



## **EAST SUSSEX FIRE AUTHORITY**

### **POLICY & RESOURCES PANEL**

**THURSDAY 29 AUGUST 2013 at 10:00 HOURS**

#### **MEMBERS**

##### **East Sussex County Council**

Councillors Barnes, Howson, Lambert, Pragnell and Scott

##### **Brighton and Hove City Council**

Councillors Hawtree, Rufus and Theobald

You are requested to attend this meeting to be held at East Sussex Fire & Rescue Service Headquarters, 20 Upperton Road, Eastbourne, on Thursday 29 August 2013 at 10:00 hours.

#### **AGENDA**

900. In relation to matters on the agenda, seek declarations of any disclosable pecuniary interests under Section 30 of the Localism Act 2011.
901. Apologies for Absence.
902. Notification of items which the Chairman considers urgent and proposes to take at the end of the agenda/Chairman's business items.  
  
(Any Members wishing to raise urgent items are asked, wherever possible, to notify the Chairman before the start of the meeting. In so doing they must state the special circumstances which they consider justify the matter being considered urgently).
903. To consider any public questions and petitions.
904. Non-confidential Minutes of the last Policy & Resources Panel meeting held on 11 July 2013 (copy attached).

905. Callover.

The Chairman will call the item numbers of the remaining items on the open agenda. Each item which is called by any Member shall be reserved for debate. The Chairman will then ask the Panel to adopt without debate the recommendations and resolutions contained in the relevant reports for those items which have not been called.

906. Revenue Budget and Capital Programme Monitoring 2013/14 – joint report of the Chief Fire Officer & Chief Executive and Treasurer (copy attached).

907. Exclusion of the Press and Public.

To consider whether, in view of the business to be transacted or the nature of the proceedings, the press and public should be excluded from the remainder of the meeting on the grounds that, if the public and press were present, there would be disclosure to them of exempt information. **NOTE:** Any item appearing in the confidential part of the Agenda states in its heading the category under which the information disclosed in the report is confidential and therefore not available to the public. A list and description of the exempt categories are available for public inspection at East Sussex Fire & Rescue Service Headquarters, 20 Upperton Road, Eastbourne, and at Brighton and Hove Town Halls.

908. Confidential Minutes of the last Policy & Resources Panel meeting held on 11 July 2013 (copy attached). (Exempt categories under paragraphs 3 and 4 of the Local Government Act 1972).

909. IRMP Review of how Prevention, Protection and Response Service activities are provided to maintain the Authority's statutory duty and stated aim – progress report of the Chief Fire Officer & Chief Executive (copy attached).

**ABRAHAM GEBRE-GHIORGHIS**  
**Monitoring Officer**  
**East Sussex Fire Authority**  
**c/o Brighton & Hove City Council**  
**Agenda Item No. 904**

**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 12.45 hours on Thursday 11 July 2013.**

**Members Present: Councillors Barnes, Hawtree, Howson (Chairman), Lambert, Pragnell, Rufus, Scott and Theobald**

**Also present:**

Mr. D. Prichard (Chief Fire Officer & Chief Executive), Mr. G. Walsh (Deputy Chief Fire Officer), Mrs. C. Rolph (Assistant Chief Officer), Mr. D. Savage (Treasurer), Miss L. Woodley (Deputy Monitoring Officer) and Mrs. K. Ward (Clerk).

**887. DISCLOSABLE PECUNIARY INTERESTS**

887.1 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.

**888. ELECTION OF CHAIRMAN**

888.1 **RESOLVED** – That Councillor Howson be appointed Chairman of the Panel for the ensuing year.

**889. APOLOGIES FOR ABSENCE**

889.1 There were none.

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

890.1 There were none.

**891. TO CONSIDER ANY PUBLIC QUESTIONS AND PETITIONS**

891.1 There were none.

**892. NON-CONFIDENTIAL MINUTES OF THE POLICY & RESOURCES PANEL MEETING HELD ON 11 APRIL 2013**

892.1 **RESOLVED** – That the minutes of the meeting held on 11 April 2013 be approved as a correct record and signed by the Chairman. (Copy in Minute Book).

