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NOTTINGHAMSHIRE AND CITY OF NOTTINGHAM FIRE AND RESCUE AUTHORITY

MEETING OF THE AUTHORITY

Date: Friday, 27 February 2015 **Time:** 10.30 am

Venue: Fire and Rescue Services HQ, Bestwood Lodge, Arnold Nottingham NG5 8PD

Members are requested to attend the above meeting to be held at the time, place and date mentioned to transact the following business

Clerk to the Nottinghamshire and City of Nottingham Fire and Rescue Authority

<u>AGENDA</u>	<u>Pages</u>
1 APOLOGIES FOR ABSENCE	
2 DECLARATIONS OF INTERESTS	
3 MINUTES Of the meeting held on 19 December 2014 (for confirmation).	3 - 6
4 CHAIRS' ANNOUNCEMENTS	
5 PRUDENTIAL CODE FOR CAPITAL FINANCE 2015/16 Joint Report of Treasurer to the Authority and Chief Fire Officer	7 - 16
6 TREASURY MANAGEMENT STRATEGY 2015/16 Report of Treasurer to the Authority	17 - 32
7 REVIEW OF RESERVES AND WORKING BALANCES Report of Chief Fire Officer	33 - 44
8 BUDGET PROPOSALS FOR 2015/2016 TO 2017/2018 AND OPTIONS FOR COUNCIL TAX Report of Chief Fire Officer (Amended version)	45 - 68

- | | | |
|-----------|--|-----------|
| 9 | PENSIONS BOARD
Report of Chief Fire Officer | 69 - 72 |
| 10 | OPERATIONAL ACTIVITY UPDATE 2014
Report of Chief Fire Officer | 73 - 352 |
| 11 | COMMITTEE OUTCOMES FOR NOTING
Report of Chief Fire Officer (submitted after the initial publication) | 353 - 372 |
| 12 | NEXT MEETING DATE
To note that the AGM will be held on 5 June 2015. | |

ANY COUNCILLOR WHO IS UNABLE TO ATTEND THE MEETING AND WISHES TO SUBMIT APOLOGIES SHOULD DO SO VIA THE PERSONAL ASSISTANT TO THE CHIEF FIRE OFFICER AT FIRE SERVICES HEADQUARTERS ON 0115 967 0880

IF YOU NEED ANY ADVICE ON DECLARING AN INTEREST IN ANY ITEM ABOVE, PLEASE CONTACT THE CONSTITUTIONAL SERVICES OFFICER SHOWN ON THIS AGENDA, IF POSSIBLE BEFORE THE DAY OF THE MEETING.

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<http://committee.nottinghamcity.gov.uk/mgCommitteeDetails.aspx?ID=224>



**NOTTINGHAMSHIRE AND CITY OF NOTTINGHAM
FIRE AND RESCUE AUTHORITY**

NOTTINGHAMSHIRE AND CITY OF NOTTINGHAM FIRE & RESCUE AUTHORITY

**MINUTES of the meeting held at Fire and Rescue Service HQ, Bestwood Lodge,
Arnold, NG5 8PD on 19 December 2014 from 10.30am to 11.25am**

Membership

Present

Councillor Darrell Pulk (Chair)
Councillor Brian Grocock (Vice Chair)
Councillor John Allin
Councillor Chris Barnfather
Councillor Sybil Fielding
Councillor Michael Payne
Councillor Ken Rigby
Councillor Gordon Wheeler
Councillor John Wilmott
Councillor Liz Yates
Councillor David Smith
Councillor Malcolm Wood
Councillor Jon Collins

Absent

Councillor John Clarke
Councillor Stephen Garner
Councillor Roger Jackson
Councillor Eunice Campbell
Councillor Timothy Spencer

37 APOLOGIES FOR ABSENCE

Councillor Campbell	-	annual leave
Councillor Clarke)	other Council business
Councillor Jackson)	
Councillor Garner)	personal
Councillor Spencer)	

38 DECLARATIONS OF INTERESTS

None.

39 MINUTES

Subject to the inclusion in 'Membership' of Councillor Sybil Fielding as 'Present', the Authority confirmed the minutes of the meeting held on 26 September 2014 as a correct record and they were signed by the Chair.

40 CHAIRS' ANNOUNCEMENTS

The Chair made the following announcements:

- (1) 2014 had been a significant year for the Authority with:
 - the appointment of new Chief (John Buckley), Deputy Chief (Wayne Bowcock) and Assistant Chief (Craig Parkin) Fire Officers;
 - a reduction of around 200 in fire cover and support staff;
 - a new fire station at Retford, to be officially opened on 4 February 2015;
 - a debate on Monday 15 December 2014 in the House of Commons, following a motion to revoke the statutory instrument 'The Fire-fighters Pension Scheme (England) Regulations 2014' from Hilary Benn, Shadow Secretary of State for Communities and Local Government as he believes the "regulations are unfair";
 - individual days of industrial action through-out the year in protest at the cuts in services and the proposed new pension scheme, which resulted in the Chair and Chief Fire Officer lobbying MPs to try to resolve the issues;
- (2) the 3 year enforcement action case against a Wellow businessman has finally been resolved, with him pleading guilty to numerous charges and the Authority being awarded substantial costs;
- (3) Bestwood Lodge HQ hosted a mental health conference, aimed at discussing and raising the profile of mental health issues;
- (4) the Chair and the Chief Fire Officer have signed the 'No Bystanders' pledge, Stonewall's campaign to tackle bullying and abuse, and would suggest all members of the Authority also sign it if they haven't already;
- (5) a charity day was held on 18 December, raising over £1,500 for various charities, which saw, amongst other events, the Chief Fire Officer dressed as Santa and Officer Mark Mortimer spending over 7 hours on a rowing machine, covering a distance of almost 100 kilometres;
- (6) Councillor Roger Jackson has replaced Councillor Tony Roberts as a member of Fire Authority, Community Safety Committee and Strategic Finance Committee.

41 BUDGET GUIDELINES 2015/16

Neil Timms, Head of Finance and Resources, presented a joint report of the Chief Fire Officer and the Treasurer, informing the Authority of the likely budget position for 2015/16 and requesting authorisation of the guidelines under which the Finance and Resources Committee will develop a detailed budget proposal for 2015/16 to 2017/18.

RESOLVED to approve the guidelines as follows as a framework for the Finance and Resources Committee to develop the Authority's draft budgets for 2015/16 to 2017/18:

- (i) set the council tax increase at zero and take the council tax freeze grant offered by the government;**
- (ii) reduce council tax and take the council tax freeze grant offered by the government;**
- (iii) increase council tax by an amount lower than the 2% referendum limit;**
- (iv) set a budget which would require a referendum.**

42 REVIEW OF STATEMENT OF INTENT

John Buckley, Chief Fire Officer, presented his report which advised the Authority that the Fire and Rescue Service's written safety policy 'Statement of Intent' had been reviewed to ensure it remained current in terms of signatories and content. He reported that subsequent to publication of the report, Unison have now signed the Statement of Intent.

RESOLVED to endorse the Statement of Intent.

43 ESTABLISHMENT OF COMMUNICATIONS OFFICER POST

John Buckley, Chief Fire Officer, introduced his report, which asked the Authority to approve the recommendation of the Human Resources Committee to establish a Communications Officer post within the Corporate Communications and Administration team.

During discussion, it was stated that consideration was being given to a nominated single point of contact for Councillors to enable them to be informed of any issues affecting fire stations, both in their local area and nationally, to ensure they could respond to queries from the local community.

RESOLVED to approve the establishment of the post of Communications Officer on the terms as set out in the report considered by the Human Resources Committee, appended to this report.

44 COMMITTEE OUTCOMES FOR NOTING

RESOLVED to note the minutes of the following Committees:

- (1) **Community Safety, held on 3 October 2014;**
- (2) **Finance and Resources, held on 10 October 2014;**
- (3) **Human Resources, held on 10 October 2014;**
- (4) **Policy and Strategy, held on 7 November 2014.**

45 EXCLUSION OF THE PUBLIC

The Committee decided to exclude the public from the meeting during consideration of the remaining agenda items in accordance with Section 100A(4) of the Local Government Act 1972 on the basis that, having regard to all the circumstances, the public interest in maintaining the exemption outweighed the public interest in disclosing the information, as defined in Paragraphs 1, 2, 3, 4 and 5 of Part 1 of Schedule 12A to the Act.

46 EXEMPT MINUTES

The Authority confirmed the exempt minutes of the meeting held on 26 September 2014 as a correct record and they were signed by the Chair.

47 COLLABORATION OPPORTUNITIES

John Buckley, Chief Fire Officer, presented his report, updating members on the progress of the joint working group with Leicestershire Fire and Rescue Service and seeking approval to move forward with a Control function collaboration.

RESOLVED to approve:

- (1) **a combination of the Control functions for Nottinghamshire and Leicestershire at the Leicestershire site;**
- (2) **the formation of an appropriate governance structure to oversee the implementation and long term delivery of the Control function;**
- (3) **the commencement of planning and implementation with immediate effect, with initial outcomes expected during 2015.**



NOTTINGHAMSHIRE
Fire & Rescue Service
Creating Safer Communities

Nottinghamshire and City of Nottingham
Fire and Rescue Authority

PRUDENTIAL CODE FOR CAPITAL FINANCE 2015/16

Joint Report of the Treasurer and Chief Fire Officer

Date: 27 February 2015

Purpose of Report:

To inform Members of the Authority's obligations under the CIPFA Prudential Code for Capital Finance.

To seek the approval of Members to the proposed capital plans, prudential limits, and monitoring processes set out in the report.

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1. BACKGROUND

- 1.1 The Local Government Act 2003 set out a framework for the financing of capital investments in local authorities which came into operation from April 2004. Alongside this, the Prudential Code was developed by the Chartered Institute of Public Finance and Accountancy (CIPFA) as a professional code of practice to support local authorities' decision making in the areas of capital investment and financing. Authorities are required by regulation to have regard to the Prudential Code, which CIPFA updated in 2011.
- 1.2 The objectives of the Prudential Code are to ensure that the capital investment plans of authorities are affordable, prudent and sustainable and that treasury management decisions are taken in accordance with good professional practice. In exceptional cases, the Code should provide a framework which will demonstrate where the objectives may not be ensured, so that timely remedial action can be taken.
- 1.3 The Prudential Code sets out a number of indicators which authorities must use to support decision making. These are not designed to be comparative performance indicators. In addition, the CIPFA Treasury Management code of practice and guidance notes (also updated in 2011) sets out a series of treasury indicators. The prudential and treasury indicators should be considered in parallel and they are therefore included together in this report.
- 1.4 This report sets out the proposed prudential and treasury limits for the Authority for the 2015/16 financial year along with the implications of the proposed Capital Programme, which will be presented with the budget report elsewhere on the agenda.
- 1.5 Reports which monitor the Authority's performance against these indicators will be presented to the Finance and Resources Committee throughout the year.

2. REPORT

PRUDENTIAL INDICATORS FOR AFFORDABILITY

- 2.1 **Estimates of the Ratio of Financing Costs to Net Revenue Stream for 2014/15, 2015/16, 2016/17 and 2017/18, and Actual Ratio of Financing Costs for 2013/14**

2013/14 Actual £000s	2014/15 Estimate £000s	2015/16 Estimate £000s	2016/17 Estimate £000s	2017/18 Estimate £000s
Ratio of Financing Costs to Net Revenue Stream				
7.3%	5.0%	5.3%	5.9%	6.9%

On 24 October 2008 the Finance and Resources Committee considered a report on Sustainable Capital Plans. This report concluded that in order to meet the Prudential Code requirements of affordability and sustainability, the ratio of financing costs to net revenue stream should not exceed 8%. The table above shows that the use of revenue contributions to finance capital over the past two years has had the effect of reducing this ratio and keeping it within the 8% target despite significant reductions in the net revenue stream (revenue budget).

2.2 Estimates of the Incremental Impact of the New Capital Investment Decisions on the Council Tax (Band D) for 2013/14, 2014/15, 2015/16 and 2016/17

2014/15 Estimate £000s	2015/16 Estimate £000s	2016/17 Estimate £000s	2017/18 Estimate £000s
Incremental Impact on Council Tax			
-£3.97	£0.18	£0.96	£1.58

The table above shows that the effect of financing capital expenditure from reserves in 2011/12, 2012/13 and 2013/14, and the use of capital receipts in 2013/14, is a significant reduction in the incremental impact on council tax in 2014/15. Beyond this, there are small incremental increases which reflect the impact on the revenue budget of financing the capital programme.

PRUDENTIAL INDICATORS FOR PRUDENCE

2.3 Gross Borrowing and the Capital Financing Requirement

This indicator has been amended in the 2011 revision to the Prudential Code and the revision took effect in the 2013/14 financial year. It used to be "Net Borrowing" i.e. borrowing minus investments but is now "Gross Borrowing". This indicator requires that external borrowing does not, except in the short term, exceed the total of the capital financing requirement estimated up to the end of 2017/18. Performance against this indicator will be monitored throughout the year. For information, at 31 March 2014 (2013/14 financial year), the Capital Financing Requirement was £22,751k, Net Borrowing (total borrowing less investments) was £12,411k and Gross Borrowing was £22,476k. The estimate of the Capital Financing Requirement at the end of 2017/18 is £34,935k, thereby demonstrating that the indicator has not been breached. At the end of 2017/18, Gross Borrowings are expected to be in the region of £30m, with the Capital Financing Requirement estimated at £34.9m showing that this indicator should be achievable.

2.4 Treasury Management

As required by this indicator, the Authority has adopted the CIPFA Treasury Management in the Public Services: Code of Practice and Cross-Sectoral Guidance Notes.

PRUDENTIAL INDICATORS FOR CAPITAL EXPENDITURE AND EXTERNAL DEBT

2.5 Estimate of Total Capital Expenditure to be Incurred in 2013/14, 2014/15, 2015/16 and 2016/17, and Actual Capital Expenditure for 2012/13

2013/14 Actual £000s	2014/15 Estimate £000s	2015/16Esti mate £000s	2016/17Esti mate £000s	2017/18 Estimate £000s
Capital Expenditure Total				
3,327	6,438	4,869	6,015	4,290
Capital Expenditure – Financed by Borrowing / Finance Lease				
0	3,884	1,346	4,580	2,574
Capital Expenditure – Financed by Revenue Contributions				
1,652	0	0	0	0
Capital Expenditure – Financed by Internal Funds				
84	1,216	1,273	1,420	1,701
Capital Expenditure – Financed by Capital Grant				
1,591	1,088	0	0	0
Capital Expenditure – Financed by Capital Receipt				
0	250	2,250	15	15

The estimates for 2015/16 to 2017/18 are submitted to the Fire Authority for approval elsewhere on this agenda. The capital expenditure estimate for 2015/16 shown in the above table includes assumed slippage from 2014/15. The final capital expenditure for each year may be different from the figures shown above but overall should be similar. Various financing methods have been assumed for the future years but in reality, decisions relating to financing methods will be taken as part of options analyses which will consider the best long term options for the Authority. These options need to be assessed at the time of financing. "Internal funds" in the above table refers to the use of cash available within budgeted resources generated by the minimum revenue provision charge, which is a non-cash transaction. Unused cash from this source is assumed to be carried forward for use in future years.

2.6 Estimate of Capital Financing Requirement as at the end of 2013/14, 2014/15, 2015/16 and 2016/17, and Actual Capital Financing Requirement as at 31/03/13

2013/14 Actual £000s	2014/15 Estimate £000s	2015/16 Estimate £000s	2016/17 Estimate £000s	2017/18 Estimate £000s
Capital Financing Requirement				
22,751	26,635	27,981	32,561	34,935

The Capital Financing Requirement is the sum of money required from external sources to fund Capital Expenditure, and represents the Authority's underlying need to borrow for capital purposes. It will therefore be the aggregate of all capital expenditure, less any revenue contributions, capital grants or capital receipts. The above table shows that the Capital Financing Requirement increases between 2013/14 and 2017/18, which is largely due to the lack of capital grant or revenue contributions available to fund the capital programme, resulting in a requirement for borrowing.

The Sustainable Capital Plans report referred to in paragraph 2.1 also concluded that in order to meet the Prudential Code requirements of affordability and sustainability, the capital financing requirement in future years should not exceed £40m.

Operational Boundary and Authorised Limit for External Debt

- 2.7 The Operational Boundary is the Authority's estimate of its total external debt, net of investments but including other long-term liabilities which are separately identified. This is to reflect the most likely scenario and not the worst case. It is possible for the operational boundary to be temporarily breached to take account of unusual movements in cash flow but this should not be a regular occurrence. A variation from the operational boundary is permissible, but will be reported to the Fire Authority.
- 2.8 The Authorised Limit is essentially the same as the Operational Boundary but allows headroom over and above it to take account of unusual movements in cash flow and therefore should be the maximum amount of external debt that the Authority is exposed to at any given time. Any proposed variation from the Authorised Limit must be authorised by the Fire Authority
- 2.9 Cash flow forecasts have been prepared for 2015/16 to 2017/18 and indicate that there will be no difficulty in maintaining a positive current account balance on a month by month basis and therefore there is no proposal to seek an increase in the Authority's approved overdraft limit of £200,000. However, previous experience shows that these estimates can sometimes be wrong temporarily due to delays in income receipts and it has proved

necessary in the past to negotiate temporary increases in this figure of up to £500,000. It is therefore proposed that this buffer of £500,000 should be included within both the operational boundary and the authorised limit.

