chairman as a correct record.

EX05 EMERGENCY SERVICES MOBILE COMMUNICATION PROGRAMME (EMSCP)

The Lead Member for Finance, IT, Procurement and Control introduced the report and advised Members that this briefing paper updated Members on the progress of the project to date. Previously there had been two items of concern for Members. One was the interoperability of different communication systems between services during the various transition phases and the other was the unknown financial risk to the Authority.

The Lead Member for Finance, IT, Procurement and Control reported to Members that assurances had now been received through the central programme teams that the technology would provide seamless interoperability between new and legacy systems and it was believed that the Authority's costs would be met by central Government. However, they had not yet committed to this undertaking in writing.

The Head of Service Development advised Members that the Authority had been given indicative figures as part of the business case regarding finance, but there was no further update, and regarding coverage, as part of the original business case, the Authority had been told that it would not cut over to the new system until the coverage was as good or preferably better and that was still the case.

The Head of Service Development also advised Members that the Government Digital Services had decided that, as part of this programme, organisations connecting to the Emergency Services Network (ESN) would have to be Public Services Network (PSN) Compliant. The Authority had decided that work would commence to achieve the lowest level of PSN compliance – PSN Bronze – which was more than adequate for the needs of this programme.

(Councillor Lambert joined the meeting)

RESOLVED-

That the report be noted.

EX06

BUDGET MONITORING PERFORMANCE AND DEBT MANAGEMENT APRIL 2015 - MARCH 2016

The Committee considered an update of the provisional revenue and capital outturn position and debt management performance to 31 March 2016.

The Committee noted that the provisional underspend had increased by £232k from that reported as at the end of February 2016, to the Committee on 11 May 2016. This increase was primarily due to movements in year-end provisions, as reported verbally at the last meeting.

The Committee noted that it was recommended the provisional underspend of £1,821k was transferred to the general fund in line with the recommendations of that paper.

A Member asked when the Retained Duty System (RDS) on-call firefighter employment which was currently significantly under budgeted establishment costs would be reviewed and was advised that there was a national issue regarding recruitment and retention of RDS staff.

The Chief Fire Officer advised that demographics had changed and no longer were people working in small rural villages, so there was an issue, but the Authority was currently working on different propositions for RDS. The Authority had over the last few years opened up opportunities for RDS staff, for example it was one of the only services where RDS had the opportunity to ride wholetime fire engines. It had also introduced co-responding as an opportunity for RDS to earn money in a different way.

The Director of People and Operational Development advised Members that the Authority had been increasing the use of its 'bank' and 'ops pool' so it had been operating with fewer numbers than were budgeted for. Also, the Authority was looking to see if there were different models beyond living within five minutes of a fire station. It was also looking at a whole range of employment contracts. RDS were paid a retainer and paid when they get called in. In some areas part time firefighters might be needed. Another approach about to be piloted was 'on-call' apprenticeships. The Authority was looking to see if local businesses would take on an apprentice that it would part fund.

RESOLVED –

1. That the provisional outturn forecast for the Fire Authority as at 31 March 2016 be noted.
2. That the underspend of £1,821k be transferred to the general fund.
3. That the slippage of £6,452k on the capital programme be approved to be carried forward into 2016/17.
4. That delegated authority be given to the Chief Finance Officer in consultation with the Lead Member for Finance to authorise any late changes to the movements in reserves and capital slippage amounts resulting from accounting adjustments needing to be made during the year-end closedown process.
5. That should any changes to the amounts referred to above be required, then the Chief Finance Officer will report these to Members at the next available meeting.

EX07

INSURANCE ARRANGEMENTS UPDATE

The Lead Member for Finance, IT, Procurement and Control introduced the report and advised Members that there were eight fleet related insurance claims during 2015/16. The total cost of these claims to the brigade was £4k. During 2015/16 the

insurance contract was retendered and a new contract commenced on 1 April 2016, saving the Authority £20k per annum. Whilst the Authority would experience minor additional costs as a result of increasing the excess, it would still make a significant net saving each and every year.

RESOLVED –

That the update be noted.

EX08 EXCLUSION OF PUBLIC AND PRESS

RESOLVED -

By virtue of Paragraph 1 of Part 1 of Schedule 12A of the Local Government Act 1972, as the appendix contains information which is likely to reveal the identity of an individual; and Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972, as the appendix contains information relating to the financial or business affairs of a person (including the Authority); and on these grounds it is considered the need to keep information exempt outweighs the public interest in disclosing the information.

The Director of Legal and Governance, Director of Finance and Assets, Head of Service Development and Head of Service Transformation left the meeting.

EX09 BUSINESS CONTINUITY AND RESILIENCE – SENIOR STAFF SUCCESSION PLANNING

The Committee considered the report and appendix, details of which are noted in the confidential/exempt minutes.

RESOLVED –

That the SMB and directorate plans be noted.

EX10 DATE OF NEXT MEETING

The Committee noted that the date of the next Executive Committee meeting would be held on Wednesday 21 September 2016 at 10.00am.

THE CHAIRMAN CLOSED THE MEETING AT 10.50AM.