**893. CALLOVER**

893.1 Members reserved the following items for debate:

- 894. 2014/15 Strategic Service Planning and Medium Term Financial Plan
- 896. Sussex Control Centre

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

894. **2014/15 STRATEGIC SERVICE PLANNING AND MEDIUM TERM FINANCIAL PLAN**
- 894.1 Members considered a joint report of the Chief Fire Officer & Chief Executive and the Treasurer which provided an update on the medium term service planning strategy and proposed approach for 2014/15 – 2018/19. (Copy in Minute Book).
- 894.2 The Treasurer informed Members that the current and proposed MTFP reflected the continuing and sustained reductions in funding for public services as the Government sought to reduce the national deficit. The Chancellors Budget announced further reductions in local authority funding for 2014/15, on top of those previously announced in the provisional settlement in December 2012. A range of assumptions would have to be made as only a limited amount of detail had been announced from the outcomes of the Spending Review 2013 (SR13) and the level of funding for the fire service after 2015/16 would not be determined until after the next national elections. When taken alongside the significant changes to local government funding which had been implemented in 2013/14, there was a heightened degree of complexity, risk and uncertainty in determining the financial resources that would be available to the Authority in the period 2014/15 – 2018/19.
- 894.3 Members were advised that revisions to both the expenditure and funding elements of the MTFP indicated, based on the information available at this stage, that there was a need for the Authority to identify an estimated additional saving of £7.112m or 18.2% of the current Revenue Budget between 2014/15 and 2018/19. Members acknowledged that the MTFP and savings target would need to be revised as later information became available.
- 894.4 Since 2011/12 the Authority had delivered in excess of £7m of savings. Approximately £1.2m (17%) had come from operational service which make up 61% of the 2013/14 Revenue Budget, with the balance (83%) of the savings coming from central or support service budgets which make up only 39% of the Revenue Budget.
- 894.5 Members were advised that the Authority needed to agree its savings strategy so that it delivered sustainability across all aspects of the Authority's business and functions. This would mean modelling up to 20% savings across both operational and central/support budgets over the 5 year period. In order to achieve this, the Deputy Chief Fire Officer was building on past reviews and initiatives and carrying out a review of prevention, protection and response services. This was considering a range of options for delivering savings across the whole of service delivery whilst seeking to maintain performance to current service standards.
- 894.6 Members were advised of the enormous amount of work and the continuing discussions and approaches being undertaken by officers in devising proposals that provided the Fire Authority with the opportunity to maintain its Service Standards. Fire Authority Members accepted that some of the decisions they would need to take were unlikely to find favour with the Unions and that local communities may not be supportive of proposals that included fewer firefighters and less fire appliances. However, the Chief Fire Officer & Chief Executive stressed the importance to Members of the need to approve the approach noted within the report to meet the Fire Authority's significant savings target up to 2018/19.

894.7 Members discussed past decisions to accept the Council Tax freeze grant offered by Central Government together with the consequences of accepting any future grant. The Chairman, Councillor Hawtree, Councillor Rufus and Councillor Scott indicated that they felt the only way forward would be to decline the grant and raise Council Tax. Councillors Theobald and Barnes both indicated they did not necessarily support this view but would need to give careful consideration to all the implications.

894.8 Members expressed their view that they would like officers to look at the feasibility of closer collaboration and even a merger with other Authorities. The Chairman confirmed that he was in talks with other Authorities and was seeking to progress the matter.

894.9 **RESOLVED** – That:

- i. the updated medium term financial plan for 2014/15 – 2018/19 be noted; and
- ii. the approach to identifying savings options to meet required savings targets as set out in the report be approved.

895. **REVENUE BUDGET & CAPITAL PROGRAMME MONITORING 2013/14**

895.1 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 2013/14 Revenue Budget and Capital Programme as at 31 May 2013. (Copy in Minute Book).

895.2 **RESOLVED** – That the Panel note:

- i. the projected 2013/14 Revenue Budget outturn;
- ii. the projected Capital Programme outturn;
- iii. the current and planned use of Reserves; and
- iv. the monitoring of savings taken in 2013/14.

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

896.1 Members considered a report of the Chief Fire Officer & Chief Executive which gave an update on progress in relation to the Sussex Control Centre (SCC). (Copy in Minute Book).

896.2 Members were advised that in relation to the property, the tenders for the refurbishment of the building had come in higher than the original indicative costs and that, based on the first one evaluated, the capital provision set aside by both East and West Sussex was insufficient.

896.3 Officers reviewed the existing business case and the review of the existing Control Rooms to see if there had been any material changes which would affect the decision in relation to Haywards Heath Fire Station being the preferred and most viable option. Officers concluded that it was viable and made a recommendation to the Urgency Panel that the scheme value be increased from £0.666m to £1.100m.

