



NOTTINGHAMSHIRE AND CITY OF NOTTINGHAM FIRE AND RESCUE AUTHORITY

MINUTES of the meeting of the Authority held on **28 JUNE 2013** at Fire and Rescue Service Headquarters, Bestwood Lodge, Arnold, Nottingham NG5 8PD from 10.30 am to 12.17 pm

Membership

- Councillor Darrell Pulk (Chair)
- Councillor Brian Grocock (Vice Chair)
- Councillor Chris Barnfather
- ^ Councillor Eunice Campbell
- Councillor Ian Campbell
- Councillor John Clarke
- ^ Councillor Jon Collins
- Councillor Stephen Garner
- Councillor Colleen Harwood
- Councillor Michael Payne
- ^ Councillor Ken Rigby
- Councillor Tony Roberts
- Councillor David Smith
- ^ Councillor Tim Spencer
- ^ Councillor Gordon Wheeler
- Councillor John Wilmott
- Councillor Malcolm Wood
- Councillor Liz Yates

Members absent are marked ^

13 APOLOGIES FOR ABSENCE

- Councillor Eunice Campbell
- Councillor Jon Collins
- Councillor Ken Rigby
- Councillor Tim Spencer
- Councillor Gordon Wheeler

14 DECLARATIONS OF INTERESTS

None

15 MINUTES

The Authority confirmed the minutes of the meeting held on 24 May 2013 as a correct record and they were signed by the Chair.

16 CHAIR'S ANNOUNCEMENTS

The Chair reported on the following matters:

- (a) the Chair, Vice Chair and Chief Fire Officer attended the passing out ceremony for new recruits at Ollerton. Parents, partners and friends of the trainees also attended and it was a proud day for all concerned;
- (b) on the 19 December 2013, the 100th graduation under the Prince's Trust Scheme is due to take place. All members of the Fire Authority are encouraged to attend. Further information will be circulated to members in due course;
- (c) Neil Timms, the Strategic Director of Finance and Resources was congratulated on receiving a special commendation from the Chairman of Alarm, the public risk management association, for his contribution to risk management. The Chairman's Commendation was presented to Neil at Alarm's Learning and Development Forum at the University of Manchester on Monday 24 June as part of the official forum opening. The Chairman's Commendation is only awarded to one or two people a year, out of a membership of over 1,000. It was awarded to Neil for his work supporting Alarm and championing risk management over a long period of time. Neil was a founding member of the Alarm Fire Group, where fire service risk managers get together to discuss common risk and insurance issues, and he has spoken at a number of national events.
- (d) the Chair awarded certificates of appreciation to former Fire Authority members, Councillor Steve Carroll, Councillor Sybil Fielding and Mr Barrie Cooper all of whom attended the meeting to receive their certificates and were in agreement that serving on the Fire Authority has been an enriching and rewarding experience.

17 PROVISIONAL OUT-TURN FOR 2012/13

Peter Hurford, the Treasurer presented the joint report of himself and the Chief Fire Officer giving members the latest estimate of the financial performance of the Service in the year 2012/13 and analysing significant variances against the original budget. The Treasurer advised the meeting that the predicted net underspend set out in paragraph 2.2 of the report has reduced from £775,000 when the report was written, to £644,000 at the current time.

Councillor Malcolm Wood thanked finance officers for their diligent work and Councillor Chris Barnfather added his congratulations to officers on managing the budget and achieving the underspend.

RESOLVED

- (1) to note the contents of the report;**
- (2) to approve carrying forward the total capital slippage of £3,143,000 to 2013/14 as set out in detail in the report.**

18 MEDIUM TERM FINANCIAL STRATEGY 2013/14 TO 2015/16

Peter Hurford, the Treasurer presented the Chief Fire Officer's report setting out the proposed Medium Term Financial Strategy 2013/14 to 2015/16, bringing together all financial strategies and providing a stable platform for future service provision/delivery.

Councillor Malcolm Wood suggested that the document should be regarded as a working document to be scrutinised in more detail by the Finance and Resources Committee, giving the Committee a more pro-active role than it had previously had.

RESOLVED

- (a) to adopt the Medium Term Financial Strategy and to review it annually;**
- (b) to present the base budget to the Finance and Resources Committee for review and to bring back a report to a future meeting of the Fire Authority.**

19 FACING THE FUTURE : FINDINGS FROM SIR KEN KNIGHT'S REVIEW OF EFFICIENCIES AND OPERATIONS IN FIRE AND RESCUE AUTHORITIES IN ENGLAND

The Chief Fire Officer presented his report bringing to the attention of the Fire Authority the findings of Sir Ken Knight's review into efficiencies and operations in Fire and Rescue Authorities in England and highlighting potential implications for the Authority. The review which took place in 2012/13 focused on five main areas:

- what is efficiency and how efficient is the delivery of Fire and Rescue Services in England?
- deploying resources;
- collaborating for efficiency;
- driving efficiency;
- what is the future for Fire and Rescue?

Members agreed that the Chief Fire Officer should draft a robust, cross-party, factual response to the Report and that before submission it should be brought back to the Fire Authority for approval.