	2015/16 £000s	2016/17 £000s	2017/18 £000s
Operational Boundary			
O.B. for borrowing	28,076	27,776	30,076
O.B. for other long term liabilities	0	0	0
Total - Operational Boundary for External Debt	28,076	27,776	30,076
Authorised Limit			
A.L. for borrowing	30,883	30,553	33,083
A.L. for other long term liabilities	0	0	0
Total - Authorised Limit for External Debt	30,883	30,553	33,083

2.10 Actual External Debt as at 31/03/14

	2013/14 £000s
Actual borrowing	22,476
Actual other long term liabilities	53
Total – Actual External Debt	22,529

INDICATORS FOR TREASURY MANAGEMENT

2.11 The Service carries out its own treasury management in accordance with the CIPFA Code of Practice for Treasury Management, which was revised in 2011. The Authority has adopted a low risk approach to treasury management, which seeks to ensure that investments are secure and that there is sufficient liquidity of funds to enable the Authority carry out its business.

Gross and Net Debt

2.12 The actual amount of external long term borrowing as at 31/03/14 was £22,476k, with short term borrowing totalling £2,068k. Other long term liabilities at the same date amounted to £53k. At the same date, the amount of investments was £10,065k, giving a net debt position of £12,411k as at 31/03/14.

2.13 The Treasury Management Strategy 2015/16 report, which is elsewhere on this agenda, outlines the proposal to borrow over the next three years to finance the capital programme and to replace maturing loans, and the decision about when to borrow will depend upon interest rate forecasts. For the purposes of setting indicators, assumptions have been made about when borrowing may take place – the reality of this will be determined by Officers in conjunction with the Authority’s treasury advisers.

Interest Rate Risk Exposure

2.14 In terms of borrowing, it has been considered prudent to use Public Works Loans Board (PWLB) fixed interest loans on most occasions. This is because the PWLB generally offers rates which cannot be obtained elsewhere in the marketplace. However the Authority did take out a market loan in 2007/08, benefiting from an advantageous rate. Unlike lending, borrowing is a low risk activity so future borrowing arrangements will be entered into on the basis of what is most advantageous for the Authority at the time. Any proposals to borrow from alternative sources to the PWLB will be discussed and agreed with the Treasurer.

2.15 Borrowing in the past has been at fixed interest rates although variable rates are not ruled out. It is therefore considered that up to 30% of borrowing might come from variable rate sources if these are considered financially advantageous at the time of financing. For policy changes beyond this, however, it is suggested that Fire Authority approval should be sought.

2.16 The total value of lending is not expected to exceed £26m, which is likely to peak around July 2015 however it is difficult to assess what the likely investment profile might be as this depends upon capital expenditure timings as well as the level of pension top up grant received from the Department for Communities and Local Government, and the timing of borrowing. The aim will be to reduce risk by investing funds in more than one institution at any given time. Members should note, however, that it is not feasible to set a maximum limit for investing with any one institution as the numbers of banks which meet our minimum credit rating criteria is now very few and even those on the list will not always accept our investments as the Authority is a “small player”. The Authority can also invest in Money Market Funds in line with the Treasury Management Strategy.

2.17 It is proposed that the Authority sets the following limits for interest rate exposures:

	Benchmark	2014/15	2015/16	2016/17	2017/18
	%	%	%	%	%
Interest Rate Exposures					
Upper Limit for fixed rate exposures	100%	100%	100%	100%	100%
Upper Limit for variable rate exposures	30%	30%	30%	30%	30%

Loan Maturity

- 2.18 The code of practice and CIPFA guidelines state that there should be no direct linkage between the assets financed and the term of loans taken out. Upper limits in terms of loan maturity are set to ensure that the Authority is not exposed to the risk of having to repay loans and then re-borrow in the short term when interest rates might be high.
- 2.19 It is recommended that the maturity structure limits remain unchanged for 2015/16. Projections of principal repayments for currently held loans show that it is likely that maturity structure limits will be breached next year until a new loan is taken. When borrowing does take place, it should therefore be for a longer term than 15 years to protect the Authority from future interest rate risk. New borrowing with maturity of around 35-45 years should be avoided due to the current structure of borrowing in the 'over 20 years' category.

Limits on the Maturity Structure of Borrowing		
	Upper Limit	Lower Limit
Under 12 months	20%	0%
12 months to 5 years	30%	0%
5 years to 10 years	75%	0%
10 years to 20 years	100%	0%
Over 20 years	100%	30%

2.20 Principal Sums Invested for Periods Longer than 365 Days

Investments arising from borrowing to support the capital programme are unlikely to exceed one year in duration, however for surplus cash which supports reserves it may be desirable to invest monies for a slightly longer period to achieve a level of certainty around interest receipts and perhaps beneficial interest rates. Such decisions will be influenced by market conditions at the time and the liquidity of funds will be of paramount importance. It is proposed that Officers should be able to invest monies for longer than a year if this appears to be an advantageous strategy, but that a maximum limit of £2m be applied to any such investments. This will contain the Authority's exposure to the possibility of loss arising from having to seek early repayment of investments.

2015/16	2016/17	2017/18
£000s	£000s	£000s
Prudential Limits for Principal Sums Invested for Periods Longer than 365 Days		
2,000	2,000	2,000

3. FINANCIAL IMPLICATIONS

The financial implications are set out in full within the body of the report.

4. HUMAN RESOURCES AND LEARNING AND DEVELOPMENT IMPLICATIONS

There are no specific human resources or learning and development implications which arise directly from this report.

5. EQUALITIESIMPLICATIONS

This is not a new policy or service, so no initial assessment has been completed. A previous assessment has shown that there are no specific equality impacts which arise directly from the Prudential Code.

6. CRIME AND DISORDER IMPLICATIONS

There are no specific crime and disorder implications which arise directly from this report.

7. LEGAL IMPLICATIONS

The Local Government Act 2003 imposes an obligation on the Authority to agree and monitor its prudential indicators.

8. RISK MANAGEMENT IMPLICATIONS

The risk exposures in this report relate primarily to three areas:

- The risk of over exposure of the Authority to interest rate fluctuations;
- The risk that the Authority has an unmanageable or unaffordable level of borrowing;
- The risk of tying up investments, thereby reducing liquidity and exposing the Authority to possible losses arising from early repayment of investments.

This paper serves to set out those risks and ensure that they are managed.

9. RECOMMENDATIONS

That Members approve the Prudential Limits for 2015/16 as follows:

Estimate of Ratio of Financing Costs to Net Revenue Stream	5.3%
Estimate of the Incremental Impact of the New Capital Investment Decisions on the Council Tax (Band D)	£0.18
Estimate of Total Capital Expenditure to be Incurred	£4,869,000
Estimate of Capital Financing Requirement	£27,981,000
Operational Boundary	£28,076,000
Authorised Limit	£30,883,000
Upper limit for fixed rate interest exposures	100%
Upper limit for variable rate interest exposures	30%
Loan Maturity:	<u>Limits:</u>
Under 12 months	Upper 20% Lower 0%
12 months to 5 years	Upper 30% Lower 0%
5 years to 10 years	Upper 75% Lower 0%
Over 10 years	Upper 100% Lower 0%
Over 20 years	Upper 100% Lower 30%
Upper Limit for Principal Sums Invested for Periods Longer than 365 Days	£2,000,000

10. BACKGROUND PAPERS FOR INSPECTION (OTHER THAN PUBLISHED DOCUMENTS)

None.

John Buckley
CHIEF FIRE OFFICER

Peter Hurford
TREASURER TO THE FIRE AUTHORITY



NOTTINGHAMSHIRE
Fire & Rescue Service
Creating Safer Communities

Nottinghamshire and City of Nottingham
Fire and Rescue Authority

TREASURY MANAGEMENT STRATEGY 2015/16

Report of the Treasurer to the Fire Authority

Date: 27 February 2015

Purpose of Report:

To inform Members of the Authority's Treasury Management Strategy for 2015/16.

To seek approval of the Authority's Minimum Revenue Provision Policy for 2015/16.

CONTACT OFFICER

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1. BACKGROUND

- 1.1 The Local Government Act 2003 requires the Authority to set out its treasury strategy for borrowing and to prepare an annual investment strategy; this sets out the Authority's policies for borrowing, for managing its investments and for giving priority to the security and liquidity of those investments.
- 1.2 Treasury management is defined as "the management of investments and cash flows, banking, money market and capital market transactions; the effective control of the risks associated with those activities; and the pursuit of optimum performance consistent with those risks."
- 1.3 The Authority adopted the CIPFA Treasury Management in the Public Services Code of Practice and Cross-Sectoral Guidance Notes 2009 (the Code) on 9 April 2010 (the Code was updated in 2011). It is a requirement of the Code that the Authority creates and maintains:
- A treasury management policy statement, which states the policies, objectives and approach to risk management of its treasury management activities. This statement is given in Appendix A.
 - Suitable treasury management practices, setting out how the Authority will seek to achieve those policies and objectives and how activities will be controlled and managed. The Authority's practices were reviewed in 2013/14.
- 1.4 A report on the Prudential Code for Capital Accounting is also on this agenda. This report sets out the prudential indicators for 2015/16, which are designed to ensure that the Authority's capital investment plans are affordable, prudent and sustainable and are in accordance with CIPFA's Prudential Code. This Treasury Management Strategy report is complementary to that Prudential Code report and the proposed prudential and treasury limits for 2015/16 are included in both reports for completeness.
- 1.5 This report also sets out the Authority's Minimum Revenue Provision policy for 2015/16 for approval by Members in paragraphs 2.41 to 2.44.
- 1.6 The Authority has appointed Capita Asset Services (previously known as "Sector") as its external treasury management adviser. Capita Asset Services has provided the Authority with its view on anticipated interest rates for the forthcoming year.

2. REPORT

TREASURY MANAGEMENT STRATEGY FOR 2015/16

- 2.1 The Local Government Act 2003 (the Act) and supporting regulations requires the Authority to 'have regard to' the CIPFA Prudential Code and the CIPFA Treasury Management Code of Practice to set Prudential and

Treasury Indicators for the next three years to ensure that the Authority's capital investment plans are affordable, prudent and sustainable.

- 2.2 The Act therefore requires the Authority to set out its treasury strategy for borrowing and to prepare an annual investment strategy: this sets out the Authority's policies for managing its investments and for giving priority to the security and liquidity of those investments.
- 2.3 The suggested strategy for 2015/16 in respect of the following aspects of the treasury management function is based upon Officers' views on interest rates, supplemented with leading market forecasts provided by the Authority's treasury adviser, Capita Asset Services.
- 2.4 The strategy covers:
- Prudential and treasury indicators;
 - The borrowing requirement;
 - Prospects for interest rates;
 - The borrowing strategy;
 - Policy on borrowing in advance of need;
 - Debt rescheduling;
 - The investment strategy;
 - Creditworthiness policy;
 - Policy on use of external service providers;
 - The Minimum Revenue Provision policy;
 - Training of Officers and Members.
- 2.5 The Authority recognises that whilst there is value in employing external providers of treasury management services in order to acquire access to specialist skills and resources, responsibility for treasury management decisions remains with the organisation at all times. The Authority will therefore ensure that undue reliance is not placed upon external service providers.

BALANCED BUDGET REQUIREMENT

- 2.6 It is a statutory requirement under Section 33 of the Local Government Finance Act 1992, for the Authority to produce a balanced budget. In particular, Section 32 requires a local authority to calculate its budget requirement for each financial year to include the revenue costs that flow from capital financing decisions. This, therefore, means that increases in capital expenditure must be limited to a level whereby increases in charges to revenue from: -
- Increases in interest charges caused by increased borrowing to finance additional capital expenditure, and
 - Any increases in running costs from new capital projects are limited to a level which is affordable within the projected income of the Authority for the foreseeable future.

ECONOMIC BACKGROUND

- 2.7 Growth in the Gross Domestic Product (GDP) for the UK was strong in both 2013 (2.7%) and 2014 (2.6%) and there is some optimism that this will continue as the positive effects of the fall in the price of oil feeds through to the economy. Despite this, there needs to be a move away from reliance on consumer spending and the housing market to stimulate economic growth and towards manufacturing and exporting
- 2.8 Unemployment is steadily falling and this is expected to continue, although this may lead to significant increases in wage growth over the next few years. Consumer Price Index (CPI) inflation has fallen sharply, reaching a low of 0.5% in December 2014, and it is thought that inflation could become negative in 2015 although would return to positive over the medium term.
- 2.9 The public sector deficit has not reduced as planned, and this means that the Government is committing to a speedier elimination of this deficit over the next few years. Gilt yields have fallen to very low levels and this has reduced the interest payments on Government debt.
- 2.10 The Eurozone continues to face the threat of weak or negative growth and of deflation. In January 2015 the European Central Bank launched a Euro 1.1 trillion programme of quantitative easing to promote growth. There is still a concern about levels of sovereign debt, particularly for Greece, Italy, Portugal, Ireland and Cyprus.
- 2.11 Economic forecasting remains difficult, with a number of external factors influencing the UK position. The longer term expectation is for gilt yields and PwLB rates to rise.
- 2.12 Capita Asset Services has provided a forecast on the bank interest rate, which draws on current City forecasts:

Capita Asset Services Bank Rate Forecasts	
As at 31 March 2015	0.50%
As at 31 March 2016	0.75%
As at 31 March 2017	1.25%
As at 31 March 2018	2.00%

MANAGEMENT OF CASH RESOURCES

- 2.13 The Authority uses a main current account, an investment account and a number of local petty cash accounts. All of these accounts are held with Barclays Bank PLC and are managed online. This system allows the Authority to make transfers to and from accounts in real time and thus allows the current account balance to be maintained at a minimum level. All surplus funds are held either in the investment account for short periods or are lent to institutional borrowers over longer periods.

- 2.14 The bank overdraft level is £200,000 and this is usually sufficient. There are occasions when the overdraft exceeds £200,000 and temporary arrangements are made with the bank to increase the limit to £500,000. The Prudential Code report included an overdraft limit of £500,000 within the authorised limit to allow for such instances. It is proposed that the overdraft facility remains at a level of £200,000.
- 2.15 Part of the treasury management operation is to ensure that cash flows are adequately planned, with cash being available when it is needed. A 3 year cash flow projection is prepared together with a 3 month rolling cash flow forecast. The 3 month forecast is updated regularly and this process reveals when cash surpluses are likely to arise.
- 2.16 The current bank account is checked on a daily basis and the balance is transferred to the investment account (Business Premium Account) if the interest rate is favourable.
- 2.17 Cash management processes have been examined by internal auditors and have been shown to be robust.

BORROWING STRATEGY

- 2.18 The prudential indicators for borrowing are set out in Appendix B. Background information relating to these indicators is contained within the Prudential Code for Capital Finance 2015/16 report which is elsewhere on this agenda.
- 2.19 The capital financing requirement is the sum of money required from external sources to fund capital expenditure i.e. the Authority's underlying need to borrow or lease. For 2015/16 this figure is estimated at £27,981,000, which is lower than would have been the case if the Authority had not approved the use of revenue reserves to finance future capital expenditure as part of the budget 2011/12 to 2013/14.
- 2.20 The Authority's strategy in the past has been to borrow funds from the Public Works Loan Board (PWLB). The PWLB is an agent of HM Treasury and its function is to lend money from the National Loans Fund to local authorities and other prescribed bodies. Its interest rates are generally favourable compared to those applicable to borrowings from other sources within the marketplace. However, in 2007/08, a £4m loan was borrowed from a bank, with a fixed interest rate which was lower than the equivalent PWLB rate. It is therefore proposed that the Authority continues to borrow primarily from the PWLB, but considers fixed rate market borrowing when market rates are lower than PWLB rates.
- 2.21 The loan of £4m referred to in paragraph 2.20 is structured as a "Lender Option Borrower Option (LOBO)" loan. This means that on 7 March 2013 and on that anniversary every five years, the lender may revise the interest rate, which is currently 4.13%. The Authority may choose to repay the loan without penalty if the amended interest rate is not advantageous. If the lender does

exercise the option to revise the interest rate, the strategy will be to either agree to continue the loan with the revised interest rate or to repay the loan and replace it with new, long term debt at a lower rate depending on which is the most advantageous option for the Authority. As the interest rate was not changed on 7 March 2013, the next opportunity for a revision is 7 March 2018.

2.22 Over the next three years, it is anticipated that the Authority will need to borrow up to £13m to finance the capital programme and to replace up to £4m of maturing loans.

2.23 Capita Asset Services' view on future PWLB interest rates is:

	Mar 15	Jun 15	Sep 15	Dec 15	Mar 16	Mar 17	Mar 18
5 yr PWLB	2.20%	2.20%	2.30%	2.50%	2.60%	3.20%	3.60%
10 yr PWLB	2.80%	2.80%	3.00%	3.20%	3.30%	3.80%	4.20%
25 yr PWLB	3.40%	3.50%	3.70%	3.80%	4.00%	4.50%	4.80%
50 yr PWLB	3.40%	3.50%	3.70%	3.80%	4.00%	4.50%	4.80%

The table above has been adjusted for the PWLB certainty rate, which is a 20 basis points reduction in the interest rate for Authorities such as this one which have applied for it.

