

EAST SUSSEX FIRE AUTHORITY

Minutes of the meeting of the POLICY & RESOURCES PANEL held at East Sussex Fire & Rescue Service Headquarters, 20 Upperton Road, Eastbourne, at 10.00 hours on Thursday 11 April 2013.

Members Present: Councillors Livings (Chairman), Ost, Rufus, Scott, Sparks, Thomas, Tidy and Waite.

N.B. Councillor Tidy attended the meeting in place of Councillor Pidgeon, having been nominated by the Deputy Monitoring Officer in consultation with the relevant Group spokespersons.

Also present:

Mr. D. Prichard (Chief Fire Officer & Chief Executive), Mr. G. Ferrand (Assistant Chief Fire Officer), Mrs. C. Rolph (Assistant Chief Officer - People & Organisational Development), Mr. D. Savage (Treasurer), Mr. R. Charman (Director of Financial Services), Ms. L. Woodley (Deputy Monitoring Officer), Mrs. K. Ward (Clerk) and Mrs. D. Robinson (Member of Independent Remuneration Advisory Group).

The Chairman welcomed Mrs Deborah Robinson who was attending the meeting in her capacity as a member of the Independent Remuneration Advisory Group which was reviewing the Members' Allowance Scheme. Duncan Savage was also welcomed to the meeting following his appointment as Treasurer.

872. DISCLOSABLE PECUNIARY INTERESTS

872.1 It was noted that, in relation to matters on the agenda, no participating Member had any disclosable pecuniary interest under Section 30 of the Localism Act 2011.

873. APOLOGIES FOR ABSENCE

873.1 Apologies for absence were received from Councillor Pidgeon.

874. ANY OTHER NON-EXEMPT ITEMS CONSIDERED URGENT BY THE CHAIRMAN/CHAIRMAN'S BUSINESS

874.1 There were none.

875. TO CONSIDER ANY PUBLIC QUESTIONS AND PETITIONS

875.1 There were none.

876. NON-CONFIDENTIAL MINUTES OF THE POLICY & RESOURCES PANEL MEETING HELD ON 10 JANUARY 2013

876.1 **RESOLVED** – That the minutes of the meeting held on 10 January 2013 be approved as a correct record and signed by the Chairman. (Copy in Minute Book).

877. **CALLOVER**

877.1 Members reserved the following items for debate:

878. Revenue Budget and Capital Programme Monitoring & Projected Outturn 2012/13

880. Future Corporate Performance Targets up to 2015/16

881. Sussex Control Centre – Progress Report

877.2 **RESOLVED** – That all other reports be resolved in accordance with the recommendations as detailed below.

878. **REVENUE BUDGET AND CAPITAL PROGRAMME MONITORING & PROJECTED OUTTURN 2012/13**

878.1 Members considered a joint report of the Chief Fire Officer & Chief Executive and the Treasurer which reported on issues arising from the monitoring of the 2012/13 Revenue Budget and Capital Programme as at 28 February 2013. (Copy in Minute Book).

878.2 This was the fifth monitoring report for 2012/13 covering 1 April 2012 to 28 February 2013. The Revenue Budget outturn for 2012/13 was projected to be under budget by £144,000 compared to the £731,000 previously reported in January 2013 for the period April to November 2012.

878.3 The overall Capital Programme was projected to underspend by £33,000. The current year's Programme was projected to be under budget by £289,000 due to net slippage on a number of projects from 2012/13 to 2013/14.

878.4 It was proposed to transfer £666,000 from the Revenue Budget underspend into the Capital Programme Reserve to support the agreed contribution to the capital costs of adaptations to Haywards Heath Fire Station as part of the Sussex Control Centre Project. In addition, further transfers totalling £240,000 were recommended to be made into a number of other existing earmarked reserves, along with £38,000 into a new reserve for Estates Stock Condition Survey. £407,000 had been identified held in earmarked reserves which was no longer required and was recommended to be transferred into General Reserves in line with existing Fire Authority Policy.

878.5 **RESOLVED** – That:

1. the following be noted:
 - i) the projected 2012/13 Revenue Budget outturn;
 - ii) the projected Capital Programme outturn;
 - iii) the current and planned use of Balances; and
2. the following be approved:
 - i) the transfer of £944,000 from the Revenue Budget to Earmarked Reserves; and
 - ii) the transfer of £407,000 from Earmarked Reserves to General Reserves.