- 896.4 The Urgency Panel had approved the recommendation to increase the scheme value and officers advised that this would be funded from the Capital Programme Reserve. Members requested that officers bring a report to a future meeting of the Fire Authority detailing the lessons learnt together with the outcomes of the review into the internal processes of West Sussex County Council.
- 896.5 ACO Rolph reported that the other areas of the project were progressing well. Members were apprised of the project plan and risk plan. The project plan had a number of work streams which were at a critical level and were being managed with close attention. The risk plan was examined monthly by the Project Board which was particularly important at the moment as the number of risks had increased during the quarter as all the work streams were currently at high activity.
- 896.6 Members were advised that consultation on staffing structures, posts and roles, shift patterns and hours of working had commenced with the FBU, Unison and the Fire Officers Association. It was hoped that an agreement was close to being secured.

896.7 **RESOLVED** – That the Panel note the report.

897. **EXCLUSION OF PRESS AND PUBLIC**

897.1 **RESOLVED** – That items 898 and 899 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 15.25 hours.

Signed

Chairman

Dated this Day of

2013

**EAST SUSSEX FIRE AUTHORITY**

Panel: **Policy & Resources**  
Date: **29 August 2013**  
Title: **Revenue Budget & Capital Programme Monitoring 2013/14**  
By: **Chief Fire Officer & Chief Executive and Treasurer**  
Purpose of Report: **To report on issues arising from the monitoring of the 2013/14 Revenue Budget and Capital Programme as at 30 June 2013**

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**RECOMMENDATION:** The Panel is asked to note:  
(i) the projected 2013/14 Revenue Budget outturn,  
(ii) the projected Capital Programme outturn,  
(iii) the current and planned use of reserves,  
(iv) the shortfall in 2013/14 budget savings

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**MAIN ISSUES**

1. This is the second report to the Policy & Resources Panel for the financial year 2013/14. However, it should be noted that at this early point in the year it is difficult to accurately forecast outturn and there are many elements, both internal and external, that will influence the final position.
2. The projected Revenue Budget outturn for 2013/14 is an underspend of £424,000, of which £250,000 is an in-year saving as a consequence of a review of the IMD replacement strategy which can be set against the savings target for 2014/15 onwards.
3. The overall Capital Programme is projected to be under planned spending by £216,000. The current year's Capital Programme and spending profile is projected to be under spent by £216,000.
4. The Authority maintains Earmarked and General Reserves in order to assist it in managing its spending plans across financial years (Earmarked Reserves) and making provisions for the financial risks it faces (General Reserve). A summary of the current planned use of Reserves can be found at Appendix 5.
5. Appendix 1 details the overall Revenue Budget spend and projected outturn.
6. Appendices 2, 3 and 4 present the projected outturn on the Capital Programme over all schemes, the projected spend for the current year and forecast capital financing.
7. Appendix 6 shows the progress against the Facing the Challenge savings already taken from the 2013/14 budget.

**Des Prichard**  
**CHIEF FIRE OFFICER &**  
**CHIEF EXECUTIVE**  
15 August 2013

**Duncan Savage**  
**TREASURER**

## 1. INTRODUCTION

1.1 The financial information contained in this report is based upon enquiries as at 30 June 2013. The Director of Financial Services asked budget managers to provide 2013/14 spending plans and these have been included in the projected outturn figures, details are shown below and in the summary at the end of this Report as Appendix 1.

## 2. BUDGET OUTTURN SUMMARY

2.1 The table below summarises the 2013/14 Revenue Budget and Capital Programme positions.

	Last P & R Report	This P & R Report	Movement
	£,000	£,000	£,000
Revenue (See Paragraph 3)	(313)	(424)	(111)
Capital (See Paragraph 5)	(190)	(216)	(26)

2.2 This is the second report to the Policy & Resources Panel on the 2013/14 financial year. It should be remembered that at this early stage it is more difficult to accurately forecast the year end position.

