



# Minutes

## Finance & Resources Committee

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Date: 21 July 2023

Time: 10:30

Venue: FSHQ

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Present: Cllr Tulley (in the chair), Cllrs Almas, Bowden, Hawkins, Hussain, Mohammed, O'Donovan and Hall.

In Attendance:

Apologies: Cllrs Anderson, Hutchison and Pollard

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### **1 Minutes of meeting held on 14 April 2023**

#### **RESOLVED**

That the Minutes of the meeting held on 14 April 2023 be signed by the Chair as a correct record.

### **2 Matters Arising**

There were no matters arising.

### **3 Urgent items**

There were no urgent items.

### **4 Admission of the public**

There were no items requiring the exclusion of the press and public.

### **5 Declarations of interest**

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

## **6 Wildfire Personal Protective Equipment (PPE) Approved Kit**

Members considered a report from the Director of Service Support seeking approval to drawdown capital funds to improve the wildfire capability of the service. These funds were approved in the Capital Plan for 2023/24 and will provide more suitable PPE for staff dealing with the challenges of the changing operational environment.

Members were advised that although this expenditure was detailed in the Capital Plan which was approved at the Full Authority Committee in February 2023, as the expenditure is over £100K it requires approval by this committee.

Members discussed the expected life span of the new equipment and welcomed the investment in new technology. The options for disposal and recycling of the old kit were discussed.

### **RESOLVED**

That the purchase of wildfire PPE approved kit be approved

## **7 Replacement Mobilising System**

Members considered a report from the Director of Service Support seeking approval to increase the capital budget for the replacement mobilising system and to draw down funds to meet the payment schedule.

Members noted that this is vital investment as the Systel System has reached end of life. Members were assured that the specifications in the contract include the requirement for any add on equipment, for example the station end portion of the kit, to be compatible. The replacement system is expected to have a 7 year life span and is a cloud based system.

### **RESOLVED**

- a) That the capital budget for the replacement mobilising system is increased to £3,445,555.29 and
- b) That the drawdown of funds to meet the payment schedule be approved.

## **8 Quarterly Financial Review**

The Chief Finance and Procurement Officer presented a report providing an overview of the financial performance of the Authority in the first 3 months of the current financial year. The report gave details of revenue and capital expenditure.

Members asked for a detailed breakdown of the £212,490 of debt which is at the recovery stage.

### **RESOLVED**

- a) That the report be noted.
- b) That members approve the capital slippage in to 2023/24.
- c) That members approve the revised capital plan.

## **9 Environmental Working Group Activities**

Members were presented a report of the Head of Corporate Services informing them of the activities of the Environmental Working Group during 2022/23.

Members received detailed information on;

- Usage of utilities
- Carbon emissions
- Textile, book and trade waste recycling and
- Notable environmental incidents

Members welcomed the report, including the details of the lower carbon emissions and noted that further positive reductions could be expected once the new build is complete. Members were advised that the Authority is currently using a manual, spreadsheet based system to record usage of utilities but that there is currently an ongoing project looking at making this more efficient with use of smart meters. It was noted that Internal Audit gave substantial assurance on the usage of utilities.

Members challenged the procurement of non electrical fire appliances but it was noted that there is as yet insufficient technology to develop these.

#### **RESOLVED**

That the report be noted.

### **10 Treasury Management Outturn**

The Chief Finance and Procurement Officer presented a report to provide the Treasury Management Annual Report 2022/23.

Members welcomed that there are no risk and compliance issues identified and that the Authority has prudent investments.

#### **RESOLVED**

That the report be noted.

### **11 Information Governance Annual Report**

The Director of Corporate Services presented a report to provide an annual update on the implementation of Information Governance and Security arrangements, highlighting compliance with The General Data Protection Regulation (GDPR).

It was noted that there had been significant work and achievements gained including attainments against the information governance and security frameworks as follows:-

- Data Security and Protection toolkit - 98%
- Information Security Standard (ISO27001) - 99%
- HMG Security Policy Framework - 98%
- ICO Accountability Framework - 98%

Members were advised that these percentages were determined using standard criteria for self-assessment set by the Information Governance Group, which were verified by the Information Governance Strategic Group.

Members thanked the report author for the fantastic work done and noted their appreciation that the Service acknowledges the high importance of governance arrangements which are fully transparent.

It was clarified to Members that the charge for releasing CCTV footage is only levied for private requests, for example insurance claims and not for collaborative partners.

**RESOLVED**

That the report be noted.

Chair