RESOLVED

- (1) to note the contents of Sir Ken Knight's Review;**

- (2) to task the Chief Fire Officer with formulating a draft response to be agreed at the next meeting of the Policy and Strategy Committee with the final version to be circulated to all members of the Authority before submission;**
- (3) to accept the Chief Fire Officers report and its associated implications for Nottinghamshire Fire and Rescue Service and to request the Chief Fire Officer to produce a series of proposals in relation to the budget challenges to be brought back to the Fire Authority at a future date.**

20 OPERATIONAL COVER ANALYSIS : UPDATE AND PROPOSALS

The Chief Fire Officer presented his report setting out his response and proposals to the operational activity levels presented to the Fire Authority at its meeting on 22 February 2013 where he was asked to carry out further analysis and bring recommendations back to the Authority. The report contained details of the full activity levels for 2012 and a five year range to allow for an ongoing and rolling comparison.

The Chief Fire Officer previously stated that under the current service delivery model the number of pumping appliances could reduce safely to 30 without compromising the safety of the community. Through the 2010 Fire Cover Review, the Fire Authority made the decision to reduce to 33 1/2 which still leaves a cushion of 3 1/2 appliances above the previous recommendation. A reduction to 30 pumping appliances would contribute significantly to bridging the immediate budget deficit.

The Chief Fire Officer recommended that the Fire Authority commence immediate steps to implement:

- the removal of the 12 hour appliance from Station 19 West Bridgford;
- the removal of the retained appliance from Station 26 Arnold.

This would result in an immediate annual saving in excess of £500k. There will need to be further consultation with the relevant communities, stakeholders and affected staff.

The Chief Fire Officer's intention is to bring further proposals back to the Full Authority at its meeting on 27 September 2013.

RESOLVED

- (1) to task the Chief Fire Officer with undertaking a further consultation process with the community, stakeholders and staff regarding the proposals to remove from service the second pumping appliances from Arnold and West Bridgford;**
- (2) to task the Chief Fire Officer with presenting a report to the Fire Authority at its meeting on 27 September 2013 detailing the outcomes of that consultation and taking into account the previous consultation with regard to these proposals and to present the outcomes;**
- (3) to task the Chief Fire Officer with preparing and presenting a report for the meeting on 27 September 2013 detailing further options to meet the risk profile of the County and to further reduce the total number of pumping appliances to a level not less than thirty along with the strategy to continue to improve and maintain availability across the County.**

21 SERVICE STRUCTURE

The Chief Fire Officer presented his report updating the Fire Authority on the current situation regarding the implementation of the revised service structure and advising of the scheduled 12 monthly review in August 2013 which may lead to further rationalisation, subject to appropriate consultation with representative bodies.

RESOLVED to note the report and proposed review and to receive any further recommendations from the Human Resources Committee on any permanent changes to the establishment.

22 STRATEGIC MANAGEMENT TEAM BUSINESS PLAN

The Chief Fire Officer presented his report updating the meeting on the progress made against priorities identified within the 2012/2013 plan and outlining the priorities identified by the Strategic Management Team for the period 2013/2014.

RESOLVED to note and support the areas of focus identified by the Strategic Management Team for the forthcoming period.

23 LIVING WAGE

The Chief Fire Officer presented his report requesting that members support the principle of applying a Living Wage rate as the base starting salary for employees of the Nottinghamshire Fire and Rescue Service. There would be no immediate impact of applying the Living Wage as the four posts affected (on grade1) had been budgeted for at the top of grade for 2013/14.

RESOLVED to support the implementation of the Living Wage rate as the minimum starting salary for substantive appointments with effect from 1 July 2013 as set out in the report.

24 PAY POLICY

The Chief Fire Officer presented his report seeking the agreement of members to a Statement of Pay Policy 2013/14 in line with the requirements of the Localism Act 2011 which places a requirement on 'relevant authorities' to prepare pay statements for each financial year.

RESOLVED to agree the Statement of Pay Policy 2013/14.

25 STATEMENTS OF ASSURANCE

The Chief Fire Officer presented his report informing the Authority of the introduction of guidance on Statements of Assurance and their requirements contained within the National Framework. The Framework requires Fire and Rescue authorities to provide assurance on financial, governance and operational matters and to show how they have had due regard to the expectations set out in their integrated risk management plan and the requirements included in the Framework.

The consultation commenced in September 2012 and concluded on 15 November 2012. The response was agreed by the Policy and Strategy Committee at its meeting on 2

November 2012. In May 2013, the Government released its guidance on Statements of Assurance simultaneously with its response to the consultation responses received as part of the process.

In the Government guidance, the four areas to form part of the Statement of Assurance are:

- financial;
- governance;
- operational;
- future improvements.

The Chief Fire Officer explained to the members what arrangements are currently in place to comply with the four areas of assurance.

RESOLVED to note the issue of guidance on the Statements of Assurance and the steps already in place in Nottinghamshire Fire and Rescue Service to comply.

26 INTERVENTION PROTOCOL

The Chief Fire Officer presented his report informing members of the recent publication of the Intervention Protocol by the Department for Communities and Local Government. In September 2012, the Government released a revised protocol for consultation with a closing date of 15 November 2012. At its meeting on 2 November 2012, the Policy and Strategy Committee considered the revised protocol and approved a consultation response drafted by the Chief Fire Officer. On May 14 2013, the Government released the revised protocol and simultaneously published the responses to the consultation and the protocol.

The Chief Fire Officer advised members that, through its governance framework, the Nottinghamshire and City of Nottingham Fire and Rescue Authority has in place all appropriate levels of scrutiny to ensure that the potential for government intervention is low, but members were asked to note the actions available to the secretary of State should it be required.

RESOLVED to note the introduction of the revised intervention protocol and the implications for the Nottinghamshire and City of Nottingham Fire and Rescue Authority.