## 3. PROJECTED REVENUE BUDGET OUTTURN – OBJECTIVE LEVEL

3.1 The table below represents the projected Revenue Budget at objective level:

Directorate/Budget	Base Budget	Transfer	Current Budget	Projected Outturn	Variance	Variance Last P & R
	£,000	£,000	£,000	£,000	£,000	£,000
Service Delivery Response	5,382	6	5,388	5,373	(15)	13
Service Delivery Prevention	632	28	660	619	(41)	(10)
Operational Pay and Pensions	17,970	(222)	17,748	17,784	36	58
<b>Total service delivery / operational budget</b>	<b>23,984</b>	<b>(188)</b>	<b>23,796</b>	<b>23,776</b>	<b>(20)</b>	<b>61</b>
Service Support Estates	1,304	41	1,345	1,367	22	22
Service Support IMD	3,169	1	3,170	2,920	(250)	(250)
Service Support Fleet	1,601	12	1,613	1,644	31	31
Service Support Other	198	53	251	250	(1)	(1)
<b>Total Service Support budget</b>	<b>6,272</b>	<b>107</b>	<b>6,379</b>	<b>6,181</b>	<b>(198)</b>	<b>(198)</b>
POD HR	691	6	697	655	(42)	(12)
POD L & O D	1,952	(53)	1,899	1,899	0	0
<b>Total People &amp; Organisational Development</b>	<b>2,643</b>	<b>(47)</b>	<b>2,596</b>	<b>2,554</b>	<b>(42)</b>	<b>(12)</b>
<b>Corporate Services</b>	<b>2,499</b>	<b>33</b>	<b>2,532</b>	<b>2,348</b>	<b>(184)</b>	<b>(184)</b>
<b>POs</b>	<b>689</b>	<b>(19)</b>	<b>670</b>	<b>670</b>	<b>0</b>	<b>0</b>
<b>Central</b>	<b>2,992</b>	<b>114</b>	<b>3,106</b>	<b>3,126</b>	<b>20</b>	<b>20</b>
<b>Total</b>	<b>39,079</b>	<b>0</b>	<b>39,079</b>	<b>38,655</b>	<b>(424)</b>	<b>(313)</b>



- 3.2 **SERVICE DELIVERY:** The projected underspend of £20,000 (reported to the last Policy & Resources Panel meeting as an overspend of £61,000) comprises an underspend of £15,000 in Response, £41,000 in Prevention and an overspend of £36,000 in Operational Pay and Pensions, described in detail below.
- 3.2.1 **Response:** The budget is forecast to underspend by £15,000 (reported to the last Policy & Resources Panel meeting as a projected overspend of £13,000). Based on two month's activity and assuming the £80,000 allocated to additional training for Retained Firefighters will be spent in the remaining ten months, there is a projected underspend of £31,000 on the retained budget (as reported at the last Policy & Resources Panel meeting). There is a projected overspend of £13,000 (£41,000 reported to the last Policy & Resources Panel) on the Operational Planning budget. The reduction is due to the agreement to the release of £19,500 from Earmarked Reserves to cover the cost of Maritime Incident Response Group (MIRG) training. The Head of Operational Planning and Policy is liaising with the Head Of Learning and Organisation Development (L&OD) to assess if other training costs can be funded from the L&OD budget. Finally, there is a £3,000 projected overspend on the Wealden Borough Budget, Community Safety budget (unchanged from the last Policy & Resources Panel meeting).
- 3.2.2 **Prevention:** The projected underspend of £41,000 (£10,000 reported to the last Policy & Resources Panel meeting) takes into account the vacant Youth Intervention post which will not be filled in the current year, plus the £10,000 previously reported projected underspend on the Community Risk Management budget.
- 3.2.3 **Operational Pay and Pensions:** The budget is forecast to overspend by £36,000 (£58,000 reported to the last Policy & Resources Panel meeting). The operational pay budget is projected to overspend by £62,000 (£95,000 reported to the last Policy & Resources Panel) and this is based on activity so far this year, taking account of the planned reduction in posts once the Aerial Rescue Pump becomes operational, the three known retirements expected to take place during 2013/14, the re-phasing of the ICS Facing the Challenge savings which has produced a shortfall of £13,000 falling in 2013/14 and a new secondment. There is a central budget for pay awards which will fund the recently agreed firefighters' 1% increase from 1 July 2013 and the 1% award for local government staff from 1 April 2013. The Pensions budget is projected to be £26,000 under budget (previously reported as £37,000 to the Policy & Resources Panel); the change is due to a small increase in the Ill Health Retirements but the overall projected underspend is still predominantly based on Ill Health Retirements being less than originally budgeted for.
- 3.3 **SERVICE SUPPORT:** This budget is forecast to be underspent by £198,000 (as reported to the last Policy & Resources Panel meeting). Details remain as previously reported and are given in paragraphs 3.3.1 to 3.3.5 below.
- 3.3.1 **Estates:** The budget manager has projected an overspend of £22,000 which is primarily on building maintenance. The condition survey has now been received and its recommendations are being considered. The outturn projection will be revised once this process is complete.
- 3.3.2 **Information Management Department (IMD):** The budget manager has projected an underspend on the IMD budget of £250,000, due primarily to a review of the planned replacement of the IMD network infrastructure. Subject to the completion of the strategic review of IMD being carried out by an external consultant this is expected to be an on-going saving which can be set against the savings target set out in the Medium Term Financial Plan for 2014/15 onwards.

