

**AWDURDOD TÂN AC ACHUB CANOLBARTH A GORLLEWIN  
CYMRU**



**MID AND WEST WALES FIRE AND RESCUE AUTHORITY**

**CYFARFOD O'R PWYLLGOR ADNODDAU  
MEETING OF THE RESOURCES COMMITTEE**

**DYDD LLUN, 14 IONAWR 2008**

**MONDAY, 14 JANUARY 2008**

***PENCADLYS Y GWASANAETH TÂN  
HEOL LLWYN PISGWYDD, CAERFYRDDIN  
FIRE SERVICE HEADQUARTERS,  
LIME GROVE AVENUE, CARMARTHEN***

**11.00am – 12.15**

**PRESENOLDEB/ATTENDANCE**

Presennol yn y Cyfarfod/Present at Meeting:

CADEIRYDD/CHAIRMAN:	J J J Davies
IS-GADEIRYDD/VICE CHAIRMAN:	C Morgan
AELODAU/MEMBERS:	Cyng/Cllrs: J Allen-Mirehouse, Mrs J Dudley, T E Evans, J D A Thompson, T Theophilus, Mrs P Spender, G Seabourne, C Waller, Mrs C Philpott, Mrs T Devichand
YMDDIHEURIADAU/APOLOGIES:	Cyng/Cllrs: G Phillips, D C Prothero,
YN BRESENNOL /IN ATTENDANCE:	D Mackay, R Smith, A Howells, E Aitken

**1 DECLARATION BY MEMBERS OF ANY PERSONAL INTEREST**

None were declared

**2 TO CONFIRM AS A CORRECT RECORD THE MINUTES OF THE MEETINGS HELD ON 26 NOVEMBER AND 3 DECEMBER 2007**

The minutes of the meeting held on 26 November 2007 were received and confirmed as a true record apart from the following amendment:

**Item 4 – Revenue Monitoring report for the period 1<sup>st</sup> April to 31<sup>st</sup> October 2007**

**RESOLUTION**

**It was approved that budget monies be vired from Pay to Pensions**

**Capital Monitoring report for the period 1<sup>st</sup> April to 31<sup>st</sup> October 2007**

**RESOLUTION**

**It was resolved that £125,000 be added to the Capital Programme in order to progress works at Ammanford Fire Station**

The minutes of the meeting held on 3<sup>rd</sup> December were received and confirmed as a true record

**3 TO RECEIVE THE DETAILED REVENUE BUDGET FOR 2008 /2009**

At the Fire Authority meeting of 10<sup>th</sup> December 2007, the revenue budget for 2008/09 had been agreed for consultation with the Constituent Authorities and Members received the breakdown of that budget.

**RESOLUTION**

***It was RESOLVED that***

***The detailed revenue budget be approved for recommendation to the full Fire Authority on 4<sup>th</sup> February 2008***

**4 TO CONSIDER THE EFFICIENCIES EXERCISE 2008**

At the Fire Authority meeting of 10<sup>th</sup> December 2007, it had been agreed that the Chief Fire Officer and Treasurer should lead Members of the Resources Committee through a detailed exercise, examining the potential for efficiencies within the base budget.

It was proposed that the budget be divided up into manageable areas of work and that each Review Group comprise Members supported by a team of

appropriate officers, including key budget holders, Finance staff, Procurement staff, Human Resources staff and County Commanders where appropriate.

Fundamental to the approach was that Members should be involved in the exercise to ensure transparency and ownership and that it was likely that there would be a good degree of detail involved. For the purpose of consistency and continuity, it was suggested that the same Member maintained membership throughout the deliberations of the group.

The review teams would necessarily need to meet regularly and meeting dates would be dependent on workload. It was envisaged that progress on the reviews would be reported to the next Resources Committee in March and be finalised by the Resources Committee in July.

