

At a meeting of the HAMPSHIRE FIRE AND RESCUE AUTHORITY FINANCE AND GENERAL PURPOSES COMMITTEE held at Hampshire Fire and Rescue Service Headquarters, Eastleigh on 11 April 2014.

PRESENT:

Councillors: G. Burgess; C. Carter (Chairman); M. Cooper; G. Hockley; A. Pope; R. Price; D. Simpson; R. Smith;

50 APOLOGIES

Apologies were received from Councillors Luke Stubbs and Roz Chadd.

51 DISCLOSURES OF INTEREST

Members were mindful of their duty to disclose at the meeting any disclosable pecuniary interest they had in any matter on the agenda for the meeting, where that interest was not already entered in the Authority's register of interests, and their ability to disclose any other pecuniary or non-pecuniary interests in any such matter that they might have wished to disclose.

There were no declarations of interest received for the meeting.

52 MINUTES AND MATTERS ARISING

An amendment to the Minutes was proposed, however this was not supported by the Committee and it was agreed that they remained as drafted.

In relation to the Hampshire Fire and Rescue Service (HFRS) action to contact suppliers about blacklisting, the Clerk advised Members that the completion date of July 2014, had been confirmed at the January meeting.

The Minutes were signed by the Chairman as a true record of the meeting.

53 CHAIRMAN'S ANNOUNCEMENTS

There were no Chairman's announcements.

54 DEPUTATIONS

There were no deputations received for the meeting.

55 HAMPSHIRE FIRE AND RESUCE SERVICE FINANCIAL PLAN TO 2017/18

The Committee received a report from the Chief Officer in relation to the

proposed savings programme for Hampshire Fire and Rescue Service (HFRS) (Item 6 in the Minute Book).

The Director showed Members the Service's Financial Plan presentation. In light of the Comprehensive Spending Review and related grant reductions, HFRS had carried out a cross service assessment intended to close the budget gap, estimated at £12 million to 2017/18. Current service costs and proposed changes to create savings were highlighted.

The Service had achieved £2.5 million of savings required so far and identified further savings from projects and service review. The Services' Risk Cover Review targeted a £5 million reduction in spending.

Members asked about the presentation being provided to all Service staff and stations in order to keep them informed. The Director confirmed that this would be cascaded to stations (including retained) within the next few months and the Review would be developed in consultation with HFRA.

It was proposed that a sub-group be set up to look at efficiency requirements. As current plans were already reviewed by the Corporate Management Team, it was agreed that this was not necessary.

RESOLVED:

- a) It was agreed that the Service include the Financial Plan 2017/18 at the next HFRA Member's Awareness Session.
- b) The Committee RECOMMENDS the Financial Plan to 2017/18 to the Authority for approval.

56 PROCUREMENT DEVELOPMENTS

The Committee considered the report from the Chief Officer in relation to procurement activities of the Service (Item 7 in the Minute Book).

The Director highlighted recent procurement activities, following previous request for regular updates by the Committee. Members noted developments including regional partnerships with other authorities.

It was confirmed that the Service was reviewing CFOA proposals for the adoption of a common spend management tool ('Spend-Pro') and that the Committee would be consulted about any plans.

A question was raised about the ethical procurement policy statement referred to within the report, and it was proposed that a sub group of Members be formed to work with other authorities in relation to blacklisting and ethical procurement. It was noted that a joint procurement team currently existed which reviewed this and other areas of importance and on that basis it was agreed that a sub group was not necessary.

RESOLVED:

- a) The Committee noted the content of the report, the regional procurement activities, and the changes to the organisational structure which would impact upon future strategic procurement activities.

57 JOINT WORKING IN HAMPSHIRE PROGRAMME

The Committee considered the report from the Chief Officer providing an update on the Joint Working programme (Item 7 in the Minute Book).

The HFRS H3 Service Manager provided an update on developments. Members noted that the legal agreement for the Partnership had been signed and that the transfer of Service staff to the Integrated Business Centre (IBC) was complete. Members noted plans to align, where relevant, processes and policies of HR, Occupational Health, Finance and Procurement, across the organisations, by August, in line with the HFRS 'go-live' date.

It was confirmed that Members could access the shared Partnership website. The Service's bid for a 'Transformation Fund' as outlined within the report, was noted and the Committee would be kept informed on outcomes.

Members endorsed the hard work of all those involved in the programme and noted that it reflected the Service and Authority well through their leading in collaboration and management of change.