- 3.3.3 **Fleet:** The fleet budget is projected to overspend by £31,000, the projection comprises an overspend of £105,000 on the equipment budget and £5,000 on car leasing. This is offset by a projected underspend on the fuel budget of £79,000.
- 3.3.4 **Health & Safety:** The budget manager has projected a small underspend of £1,000. The projection is made up of underspends on equipment and subscriptions of £7,000 and training income of £6,000 that cannot be generated from the existing training programme.
- 3.3.5 **Sussex Control Centre:** The SCC project is projected to be on target.
- 3.4 **PEOPLE AND ORGANISATIONAL DEVELOPMENT (POD):** The POD budgets are projected to underspend by £42,000 (£12,000 reported to the last Policy & Resources Panel meeting). The increase in the projected underspend is due to a projected underspend of £30,000 on the Advertising for Staff budget and £12,000 underspend on employees within the staffing budget (reduction in support to Principal Officers).
- 3.5 **CORPORATE SERVICES:** The Corporate Services budget projected underspend remains at £184,000. The overall figure comprises underspends on Insurance £136,000, Uniforms £30,000 and Members' Allowances £18,000. The insurance budget and associated earmarked reserve will be reviewed once the outcome of the retendering of the insurance contracts is completed later in the year.
- 3.6 **PRINCIPAL OFFICERS BUDGET:** The Principal Officers budget projection remains on target.
- 3.7 **CENTRAL:** The central budgets remain at over budget by £20,000 (as previously reported to the last Policy & Resources Panel meeting).
- 3.7.1 **Centrally controlled:** Centrally controlled budgets are forecast to underspend by £32,000, comprising refund of NHS charges of £2,000 and Supplies & Services budget savings of £30,000.
- 3.7.2 **Treasury Management:** The Treasury Management budget is projected to overspend by £52,000 on the bank interest received element. Rates for overnight lending have reduced significantly, primarily due to the Government's Funding for Lending Scheme and this has had a significant effect on the return the Authority will receive on its short term investments.
- 3.8 **IN SUMMARY:** At this early stage of the financial year the Revenue Budget is projected to underspend by £424,000.

#### 4. **RESERVES**

- 4.1 The table below sets out the opening Reserves at the start of the financial year and the planned movements during the course of the financial year, to closing Reserves as at 31 March 2014.

Reserves	1 April 2013	Transfers in	Transfers out	31 March 2014
Earmarked	3,446	477	(903)	3,020
Capital Programme	2,818	1,000	(1,100)	2,718
General	3,552	200		3,752
<b>Total</b>	<b>9,816</b>	<b>1,677</b>	<b>(2,003)</b>	<b>9,490</b>

4.2 The planned use of balances and reserves has been reviewed since the budget was set and is reflected in Appendix 5. Planned transfers from earmarked reserves will be made during the year once actual expenditure has been incurred. The Improvement and Efficiency earmarked reserve will receive a one off additional transfer in of £447,000 from the base budget in 2013/14 as a result of the better than expected settlement.

## 5. **CAPITAL PROGRAMME PROJECTS**

5.1 Appendix 2 details the Capital Programme estimated payments as approved by the Fire Authority at its meeting on 7 February 2013, with an additional £434,000 for the Sussex Control Facilities as approved by the Urgency Panel on 14 June 2013, and also adjusted to reflect slippage on other schemes already in progress at 1 April 2013. The overall Programme is projected to be under planned spending by £216,000. The capital budget for 2013/14 is projected to be underspent by £216,000. Full details of the 2013/14 capital budget are shown in Appendix 3. Details of any variations to the programme are shown below, with all other projects being reported as on budget.

5.2 **Replacement Cars and Vans:** The Project Manager has advised that delivery of some of the new cars has started and the scheme is on budget. A potential pressure in relation to the cost of the digital van is being addressed by the Head of Engineering Services and the Director of Prevention & Protection.

5.3 **New Breathing Apparatus Pod:** Following a review the Pod is no longer required, resulting in an underspend of £140,000. The Head of Engineering will replace the Pod with sixty BA cylinders which will be funded from within the revenue budget.

5.4 **Newhaven Fire Station:** The land for the site was purchased last financial year. Work continues to engage interested parties for the development of a shared space building. Negotiations are on-going and, as a result, spending is likely to slip into 2014/15 and 2015/16 although at this stage the value of slippage cannot be confirmed until negotiations with prospective partners are complete.

5.5 **Aerial Rescue Pump (ARP):** The Project Manager has advised that the final factory based testing has proved satisfactory and the vehicle has now been delivered. The Scheme has come in £66,000 under budget.

5.6 **IMD Strategy Sussex Control Centre:** The Project Manager has indicated that the Scheme will be spent in full during 2013/14. The project is financed by a Government grant, held by West Sussex County Council, for which an invoice will be raised.