2.24 In view of the above forecast the Authority's borrowing strategy will be based upon the following information.

- A combination of capital receipts, internal funds and borrowing will be used to finance capital expenditure in 2015/16 and beyond.
- Two PWLB loans will mature in the medium term (£2m in 2016/17 and £2m in 2017/18). These will need to be replaced with new borrowing and it is estimated that new borrowing in the period 2015/16 to 2017/18 will be in the region of £13m.
- Capita Asset Services' view is that PWLB rates are likely to rise over the next three years. It may therefore be advantageous to take out new loans earlier in the period, as this will have a lesser impact on the revenue budget for the periods of the loans. However if this is in advance of the need to spend, there will be a cost of capital impact as referred to in paragraph 2.27 below.
- PWLB rates on loans of less than ten years duration are expected to be lower than longer term PWLB rates. However, the existing debt maturity profile of the Authority will mean that longer term borrowing at a higher cost is required to give a balanced loans portfolio. New borrowing is likely to be for durations which are between 15 and 35 years and above 45 years to re-balance the loans portfolio.
- Consideration will also be given to borrowing fixed rate market loans at 0.25% – 0.50% below the PWLB target rate and to maintaining an appropriate balance between PWLB and market debt in the debt portfolio.

- PWLB Maturity loans will continue to be taken if the overall cost of such loans is less than the equivalent Annuity loans. If this strategy results in a short term breach of the Gross Borrowing and Capital Financing Requirement indicator, then the reasons for this will be explained to members of the Authority. The Prudential Code for Capital Finance 2015/16 report, which is also on the agenda, explains this issue in more detail.

2.25 In normal circumstances the main sensitivities of the forecast are likely to be the two scenarios noted below. Officers, in conjunction with the treasury advisers, will continually monitor both the prevailing interest rates and the market forecasts, adopting the following responses to a change in position:

- If it were felt that there was a significant risk of a sharp fall in long and short term rates, e.g. due to a marked increase of risks around relapse into recession or of risks of deflation, then long term borrowings will be postponed, and potential rescheduling from fixed rate funding into short term borrowing will be considered;
- If it were felt that there was a significant risk of a much sharper rise in long and short term rates than that currently forecast, perhaps arising from a greater than expected increase in world economic activity or a sudden increase in inflation risks, then the portfolio position will be re-appraised with the likely action that fixed rate funding will be drawn whilst interest rates were still relatively cheap.

2.26 The Authority's gross debt position is projected to be £20.4m by the end of 2014/15, but investments of approximately £7m are expected to be in place at 31 March 2015, giving a net debt position of around £13m. Currently, investment interest rates are substantially lower than debt interest rates so the use of reserves rather than borrowing to finance capital expenditure over the past three years has resulted in better value for money in the short term. This strategy came to an end by the close of 2013/14 and, with interest rates likely to rise over the medium term, additional longer term costs will be incurred when surplus reserves have been exhausted and there is once more a requirement to borrow at higher rates.

2.27 The Authority will not borrow more than or in advance of its needs purely in order to profit from the investment of the extra sums borrowed, although this scenario is unlikely anyway given that current borrowing rates are higher than current investment interest rates, creating a cost of capital impact. Any decision to borrow in advance will be considered carefully to ensure value for money can be demonstrated and that the Authority can ensure the security of funds invested. In determining whether borrowing will be undertaken in advance of need the Authority will:

- Ensure that borrowing is only undertaken to finance the capital programme approved within the current Medium Term Financial Strategy;

- Ensure the ongoing revenue liabilities created, and the implications for the future plans and budgets have been considered;
- Evaluate the economic and market factors that might influence the manner and timing of any decision to borrow;
- Consider the alternative interest rate bases available, the most appropriate periods to fund and repayment profiles to use.

2.28 The rescheduling of debt involves the early repayment of existing borrowings and their replacement with new loans. As short term borrowing rates will be considerably cheaper than longer term fixed interest rates, this would indicate a potential to generate savings by switching from long to short term debt. However, a premium would be payable which may negate the savings, and the loan maturity profile of the Authority indicates that this would increase exposure to interest rate risk. It is therefore unlikely that rescheduling of debt will take place in 2015/16 although this will be kept under review should circumstances change. Rescheduling will be considered for the following reasons:

- The generation of cash savings and / or discounted cash flow savings;
- Enhancing the balance of the portfolio by amending the maturity profile.

Any rescheduling of debt will be reported to Members at the earliest meeting following its action.

INVESTMENT STRATEGY

2.29 The Authority will have regard to the CLG's Guidance on Local Government Investments ("the Guidance") issued in March 2004, the Audit Commission's report on Icelandic investments and the 2011 revised CIPFA Treasury Management in Public Services Code of Practice and Cross Sectoral Guidance. The Authority's investment priorities are:

- (a) the security of capital and
- (b) the liquidity of its investments.

The Authority will also aim to achieve the optimum return on its investments commensurate with proper levels of security and liquidity. The risk appetite of this Authority is low in order to give priority to security of its investments. The borrowing of monies purely to invest or on-lend and make a return is unlawful and this Authority will not engage in such activity.

2.30 Investment opportunities will arise when there are temporary cash surpluses. In accordance with guidance from CIPFA, and in order to minimise the risk to investments, the Authority sets a minimum acceptable credit quality of counterparties for investment. To determine the institutions with which investments may be placed, the Authority uses the creditworthiness service provided by Capita Asset Services. This service uses a sophisticated modelling approach with credit ratings from all three rating agencies - Fitch,

Moodys and Standard and Poors forming the core element. It is recognised that ratings should not be the sole determinant of the quality of an institution, and Capita's creditworthiness service does not rely solely on the current credit ratings of counterparties but also uses the following as overlays:

- Credit watches and credit outlooks from credit rating agencies;
- Credit Default Swap (CDS) spreads to give early warning of likely changes in credit ratings;
- Sovereign ratings to select counterparties from only the most creditworthy countries;
- Information from the financial press and share price information.

The methodology used by Capita to create creditworthiness ratings is being amended. This is due to the withdrawal by the credit ratings agencies of an uplift in ratings due to implied sovereign support for institutions. The actual removal of implied sovereign support is only likely to happen when it is deemed that financial institutions are stronger and less vulnerable to financial crisis.

2.31 The modelling approach combines credit ratings, credit watches, credit outlooks and CDS spreads in a weighted scoring system for which the end product is a series of colour code bands which indicate the relative creditworthiness of counterparties and enable diversification in investments. These colour codes are used by the Authority to determine both the creditworthiness of institutions and the duration for investments. It is regarded as an essential tool, which the Authority would not be able to replicate using in house resources.

2.32 The selection of counterparties with a high level of creditworthiness will be achieved by selection of institutions down to a minimum durational band within Capita's weekly credit list of potential counterparties. The Authority will therefore use counterparties within the following durational bands:

- Blue 1 year (only applies to nationalised or semi nationalised UK Banks)
- Orange 1 year
- Red 6 months
- Green 100 days

Institutions within the "purple band" (24 months), the "yellow band" (5 years) or with no colour band will not be used.

2.33 The Authority has determined that it will only use approved counterparties from countries with a minimum sovereign credit rating of AA from Fitch Ratings (or equivalent from other agencies if Fitch does not provide). The list of countries that qualify using this credit criteria as at the date of this report are shown in Appendix C. This list will be added to or deducted from by Officers should ratings change in accordance with this policy.

- 2.34 The latest credit list provided by Capita will be made available to Members at the meeting.
- 2.35 In accordance with its low risk appetite, the Authority may undertake the following types of “specified” investments:
- Deposits with the Debt Management Office (Government);
 - Term deposits with Banks and Building Societies;
 - Call deposits with Banks and Building Societies;
 - Term Deposits with uncapped English and Welsh local authority bodies;
 - Triple-A rated Money Market Funds;
 - UK Treasury Bills.
- 2.36 The risks associated with investing will be reduced if investments are spread e.g. over counterparties or over countries. The Authority will therefore aim to limit its investment with any single counterparty to £2m. It is, however, difficult to impose any further spreading requirement due to the relatively small size of the Authority’s investments and the fact that investment institutions will often only accept a minimum investment sum, which may render any such policy unworkable. Despite this Officers will, wherever possible, avoid the concentration of investments with one counterparty or group.
- 2.37 The majority of past investments have been for periods of 3 months or less. In the current financial climate no term deposit investments with other counterparties, such as UK semi-nationalised banks and local authorities, will be made for more than 1 year without the prior approval of the Treasurer and the Chair of Finance and Resources Committee. The Authority will avoid locking into longer term deals while investment rates are down at historically low levels unless exceptionally attractive rates are available which make longer term deals worthwhile.
- 2.38 All credit ratings will be monitored via a weekly update from Capita Asset Services. The Authority is alerted to changes to ratings of all three agencies as and when they occur through its use of the Capita creditworthiness service. If a downgrade results in the counterparty/investment scheme no longer meeting the Authority’s minimum criteria, its further use as a new investment will be withdrawn immediately. In addition to the use of Credit Ratings the Authority will be advised of information in movements in Credit Default Swap against the iTraxx benchmark and other market data on a weekly basis. Extreme market movements may result in downgrade of an institution or removal from the Authority’s lending list.
- 2.39 Investments will normally be made for durations which accord with Capita’s credit quality list so, for example, an investment would be made for no more than 100 days (3 months) with a “Green” rated counterparty. This policy works well with fixed term deposits but where the Authority invests in a “call”

account in a bank there is no fixed duration for the deposit. In such instances, officers will monitor intelligence about the bank and give notice to withdraw funds immediately if there is any indication of a substantially increased risk to the security of the deposit. Where call accounts are used, deposits will only be made where the minimum notice period is no longer than the Capita suggested duration for that institution, and it is therefore recognised that the total period of the investment may be longer than the Capita suggested duration in some cases.

- 2.40 Sole reliance will not be placed on the use of this external service. In addition this Authority will also use market data and market information, information on government support for banks and the credit ratings of that government support.

MINIMUM REVENUE PROVISION POLICY 2015/16

- 2.41 The Local Authorities (Capital Finance and Accounting) (England) (Amendment) Regulations 2008 came into force on 31 March 2008. These regulations were an amendment to the 2003 regulations and introduced several changes to the capital finance regime for local authorities (including fire authorities) in England. The most significant of these were provisions dealing with the calculation of Minimum Revenue Provision (MRP), which is the amount an authority charges to its revenue account in respect of the financing of capital expenditure.
- 2.42 Under the regulations, Authorities must make a “prudent provision” for MRP and guidance is given on the interpretation of this: “provision for the borrowing which financed the acquisition of an asset should be made over a period bearing some relation to that over which the asset continues to provide a service”. This guidance translates into the asset life method. Authorities are permitted to continue charging MRP calculated using the old method for borrowing and credit arrangements which funded capital expenditure incurred before 1 April 2007. This method calculates a charge of 4% of the capital financing requirement each year to revenue.
- 2.43 The following policy on MRP is therefore recommended to members and budgetary provision for MRP has been made on this basis:
- For all borrowing and credit arrangements to fund capital expenditure incurred before or during 2006/07, the minimum revenue provision applied in 2015/16 will continue to be calculated on the basis of the 4% CFR (capital financing requirement) method. This method will continue to be used in future years for capital expenditure incurred during or before 2006/07.
 - For all borrowing and credit arrangements to fund capital expenditure incurred from 2007/08 onwards, the minimum revenue provision applied in 2015/16 will be calculated on the basis of the Asset Life method.
- 2.44 The regulations also allow for Voluntary Revenue Provision (VRP) charges to be made. A VRP charge would be in addition to the MRP charge and the two

advantages of making such a charge would be that firstly in future years a “holiday” could be taken in respect of MRP charges up to the value of the total VRP charges in prior years, and secondly future MRP charges would be reduced, resulting in revenue budget savings. If the situation arises in the year whereby Officers feel that a VRP charge would be advantageous (e.g. if there are revenue budget underspends), then a recommendation will be made to Finance and Resources Committee to approve a VRP charge during the year.

TRAINING OF OFFICERS AND MEMBERS

2.45 Under the Code, good practice is defined as ensuring that all staff involved in treasury management are appropriately trained and experienced to undertake their duties. Employees within the Finance Department who carry out treasury management activities are suitably trained and experienced and routinely attend at least one treasury management update event each year to ensure that their knowledge keeps pace with changes. It is also suggested that those tasked with treasury management scrutiny responsibilities also have access to suitable training and a treasury management training seminar was last held for Members of the Finance and Resources Committee in July 2014. The requirement for further Member training will be kept under review over the next year.

3. FINANCIAL IMPLICATIONS

The financial implications of this report are set out in full within the body of the report.

4. HUMAN RESOURCES AND LEARNING AND DEVELOPMENT IMPLICATIONS

There are no human resources or learning and development implications arising directly from this report.

5. EQUALITIES IMPLICATIONS

There are no equalities issues arising directly from this report.

6. CRIME AND DISORDER IMPLICATIONS

There are no crime and disorder implications arising directly from this report.

7. LEGAL IMPLICATIONS

There are no legal implications arising directly from this report, other than the requirement to act within the Authority’s powers when undertaking treasury management borrowings and investments.

8. RISK MANAGEMENT IMPLICATIONS

The investment of local authority funds cannot be achieved without some element of risk. Careful choice of borrowers using creditworthiness indices will minimise this risk. This prudent approach will undoubtedly result in some interest rate loss but the principles of security and liquidity are paramount.

9. RECOMMENDATIONS

It is recommended that Members:

- 9.1 Note the Treasury Management Strategy 2015/16 as set out in this report.
- 9.2 Approve the Minimum Revenue Provision policy 2015/16.

10. BACKGROUND PAPERS FOR INSPECTION (OTHER THAN PUBLISHED DOCUMENTS)

None.

Peter Hurford
TREASURER TO THE FIRE AUTHORITY

TREASURY MANAGEMENT POLICY STATEMENT

1. The Authority defines its treasury management activities as: “The management of the authority’s investments and cash flows, its banking, money market and capital market transactions; the effective control of the risks associated with those activities; and the pursuit of optimum performance consistent with those risks”.
2. The Authority regards the successful identification, monitoring and control of risk to be the prime criteria by which the effectiveness of its treasury management activities will be measured. Accordingly, the analysis and reporting of treasury management activities will focus on their risk implications for the organisation.
3. The Authority acknowledges that effective treasury management will provide support towards the achievement of its business and service objectives. It is therefore committed to the principles of achieving value for money in treasury management, and to employing suitable comprehensive performance measurement techniques, within the context of effective risk management.”

PRUDENTIAL AND TREASURY INDICATORS FOR 2015/16

Estimate of Ratio of Financing Costs to Net Revenue Stream	5.3%
Estimate of the Incremental Impact of the New Capital Investment Decisions on the Council Tax (Band D)	£0.18
Estimate of Total Capital Expenditure to be Incurred	£4,869,000
Estimate of Capital Financing Requirement	£27,981,000
Operational Boundary	£28,076,000
Authorised Limit	£30,883,000
Upper limit for fixed rate interest exposures	100%
Upper limit for variable rate interest exposures	30%
Loan Maturity:	<u>Limits:</u>
Under 12 months	Upper 20% Lower 0%
12 months to 5 years	Upper 30% Lower 0%
5 years to 10 years	Upper 75% Lower 0%
Over 10 years	Upper 100% Lower 0%
Over 20 years	Upper 100% Lower 30%
Upper Limit for Principal Sums Invested for Periods Longer than 365 Days	£2,000,000

APPROVED COUNTRIES FOR INVESTMENTS – FITCH RATINGS

AAA	AA+	AA
Australia	Hong Kong	Abu Dhabi (UAE)
Canada	U.K.	Belgium
Denmark		France
Finland		Saudi Arabia
Germany		
Luxembourg		
Netherlands		
Norway		
Singapore		
Sweden		
Switzerland		
U.S.A.		



NOTTINGHAMSHIRE
Fire & Rescue Service
Creating Safer Communities

Nottinghamshire and City of Nottingham
Fire and Rescue Authority

REVIEW OF RESERVES AND WORKING BALANCES

Report of the Chief Fire Officer

Date: 27 February 2015

Purpose of Report:

To seek the approval of the Nottinghamshire and City of Nottingham Fire and Rescue Authority to the levels of working balances sufficient to meet the needs of the Authority during the 2015/16 financial year and beyond.

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1. BACKGROUND

- 1.1 Members will be aware that the Fire and Rescue Authority holds a level of working balances to meet specific risks and liabilities arising from operations and activity.
- 1.2 It is always difficult to estimate the level at which reserves and balances should be maintained, however the Chartered Institute of Public Finance and Accountancy (CIPFA) publishes guidance on the matter and sets out a number of specific risk areas that financial officers need to consider when setting the levels of balances.
- 1.3 As in previous years, a risk based approach has been taken to determine a reasonable level of balances. In accordance with this risk based approach, the level of balances required for 2015/2016 is £4,026,550, a reduction from the 2014/2015 figure of £4,157,850.

2. REPORT

GENERAL RESERVES

- 2.1 The requirement for financial reserves is acknowledged in statute. Sections 32 and 43 of the Local Government Finance Act 1992 require billing and precepting authorities in England and Wales to have regard to the level of reserves needed for meeting estimated future expenditure when calculating the budget requirement.
- 2.2 There are also a range of safeguards in place that help to prevent local authorities over-committing themselves financially. These include:
 - i) The balanced budget requirement (England, Scotland and Wales) (sections 32, 43 and 93 of the Local Government Finance Act 1992).
 - ii) Treasurers' duty to report on robustness of estimates and adequacy of reserves (under section 25 of the Local Government Act 2003) when the authority is considering its budget requirement (England and Wales).
 - iii) Legislative requirement for each local authority to make arrangements for the proper administration of their financial affairs and that the chief finance officer / proper officer has responsibility for the administration of those affairs (section 151 of the Local Government Act 1972).
 - iv) The requirements of the Prudential Code.
 - v) Auditors will consider whether audited bodies have established adequate arrangements to ensure that their financial position is soundly based.

