

DRAFT

Minutes of a meeting of the Leicester, Leicestershire and Rutland Combined Fire Authority, held at Leicester City Council, City Hall, 115 Charles Street, Leicester on Wednesday, 8th February 2017.

PRESENT

Cllr K Bool	Mr P Osborne CC
Mr D Bill CC	Cllr A Osman
Mr M Charlesworth CC	Mrs P Posnett CC
Cllr M Chohan	Mrs C Radford CC
Mr G Hart CC	Mr N Rushton CC (Chairman)
Mr P Lewis CC	Sir Peter Soulsby (Vice Chairman)
Cllr K Master	Cllr A Thalukdar
Ms B Newton CC	

OFFICERS

Mr S Lunn	Chief Fire and Rescue Officer
Mr A Brodie	Assistant Chief Fire and Rescue Officer
Mr R Taylor	Assistant Chief Fire and Rescue Officer
Ms A Greenhill	Treasurer
Ms L Haslam	Monitoring Officer
Mrs J Green	Member Services Co-ordinator

IN ATTENDANCE

Jonathan Bishop Bishop Property Consultants Limited

1. Apologies for absence

Apologies were received from Mr M Wyatt CC.

2. To receive declarations by members of interests in respect of items on this Agenda

None.

3. Urgent Business

None.

4. Chairman's announcements

The Chairman informed the Combined Fire Authority (CFA) of the following events since its last meeting:

- Group Manager Trevor McIlwaine had been awarded the Queen's Fire Service Medal (QFSM) in the New Year's Honours. The Chairman acknowledged this was a fitting tribute to 30 years of hard and dedicated work. He further wished Mr McIlwaine well following his recent retirement from the Service.
- Chief Fire and Rescue Officer (CFO) Steve Lunn had met with Andrew Bridgen MP on 31 January to discuss amongst many things, the Thomas Review that was reported to the CFA at the December meeting. The CFO confirmed that the meeting had been very positive and he had been assured that Mr Bridgen would be speaking to Brandon Lewis and would hope to provide feedback in this regard in due course.
- The CFA were made aware of a report in the Leicester Mercury of a complaint to the Ombudsman regarding the process of appointing the CFO. He confirmed the Ombudsman had responded saying that the complaint would not be investigated.

Finally, he reminded the CFA that an All Members Briefing Session would be taking place at Leicestershire County Council on 3 March 2017 commencing at 10.00am, its purpose was to provide an update on the work being undertaken by the Fire and Rescue Service. Further All Member Briefing Sessions would be scheduled to take place at City Hall and Rutland following the Local Elections.

5. Public Participation/CFA Rules of Procedure Rule 9 – Member Questions

None.

6. To confirm the Minutes of the Meeting of the Combined Fire Authority held on 14th December 2016 as a correct record.

RESOLVED:

The CFA confirmed the Minutes of the Meeting of the CFA on 14th December 2016 as a correct record subject to a minor amendment to Item 15 noting the recommendation was moved by Sir Peter Soulsby and seconded by the Chairman.

7. Budget Strategy 2017-2020 taken in conjunction with Item 8 Formal Resolutions

The Treasurer presented this report to the CFA seeking its approval of the budget for 2017/18 and the proposed budget strategy and capital

programme for the period to 2019/20.

A detailed presentation was delivered to enhance the information within the report.

The CFA were informed that the financial position was much improved from that of a year ago and a balanced budget was assured until 2020.

The final financial settlement was still unknown but it was felt that there was no indication of any dramatic changes.

The recommendations were moved by the Chairman, seconded by Sir Peter Soulsby and agreed.

RESOLVED:

The CFA (subject to (p) below:

- (a) Approved the budget for 2017/18, and the budget strategy described in the report, subject to changes which reflect final rates figures notified by billing authorities, as now reported by the Treasurer (and which are reflected in this resolution).
- (b) Noted that the budget includes provision for the recruitment of 25 trainee firefighters;
- (c) Approved the capital programme described at paragraph 10, and authorise schemes to be committed where stated;
- (d) Approved the changes to reserves described at paragraph 12, and authorised the CFO (following consultation with the Chair, Vice-Chair and Treasurer) to commit expenditure funded from the management of change reserve;
- (e) Noted comments received on the draft budget;
- (f) Noted that the aggregate of the taxbases communicated by billing authorities for 2017/18 is 310,253.66. [Item T in the formula in Section 42B of the Act].
- (g) Agreed the following amounts be calculated for the year 2017/18 in accordance with Section 42A and Section 42B of the Act:
 - (i) £35,513,000 being the aggregate of the amounts which the Authority estimates for the items set out in Section 42A(2) of the Act.
 - (ii) £16,016,660 being the aggregate of the amounts which the Authority estimates for the items set out in Section 42A(3) of the Act.
 - (ii) £19,496,340 being the amount by which (a) above exceeds

(b) above, calculated by the Authority in accordance with Section 42A(4) of the Act as its Council Tax Requirement for the year. [Item R in the formula in Section 42B of the Act].

(iv) £62.8400 being the amount at (iii) above (Item R) divided by the amount at (f) above (Item T), calculated by the Authority in accordance with Section 42B of the Act as the basic amount of its Council Tax for the year.