The Committee requested that programme updates be provided for the next two scheduled meetings, due to Service go-live in August so that Members were kept informed on developments or issues and frequency of updates could be reviewed, after this period.

RESOLVED:

- a) It was agreed that Members be provided with copies of the new monthly H3 staff Newsletter for reference.
- b) The Committee noted the progress to date of the Joint Working in Hampshire programme.

58 APPROVAL OF THE SUBMISSION OF A BACS/BACSTEL-IP SERVICES APPLICATION AND ASSOCIATED AUTHORISATIONS TO MEMBERS OF STAFF OF HAMPSHIRE COUNTY COUNCIL

The Committee considered the report of the Treasurer in relation to a BACS/BACSTEL-IP Services Application Form and proposed authorisations to staff of Hampshire County Council (Item 9 in the Minute Book).

The Treasurer summarised the background to the application request. Members noted that HFRA was to have a separate bank account to the County Council, following previous audit recommendations and in light of the new H3 partnership and the need for clear delineation between the organisations. Continuing requirement for the County Council to continue to make BACS payments for HFRA was also noted, and the required authorisation to link the BACS system to the new account.

Members discussed aspects of the arrangement and assurance on security and IT were provided. Members noted the delegation of approval to the Committee, on behalf of HFRA, due to timing issues for commencement of BACS payments in August and the six week testing process.

Members approved the authorisation of the application, noting the five prescribed resolutions as set out in the BACS/BACSTEL-IP Services Application Form as referred to below.

RESOLVED:

- a) The Committee approved the submission of a BACS/BACSTEL-IP Services Application Form and;
- b) The Committee made the five prescribed resolutions as set out in Appendix A of the BACS/BACSTEL-IP Services Application Form, as set out as follows:
 1. That the Terms and Conditions, as set out in Appendix 1, be approved and adopted by the HFRA (“the Organisation”) as the terms on which the Organisation shall use the BACS/BACSTEL-IP Services; and
 2. That the two named officers of the Organisation be authorised to (1) sign on behalf of the Organisation the BACS/BACSTEL-IP Application Form for the BACS/BACSTEL-IP Services and (2) to deliver the Application Form to the Bank together with the Excerpt members/Committee Minute and submit the BACS/BACSTEL-IP Services Application Form and (3) from time to time at their discretion to add or remove from the arrangements covered by the Agreement such accounts of the Organisation as they shall determine and (4) from time to time to appoint such persons as they shall determine as Primary Security Contacts in addition to or in substitution for the persons referred to in resolution 3 below and also at their discretion to terminate any appointment as a Primary Security Contact and (5) from time to time and in accordance with and subject to such directions as the Organisation may from time to time stipulate and on behalf of the Organisation to enter into and bind the Organisation to such variations of the Agreement or the terms of the BACS/BACSTEL-IP Services or other contracts or documents relating to the BACS/BACSTEL-IP Services as they shall consider appropriate and in the interests of the Organisation **provided that** the bank

shall be entitled to assume that any such act performed by the persons hereby authorised complies with all the requirements of the members/ Committee and this paragraph; and

3. That the Organisation permits the named Primary Security Contacts to operate on the Organisation's Account kept with the Bank to access and to use the BACS/BACSTEL-IP Services; and
4. That the persons named as Primary Security Contacts under or pursuant to these resolutions are each authorised to received on behalf of the Organisation the security devices referred to in the Terms and Conditions, and
5. That these resolutions do not in any way limit or affect the existing authorities to the Bank for operations on the Organisation's account(s).

59 EXCLUSION OF PRESS AND PUBLIC

RESOLVED:

The public were excluded from the meeting during the following item of business, 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 that item there would have been disclosure to them of exempt information within Paragraph 3 of Part I Schedule 12A to the Local Government Act 1972, and further that in all the circumstances of the case, the public interest in maintaining the exemption outweighed the public interest in disclosing the information, for the reasons set out in the appendix.

60 BACS/BACSTEL-IP SERVICES APPLICATION FORM (EXEMPT)

The Committee considered an exempt appendix from the Treasurer (Item 11 in the Minute Book) in relation to the BACS/BACSTEL-IP Services Application, pursuant to Item 9 in the Minute Book.

Members reviewed the required prescribed resolutions contained within the exempt appendix in conjunction with the main report, and endorsed the recommendations, as listed under Item 9 in the Minute Book.