

# Minutes

## Finance & Resources Committee

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Date: 04 February 2022

Time: 10:30

Venue: Function Room, FSHQ

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Present: Cllrs S Tulley (in the chair), C Anderson, R Downes, D Hall, J Illingworth, N Mohammed, D O'Donovan, M Pollard, K Renshaw (as substitute for L Whitehouse) and F Shaheen.

In Attendance: None

Apologies: Cllrs I Sanders and L Whitehouse

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### **19 Minutes of meeting held on 15 October 2021**

#### **RESOLVED**

That the Minutes of the meeting held on 15 October 2021 be signed by the Chair as a correct record.

### **20 Urgent items**

None

### **21 Admission of the public**

#### **RESOLVED**

That the public and press be excluded from the meeting during consideration of the item 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 (to be added)	Description of exempt information by reference to the paragraph number in Schedule 12a of the Local Government Act 1972
E12	Command Support System	30	Paragraph 3 – financial or business affairs

## 22 Declarations of interest

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

## 23 Annual Procurement Review

The Chief Finance and Procurement Officer presented a report to provide an annual procurement update to members. It was reported that;

- A series of targeted procurement workshops had been delivered to over 70 employees and that further workshops are planned for 2022.
- An improved contracts Register is now in place which is published quarterly on the Authority's website.
- A Procurement Delivery Plan is in place.
- A Procurement Action Plan is now embedded.
- Since the introduction of the new e-procurement portal (In-Tend) in October 2020, 30 formal tender processes have been compliantly published, with 27 awarded.
- The integration project between OPEX (purchasing and stock control system) and SAP ERP (financial management and invoice payments system) has now concluded and various planned development upgrades to OPEX have been completed to ensure the system is fit for purpose and integrates fully with SAP.
- 55 people have received training on the OPEX system and regular refresher training sessions are available.
- The Authority has become a key member of the newly implemented NFCC National Construction and FM Task and Finish Group which reports directly to the Home Office.
- A strategic regional procurement group was implemented in January 2022 to increase collaborative procurement within the region and a formal MOU (Memorandum of Understanding) is in place between Yorkshire and Humberside fire and rescue services (FRSs)
- The Savings and Efficiencies Log at Appendix A to the report provides the latest savings data.
- An updated 2022-2025 procurement strategy at Appendix B to the report is now published and is available on the procurement SharePoint page and WYFRS external website.

- The Authority has returned their response to the government Green Paper on Transforming Procurement which was published in December 2020 and is awaiting further communications from the Home Office. The Authority welcomes the impact of the paper which will simplify the regulations and provide a more streamlined procure process.

Members requested confirmation that the framework outlined in the Green Paper provides for local investment and that social values are to be measured and reported on. Members requested clarification of the total fleet appliance and total operational workforce figures and particularly welcomed the great piece of work completed to fully integrate the OPEX and SAP systems.

### **RESOLVED**

That the report be noted.

## **24 Treasury Management Mid-Year Review**

Consideration was given to a report of the Chief Finance and Procurement Officer which presented a mid-year review of treasury management activity as required by the adopted CIPFA Code of Practice on Treasury Management.

The report examined treasury management performance for the period to 20 December 2021 and provided assurance that it had operated within the approved strategy and reported on the impact of the following;

- Economic Update & Interest Rates
- Treasury Management Strategy Statement
- Investment Performance
- Borrowing Performance
- Revenue Budget Monitoring
- Prudential Indicators
- Risk and Compliance Issues

The report demonstrated that the Authority is operating within the Treasury Management Strategy and that activity complied with the approved prudential indicators.

### **RESOLVED**

That the report be noted.

## **25 Quarterly Financial Review**

The Chief Finance and Procurement Officer presented a report with the quarterly review of the financial position of the Authority. The report gave details of revenue and capital expenditure and gave an update on the Covid19 grant expenditure.

Additional information was sought and provided to the meeting in respect of the following;

- The Covid19 grant underspend
- The Authority's workforce plan and the number of recruits needed to make the new recruits course viable
- The contingencies in place for the impact of inflation.

## **RESOLVED**

- a) That the content of the report is noted
- b) That the revised revenue budget is approved
- c) That the revised capital plan is approved

## **26 Draft Treasury Management Strategy**

The Chief Finance and Procurement Officer presented a report detailing the proposed Treasury Management Strategy 2022/23. Members were advised that the report met the requirements of both CIPFA's Code of Practice, and the current 2010 Guidance issued by the Department for Communities and Local Government (DCLG).

The report covered the following issues:

- Capital Strategy
- Borrowing Strategy
- Investment Strategy
- Prudential Indicators

Members sought and were given further details regarding the Authority's LOBO loan.

## **RESOLVED**

- a) That the content of the report be noted
- b) That the Full Authority be recommended to approve the Treasury Management Strategy 2022/23 including;

- Treasury Management Practices
- The capital strategy
- The borrowing strategy
- The investment strategy
- The policy for provision of repayment of debt
- The Treasury Management Prudential indicators
- The Capital Plan 2022/23 – 2026/27

## **27 Draft Capital Investment Plan, Revenue Budget and Medium-Term Financial Plan**

The Chief Finance and Procurement Officer presented a report giving details of the draft revenue budget for 2022/2023 along with the four-year medium term financial plan and capital programme. The report included details of the Draft Local Government Finance Settlement 2022/2023 and a summary of activity in the 2021/22 financial year.

The report gave further details of the following

- Proposed Capital Investments
- Prudential Indicators
- Revenue Budget and Medium-Term Financial Plan
- Provisional Local Government Finance Settlement
- The Chief Financial Officer's Positive Assurance Statement
- Medium Term Financial Planning

Members asked for clarification of the Section 31 grant and the Collection Fund deficit, which was provided in the meeting.

### **RESOLVED**

That the report be noted.

## **28 Portable Scene Lighting**

The Deputy Chief Fire Officer presented a report to request the approval to drawdown capital funds to purchase portable scene lighting for all frontline appliances. Portable scene lighting has long been an essential piece of equipment on every front-line appliance and as the current lights come to the end of their life this purchase enables the Service to take advantage of recent advancements in battery technology.

### **RESOLVED**

- a) That the content of the report be noted
- b) That the purchase of portable scene lighting be approved

## **29 Workwear Uniform Replacement**

The Deputy Chief Fire Officer presented a report to request the approval to drawdown capital funds to purchase replacement uniform. It was reported that the change of uniform will provide better quality, modern clothing which will be more comfortable, fit better and be more serviceable for all the diverse needs of staff. The basic components would be a polo shirt, cargo pants and ankle length boots and will align and standardise the look of the Service and ensure a consistent professional image.

Members requested clarification that Grey Book Staff were on board with the uniform upgrade and that the tender process would provide opportunities for the new uniform to be tried on and tested by a range of staff members.

### **RESOLVED**

- a) That the content of the report be noted
- b) That the purchase of new uniform be approved

### **30 Command Support System**

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

Members received a report from the Deputy Chief Fire Officer which sought approval for the drawdown of capital funds to procure a Command Support System for operational incidents. It was reported that the current command support function has worked well for many years but that advances in technology should be welcomed that will enhance the operational effectiveness of the Service and improve health and safety provision for firefighters on the ground.

Additional information was sought and provided to the meeting in respect of the following;

- Data protection
- Resilience
- The testing process
- Collaborative working and integration with other Fire Authorities

#### **RESOLVED**

- a) That the content of the report be noted
- b) That the purchase of a Command Support System be approved.

Chair