- 2.3. Whilst it is primarily the responsibility of the local authority and its chief financial officer to maintain a sound financial position, external auditors will, as part of their wider responsibilities, consider whether audited bodies have established adequate arrangements to ensure that their financial position is soundly based. However, it is not the responsibility of auditors to prescribe the optimum or minimum level of reserves for individual authorities or authorities in general.
- 2.4. CIPFA does not prescribe a formula for calculating a minimum level of reserves. Local authorities, on the advice of their chief finance officers, should make their own judgements on such matters taking into account all the relevant local circumstances. Such circumstances vary. A well-managed authority, for example, with a prudent approach to budgeting should be able to operate with a level of general reserves appropriate for the risks (both internal and external) to which it is exposed. In assessing the appropriate level of reserves, a well-managed authority will ensure that the reserves are not only adequate but are also necessary. There is a broad range within which authorities might reasonably operate depending on their particular circumstances.
- 2.5. A full review of the risk assessment applicable to reserves and balances has recently been carried out by the Authority's Risk Manager and Principal Accountant and the result of this risk assessment is given at Appendix A. This enables Members to see the key risks to which the Service is exposed and their estimated possible financial impacts.
- 2.6. There are three main categories of risk shown in the assessment: the risk of legal action being taken against the Authority, resulting in a financial loss; the risk of financial loss arising specifically from financial activities and operational risks which could lead to financial loss. Where risks have been identified, control measures are in place to minimise either the likelihood or the impact of the risk and these are also shown in Appendix A.
- 2.7. The approach has examined each of the risk exposures and considered both the possible financial impact on the Service and the likelihood of occurrence. A risk factor has been allocated to each risk reflecting the likely frequency of occurrence of the risk based on historic experience and professional judgment. It should be noted that the underlying assumption is that not all of these risk events will occur simultaneously and, to reflect this, the potential value of each financial impact is multiplied by its risk factor.
- 2.8. The approach also considers the extent to which financial risks can be transferred to the private sector by way of insurances, thus creating a balance between insured and self-financed risk. Where insurances are in place, the risk value reflects the level of deductible within the insurance policy.
- 2.9. Residual risk is the extent to which the Authority remains exposed to risks which are neither insured nor provided for within revenue budgets or balances. The level of acceptable residual risk is usually referred to as the "risk appetite" of the Service. The Authority has already determined that it

generally wishes to adopt a low risk appetite and therefore the estimated levels of balances reflect this position.

- 2.10. The risk assessment review identified some changes in risks, both in terms of additional risks identified and the increase (or sometimes decrease) in the potential costs of existing risks. The frequency of risk occurrence has also been reviewed in the light of another year of experience.
- 2.11. The updated risk assessment shows that an appropriate level of general reserves and working balances is £4.0m – Members will note that the overall risk value has increased since last year and this is mainly due to the risks described below.
- 2.12. One risk has been removed: “Loss of income from services to trading Company”. Now that the trading company is in its fourth year of operation this is no longer considered to be a risk due to proper financial planning and regular budget monitoring of both the trading company (NFRS(T) Limited) and the Authority, which allows for timely resolution of problems
- 2.13. Two new relatively small risks have been added relating to the potential for issues raised with the pension ombudsman and the cost of H2 Medical appeals in respect of the pension scheme. These estimates are for £5,000 and £15,000 respectively.
- 2.14. As this has been “ground up” review many of the risks have been amended both up and down to reflect changes in expected likelihood or impact. The full risk assessment is given at Appendix A.
- 2.15. The projected level of balances by 31 March 2015 is of the order of £6.1m which is higher than the £4.0m required, the excess being in the region of £2.1m. The budget report (elsewhere on this agenda) shows that significant pressure remains to achieve budget reductions and it is considered that it would be prudent to retain this excess sum within reserves to allow, if necessary, for a contribution from reserves to support the budget in 2016/17 whilst longer term budget savings are in the process of implementation.
- 2.16. It is appropriate to assure Members in this report that the level of balances to be held by the Authority will be sufficient to cover the risk based liabilities which may arise and the Treasurer will report on this as part of his duties under Section 25 of the Local Government Act 2003.

EARMARKED RESERVES

- 2.17 In addition to general reserves the Authority holds a number of earmarked reserves which are funds put aside to meet future items of expenditure. They may also have arisen from grants or donations which have been received in anticipation of activities to be undertaken at a future date and therefore held on the balance sheet as earmarked reserves.
- 2.18 A full review of earmarked reserves has been undertaken this year. As part of the Authority’s final accounts closedown process, all earmarked reserves will once again be reviewed by budget managers and Finance staff and the final

earmarked reserves will be reported to Members within the Authority's Statement of Accounts 2014/15.

- 2.18 The total value of earmarked reserves at 31 March 2014 was £3.808m. During the period up to the end of January 2015 approximately £681,000 of these reserves had been spent leaving an expected balance of £3.127m by 31st March 2015. Earmarked reserves and their forecast balances as at 31 March 2015 are shown in Appendix B.

3. FINANCIAL IMPLICATIONS

- 3.1 The maintenance of adequate working balances is a legal requirement under S27 Local Government Act 2003, and the Authority's Treasurer is charged with determining the adequacy of those balances or, as they are described in the Act, the "Controlled Reserve".
- 3.2 The risk assessment demonstrates that the level of balances should be in the order of £4.0m.

4. HUMAN RESOURCES AND LEARNING AND DEVELOPMENT IMPLICATIONS

There are no implications for Human Resources or Learning and Development arising from this report.

5. EQUALITIES IMPLICATIONS

An equality impact assessment has not been undertaken because this report relates entirely to accounting matters.

6. CRIME AND DISORDER IMPLICATIONS

There are crime and disorder implications arising from this report.

7. LEGAL IMPLICATIONS

The legal implications and requirements are set out in full within the report.

8. RISK MANAGEMENT IMPLICATIONS

The risk management implications are set out in full in the report and in Appendix A.

9. RECOMMENDATIONS

It is recommended that:

- 9.1 Members note the results of the review of risks shown at Appendix A;
- 9.2 Members approve the proposed minimum level of working balances of £4.0m.

10. BACKGROUND PAPERS FOR INSPECTION (OTHER THAN PUBLISHED DOCUMENTS)

None.

John Buckley
CHIEF FIRE OFFICER

General and Working Balances Risk Assessment

APPENDIX A

Risk Description	Risk Effect	Control Measures	Insurable	Risk Value	Risk Factor Reflecting Frequency	Reserve Required	Revenue Budget
Discrimination cases	Reputational damage; Legal costs, employment tribunal costs unbudgeted	Professional HR advice, policies, procedures, management training, legal advice	N	500,000	0.5	250,000	0
Unfair Dismissal cases	Reputational damage; Legal costs, employment tribunal costs unbudgeted	Professional HR advice, policies, procedures, management training, legal advice	N	10,000	0.2	2,000	0
Settlement Agreements / Termination settlements	Reputational damage; Legal costs, employment tribunal costs unbudgeted	Professional HR advice, policies, procedures, management training, legal advice	N	100,000	1	100,000	0
Case for damages brought against the Authority	Reputational damage; Legal costs, Damages unbudgeted	Policies, procedures, management training, legal advice, procurement advice	Y/N	1,000,000	0.3	300,000	0
Appoint independent investigator at request of elected Members	Cost of paying investigators	Policies, procedures, management training, legal advice, procurement advice	N	30,000	0.25	7,500	0
Discretionary Compensation scheme		Professional HR advice, policies, procedures, management training, legal advice	N	250,000	1	60,000	0
Equal pay claims	Reputational damage; Legal costs, employment tribunal costs unbudgeted	Professional HR advice, policies, procedures, management training, legal advice, equal pay audit	N	70,000	0.1	7,000	0
Injury Compensation Scheme awards above level budgeted for	Additional costs	Policies and procedures, training etc to reduce likelihood of injury	N	10,000	1.5	15,000	0
Ill health retirements higher then number budgeted for	Additional costs	Professional HR advice, policies, procedures, management training, legal advice, earmarked reserve (but will require top up)	N	75,000	2	150,000	0
Pension Ombudsman Rulings (new)	Compensation award payment	Pension administration expertise bought in	N	5,000	1	5,000	0
H2 Medical Appeals re FFPS	Cost of appeal process	IQMP policy and advice taken	N	7,500	2	15,000	0
Local/national industrial dispute	Potential loss of service; risk of non-compliance with statutory duties and ensuing legal case / fines; selective industrial action may not result in sufficient underspend to cover additional costs	Maintain adequate contingency	N	350,000	1	350,000	0
Non-compliance with environmental legislation - support for legal proceedings	Cost of responding to enforcement action	Acquisition of permits / licences; planned drainage works; site risk profiles	N	70,000	0.25	17,500	0

Risk Description	Risk Effect	Control Measures	Insurable	Risk Value	Risk Factor Reflecting Frequency	Reserve Required	Revenue Budget
Negligent fire safety work	Litigation	Training, procedures, effective SLA's with an appropriate allocation of liabilities	Y	10,000	0.2	2,000	0
Increase in numbers of vulnerable people due to economic climate	Loss of council tax precept income, additional cost of fire prevention activity	No controls in place	N	204,000	0.5	102,000	0
Change in legislation / regulations	Loss of use; cost of modifications and replacements	Continuous review process	N	100,000	0.1	10,000	0
Unforeseen general change in legislation / Major Incident Reviews	Increased costs of working due to doing more or doing things differently & costs of training	Awareness	N	100,000	0.2	20,000	0
Risk to health, safety & welfare of employees	Litigation; legal costs & staff absence	Operating procedures; training; written safety policy; risk assessments	Y	10,500	3	31,500	0
HSE Enforcement Notices	Cost of remedial measures; cost of fine	Operating procedures; training; written safety policy; risk assessments	N	20,000	0.1	2,000	0
Reignition or other negligence	Reputational, financial	Operating procedures	Y	15,500	1	15,500	0
Breach of security	Loss of confidential data; Information Commission fines	Security measures	N	100,000	0.3	30,000	0
Redundancies due to current and on-going financial constraints, if savings cannot be found from elsewhere	One-off cost of redundancy payment and potential pension strain is too high a cost to budget for within the revenue budget	Business case and payback period	N	240,000	1	240,000	0
Discovery of major property structural problem that restricts / prevents use of all or part of building(s)	Loss of use; cost of repair; impairment to operational effectiveness	Continuity plans, repair and refurbishment programme	Y/N	1,000,000	0.01	10,000	0
Fire, flood or other peril	Loss of use; cost of repair; impairment to operational effectiveness	Continuity plans, repair and refurbishment programme	Y	1000	0.2	200	0
Theft of assets	Disruption	Safety procedures	Y	1000	3	3,000	0
Own damage	Disruption	Risk management	Y	1000	1	1,000	0
Serious injury to public	Reputation, cost, staff time	Training and procedures	Y	10,500	0.1	1,050	0
Damage to vehicle	Loss of use; cost of repair; replacement vehicle hire; lease extensions	Road Risk Group - review of road risk; training; inclusion of vehicle safety options	Y	1,000	100	100,000	35,000
Appliance written off in an accident	Loss of use; insurance receipt may not cover cost of replacement	Road Risk Group - review of road risk; training; inclusion of vehicle safety options	Y	100,000	0.5	50,000	0

Risk Description	Risk Effect	Control Measures	Insurable	Risk Value	Risk Factor Reflecting Frequency	Reserve Required	Revenue Budget
Multiple appliances written off in major incident (maximum 2 appliances)	Loss of use; insurance receipt may not cover cost of replacement; appliance degradation enacted; impact on service delivery; impact on appliance replacement programme	Training and procedures; appliance degradation procedure	Y	200,000	0.1	20,000	0
Major vehicle defect (affecting part of fleet)	Loss of use; cost of rectifying defect if beyond warranty	None	N	75,000	0.2	15,000	0
Unforeseen increase in fuel prices	Increased costs	None	N	70,000	1	70,000	0
Major defect	Loss of use; cost of modifications and replacements	Inspection routines	N	100,000	0.5	50,000	0
Major fraud	Financial loss	Internal control	Y	5,000	0.1	500	0
Higher than expected pay awards	Large hit on pay contingency	Maintain adequate general contingency	N	658,000	1	658,000	0
Significant change in interest rates	Increased costs / loss of income	Prudential code and treasury management indicators	N	120,000	0.5	60,000	0
Unforeseen indirect impacts of changes to pension regulations	Potential additional NI costs, potential increased membership so employers' superannuation costs etc.	Monitor on-going consultations etc and budget for likely impacts as soon as clear	N	100,000	0.5	50,000	0
Business failure of bank or investment counterparty	Loss of working capital or investment funds up to £2m	Treasury management strategy, risk analysis of investment options and counterparties	N	2,000,000	0.2	400,000	0
Failure of counterparty to purchase fixed asset for sale	Loss of capital receipt to be used to finance capital programme, or contribute towards required savings – financial loss	Legal advice for major contracts and due diligence including risk analysis of prospective purchasers	N	2,000,000	0.3	600,000	0
Unanticipated loss of short term income i.e. from precept, non-domestic rates or government grant	Timings of budget process may not allow sufficient time to plan for such changes	Network of Chief Financial Officers keep abreast of developments.	N	200,000	0.5	100,000	0
Major CBRN / terrorist incident	Reduction in capability to respond	Multi-agency plans; New Dimensions equipment; BCM plans; Response degradation policy; Mutual Aid	N	83,000	0.3	24,900	0
Natural disasters	Reduction in capability to respond	Multi-agency plans; New Dimensions equipment; BCM plans; Response degradation policy; Mutual Aid	N	83,000	0.5	41,500	0

Risk Description	Risk Effect	Control Measures	Insurable	Risk Value	Risk Factor Reflecting Frequency	Reserve Required	Revenue Budget
Multiple large incidents	Reduction in capability to respond	Multi-agency plans; New Dimensions equipment; BCM plans; Response degradation policy; Mutual Aid	N	83,000	0.3	24,900	0
Hot or dry summers	Increased retained call-outs	None	N	150,000	0.33	49,500	0
TOTALS				10,319,000		4,061,550	35,000

Earmarked Reserves

APPENDIX B

Reserve	Balance 31 March 2014 £000	Estimated Spend Against Reserve in 2014/15 £000	Estimated Balance 31 March 2015 £000
FUNDED BY GRANTS			
LPSA Reward Grant	304	-193	111
Fire Investigation	121	-2	119
Safe as Houses - Smoke Alarms	22	0	22
Community Safety - Innovation Fund	201	-23	178
Resilience Crewing and Training	302	90	392
Thoresby Estate Charitable Trust	6	-2	4
Area 4 Committee	1	0	1
Enhanced Logistical Support DCLG	24	-17	7
Precept Support Fund	27	0	27
Council Tax Transition Grant	85	0	85
Transparency Grant	3	0	3
	1,096	-147	949
CREATED FROM REVENUE			
Pensions Ill Health	130	30	160
On Fire Fund - Fire Safety	128	-28	100
Princes Trust	0	0	0
Fire Control Transition	374	-305	69
Agresso Development	18	0	18
Training BCM & Values	3	0	3
ICT Sharepoint Internet/Intranet	97	0	97
Operational Equipment	42	0	42
Capital Reserve	1,154	-12	1,142
Organisation Transition - one off costs	535	0	535
Backlog Buildings Maintenance	219	-219	0
Fire Cadets Project	12	0	12
	2,712	-534	2,178
	3,808	-681	3,127

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NOTTINGHAMSHIRE
Fire & Rescue Service
Creating Safer Communities

Nottinghamshire and City of Nottingham
Fire and Rescue Authority

BUDGET PROPOSALS FOR 2015/2016 TO 2017/2018 AND OPTIONS FOR COUNCIL TAX

Report of the Chief Fire Officer

Date: 27 February 2015

Purpose of Report:

To present the Fire Authority with proposals for Revenue and Capital budgets for 2015/2016 to 2017/2018 to allow Members to determine the level of Council Tax for 2015/2016.

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1. BACKGROUND

- 1.1 At its meeting on 16 January 2015 the Finance and Resources Committee considered a report from the Chief Fire Officer setting out the latest budget position based on the provisional grant settlement and the indicative position with regard to Council Taxbase.
- 1.2 The Finance and Resources Committee was asked to consider four options for Council Tax and make recommendations to the full Fire Authority. This report sets out the implications of the two options that the Finance and Resources Committee recommends.
- 1.3 The following report is that which was agreed by the Finance and Resources Committee with the exception that it has now been updated for the final figures for taxbase and Business Rates and includes a statement by the Authority Treasurer in relation to the robustness of estimates and the adequacy of reserves and balances as required by S25 of the Local Government Act. Final figures for grant settlement and taxbase were not received until 5 February 2015.
- 1.4 The Fire Authority is required to set a precept before 1 March 2015 and notify this to the billing authorities.

2. REPORT

CAPITAL BUDGET PROPOSALS 2015/2016 TO 2017/2018

- 2.1 The Authority maintains a sustainable Capital Programme that has been planned out over an extended period. This programme seeks to replace appliances and vehicles when they are approaching the end of their useful life, maintains a rolling programme of ICT replacements and a property programme that will both ensure that property remains fit for purpose, is appropriately located and can be contained within the internal capacity of the organisation to complete.
- 2.2 The overall programme also reflects elements of estimated slippage from 2014/2015 as set out in the following table.