The following workstreams were suggested:

- 1) Supplies and Services budget – to be led by AM Paul Bates, and involve the IT Manager, Finance Staff, Procurement Staff, and ORM staff. The intention would be to finalise this work by the March Resources Committee, but to report on progress if not complete by then, finalising by the July Resources Committee.
- 2) Transport - this work would be commenced by the Wales Audit Office review of the Use of the Fleet, the fieldwork of which would be finalised in the first quarter of the year. Should there be a need to build on this work, a Review team would undertake further work, aiming to finalise before the July Resources Committee
- 3) People resources - This would cover all staff budget heads except for Control Room, as the recent review in this area was still in the final stages of implementation and would include Whole time and Part time Firefighters, Administrative and Manual staff. Due to the large amount of work involved in this review group, the work was unlikely to be finalised by the March Resources meeting and the group would aim to finalise by the July meeting. The team would be led by ACFO Phil Bailey, and would involve HR staff, Finance staff and a County Commander.
- 4) Premises and utilities - This Review would take place in the second quarter of the year and will be finalised by the July Resources Committee. This Review Group would be led by AM Phil Coleman and would include the Premises manager and staff, Procurement staff and Finance staff.

Members thanked officers for carrying out this piece of work and considered it an excellent step forward which would have a fundamental effect on future budgets through Member engagement.

## RESOLUTION

*It was RESOLVED that*

- 1. A letter be sent out to all Members explaining the exercise and asking if they had any particular preference /field of expertise as to which group they joined*
- 2. Groups to consist of three Members, with at least two being present at each meeting*
- 3. The Chair and Vice Chair of Personnel Committee sit on the People Resources workstream*
- 4. All Members to be free to attend meetings of any workstreams they wished over and above those allocated to them*
- 5. It was noted that there would be an additional Resources Committee meeting between those diarised for July and November*

### **5 TO RECEIVE THE BUDGET MONITORING REPORT FOR THE FINANCIAL YEAR 2007-08**

#### **Revenue Monitoring Report for the period 1<sup>st</sup> April to 31<sup>st</sup> December 2007**

The report compared expenditure to date with the 2007/08 Budget, profiled for 9 months. Expenditure to date was the actual expenditure recorded on the financial ledger and commitments recorded in the ledger by the new procurement system.

On this basis, a current under spend of £322,000 (0.8% of the net budget) had been shown on the report. However this would be eroded during the year due to:

- A small back log of commitments that had not yet appeared on the ledger.
- The profiling did not take account of seasonal variations in spending as expenditure tended to be greater in the later months of the financial year.

There remained uncertainty over the final effect of the new financing arrangements of the Fire Fighter Pension on the accounts and on the increases in employer contributions due to Retained Duty staff joining the Fire Fighter Pension scheme. The under spend currently predicted would provide a buffer against these costs and against any above inflation energy costs, any balance at year end would be taken to a reserve.

#### **Capital Monitoring Report for the period 1<sup>st</sup> April to 31<sup>st</sup> December 2007**

The report summarised the expenditure and financing of capital projects to date in comparison with the Approved Capital Programme. It was noted that the equality, diversity and minor works were running at overspend and that these had now been put on hold until the new financial year.

In response to a query by Members, the Chief Fire Officer reported that a project board had been set up with other partners involved with the new Llandrindod Wells Fire Station and assured Members that the Authority would not make any financial commitment until such time as a formal agreement was in place and which would be considered by the Authority in due course.

### **Prudential Indicators**

It was noted that capital financing was within the limits set by the Prudential Indicators.

### **RESOLUTION**

*It was RESOLVED that the reports be received and noted*

#### **6 TO RECEIVE THE TREASURERS REPORT ON THE PRUDENTIAL CODE AND PRUDENTIAL INDICATORS FOR 2008/2009**

The Authority's prudential indicators for 2008/09, based on the 2008/09 proposed Capital Programme and Revenue Budget, were presented to Members for approval.

### **RESOLUTION**

*It was RESOLVED*

- 1) That the 2008/09 prudential indicators be approved for recommendation to the Full Fire Authority.*
- 2) That delegated authority be sought from the Full Fire Authority to the Director of Finance and Procurement changing the balance between borrowing and other long term liabilities within the Authorised Limit for external debt and within the Operational Boundary while keeping within the overall limits.*

#### **6 TO RECEIVE CORRESPONDENCE FROM THE MINISTER**

As part of the ongoing correspondence between the Fire and Rescue Authorities in Wales and the Minister for Social Justice and Local Government, consideration was given to a letter received by the Chairman in response to that sent by the 3 Chairs of the FRAs in Wales on the 23<sup>rd</sup> November 2007. The original letter was also attached for information.

Members asked that a formal response be sent to Dr Gibbons from the three Chairs and that Members to be kept updated of any further developments

### **RESOLUTION**

*It was RESOLVED that*

*The correspondence be noted*