5.7 **The Sussex Control Centre adaptations:** The budget for the adaptations was increased by £434,000 by the Urgency Panel on 14 June 2013; the budget now stands at £1.1m. The Project Manager has advised that it remains the intention to complete the works during 2013/14, and is currently on target for completion by the end of December 2013.

5.8 **Heathfield Equality Assessment:** The Project Manager has advised that, although the scheme has finished, there remains the retention payment of £3,000 to be made to the contractor. Overall, the scheme will underspend by £10,000.

5.9 Appendix 4 shows the recently approved projected resources available to finance the Capital Programme. One Service house has been sold this year and a further one is due to be advertised for sale shortly. The Fire Authority has previously agreed that all Service houses must be vacated ahead of the 31 March 2015 deadline.

## 6. **FACING THE CHALLENGE SAVINGS SCHEDULE**

- 6.1 Appendix 6 shows the £1.325m Facing the Challenge savings that were agreed when the 2013/14 Revenue Budget was set. The majority of these savings have been achieved.
- 6.2 The shortfall in the ICS saving falls in 2013/14 only, as a consequence of re-phasing, and will achieve £13,000 more than the target in the medium term.
- 6.3 The shortfall has been revised with news of delays concerning the operational date of the ARP. The ARP was due to become operational at the beginning of October 2013; this date has been revised to 1 January 2014. The consequence of the delay is a shortfall in 2013/14 of £38,000.
- 6.4 The only other shortfall is the reduction in the Spot Hire Contract Leasing budget in Engineering which is not expected to be achieved in 2013/14, although it is hoped that a review of the light fleet will allow the saving to be achieved in 2014/15 and beyond.
- 6.5 The total projected shortfall now stands at £56,000 in 2013/14 which is currently absorbed within the 2013/14 forecast underspend.

East Sussex Fire & Rescue Service Outturn Projection April to March 2014

Appendix 1

	Base Budget	Variations	Current Budget	Actual to Date	Projected Outturn	Projected Variance
	£,000	£,000	£,000	£,000	£,000	£,000
Employees	25,150	1,660	26,810	6,179	26,765	(45)
Pensions	3,018	29	3,047	845	3,021	(26)
Premises	2,257	41	2,298	627	2,337	39
Transport	1,159	(7)	1,152	385	1,017	(135)
Supplies & Services	5,302	138	5,440	1,176	5,125	(315)
Support Services	525	(19)	506	1	506	0
Capital Charges	2,521	0	2,521	0	2,521	0
<b>Gross Service Budget</b>	<b>39,932</b>	<b>1,842</b>	<b>41,774</b>	<b>9,213</b>	<b>41,292</b>	<b>(482)</b>
Specific Grants	(188)	0	(188)	(45)	(188)	0
Other Income	(643)	(1,778)	(2,421)	(120)	(2,415)	6
<b>Total Service Income</b>	<b>(831)</b>	<b>(1,778)</b>	<b>(2,609)</b>	<b>(165)</b>	<b>(2,603)</b>	<b>6</b>
<b>Net Service Budget</b>	<b>39,101</b>	<b>64</b>	<b>39,165</b>	<b>9,048</b>	<b>38,689</b>	<b>(476)</b>
Capital Charges credit	(2,521)	0	2,521	0	2,521	0
Interest receivable less capital financing	852	5	857	(8)	909	52
Transfer from reserves	0	(99)	(99)	0	(99)	0
Transfer to reserves	1,647	30	1,677	0	1,677	0
<b>Total Net Expenditure</b>	<b>39,079</b>	<b>0</b>	<b>39,079</b>	<b>9,040</b>	<b>38,655</b>	<b>(424)</b>
Financed by:						
Formula Grant	(17,318)		(17,318)	(7,865)	(17,318)	0
Council Tax	(21,625)		(21,625)	(4,711)	(21,625)	0
Council Tax Collection Fund						
(Surplus)/Deficit	(136)		(136)	(27)	(136)	0
	<b>(39,079)</b>		<b>(39,079)</b>	<b>(12,603)</b>	<b>(39,079)</b>	<b>0</b>