The proposed Capital Programme for 2015/2016 to 2017/18 is therefore as follows:

	Estimated Slippage	2015/2016 £000's	Total 2015/2016 £000's	2016/2017 £000's	2017/2018 £000's
Transport					
Rescue Pump Replacement	253,020	623,860	876,880	937,695	939,615
Special Appliances	272,000	0	272,000	75,000	0
Command Support Unit	120,000	0	120,000	0	0
Appliance Eqpt	36,405	16,960	53,365	25,440	25,440
Light Vehicles	394,500	381,020	775,520	479,240	205,405
Total Transport	1,075,925	1,021,840	2,097,765	1,517,375	1,170,460
Equipment					
Equipment for Specials	0	15,000	15,000	0	0
Replacement Breathing Apparatus	0	0	0	0	600,000
Radio Replacements	0	0	0	0	0
Total Equipment		15,000	15,000	0	600,000
Property					
Retention - Retford FS	0	60,000	60,000	0	0
Retention - London Road	0	0	0	0	60,000
Construction of London Road	0	4,000,000	4,000,000	439,400	0
Fire Station Project Initial Design-Workshop	0	75,000	75,000	0	0
Fire Station Project Initial Design - Newark	0	75,000	75,000	0	0
Fire Station Project Initial Design - Hucknall	0	75,000	75,000	0	0
Purchase of Land	0			400,000	400,000
Construction Stage of New Station (Assumed commence in Sept 2016)	0			1,400,000	1,100,000
Construction Stage of New Station (Assumed commence in Nov 2017)	0				800,000
Property Total	0	4,285,000	4,285,000	2,239,400	2,360,000

	Estimated Slippage	2015/2016 £000's	Total 2015/2016 £000's	2016/2017 £000's	2017/2018 £000's
I.C.T					
Renewals Programme	0	140,000	140,000	140,000	140,000
Mobile Computing	0	60,000	60,000	20,000	20,000
PABX Replacement	25,000	0	25,000	0	0
Business Process Automation	150,000	0	150,000	0	0
CFRMIS Online	47,000	0	47,000	0	0
ICT Total	222,000	200,000	422,000	160,000	160,000
IT Systems					
Agresso Upgrade	0	70,000	70,000	0	0
Tranman	0	25,000	25,000	11,000	0
Payroll System	0	40,000	40,000	0	0
IT Systems Total	0	135,000	135,000	11,000	0
Total Programme	1,297,925	5,656,840	6,954,765	3,927,775	4,290,460

- 2.3 Rescue pump renewals budget changes the usual practice of replacing four appliances each year and reduces this to two in 2015/2016 taking account of the reducing fleet. This rises to a steady three per annum from 2016.
- 2.4 The special appliances budgeted for are the Breathing Apparatus Unit and the Environmental Protection Unit both of which are overdue for replacement but the plan is to re-body two existing chassis which have been later than anticipated in release.
- 2.5 Equipment relates entirely to the replacement appliances.
- 2.6 The light vehicle programme has been virtually suspended during recent restructures and vehicles have been allowed "run on" beyond their optimal disposal points. This was to avoid purchasing vehicles which may not have been required going forward. This position is beginning to stabilise and therefore the light vehicle programme is to some extent playing "catch up".
- 2.7 The two largest items on the equipment programme relate to the replacement of radio sets across the service and the eventual replacement of breathing apparatus in 2017/18. This purchase has been put back due to the most recent assessment of equipment showing that there is more useful life left in the current sets.
- 2.8 It has been suggested to other services that these procurements might be best achieved in partnership to bring about a gradual harmonisation of equipment.
- 2.9 The property programme remains focussed on the rebuild or refurbishment of a fire station per annum on average. It is not possible to both start and

complete a building project within a single financial year and therefore a number of projects have been considered and feasibility studies carried out. The actual stations selected for rebuild or refurbishment will depend on other factors and actual project proposals will be brought back to this committee. This budget simply sets aside the resources to continue with the Authority's sustainable capital programme which will ensure that all property assets remain fit for purpose over time.

- 2.10 The most significant project is the construction of a new fire station on London Road but Members will also note the design works being commissioned for Worksop, Newark and Hucknall stations.
- 2.11 The ICT programme covers a number of replacement items and provision for the general expansion of ICT usage across the organisation. The business automation project remains an achievable aspiration which, now that improved infrastructure and appropriate staffing resources are in place, will press forward in 2015/2016.
- 2.12 The payroll system for the Authority is currently provided by Nottinghamshire County Council and this has been a very successful arrangement since the Authority was formed in 1998. The County Council have recently changed their payroll system to SAP which is an enterprise resource management system incorporating Finance, HR and Payroll. The Fire Authority's payrolls have been successfully transferred to the SAP system but unfortunately the process of accurately interfacing payroll data into the authority's Agresso financial system is proving very difficult. There are also issues around the lack of any real interfaces between the Authority's new HR system and SAP payroll which creates a requirement or double data entry and scope for error. It has been decided therefore that the Authority would be better served by acquiring a new payroll system. Discussions are taking place with regional partners with a view to collaborating on this project to provide a single payroll solution.
- 2.13 Members will be aware that the Authority's financial system is a joint procurement with both Leicestershire and Derbyshire. This has worked very well after a few teething problems and the benefits of a modern system and the resilience that is provided by having two other organisations on the same system are beginning to come through. Part of our commitment to this joint working is that we follow the same upgrade pathway as other partners and it has been decided that the time to move to the next version has arrived. We are now two versions behind the latest version and the suppliers have given notice that they will shortly withdraw support for the version that is in use. This does not expose the Authority to any immediate risk but it will require an upgrade in 2015/2016 if the joint arrangement is to continue.
- 2.14 A level of "over programming" has been assumed within this programme to reduce the amount of revenue provided to support a capital programme which may slip for reasons beyond the control of the Fire Authority.

REVENUE BUDGETS 2015/2016 TO 2017/2018

- 2.15 The Authority had been faced with significant budget reduction targets over recent years and the forthcoming years 2015/2016 to 2017/2018 are no exception. As part of a longer term financial plan the Authority continues to rise to the challenge of seeking out budget reductions and has recently gone through a significant review of the more significant base budgets under the supervision of the Director of Finance and the Chair of the Finance and Resources Committee. This process has been very useful and budget managers engaged positively with this process which has enabled significant budget reductions to be made.
- 2.16 The key to responding to the challenge of reducing funding from central government has been careful planning, sensible use of balances and the adoption of longer term financial strategies which not only seek to address immediate problems, but also to maintain a stable financial platform which will enable the Service to continue to develop within this reducing resource envelope.
- 2.17 The Authority has very clear objectives and underlying values which are set out in the Corporate Plan and these budget proposals have been prepared on the basis that there should be no deviation from those underlying principles and that the Authority should press ahead with the medium term plan previously agreed.
- 2.18 Notwithstanding the above it is considered that it is possible, given the level of reserves and balances, to take an increased level of risk within the revenue budget to avoid having to make further reductions which may themselves result in underspends going forward.
- 2.19 The budget process has been a long and difficult one as managers continue to seek out budget reductions and make the necessary changes to internal structures to accommodate this. The Chair of Finance has also taken an active part in this process by applying a level of scrutiny to key base budgets.

2.20 The following table shows the proposed changes to base budgets from 2015/2016 to 2017/2018.

	2015/16	2016/17	2017/18
	£	£	£
Prior Year Base Budget	42,891,865	41,212,721	42,636,983
Inflation			
Pay and Allowances Inflation:	272,809	820,718	299,864
Saving on fuel price	-33,225		
Non Pay Inflation	65,042	154,183	73,299
Pensions Inflation	0	17,556	1,148
Savings			
Removal of Highfields 2nd Appliance	-781,951		
Removal of Mansfield RDS Appliance	-103,065		
Voluntary Redundancy Phase 2	-153,023		
Change in Pay Budgeting Assumptions	-413,903	-4,340	-971
Transfers to 2015 FF Pension Scheme	-194,402		
Deletion of Posts:	-128,522		
Zero Base Budget Review Savings	-209,195	-48,957	
Budget Holder Savings	-191,676		
Change in Surplus / Deficit on Collection	-107,550	252,350	
Income from Shared Premises		-82,000	-10,000
Growth			
Pay Increments	70,063	41,664	38,847
Pay Budget Growth	132,907	-93,264	95,269
Pensions & Ill Health Charges	45,457	20,099	6,442
Insurances	34,286		
Reduction in Non-Specific Grant	45,599		
Other Growth	124,053	47,025	10,000
Single Year Reversals	-20,000		1,200
Capital Financing	-96,498	287,085	478,019
Re-set Contribution to Reserves Budget to Zero	-116,961		
Re-set Contribution from Reserves to Support Prince's Trust to Zero	85,532		
Other Minor Adjustments	-4,921	12,143	
Total Changes	-1,679,144	1,424,262	993,117
Budget Requirement	41,212,721	42,636,983	43,630,100

The detail behind these changes is set out in full in Appendix D to this report.

- 2.21 Pay and allowances inflation has been provided for at 1% of the pay bill however the reason for the sharp rise in 2016/2017 is due to the ending of contracted out National Insurance contributions. This adds over 3% to pay costs. Pensions inflation broadly moves with pay costs but there are also new employer rates expected in 2016.
- 2.22 Reducing fuel prices are beginning to have an impact on budgets although some of this has been built back in to the non-pay inflation for future years as this is not expected to last for very long.
- 2.23 Members will be aware of the savings made from the removal of pumping appliances at Mansfield and Highfields but there have also been savings from the voluntary redundancy programme that has been completed during 2014/2015. A number of vacant posts have also been deleted from the establishment.
- 2.24 The Finance and Resources Committee discussed the possibility of building a little more risk into the budget for 2015/2016 in some areas of the pay budget, primarily relating to assumptions regarding development pay but also considering other areas such as vacancy rates. These changes in assumptions yielded over £400,000 in savings.
- 2.25 The heading of Movements between pension schemes simply reflects the effect of new starters joining the 2006 scheme whereas retirees are in the 1992 scheme.
- 2.26 Zero based budget savings were those savings which were derived from the review of base budgets which the Chair of Finance presided over. Similar reductions were offered up by budget managers from their own reviews.
- 2.27 The area of surpluses on the collection fund has seen significant surpluses declared by the billing authorities for 2014/2015. Ordinarily a figure of up to £50,000 might be expected but this year nearly £300,000 has been declared. Note that the assumption had been for approximately £200,000. This is reduced back in 2016/2017 due to the uncertainty of this amount.
- 2.28 The authority is expecting income from shared premises with partner organisations from both the public and charitable sector.
- 2.29 Growth is a small area of the budget given that the Authority is looking to make budget reductions. Nevertheless there remain some areas where growth is inevitable. Annual staff increments are a result of national conditions of service and insurance charges reflect the market in general. Pay budget growth reflects the paring of pay budgets back to individual employees and the resultant need to provide budgets for temporary allowances which had been covered previously by the main pay budgets.

- 2.30 The heading for other growth contains a number of items which are set out in Appendix D.
- 2.31 Single year reversals are items from 2014/2015 which required funding for one year only and the contributions to and from reserves figures are adjustments to reset these to zero.
- 2.32 The Capital Financing line reflects the revenue cost of the capital programme going forward and reflects both reductions in revenue impact as a result of using reserves and also increases in respect of future developments.
- 2.33 Appendix E gives a full Cash Limit budget for 2015/2016

FINANCING THE BUDGET

- 2.34 The Authority primarily receives income from Revenue Support Grant, Business Rates and Council Tax. The government announced the final settlement in February 2015.
- 2.35 Government have only announced figures for 2015/2016 even though good practice means that NFRS need to make estimates for a three year period. The figures used below therefore use estimates for 2016/2017 and 2017/2018 provided by the Local Government Association.

	2015/2016 £	2016/2017 £	2017/2018 £
Revenue Support Grant	9,772,122		
Business Rates Actual	3,441,383		
Top Up Grant	6,477,078		
Council Tax Freeze Grant Previous years	334,364		
Freeze Grant 2013/2014	235,811		
Total Grant Yield	20,260,758	18,639,897	17,335,105

- 2.36 The Secretary of State has announced that Council Tax Freeze grant will be available in 2015/2016 to those authorities that agree to freeze council tax.

2.37 The following table then brings together all of these figures and presents the position that the authority would be in if there was no change to the level of council tax.

	2015/2016 £	2016/2017 £	2017/2018 £
Total Grant Yield	20,260,758	18,639,897	17,335,105
Budget Requirement	41,212,721	42,636,983	43,630,100
Balance to be met locally	20,951,963	23,997,086	26,294,995
Council Tax Yield*	21,109,003	21,320,093	21,533,294
Budget Deficit		2,676,993	4,761,702
Budget Surplus	157,040		
Council Tax Freeze Grant	244,066	488,132	732,198
Budget Shortfall		2,188,861	3,939,504
Budget Surplus	401,106		

*Assumes a 1% rise in tax base but no rise in Council Tax

The above figures suggest that further savings of approximately £3.9m will be required by the start of the 2017/2018 financial year.

2.38 In the settlement the government have stated that any authority wishing to increase Council Tax by 2% or more would need to hold a referendum. This appears to create a ceiling that Authorities can use to determine whether to increase Council Tax or not in 2015/2016. There has been no announcement regarding limits for 2016/2017 or 2017/2018 and so the assumption being made is that would be the same. There has also been no announcement regarding possible freeze grants in 2016/2017 or 2017/2018 although it is assumed that these would continue if increases are to be held at zero.

- 2.39 The alternative scenario that the Finance and Resources Committee wish the Authority to consider is the increasing of Council Tax by 1.95% in 2015/2016 and subsequent years. This would have the following effect.

	2015/2016 £	2016/2017 £	2017/2018 £
Total Grant Yield	20,260,758	18,639,897	17,335,105
Budget Requirement	41,212,721	42,636,983	43,630,100
Balance to be met locally	20,951,963	23,997,086	26,294,995
Council Tax Yield*	21,521,973	22,160,293	22,818,321
Budget Deficit		1,836,792	3,476,675
Budget Surplus	570,010		
Council Tax Freeze Grant	0	0	0
Budget Shortfall		1,836,792	3,476,675
Budget Surplus	570,010		

- 2.40 It is also possible of course that the Authority may wish to plan to increase Council Tax by 1.95% in 2016/2017 and 2017/2018 whilst freezing it in 2015/2016 which would give the following outcome.

	2015/2016 £	2016/2017 £	2017/2018 £
Total Grant Yield	20,260,758	18,639,897	17,335,105
Budget Requirement	41,212,721	42,636,983	43,630,100
Balance to be met locally	20,951,963	23,997,086	26,294,995
Council Tax Yield*	21,109,002	21,737,192	22,381,896
Budget Deficit		2,259,893	3,913,099
Budget Surplus	157,040		
Council Tax Freeze Grant	244,066	244,066	244,066
Budget Shortfall		2,015,827	3,669,033
Budget Surplus	401,106		

2.41 There are essentially therefore three feasible options:

	2015/2016 £	2016/2017 £	2017/2018 £
Option 1. 0% increase in each year			
Surplus	401,106	0	0
Deficit	0	2,188,861	3,939,504
Option 2. 1.95% increase in each year			
Surplus	570,010	0	0
Deficit	0	1,836,792	3,476,675
Option 3. 0% increase in 2015/16 1.95% thereafter			
Surplus	401,106	0	0
Deficit	0	2,015,827	3,669,033

2.42 All options produce an excess of funding over expenditure in 2015/2016 however this is largely fortuitous due to the declared surpluses on collection by the billing authorities which are forcing the budget requirement down. The temporary nature of this surplus also explains why there is then an abrupt “turn around” in 2016/2017.

2.43 The primary advantage of a Council Tax increase rather than taking freeze grant was always that freeze grant was not permanent and therefore there was a so called “cliff edge” of funding when the freeze grant was withdrawn. Authorities have been assured however that the freeze grant will be incorporated into the base and therefore the cliff edge has been removed.

2.44 Whilst this is true in principle the actual way that grant reductions are applied means that they are calculated on the whole of the Start Up Funding Assessment which includes the council tax freeze grants. Therefore whilst they are not being removed from the base, the whole base including the Council Tax Freeze Grant is being reduced. Thus the value of this grant is being eroded over time.

EFFECT ON BALANCES

2.45 Members will be aware that the authority holds reserves and balances and that the level recommended for 2015/2016 following the risk assessment is £4.027m. The following table shows the effect on balances if the budget shortfalls going forward are not addressed.

Option 1

	2014/2015	2015/2016	2016/2017	2017/2018
	£	£	£	£
Opening Balance	6,342,000	6,150,000	6,551,106	4,362,245
Contribution to Reserves	0	401,106	0	0
Contribution from Reserves	192,000	0	2,188,861	3,939,504
	6,150,000	6,551,106	4,362,245	422,741

Option 2

	2014/2015	2015/2016	2016/2017	2017/2018
	£	£	£	£
Opening Balance	6,342,000	6,150,000	6,720,010	4,883,218
Contribution to Reserves	0	570,010	0	0
Contribution from Reserves	192,000	0	1,836,792	3,476,675
	6,150,000	6,720,010	4,883,218	1,406,543

Option 3

	2014/2015	2015/2016	2016/2017	2017/2018
	£	£	£	£
Opening Balance	6,342,000	6,150,000	6,551,106	4,535,279
Contribution to Reserves	0	401,106	0	0
Contribution from Reserves	192,000	0	2,015,827	3,669,033
	6,150,000	6,551,106	4,535,279	866,243

2.46 It is important to consider that without budget reductions the balances will be below minimum levels by 2017/18 no matter which option selected by the Fire Authority.