879. **DRAFT KEY TASK AREAS FOR 2013/14**

879.1 Members considered a report of the Chief Fire Officer & Chief Executive that advised the Panel of the new 2013/14 Key Task Areas which have had to be built into the Service's latest annual business plans, and sought the Panel's advice on whether any additional Service Priority areas should be considered for actioning in 2013/14, but bearing in mind the implications upon available corporate capacity. (Copy in Minute Book).

879.2 **RESOLVED** – That no further Key Task Areas be added to corporate business plans in addition to those approved by Corporate Management Team at its January 2013 meeting.

880. **FUTURE CORPORATE PERFORMANCE TARGETS UP TO 2015/16**

880.1 Members considered a report of the Chief Fire Officer & Chief Executive that presented the future corporate performance indicator targets from 2011/12 up to 2015/16 (base line 2010/11) for approval by the Fire Authority for inclusion in the Service's Planning documents. (Copy in Minute Book).

880.2 The Chief Fire Officer & Chief Executive asked if Members wished to continue Strategic Objective 9, the number of deaths arising from primary fires which had a target of no more than 6 deaths per year or would they agree with a recommendation from officers to set a target of zero..

880.3 It was generally felt by Members that the Service should have a target of 0 deaths even if it meant the Service failed in meeting its target. It was felt that explaining why the Service failed to meet its target and explaining how and why the death(s) occurred would be preferable to accepting that the Service came under its target of 6.

880.4 It was moved by Councillor Ost and seconded by Councillor Scott that Strategic Aim 1, Objective 9 be changed from no more than 6 per year to '0'.

880.5 **RESOLVED** – That

- i) Strategic Aim 1, Objective 9 - number of deaths arising from primary fires be changed from no more than 6 per year to '0'.
- ii) the latest strategic performance indicator targets for application in 2013/14 onwards (contained in Appendix 1, Table A), as amended in recommendation i) be approved;
- iii) it be confirmed that the existing 'Top set' of strategic indicators remain for 2013/14; and
- iv) the performance measures that will be reported (as set out in Table B) be noted.

881. **SUSSEX CONTROL CENTRE – PROGRESS REPORT**

- 881.1 Members considered a report of the Chief Fire Officer & Chief Executive that updated the Panel on progress in relation to the Sussex Control Centre (SCC). (Copy in Minute Book).
- 881.2 West Sussex County Council had received planning approval for the works required at Haywards Heath Fire Station, subject to one caveat relating to noise levels. Tenders had been received for phase 1 of the building works and the appointment of a contractor had been approved. West Sussex had been written to confirming they could award the contract.
- 881.3 The contract with Remsdaq Ltd had been finalised and sealed and the location of the Secondary Control had been agreed in principle as Maresfield, East Sussex. Members were advised that the alternative option of Salfords, Surrey had been discounted due to the rent on the square footage and their timescales not aligning with ours.
- 881.4 Consultation with all trade unions on staffing structures and shifts had now commenced and feedback on ESFA's proposals was awaited. The financial position was proceeding as estimated and no material concerns from the grant situation were emerging.
- 881.5 Whilst the Project remained on track to achieve a 'go-live' date of no later than 31 March 2014. The Chief Fire Officer & Chief Executive advised that major projects such as the new Sussex Control Centre that involved new IT systems and significant building adaptations could over-run. A robust project plan had been established to provide regular monitoring of the progress of the project and the Chief Fire Officer and Chief Executive had received confirmation from the project team and senior users that the project was continuing to meet agreed milestones. The Chief Fire Officer and Chief Executive advised the Panel he would report back any variances to the project milestones at the earliest practicable opportunity. A considerable amount of work was now being undertaken with all the work stream areas at maximum output. Members discussed the comments made by the Chief Fire Officer & Chief Executive and recognised the complexity of the Sussex Control Centre project and noted that Control staff in both Services continued to be under considerable pressure due to the proposals, whilst they are continuing to deliver an emergency service function.
- 881.6 **RESOLVED** – That the report be noted.

882. **EXCLUSION OF PRESS AND PUBLIC**

- 882.1 **RESOLVED** – That items 883, 884, 885 and 886 be exempt under paragraphs 3 and 4 of Schedule 12A to the Local Government (Access to Information) (Variation) Order 2006 and, accordingly, are not open for public inspection on the grounds that they include information relating to the financial or business affairs of any particular person (including the Authority holding that information), and information relating to any consultation or negotiations, or contemplated consultation or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority.

The meeting concluded at 11.55 hours.

Signed

Chairman

Dated this Day of

2013