## East Sussex Fire &amp; Rescue Service Capital Programme Monitoring April 2013 to March 2014

Capital scheme	Total approved payments	Variations	Total Approved Budget	Spend previous years	Spend 2013/14	Total Spend	Orders placed 2013/14	Orders to be placed	Forecast outturn	Variance on approved Budget
	£,000	£,000	£,000	£,000	£,000	£,000	£,000	£,000	£,000	£,000
<b>Schemes starting in 2012/13</b>										
Replacement Fire Appliances	480		480			0		480	480	0
Replacement Cars & Vans	210		210			0	112	98	210	0
BA Compressors	110		110			0		110	110	0
New Breathing Apparatus Pod	140		140			0		0	0	(140)
General Property Schemes	140		140			0		140	140	0
Newhaven Fire Station	3,070		3,070			0		3,070	3,070	0
<b>Total Schemes starting 2013/14</b>	<b>4,150</b>		<b>4,150</b>			<b>0</b>	<b>112</b>	<b>3898</b>	<b>4,010</b>	<b>(140)</b>
<b>Continuing schemes starting in previous years</b>										
Combined Aerial Rescue Pump	769		769	554	149	703			703	(66)
Crowborough Refurbishment	1,019		1,019	393	246	639	308	72	1,019	0
Breathing Apparatus Classroom Maresfield	220		220	16	40	56	164		220	0
Property Strategy	656		656	16	19	35		621	656	0
IMD Strategy Sussex Control Centre	1,120		1,120	234	33	267	257	596	1,120	0
Sussex Control Facility	666	434	1,100			0		1,100	1,100	0
Heathfield Equality Assessment	112		112	99		99	3		102	(10)
<b>Total schemes from previous years</b>	<b>4,562</b>	<b>434</b>	<b>4,996</b>	<b>1,312</b>	<b>487</b>	<b>1,799</b>	<b>738</b>	<b>2,389</b>	<b>4,926</b>	<b>(76)</b>
<b>Total</b>	<b>8,712</b>	<b>434</b>	<b>9,146</b>	<b>1,312</b>	<b>487</b>	<b>1,799</b>	<b>844</b>	<b>6,287</b>	<b>8,930</b>	<b>(216)</b>

Capital Spend in 2013/14 – April 2013 to March 2014 (NOT total project outturn)

Appendix 3

Capital scheme	Budget spend 2013/14	Spend 2013/14	Orders placed 2013/14	Orders still to be placed in 2013/14	Projected Outturn	Projected Outturn on approved budget
	£,000	£,000	£,000	£,000	£,000	£,000
<b>Schemes starting in 2013/14</b>						
Replacement Fire Appliances	480			480	480	0
Replacement Cars & Vans	210		112	98	210	0
BA Compressors	110			110	110	0
New Breathing Apparatus Pod	140				0	(140)
General Property Schemes	140			140	140	0
Newhaven Fire Station	1,020			1,020	1,020	0
<b>Total Schemes starting 2013/14</b>	<b>2,100</b>		<b>112</b>	<b>1,848</b>	<b>1,960</b>	<b>(140)</b>
<b>Continuing schemes starting in previous years</b>						
Combined Aerial Rescue Pump	215	149			149	(66)
Crowborough Refurbishment	626	246	308	72	626	0
Breathing Apparatus Classroom	204	40	164		204	0
Property Strategy	215	19		196	215	0
IMD Strategy Sussex Control Centre	886	33	257	596	886	0
Sussex Control Facility	1,100			1,100	1,100	0
Heathfield Equality Assessment	13		3	0	3	(10)
<b>Total Schemes starting in previous years</b>	<b>3,259</b>	<b>487</b>	<b>732</b>	<b>1,964</b>	<b>3,183</b>	<b>(76)</b>
<b>Total</b>	<b>5,359</b>	<b>487</b>	<b>844</b>	<b>3,812</b>	<b>5,143</b>	<b>(216)</b>

**Capital Resources 2013/14****Appendix 4**

	<b>Original Budget</b>	<b>Income Received</b>	<b>Projected Resources</b>	<b>Variance on 2013/14 Budget spend</b>
	<b>£,000</b>	<b>£,000</b>	<b>£,000</b>	<b>£,000</b>
Sussex Control Grant	886		886	0
Government Grant	931	931	931	0
Capital Receipts	400	245	400	0
Revenue Transfer to Capital Reserves	1,000		1,000	0
<b>Total Resources</b>	<b>3,217</b>	<b>1,176</b>	<b>3,217</b>	<b>0</b>