2.47 It is therefore essential that no matter which option for Council Tax increases is chosen by the Fire Authority the Chief Fire Officer continues with his work to identify further budget reductions in 2016/2017 and 2017/2018.

PROPOSALS FOR COUNCIL TAX INCREASES 2015/2016

2.48 There are two options proposed by the Finance and Resources Committee and these are set out in tabular form in appendices A and B. The first is for no increase in Council Tax for 2015/2016 and the second is for an increase of 1.95%. Whichever option is adopted the particular appendix will become the official document for the setting of the Council Tax.

2.49 Council Tax for the Fire Authority is currently £71.05 at Band D and a 1.95% increase in this would raise it by £1.39 per year to £72.44. The effects of such an increase on other bands is as follows:

Band A	0.92
Band B	1.08
Band C	1.23
Band D	1.39
Band E	1.70
Band F	2.01
Band G	2.31
Band H	2.78

The majority of the homes in the City and County of Nottinghamshire fall into Bands A and B.

COMMENTS OF THE TREASURER

2.50 Under Section 25 of the Local Government Act 2003, the Treasurer is required to report to the Authority on the following two matters:

- The robustness of the estimates made for the purposes of calculations; and
- The adequacy of reserves.

2.51 The Treasurer is satisfied that, on the basis of the financial risk assessments, the working balances are adequate and plans exist for using any surplus balances.

2.52 The Treasurer has been consulted fully concerning the build up and calculation of the budget, and is content that these have been prepared in an accurate and robust manner, such that the Authority will have adequate resources to discharge its responsibilities under various statutes and regulations.

2.53 A statement by the Authority Treasurer is included as Appendix C to this report.

3. FINANCIAL IMPLICATIONS

The financial implications are set out in full in the body of this report.

4. HUMAN RESOURCES AND LEARNING AND DEVELOPMENT IMPLICATIONS

There are a number of human resources implications within this report as in order to deliver a balanced budget it will be necessary to accept a number of requests for

voluntary redundancy. This is inevitably unsettling for staff and creates an environment that needs to be carefully managed both with staff and their representatives.

5. EQUALITIES IMPLICATIONS

An equality impact assessment has not been undertaken because there are no equalities implications arising from this report.

6. CRIME AND DISORDER IMPLICATIONS

There are no crime and disorder implications arising from this report.

7. LEGAL IMPLICATIONS

The Authority must set a balanced budget for 2015/2016 but may acknowledge potential budget shortfalls for future years.

8. RISK MANAGEMENT IMPLICATIONS

- 8.1 Risks associated with budget setting are always significant. Budgets are by their very nature estimates of future activity and these estimates can sometimes be incorrect. Changes involving contraction of activities may not be made on the envisaged timescales, public consultation may vary policy and external issues such as national pay awards may not align with the assumptions.
- 8.2 There can be no control over external issues however the Authority has sufficient reserves to cope with any in year changes which alter these budget assumptions significantly.

9. RECOMMENDATIONS

It is recommended that Members:

- 9.1 Determine which of the two options set out in Appendices A or B will determine the Authority's precept for 2015/2016.
- 9.2 Approve the continued payment of Members Allowances for 2015/16 in accordance with the approved scheme.

10. BACKGROUND PAPERS FOR INSPECTION (OTHER THAN PUBLISHED DOCUMENTS)

None.

John Buckley
CHIEF FIRE OFFICER

APPENDIX A

Proposal for Council Tax Increase of 0%

In order to maintain the levels of Council tax at the 2014/2015 level the Band D level of Council Tax would need to be set at £71.05 per annum in 2015/2016 as it was in 2014/2015.

Specifically in 2015/2016 Council Tax would be set at the following levels:

Band A	47.37
Band B	55.26
Band C	63.16
Band D	71.05
Band E	86.84
Band F	102.63
Band G	118.42
Band H	142.10

The level of Council Tax at Band D is then multiplied by the taxbase to calculate the precept to be set for each of the District Councils and the City Council as follows:

	Taxbase	Percentage	Precept £
Ashfield	31,052.20	10.5%	2,253,118.85
Bassetlaw	32,545.35	11.0%	2,355,552.16
Broxtowe	32,400.60	10.9%	2,314,578.67
Gedling	35,610.06	12.0%	2,564,300.81
Mansfield	27,751.40	9.3%	1,990,854.01
Newark and Sherwood	36,770.96	12.4%	2,612,576.76
Rushcliffe	39,923.10	13.4%	2,869,098.31
Nottingham City	61,047.00	20.5%	4,441,273.43
Total	297,100.67		21,401,353.00

The above figures are calculated after taking account of the declared surplus/deficit on collection for each of the billing authorities.

APPENDIX B

Proposal for Council Tax Increase of 1.95%

An increase in Council Tax of 1.95% would require the Authority to set a Band D Council Tax of £72.44 per annum in 2015/2016.

Specifically in 2015/2016 Council Tax would be set at the following levels:

Band A	48.29
Band B	56.34
Band C	64.39
Band D	72.44
Band E	88.54
Band F	104.64
Band G	120.73
Band H	144.88

The level of Council Tax at Band D is then multiplied by the taxbase to calculate the precept to be set for each of the District Councils and the City Council as follows:

	Taxbase	Percentage	Precept £
Ashfield	31,052.20	10.5%	2,296,281.42
Bassetlaw	32,545.35	11.0%	2,400,790.20
Broxtowe	32,400.60	10.9%	2,359,615.51
Gedling	35,610.06	12.0%	2,613,798.80
Mansfield	27,751.40	9.3%	2,029,428.46
Newark and Sherwood	36,770.96	12.4%	2,663,688.40
Rushcliffe	39,923.10	13.4%	2,924,591.43
Nottingham City	61,047.00	20.5%	4,526,128.78
Total	297,100.67		21,814,323.00

The above figures are calculated after taking account of the declared surplus/deficit on collection for each of the billing authorities.

NOTTINGHAMSHIRE AND CITY OF NOTTINGHAM FIRE AND RESCUE AUTHORITY

STATEMENT BY AUTHORITY TREASURER

Under Section 25 of the Local Government Act 2003, the Treasurer is specifically required to report to the Authority on the following two matters:

- The robustness of the estimates made for the purposes of calculations ; and
- The adequacy of reserves and working balances.

I have consulted with the Head of Finance and Resources and note that the required level of working balances is calculated using a risk assessment methodology. I am satisfied that, on the basis of those risk assessments, the proposed level of balances is adequate.

I note however that the actual level of balances exceeds this recommended level during 2015/2016 but note the projected budgets for 2016/2017 and 2017/2018 exceed the possible grant and council tax yields for those years.

Earmarked Reserves are held for specific purposes, and include amounts for Unapplied LPSA Reward Grant, The Community Safety Fund, Pensions, Operational Equipment and Environmental Schemes.

I have also been consulted fully concerning the build up and calculation of both the Revenue and Capital budgets and am content that these have been prepared in an accurate and robust manner such that the Authority will have adequate resources to discharge its responsibilities under various statutes and regulations.

Peter Hurford CPFA B.Soc.Sc
FIRE AND RESCUE AUTHORITY TREASURER

PROPOSED CHANGES TO BASE BUDGETS 2014/2015 – 2016/2017

	2015/16	2016/17	2017/18
	£	£	£
	42,891,865	41,212,721	42,636,983
Inflation			
Pay Inflation (includes end of "contracting out" 2016/17)			
- Wholetime	163,262	567,490	202,590
- Retained	16,856	49,765	23,926
- Control	12,702	22,689	12,680
- Administrative & Support	77,714	178,454	58,302
Members' Allowances	2,275	2,320	2,366
Insurances	4,756		
Saving on fuel price	-33,225		
Non Pay Inflation	60,286	154,183	73,299
Pensions	0	17,556	1,148
Savings			
Eliminate risk based contingency	-50,000		
Eliminate consultancy fees budget	-16,000		
Eliminate Job Evaluation contingency	-14,605		
Administrative & Support pay vacancy factor	-118,959	-4,340	-971
Voluntary Redundancy Phase 2	-153,023		
Deletion of Posts:			
- Prince's Trust	-88,090		
- Administration	-40,432		
Removal of Highfields Station 2nd Wholetime Appliance	-781,951		
Removal of Mansfield Station Retained Appliance	-103,065		
Eliminate surplus Retained Pay Budget	-200,000		
Transfers to 2015 Fire-fighter pension scheme	-194,402		
Net changes in pay budgeting assumptions	-94,944		
Zero Base Budget Review Savings:			
- Printing	-12,290		
- Marketing & Publicity	-13,302		
- Operational Equipment	-37,000	-15,000	
- Uniform	-30,000		
- ICT Maintenance Contracts	-52,388		
- Phones - Landlines & Mobiles	-28,520	-33,957	
- Rent of premises income	-35,695		
Reduction in Training Budget	-57,000		
Reduction in Human Resources Budgets	-4,450		
Reduction in Electricity and Gas Budgets	-18,393		
Reduction in Stations' Cleaning Materials Budgets	-10,437		
Reduction in Travel & Subsistence Budgets	-19,318		
Services Provided To / From Trading Company	-1,473		
Change in Surplus / Deficit on Collection Fund	-107,550	252,350	
Eliminate Budget for Shared Premises Costs re Central Fire Station		-82,000	-10,000
Growth			
Pay Increments	70,063	41,664	38,847
Head of Control (one third of cost of service purchased)	21,000		

	2015/16	2016/17	2017/18
	£	£	£
Administrative & Support employees overtime	13,983		
Additional bank holidays	56,424	-93,264	95,269
Additional Responsibility Allowances	41,500		
Pensions & Ill Health Charges	45,457	20,099	6,442
Training: Teotonics Programme	19,000		
Prince's Trust Expenditure Budgets	9,424		
Insurances	34,286		
Fire Precaution Maintenance	9,500		
Reduction in Interest Receivable Budget	10,000	10,000	10,000
Minor corrections to Income Budgets	10,397		
Reduction in Non-Specific Grant	45,599		
Tri-Service Mobilising Increase in Non-Pay Costs	24,000		
Align Cleaning Budget with Contract	21,732	8,125	
Contribution to National Operational Guidance Programme	20,000	10,000	
Business Rates Increases re New / Refurbished Stations		12,000	
Reduction in Income Budget for Clifton		2,900	
Increase in LGPS Lump Sum		4,000	
One Year Reversing Item			
Professional Fees etc.	-20,000		1,200
Capital Financing			
Interest charges	-8,998	140,360	196,900
Minimum Revenue Provision	-69,920	146,725	281,119
Finance Leasing	-17,580		
Reserves			
Re-set Contribution to Reserves Budget to Zero	-116,961		
Re-set Contribution from Reserves to Support Prince's Trust to Zero	85,532		
Other Minor Adjustments	-4,921	12,143	
	<u>-1,679,144</u>	<u>1,424,262</u>	<u>993,117</u>
	<u><u>41,212,721</u></u>	<u><u>42,636,983</u></u>	<u><u>43,630,100</u></u>

CASH LIMIT 2015/16 to 2017/18

APPENDIX E

		Original Budget 2014/2015 £000's	Revised Budget 2014/2015 £000's	Budget Requirement 2015/2016 £000's	Budget Requirement 2016/2017 £000's	Budget Requirement 2017/2018 £000's
Employees	Direct Employee Expenses	32,661	32,657	31,342	32,195	32,618
	Indirect Employee Expenses	530	554	521	521	521
	Pension	778	778	821	859	874
		33,968	33,989	32,684	33,574	34,012
Premises-Related Expenditure	Repairs Alterations and Maintenance of Buildings	537	537	544	560	576
	Energy Costs	389	389	371	401	401
	Rents	95	95	95	13	3
	Rates	712	712	712	724	724
	Water	65	65	72	81	85
	Fixture and Fittings	1	1	1	1	1
	Cleaning and Domestic Supplies	272	271	300	314	314
	Grounds Maintenance Costs	25	25	26	27	28
	Premises Insurance	26	26	35	36	37
	Refuse Collection	35	35	37	38	39
	2,158	2,157	2,192	2,194	2,207	
Transport-Related Expenditure	Direct Transport Cost	1,123	1,120	1,127	1,129	1,169
	Recharges	146	146	128	128	128
	Public Transport	22	30	17	17	17
	Transport Insurance	267	267	266	271	277
	Car Allowances	375	373	369	369	369
	1,932	1,935	1,907	1,915	1,960	
Supplies & Services	Equipment Furniture and Materials	724	725	683	680	681
	Catering	46	47	44	44	44
	Clothes Uniforms and Laundry	294	294	264	264	264
	Printing Stationery and General Office Expenses	79	82	85	95	95
	Services	489	492	474	480	482
	Communications and Computing	1,608	1,607	1,542	1,498	1,498
	Expenses	39	39	36	36	36
	Grants and Subscriptions	35	34	36	37	37
Miscellaneous Expenses	318	318	272	275	278	
	3,632	3,637	3,436	3,408	3,415	
Third Party Payments	Other Local Authorities	102	102	103	103	103
	Private Contractors	23	23	23	24	24

		Original Budget 2014/2015 £000's	Revised Budget 2014/2015 £000's	Budget Requirement 2015/2016 £000's	Budget Requirement 2016/2017 £000's	Budget Requirement 2017/2018 £000's
		125	125	126	127	127
Support Services	Finance	153	158	162	165	168
	Corporate Services	41	41	43	44	44
		194	199	204	208	212
Sales Fees & Charges	Customer and Client Receipts	-552	-122	-144	-146	-147
		-552	-122	-144	-146	-147
Other Income	Government Grants	-515	-515	-470	-470	-470
	Other Grants/Reimbursements and Contributions	-267	-731	-873	-621	-621
	Interest	-86	-86	-76	-66	-56
		-868	-1,333	-1,419	-1,157	-1,147
Capital Financing Costs	Interest Payments	961	961	952	1,092	1,289
	Debt Management Expenses	1,343	1,343	1,273	1,420	1,701
		2,304	2,304	2,225	2,512	2,990
Budget		42,892	42,892	41,213	42,637	43,630

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NOTTINGHAMSHIRE
Fire & Rescue Service
Creating Safer Communities

Nottinghamshire and City of Nottingham
Fire and Rescue Authority

PENSIONS BOARD

Report of the Chief Fire Officer

Date: 27 February 2015

Purpose of Report:

To inform Members of the Authority's obligations under the Public Service Pensions Act 2013 to form a pensions board.

To request that powers are delegated to the Chair, Vice-Chair and Opposition Spokesperson to enter into an agreement with Leicestershire and Derbyshire Fire and Rescue Services for a joint pensions board to be formed and to approve the governance arrangements for such a board.

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1. BACKGROUND

- 1.1 The Public Service Pensions Act 2013 sets out requirements for the governance and administration of public service pension schemes and provides for explicit regulatory oversight of these schemes.
- 1.2 These schemes principally cover civil servants, the judiciary, local government workers, teachers, health service workers, fire and rescue workers, members of police forces and the armed forces.
- 1.3 Nottinghamshire Fire and Rescue Service offers pension schemes to two sets of employees the first of which is the Local Government Pension Scheme which is managed and administered by Nottinghamshire County Council as the Pensions Authority.
- 1.4 The Fire Fighters Pension Schemes are national schemes but are managed and administered locally by fire and rescue authorities.
- 1.5 Whilst the provisions of the Public Serviced Pensions Act (The Act) apply to both types of scheme, the obligations under the Act in respect of the Local government scheme are discharged fully by the County Council in its capacity as scheme manager.

2. REPORT

- 2.1 Key to the Act is the establishment of a number of roles within the fire fighters pension scheme:
 - i) The Pensions Advisory Board
 - ii) The Local Pensions Board
 - iii) The Scheme Manager
 - iv) The scheme administrator
- 2.2 The Pensions Advisory Board is a national body convened by DCLG to advise on matters relating to the fire fighters pension scheme. This body is composed of both employer and employee representatives.
- 2.3 The local pensions board is a board which consists of employer and employee representatives in equal number and is established to assist the scheme manager in the administration of the pension scheme. It is not a decision making body but scrutiny role.
- 2.4 The scheme manager is the Fire Authority which will discharge this function through a nominated officer. This is currently the Director of Finance and Resources.
- 2.5 The scheme manager may appoint a scheme administrator to effectively run the pension scheme at a local level.

- 2.6 Discussions have been held with officers at Leicestershire and Derbyshire Fire and Rescue Services with a view to sharing a pensions board. This would be convenient as all three services including Nottinghamshire share the same pensions administrator. As it is the main purpose of the board to oversee the work of the pensions administrator there are obvious benefits from sharing a board.
- 2.7 Guidance on how to set up a board and its governance arrangements have been slow in production and even at this late stage there is a lack of useful detail. However, the Authority still needs to establish a board before 1 April 2015.
- 2.8 There is a requirement for the board to be adequately trained but there is an acceptance that as yet no boards are appointed nationally there has been little or no opportunity for training to take place. It is important however, that a training programme is devised for board members to ensure that they are fully aware of the operation of the pension schemes. This will be developed once guidance is received.
- 2.9 It is important therefore that the Authority acts quickly in setting up a board and it is proposed that the Authority should delegate the responsibility of doing so to the Chair, the Vice Chair and the Opposition Spokesperson with appropriate support from officers.
- 2.10 It is envisaged that there will be a “joint” board for all three services but in the event that this cannot be achieved then other arrangements will need to be made. Key decisions that will need to be made are:
- What will the constitution of the board be in terms of representation?
 - What will governance arrangements be?
 - Where will the board get its support and administration it?