- (h) Agreed that the Authority, in accordance with Section 47 of the Act, hereby sets the amounts shown in the appendix as the amounts of Council Tax for the year 2017/18 for each of the valuation bands.
- (i) Agreed that, in accordance with Section 48 of the Act, precepts be issued to each billing authority in the amount shown on the appendix to this resolution.
- (j) Noted the view of the Treasurer that reserves are adequate during 2017/18, and that estimates used to prepare the budget are robust;
- (k) Approved the treasury strategy and prudential indicators described in paragraph 15 of the report, and Appendix 3;
- (l) Approved the proposed policy on minimum revenue provision described in paragraph 16 of the report and Appendix 4;
- (m) Noted the equality implications arising from the budget, as described at paragraph 17;
- (n) Approved the scheme of virement described at Appendix 5 to the report.
- (o) Determined under Section 52ZB of the Act, that the relevant basic amount of council tax for 2017/18 is not excessive in accordance with principles issued under section 52ZC of the Act and expected to be approved by Parliament (being an increase of less than 2%); and that in the event that the local government finance settlement has not been approved by 8th February, delegate the making of this determination to the CFO in consultation with the Chair and Vice Chair.
- (p) Noted that should the CFO not be able to make the determination referred in (o) above, that resolutions (a) to (n) above shall be deemed not to be approved, and that an emergency meeting of the CFA shall be convened.

9. Summary Report – Review of Estate

Assistant Chief Fire Officer (ACO) Rick Taylor presented this report to the CFA offering a summary of the findings and recommendations as a result of the completion of the review of the fire and rescue service estate commissioned on behalf of the CFA following its meeting of 22 June 2016.

Mr Jonathan Bishop, Chartered Surveyor of Bishop Property Consultants Limited was welcomed and introduced to the meeting. He provided an informative presentation and was available to answer any technical questions arising from the report.

The recommendations were moved by the Chairman, seconded by Sir Peter Soulsby and agreed.

Mr Bishop left the meeting at 10:50am

RESOLVED:

The CFA:

- a) Noted the contents of this summary report.
- b) Agreed an appropriate budget that will be used to maintain the estate in accordance with the recommendations identified following the conditions survey that has been completed by the independent consultants – Gleeds Property and Construction. The amounts included in the draft budget as shown in the financial implications section of this report.
- c) Agreed that the estate team should produce a fully costed plan that takes account of the identifiable upgrades and improvements needed at each location ensuring that they can be funded in line with the Budget Strategy and Medium Term Financial Plan.
- d) Agreed the key findings and recommendations that are identified within the report from Turners & Townsend who undertook the review of facilities (summary report attached as Appendix 3).
- e) Commissioned any additional work that may be required following receipt of this report and advise from Mr J Bishop during the meeting.
- f) Agreed the recommendation to sub-let the unused first floor office accommodation at Central Fire & Rescue Station to a suitable tenant in order to reduce the current costs of the site and maximise underutilised space.

10. Summary Report – Review of Management Arrangements

The CFO presented this report which provided the summary findings and recommendations following the completion of a review of management

arrangements in Leicestershire fire and Rescue Service (LFRS). The review had been commissioned by the CFA at its meeting of 22 June 2016.

The recommendations were moved by the Chairman, seconded by Sir Peter Soulsby and agreed.

RESOLVED:

The CFA:

- a) Noted the contents of the report and the appendix attached to it.
- b) Noted the changes to management arrangements within LFRS that have already been implemented.
- c) Noted the significant financial savings that have been generated as a consequence of implementing the changes to the management arrangements.
- d) Agreed that the CFO; in consultation with the Chair, Vice Chair and Treasurer to the CFA should identify and implement appropriate arrangements in response to the weaknesses identified in respect of review of the finance function.
- e) Agreed that the CFO; in consultation with the Chair, Vice Chair and Treasurer to the CFA should identify and implement appropriate arrangements in response to the weaknesses identified in respect of procurement and contract management arrangements.

11. Planning Priorities 2017-2020

The CFO presented this report to the CFA setting out all of the key planning priorities that had been identified for the period 2017-2020. The CFA was requested to approve the priorities in order for them to be incorporated into a refreshed combined corporate plan and IRMP 'Towards 2020' ahead of its publication in June 2017.

The recommendation was moved by the Chairman, seconded by Sir Peter Soulsby and agreed.

RESOLVED:

The CFA approved all of the planning priorities for 2017-2020 as set out in Appendix 1 to this report.

12. Localism Act: Pay Policy Statement 2017/18

The CFO presented the Pay Policy Statement for 2017/18 for approval to the CFA.

The CFO thanked the Monitoring Officer for her assistance.

The recommendation was moved by the Chairman, seconded by Sir Peter Soulsby and agreed.

RESOLVED:

The CFA approved the Localism Act Pay Policy Statement 2017/18.

13. Date of Next Meeting

This was confirmed as **Wednesday** 21st June 2017 (Annual Meeting) to be held at Fire Service Headquarters, Birstall at 10.00 am.

Future meeting dates of the CFA:

Thursday, 28 September 2017 *to be held at Leicester City Council*

Wednesday, 13 December 2017 *to be held at Leicestershire County Council*

Wednesday, 7 February 2018 *to be held at Rutland County Council*

8th February 2017
10:00 am – 11:15 am

CHAIRMAN