## Reserves Projections March to April

Description	Budget Manager	Corporate Owner	2013/14		Closing Balance 31/03/14	
			Opening Balance 1/4/2013	In £'000		Out £'000
<b>Earmarked Reserves</b>			£,000	£,000	£,000	<b>£,000</b>
Improvement & Efficiency	Richard Charman	Duncan Savage	1,189	447	(300)	<b>1,336</b>
Maritime Incident Response Group	Glenn Jones	Gary Walsh	150		(50)	<b>100</b>
Estates Condition Survey	Julian Salmon	Gary Ferrand	38		(38)	<b>0</b>
Community Safety Smoke Detectors	Neal Robinson	Gary Walsh	50			<b>50</b>
Insurance	Richard Charman	Duncan Savage	249			<b>249</b>
Technical Fire Safety	Andy Reynolds	Gary Walsh	55		(55)	<b>0</b>
Community Fire Safety	Andy Reynolds	Gary Walsh	150			<b>150</b>
Breathing Apparatus	Bill Brewster	Gary Ferrand	750			<b>750</b>
SCC Desktop provision	Brenda Guile	Gary Ferrand	85		(85)	<b>0</b>
SCC Connectivity	Brenda Guile	Gary Ferrand	106		(106)	<b>0</b>
SCC Mapping Solution	Brenda Guile	Gary Ferrand	120		(120)	<b>0</b>
Coaching for Safer Communities	Neal Robinson	Gary Walsh	50			<b>50</b>
Relocation Expenses for staff vacating houses (as per Fire Authority decision)	Vicky Chart	Cheryl Rolph	140	30		<b>170</b>
RDS Training	Mark Rist	Cheryl Rolph	70		(70)	<b>0</b>
Volunteers Scheme	David Kemp	Gary Walsh	236		(73)	<b>163</b>
IMD HR Replacement	Vicky Chart	Cheryl Rolph	8		(6)	<b>2</b>
<b>Total Earmarked Reserves</b>			<b>3,446</b>	<b>477</b>	<b>(903)</b>	<b>3,020</b>
<b>Capital Programme Reserve</b>			<b>2,818</b>	<b>1,000</b>	<b>(1,100)</b>	<b>2,718</b>
<b>General Fund</b>			<b>3,552</b>	<b>200</b>		<b>3,752</b>
<b>TOTAL ALL RESERVES</b>			<b>9,816</b>	<b>1,677</b>	<b>(2,003)</b>	<b>9,490</b>

## Facing the Challenge savings (Progress Report)

Ref Number	Description	Savings agreed £,000	Savings achieved £,000	Savings not achieved £,000	Notes
71	IMD Trainer Reduction in Hours	(8)	(8)		
73	Reduction in Hours L & D Workforce Manager	(12)	(12)		
74	Reduction in L & D External Training budget	(11)	(11)		
75	Fitness Advisor replace with Specialist instructor	(12)	(12)		Alternative savings were volunteered, and taken from the external training budget
76	External Audit fees	(15)	(15)		
77	Dog Handler Post	(50)	(50)		
78	ACO (CS) post	(90)	(90)		
79	Relocation Expenses	(30)	(30)		
81	Incident Command System Review	(271)	(258)	13	Following the implementation of the Review at the beginning of June there is a shortfall of £13,000. However the saving over the medium term has increased by £17,000 to a total saving of £474,000
82	HR Assistant	(4)	(4)		
14	Station Cooks	(60)	(60)		
15	Policy Support Officer	(36)	(36)		
22	ICT Technician Post	(36)	(36)		
24	Performance Review Support Post	(17)	(17)		
25	HR Occupational Health Co-ordinator	(12)	(12)		
32	Corporate Risk Manager	(26)	(26)		

Ref Number	Description	Savings agreed £,000	Savings achieved £,000	Savings not achieved £,000	Notes
35	Equality & Diversity Watch Manager	(47)	(47)		
36	Clerk to the Fire Authority	(15)	(15)		
39	Station Manager Learning & Development (Amended to Green Book)	(15)	(15)		
43	Head of Organisational Development	(74)	(74)		
44	Reduction in Hours H of HS 0.8 to 0.6 fte	(19)	(19)		
50	NVQ Facilitator	(18)	(18)		
51	Equipment Officer Post	(35)	(35)		Alternative savings were volunteered, and taken from the Engineers pay budget.
55	Reduce Spot Hire/Contract Leasing budget	(31)	(26)	5	Projected overspend in current year shortfall £5,000.
57	Reduction of Smoke Alarms budget	(50)	(50)		
58	Community Safety Team 2 grey book 0.5 green book Fte	(91)	(91)		
	NVQ Facilitator additional savings	(1)	(1)		
	Equipment Officer Post	(9)	(9)		
	Fire Control OP	(35)	(35)		
	Engineering Services Technician	(41)	(41)		
	IMD Training & Citrix Manager	(34)	(34)		
	Web Developer Post	(25)	(25)		
	Insurance	(20)	(20)		

Ref Number	Description	Savings agreed	Savings achieved	Savings not achieved	Notes
		£,000	£,000	£,000	
69	Removal Aerial Ladder Platform and pumping appliance Eastbourne	(75)	(37)	38	Assumes that Aerial Rescue Pump is operational from 1 January 2014.
	<b>Total Facing the Challenge Savings taken</b>	<b>(1,325)</b>	<b>(1,269)</b>	<b>56</b>	