3. FINANCIAL IMPLICATIONS

The financial implications are not known at the present time, but it is possible that there might be a small cost for the administration of the board.

4. HUMAN RESOURCES AND LEARNING AND DEVELOPMENT IMPLICATIONS

There are no specific human resources or learning and development implications which arise directly from this report aside from the requirement for employees to be represented on the board.

5. EQUALITIES IMPLICATIONS

This is not a new policy or service, so no initial assessment has been completed.

6. CRIME AND DISORDER IMPLICATIONS

There are no specific crime and disorder implications which arise directly from this report.

7. LEGAL IMPLICATIONS

The Public Service Pensions Act 2013 requires that a local pensions board is set up by 1 April 2015.

8. RISK MANAGEMENT IMPLICATIONS

There are no risk implications arising from this report.

9. RECOMMENDATIONS

- 9.1 That Members approve the creation of a joint pensions board with Derbyshire and Leicestershire if possible.
- 9.2 That Members delegate the responsibility for agreeing the constitution and governance of the board to the Chair, Vice Chair and Opposition Spokesperson.

10. BACKGROUND PAPERS FOR INSPECTION (OTHER THAN PUBLISHED DOCUMENTS)

None.

John Buckley
CHIEF FIRE OFFICER



NOTTINGHAMSHIRE
Fire & Rescue Service
Creating Safer Communities

Nottinghamshire and City of Nottingham
Fire and Rescue Authority

OPERATIONAL ACTIVITY UPDATE 2014

Report of the Chief Fire Officer

Date: 27 February 2015

Purpose of Report:

To update the Fire Authority on the operational activity levels during the calendar year 2014.

CONTACT OFFICER

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Chief Fire Officer

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1. BACKGROUND

- 1.1 During 2010 Nottinghamshire Fire and Rescue Service (NFRS) undertook the most comprehensive review of its operational activity since 1986. Under the term “Fire Cover Review”, the Service ‘risk-profiled’ the whole county against a risk matrix and looked at how the location and provision of resources matched the risk.
- 1.2 Since 2011 this data has been used to underpin key decisions regarding the location and level of operational resources and will be reviewed as part of the Fire Cover Review process in 2015 (FCR 2015).
- 1.3 The Fire Authority asked to be informed as to all future operational activity on an annual basis, to ensure that the level of operational resources best matched the risk profile of the county and city. This report introduces these statistics for the calendar year 2014 (January to December).

2. REPORT

RISK PROFILE

- 2.1 During 2014 the risk profiling has been updated and there is no significant change to the county risk profile overall. Some variation across super output areas (an area where the risk is measured and rated) has been detected, but this is not significant enough to present any issues for the Fire Authority to consider.
- 2.2 The risk areas are still rated within the original three agreed by the Fire Authority and utilise the terms:
 - Low;
 - Medium; and
 - High Risk
- 2.3 To determine these categories, the following datasets are used:
 - All incidents where injuries have occurred;
 - Incidents with a recorded fire death;
 - Special service calls involving any risk to life;
 - Fire in non-domestic property;
 - Dwelling fires;
 - Indices of multiple deprivation.
- 2.4 The methodology ensures consistency in the Service’s approach and also utilises the process which was externally validated by Nottingham Trent University and accepted by the Fire Authority as part of the original Fire Cover Review 2010.

2.5 The on-going FCR 2015 fire cover review will include a review of the risk profile approach in 2.4 above to ensure this remains fit for purpose.

ACTIVITY LEVELS

2.6 The full operational activity levels for the Service are appended to this report and continue to show a five year range so that the Fire Authority can compare 2014 figures with the preceding four years.

2.7 The total number of incidents for 2014 was 9468 a reduction on the previous year from 9765, continuing the reductions over the previous five years.

2.8 Of these 9468 incidents, over 4000 were false alarms; approximately 1500 were primary fires; just over 500 were road traffic collisions and nearly 2000 were secondary fires, with just over 1300 that are classified as 'other calls'.

2.9 The station with the highest incident numbers was again Central, with just over 1600 incidents recorded, a slight increase on the previous year, however, just under 900 of those incidents were classified as false alarms.

2.10 Total mobilisations also fell to reflect the reduction in incidents from 15500 to 14300 in 2014.

2.11 In terms of activity, Saturday and Sunday remain the busiest days of the week, although the difference between the weekend and week days was less significant. As in the previous year, August remains the busiest month.

2.12 The Service still deals with the significant majority of incidents (8977 of the total) with one, two or three appliances and the Service only deployed more than ten appliances on six occasions during 2014. This continues to demonstrate that with previous authority decisions to reduce the fleet, the Service still retains capacity to respond effectively. The reduction of appliances at Mansfield and Highfields has also been implemented; impact arising from these decisions will be reported in future operational activity reports.

2.14 Currently the Fire Authority maintains a single measure for attendance standards to incidents, that being 90% of incidents will receive an attendance in ten minutes. During 2014 the actual achieved for all incidents was 74% and for fires in dwellings was 84%. This aspect will also form part of the 2015 fire cover review and be reported to Members in a future report once complete.

2.15 The Operational Activity information and data presented will be uploaded to the Service's website in keeping with previous years so that it is publicly available and supports the Authority's proactive stance for transparency.

3. FINANCIAL IMPLICATIONS

There are no financial implications arising from this report.

4. HUMAN RESOURCES AND LEARNING AND DEVELOPMENT IMPLICATIONS

This report does not propose any specific changes that directly involve human resources and learning and development implications, the information contained within it may influence future decisions.

5. EQUALITIES IMPLICATIONS

An equality impact assessment is not required for this report as it only presents historical data. However, this data will be used in any subsequent changes to operational resourcing, and decisions will be subject to an equality impact assessment at that time.

6. CRIME AND DISORDER IMPLICATIONS

Section 17 of the Crime and Disorder Act 1998 states that “it shall be the duty of each authority to which this section applies to exercise its various functions with due regard to the likely effect of the exercise of those functions on, and the need to do all that it reasonably can to prevent, crime and disorder in its area”. This report does not contain any implications which would affect that duty.

7. LEGAL IMPLICATIONS

- 7.1 Part 3, Section 21 of the Fire and Rescue Services Act 2004 requires the Secretary of State to prepare a National Framework. This document places a duty of Fire and Rescue Authorities to ‘produce a ... plan that identifies and assesses all foreseeable fire and rescue related risks that could affect its community’.
- 7.2 As part of the Integrated Risk Management Plan the Authority is required to continually update and review the operational demands and the risks being faced, publication of the operational activity demonstrates that Nottinghamshire Fire and Rescue Service ensures that the Fire Authority continues to meet such duties.

8. RISK MANAGEMENT IMPLICATIONS

The updated risk profile and operational activity levels inform the Services wider risk management process, through the proactive monitoring and review of these aspects, the Authority is best placed to understand the impact on its service provision.

9. RECOMMENDATIONS

It is recommended that Members:

- 9.1 Note the operational activity levels for 2014.
- 9.2 Request that the Community Safety Committee to review the data in the report and consider any potential implications or opportunities for the delivery of services.

10. BACKGROUND PAPERS FOR INSPECTION (OTHER THAN PUBLISHED DOCUMENTS)

None.

John Buckley
CHIEF FIRE OFFICER

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NOTTINGHAMSHIRE
Fire & Rescue Service
Creating Safer Communities



Operational Activity 2014

Creating Safer Communities

Contents

Contents.....	2
Glossary Of Terms	7
Definitions:.....	8
Appliance Call Signs Attached to Corresponding Stations and Crewing levels.	10
Average Attendance Times	17
Incident Types Per Year	22
Secondary Fires by Type.....	24
Incidents By Station Area	26
Mobilisations by Appliance:	37
Co-responding:	41
Fires attended by a Single Appliance:	43
Incidents and Mobilisations:.....	49
Mobilisations by Day:.....	50
Mobilisations by Month:	51
Appliances in Attendance:	52
Demand For Incidents	58
Mobilisations by Appliance:	64
Station 1 Mansfield:	64
Station 2 Blidworth:	66
Station 5 Ashfield:	67
Station 6 Edwinstowe:.....	69
Station 7 Warsop:	70
Station 8 Worksop:.....	71
Station 10 Harworth:	73

Station 11 Misterton:	74
Station 12 Retford:	75
Station 13 Tuxford:	77
Station 14 Southwell:	78
Station 15 Collingham:	79
Station 16 Newark:	80
Station 17 Bingham:	82
Station 18 Central:	83
Station 19 West Bridgford:	85
Station 20 Stockhill:	87
Station 23 Stapleford:	89
Station 24 Eastwood:	90
Station 25 Hucknall:	91
Station 26 Arnold:	92
Station 27 Carlton:	94
Station 28 East Leake:	96
Station 29 Highfields:	97
Reserve Appliances:	100
Station Area Incident Breakdowns:	102
Mansfield:	102
Blidworth:	103
Ashfield:	104
Edwinstowe:	105
Warsop:	106
Worksop:	107

Harworth:	108
Misterton:	109
Retford:	110
Tuxford:.....	111
Southwell:	112
Collingham:	113
Newark:.....	114
Bingham:.....	115
Central:	116
West Bridgford:	117
Stockhill:.....	118
Stapleford:.....	119
Eastwood:	120
Hucknall:	121
Arnold:.....	122
Carlton:	123
East Leake:	124
Highfields:	125
Fatalities:	126
Mobilisation to In Attendance Times:.....	128
Mansfield:.....	128
Blidworth:	130
Ashfield:	131
Edwinstowe:.....	133
Warsop:.....	134

Worksop:.....	135
Harworth:	137
Misterton:	138
Retford:	139
Tuxford:.....	141
Southwell:	142
Collingham:	143
Newark:.....	144
Bingham:.....	146
Central:	147
West Bridgford:	149
Stockhill:.....	151
Stapleford:.....	153
Eastwood:	154
Hucknall:	155
Arnold:.....	156
Carlton:	158
East Leake:	160
Highfields:	161
Average Attendance Times:	164
Workload Modeller Data:	166
Specials Attendances:	174
T01A1	176
T01C1	180
T01C2	184

T05S1	188
T05W1	192
T08R1	196
T08R2	200
T13R1	204
T13R2	208
T16S1	212
T16R1	216
T19H9	220
T20H1	224
T23S1	228
T27S1	232
T29A1	236
T29R1	240
T29R2	244
T29R3	248
T29B1	252
TN581	256
TN980	260
TN990	264
RDS Off The Run (Staffing)	268
Hours off the Run RDS Mechanical and Staffing Jan-December 2014:	271
Hours off the Run RDS 2013-2014 Mechanical and Staffing in Minutes Hours and Days:	273

Glossary Of Terms

ALP	Aerial Ladder Platform
Appliance	Fire Engine
BAU	Breathing Apparatus Unit
Co-Responding	Assisting Ambulance Service
CSV	Command Support Vehicle
ELS	Enhanced Logistics Support
EPU	Environmental Protection Unit
FESS	Fire Emergency Support Service
HVP	High Volume Pump
IRU	Incident Response Unit
ISU	Incident Support Unit
NFRS	Nottinghamshire Fire & Rescue Service
OTR	Off The Run
RDS	Retained Duty System
RTC	Road Traffic Collision
SRT	Specialist Rescue Team
SSC	Special Service Call
WDS	Wholetime Duty System

Definitions:

Primary fire locations / properties are:

- ***Buildings including mobile homes fit for occupation*** (i.e. not wholly derelict), and those under construction.
- ***Caravans, trailers etc.***
- ***Vehicles and other methods of transport*** (not derelict unless associated with business e.g. scrap metal)
- ***Outdoor storage, plant and machinery***
- ***Agricultural and forestry premises and property***
- ***Other outdoor structures*** - including post boxes, tunnels, bridges etc.

Secondary Fires Hours - The following guidance is drawn from the Fire Damage Report (FDR) system and is provided here for the purpose of defining Primary and Secondary. These definitions are now used in the Incident Reporting System (IRS).

Secondary Fires - Secondary fires, is a term used to describe a group of incidents that usually require an initial attendance of one appliance; they include rubbish fires, grass fires and abandoned vehicles fires.

Secondary fire locations / properties are those that fall in the following categories:

- ***Single derelict building*** - Includes single building under demolition.
- ***Grassland etc.*** - Includes grassland, heathland, peatland, scrub, hedge, open land, railway

- embankment/cutting, road verge, single tree, straw/stubble incidents other than where 'intentional' (see below).
- **Intentional straw/stubble burning** - Includes solely incidents where there was a deliberate act by the agricultural community to burn straw or stubble.
(**N.B.** Excludes any other deliberate ignition of straw/stubble, which should be recorded in 'grassland').
- **Outdoor structure** - Road furniture, lamp standard, traffic sign, traffic light, control box, telegraph pole, pylon (but not electricity pylons – these are a Primary location), transformer on pole, hoarding, fence, stand-alone sign (including estate agents'), outdoor cable - on, above or below ground, park furniture, playground furniture, railway furniture, private outdoor furniture including barbecue, tree house, play house, hut, kennel, coal bunker, road surface, drain, scaffolding, wall, gate, yard door, cattle grid, single gas cylinder, derelict property/structure other than building or vehicle (including caravan), vagrant accommodation e.g. tarpaulin, cardboard shelter, other simple outdoor structures.
- **Refuse, refuse container** - Includes loose rubbish, dustbin, 'wheelie bin', skip, and bonfire/refuse burning out of control, fires at Primary locations involving solely incendiary devices or inflammable liquids.
- **Derelict vehicle** - Includes derelict cars, lorries, buses, trains, boats, aircraft etc.

Appliance Call Signs Attached to Corresponding Stations and Crewing levels.

Station 1 Mansfield Rosemary Street Mansfield Nottinghamshire NG19 6AB	Station 2 Blidworth Mansfield Road Blidworth Nottinghamshire NG21 0PN
T01P1 (WDS) T01P2 (RDS) T01A1 AERIAL LADDER PLATFORM T01C1 COMMAND SUPPORT VEHICLE T01C2 COMMUNITY OUTREACH VEHICLE FIRE INVESTIGATION UNIT RISK REDUCTION TEAM (NORTH) 30 Wholtime personnel 12 Retained personnel 6 Operational support staff (RRT)	T02P1 (RDS) 15 Retained Personnel

<p style="text-align: center;">Station 5 Ashfield Sutton Road Kirkby-in-Ashfield Nottinghamshire NG17 8HX</p> <p>T05P1 (WDS) T05P2 (RDS) T05T9 PRIME MOVER HVP/HOSE UNIT TN980 HVP/HOSE UNIT T05W1/T05S1 WATER/FOAM BOWSER 28 Wholetime personnel 11 Retained personnel</p>	<p style="text-align: center;">Station 6 Edwinstowe Ollerton Road Edwinstowe Nottinghamshire NG21 9QT</p> <p>T06P1 (WDS) 28 Wholetime personnel</p>
<p style="text-align: center;">Station 7 Warsop Church Street Warsop Nottinghamshire NG20 0AJ</p> <p>T07P1 (RDS) 17 Retained personnel</p>	<p style="text-align: center;">Station 8 Worksop Eastgate Worksop Nottinghamshire S80 1QS</p> <p>T08P1 (WDS) T08P2 (RDS) 31 Wholetime personnel 16 Retained Personnel</p>

<p style="text-align: center;">Station 10 Harworth Scrooby Road Harworth Doncaster DN11 8JW</p> <p>T10P1 (RDS) 21 Retained personnel</p>	<p style="text-align: center;">Station 11 Misterton Fox Covert Lane Misterton Nr Doncaster South Yorkshire DN 10 4ER</p> <p>T11P1 (RDS) T11V1 FIRST RESPONDER VEHICLE 13 Retained personnel</p>
<p style="text-align: center;">Station 12 Retford Wharf Road Retford Nottinghamshire DN22 6EN</p> <p>T12P1 (WDS) T12P2 (RDS) 29 Wholetime personnel 19 Retained personnel</p>	<p style="text-align: center;">Station 13 Tuxford Clark's Lane Tuxford Newark Nottinghamshire NG20 0AJ</p> <p>T13P1 (RDS) T13R1 (SRT. WDS) T13R2 (SRT.WDS) 11 Retained personnel 22 Wholetime SRT personnel</p>

<p style="text-align: center;">Station 14 Southwell Newark Road Southwell Nottinghamshire NG25 0ES</p> <p>T14P1 (RDS) T14V1 FIRST RESPONDER VEHICLE 9 Retained personnel</p>	<p style="text-align: center;">Station 15 Collingham Baptist Lane Collingham Nottinghamshire NG23 7LT</p> <p>T15P1 (RDS) 12 Retained personnel</p>
<p style="text-align: center;">Station 16 Newark Boundary Road Newark Nottinghamshire NG34 4AT</p> <p>T16P1 (WDS) T16P2 (RDS) T16S1 FLOOD RESPONSE UNIT TN581 MASS RE-ROBE UNIT T16T9 PRIME MOVER TN990 HVP HOSE UNIT T16T8 PRIME MOVER 29 Wholetime personnel 16 Retained personnel</p>	<p style="text-align: center;">Station 17 Bingham 42 Long Acre Bingham Nottinghamshire NG13 8AH</p> <p>T17P1 (RDS) 11 Retained personnel</p>

<p style="text-align: center;">Station 18 Central Shakespeare Street Nottingham NG1 4FB</p> <p>T18P1 (WDS) T18P2 (WDS) RISK REDUCTION TEAM (CITY) 53 Wholetime personnel 4 Operational support staff (RRT)</p>	<p style="text-align: center;">Station 19 West Bridgford Loughborough Road West Bridgford Nottinghamshire NG2 7FA</p> <p>T19P1 (WDS) T19H9 IRU INCIDENT RESPONSE UNIT 28 Wholetime personnel</p>
<p style="text-align: center;">Station 20 Stockhill Stockhill Lane Basford Nottingham NG6 0LG</p> <p>T20P1 (WDS) T20P2 (WDS) T20H1 ENVIRONMENTAL PROTECTION UNIT T20S1 FESS. FIRE EMERGENCY SUPPORT SERVICE 49 Wholetime personnel</p>	<p style="text-align: center;">Station 23 Stapleford Pinfold Lane Stapleford Nottinghamshire NG9 8DL</p> <p>T23P1 (RDS) 17 Retained personnel</p>

<p style="text-align: center;">Station 24 Eastwood Nottingham Road Eastwood Nottinghamshire NG16 3GL</p> <p>T24P1 (RDS) T24V1 FIRST RESPONDER VEHICLE 17 Retained personnel</p>	<p style="text-align: center;">Station 25 Hucknall Watnall Road Hucknall Nottinghamshire NG15 6EP</p> <p>T25P1 (RDS) 20 Retained personnel</p>
<p style="text-align: center;">Station 26 Arnold Jubilee Road Arnold Nottinghamshire NG5 6JR</p> <p>T26P1 (WDS) 29 Wholetime personnel</p>	<p style="text-align: center;">Station 27 Carlton Manor Road Carlton Nottinghamshire NG4 3AY</p> <p>T27P1 (WDS) T27S1 BREATHING APPARATUS UNIT 28 Wholetime personnel</p>

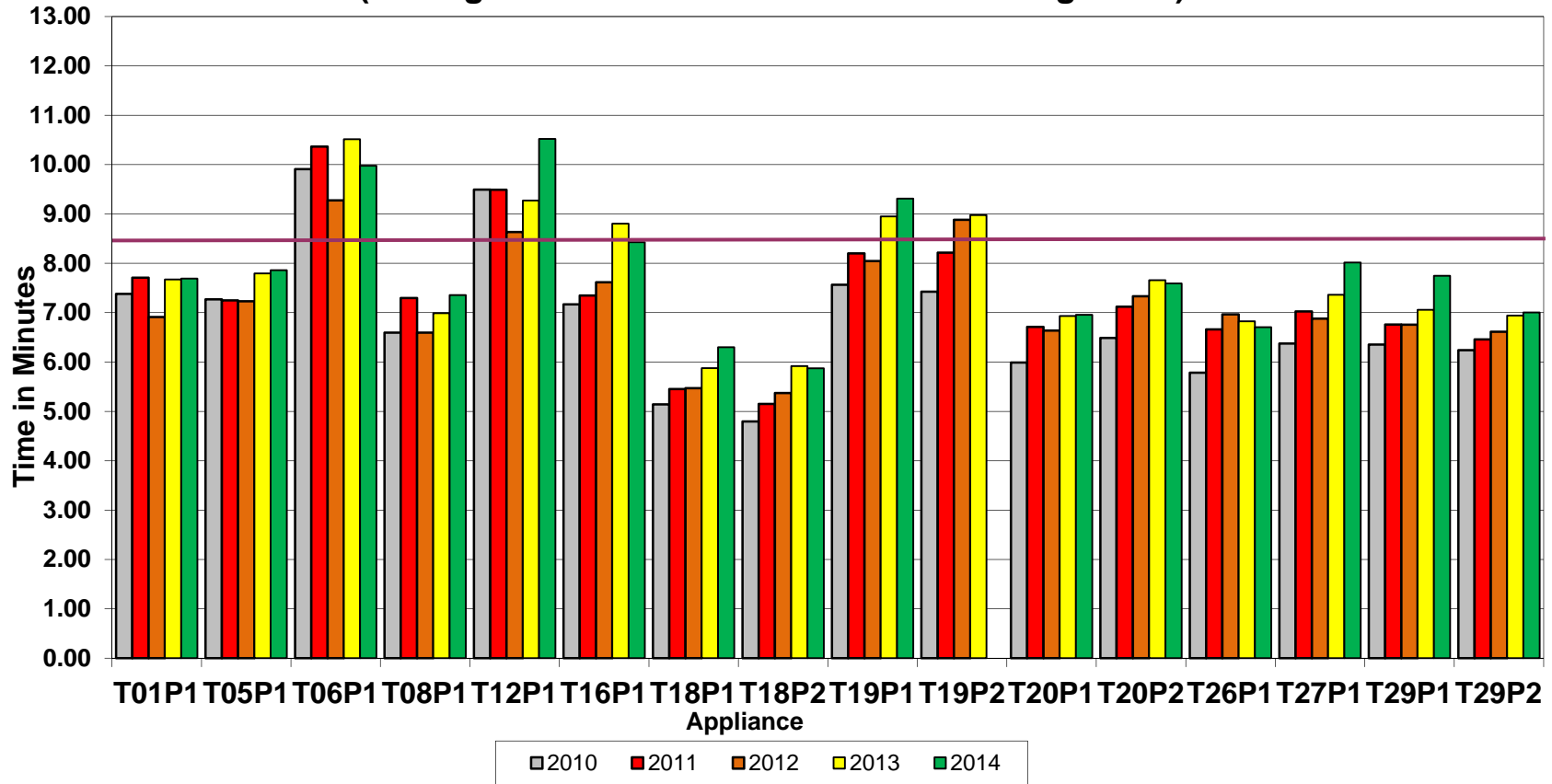
<p>Station 28 East Leake Gotham Road East Leake Loughborough Leicestershire LE12 6JG</p> <p>T28P1 (RDS) T28V1 FIRST RESPONDER VEHICLE 14 Retained personnel</p>	<p>Station 29 Highfields Hassocks Lane Beeston Nottinghamshire NG9 2GQ</p> <p>T29P1 (WDS) T29P2 (WDS) T29R1 (SRT. WDS) T29R2 (SRT. WDS) T29R3 (SRT. WDS) T29A1 AERIAL LADDER PLATFORM T23S1 INCIDENT SUPPORT UNIT (Crewed by RDS from Station 23) T29B1 BOAT RISK REDUCTION TEAM (SOUTH) 29 Wholetime personnel 21 Wholetime personnel (SRT) 7 Operational support staff (RRT)</p>
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Average Attendance Times

This update covers the period 2010 – 2014.

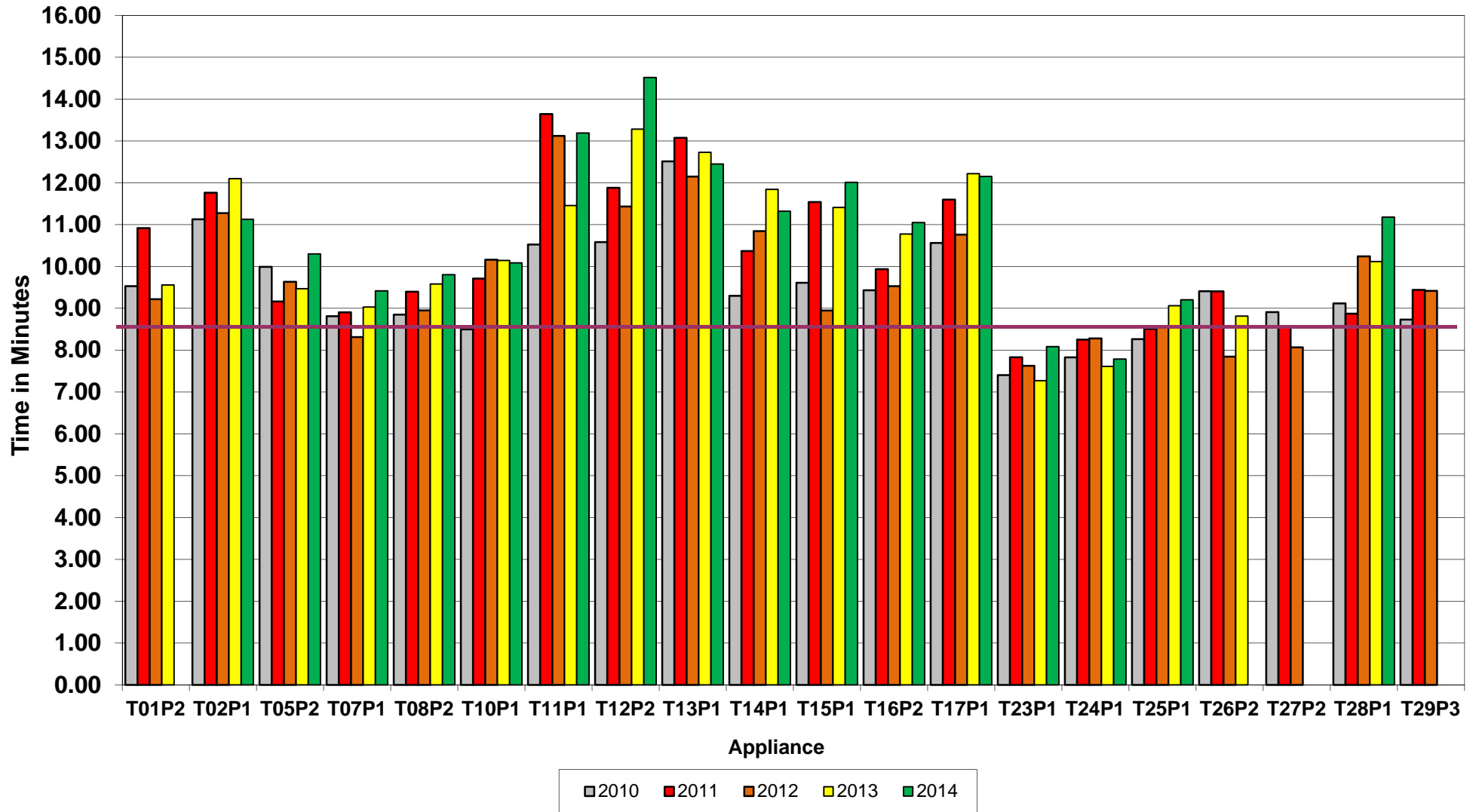
It is important to realise these times are the average attendance times; current standard is 90% within 10 minutes.

**Appliance Travel Times From Time of Mobilisation, WDS.
(Average 2010-2014. Excludes Call Handling Time.)**



Average Attendance Times WDS 2010-2014	2010	2011	2012	2013	2014
T01P1	7.38	7.71	6.91	7.67	7.69
T05P1	7.27	7.25	7.23	7.80	7.86
T06P1	0.00	0.00	0.00	10.51	9.98
T08P1	6.59	7.30	6.60	6.99	7.36
T12P1	9.49	9.49	8.63	9.27	10.52
T16P1	7.17	7.35	7.62	8.80	8.43
T18P1	5.14	5.45	5.47	5.88	6.30
T18P2	4.80	5.15	5.37	5.92	5.87
T19P1	7.57	8.20	8.04	8.95	9.31
T19P2	7.42	8.22	8.88	8.98	0.00
T20P1	5.99	6.71	6.64	6.93	6.96
T20P2	6.49	7.12	7.33	7.66	7.59
T26P1	5.78	6.66	6.97	6.82	6.71
T27P1	6.37	7.02	6.88	7.36	8.02
T29P1	6.35	6.76	6.76	7.06	7.75
T29P2	6.24	6.46	6.61	6.94	7.00

**Appliance Travel Times From Time of Mobilisation, RDS.
(Average 2010-2014. Excludes Call Handling Time.)**



Average Attendance Times RDS 2010-2014	2010	2011	2012	2013	2014
T01P2	9.53	10.92	9.22	9.56	0.00
T02P1	11.13	11.76	11.27	12.10	11.13
T05P2	9.99	9.16	9.63	9.47	10.30
T06P1	9.91	10.36	9.27	0.00	0.00
T07P1	8.81	8.90	8.31	9.03	9.42
T08P2	8.85	9.40	8.95	9.58	9.80
T10P1	8.50	9.71	10.16	10.14	10.09
T11P1	10.52	13.64	13.12	11.46	13.19
T12P2	10.58	11.88	11.43	13.28	14.52
T13P1	12.51	13.08	12.15	12.73	12.45
T14P1	9.30	10.37	10.85	11.84	11.32
T15P1	9.61	11.54	8.95	11.41	12.01
T16P2	9.43	9.93	9.53	10.77	11.05
T17P1	10.56	11.60	10.76	12.22	12.15
T23P1	7.40	7.83	7.63	7.27	8.08
T24P1	7.83	8.25	8.28	7.61	7.79
T25P1	8.26	8.51	8.56	9.06	9.20
T26P2	9.41	9.40	7.85	8.81	0.00
T27P2	8.91	8.58	8.07	0.00	0.00
T28P1	9.12	8.87	10.24	10.12	11.18
T29P3	8.73	9.44	9.42	0.00	0.00

NFRS continue to aim for a single attendance measure, as endorsed by the Combined Fire Authority (CFA), stating our aim to reach 90% of incidents within 10 minutes. During 2014 the actual level achieved for all incidents was 74%, with fires in dwellings seeing a marginally better performance of 84%.

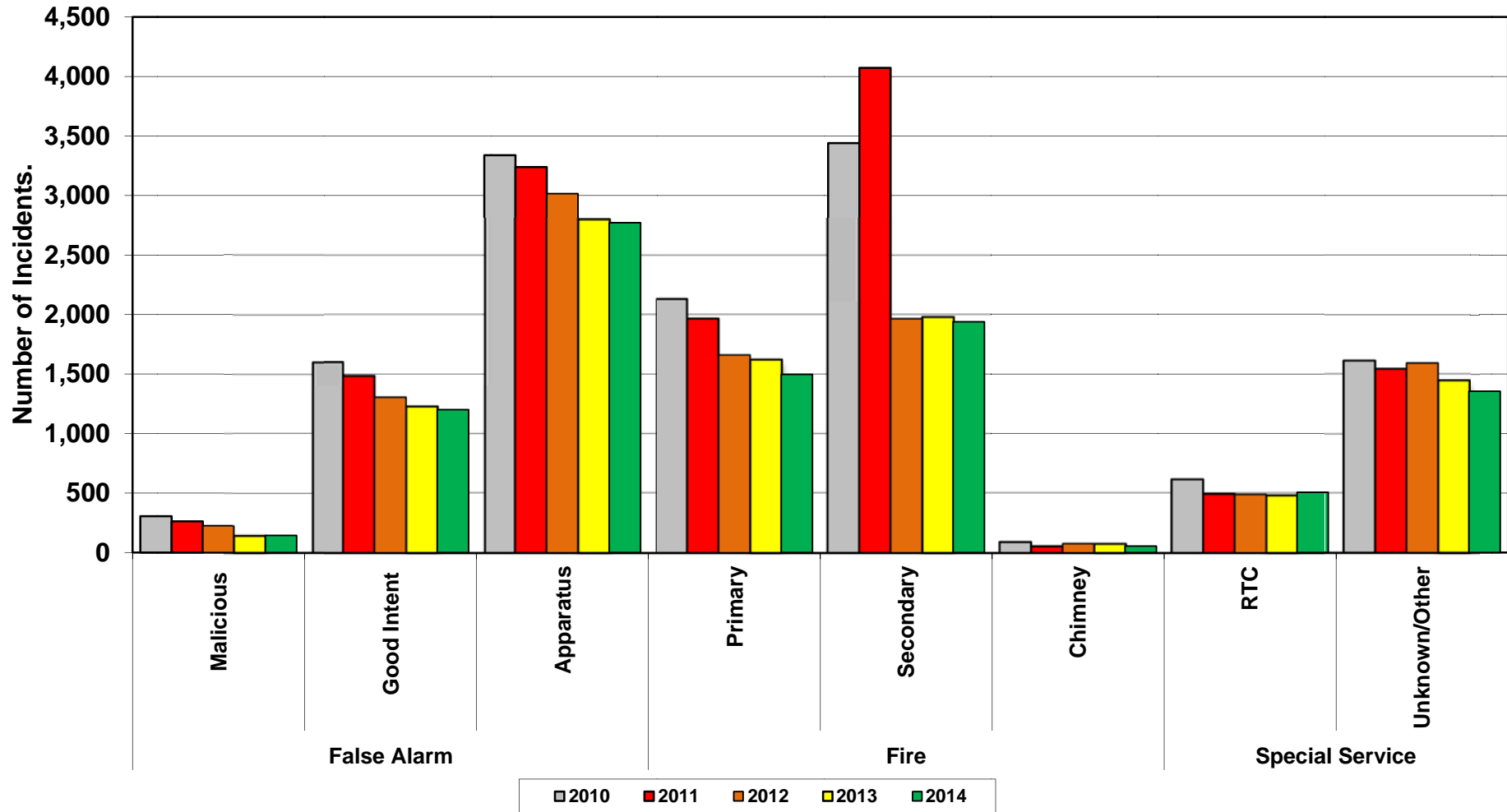
The table highlights those appliances/locations that (on average) exceeded our 10 minute measure.

Appliance	Time in Mins.		Appliance	Time in Mins.
T02P1	11.48		T13P1	12.58
T05P2	9.71		T14P1	10.73
T06P1	10.01		T15P1	10.70
T07P1	8.89		T16P2	10.14
T08P2	9.32		T17P1	11.46
T10P1	9.72		T19P1	8.41
T11P1	12.39		T25P1	8.72
T12P1	9.48		T28P1	9.91
T12P2	12.34			

Incident Types Per Year

Incident Types Per Year: 2010-2014

Page 100

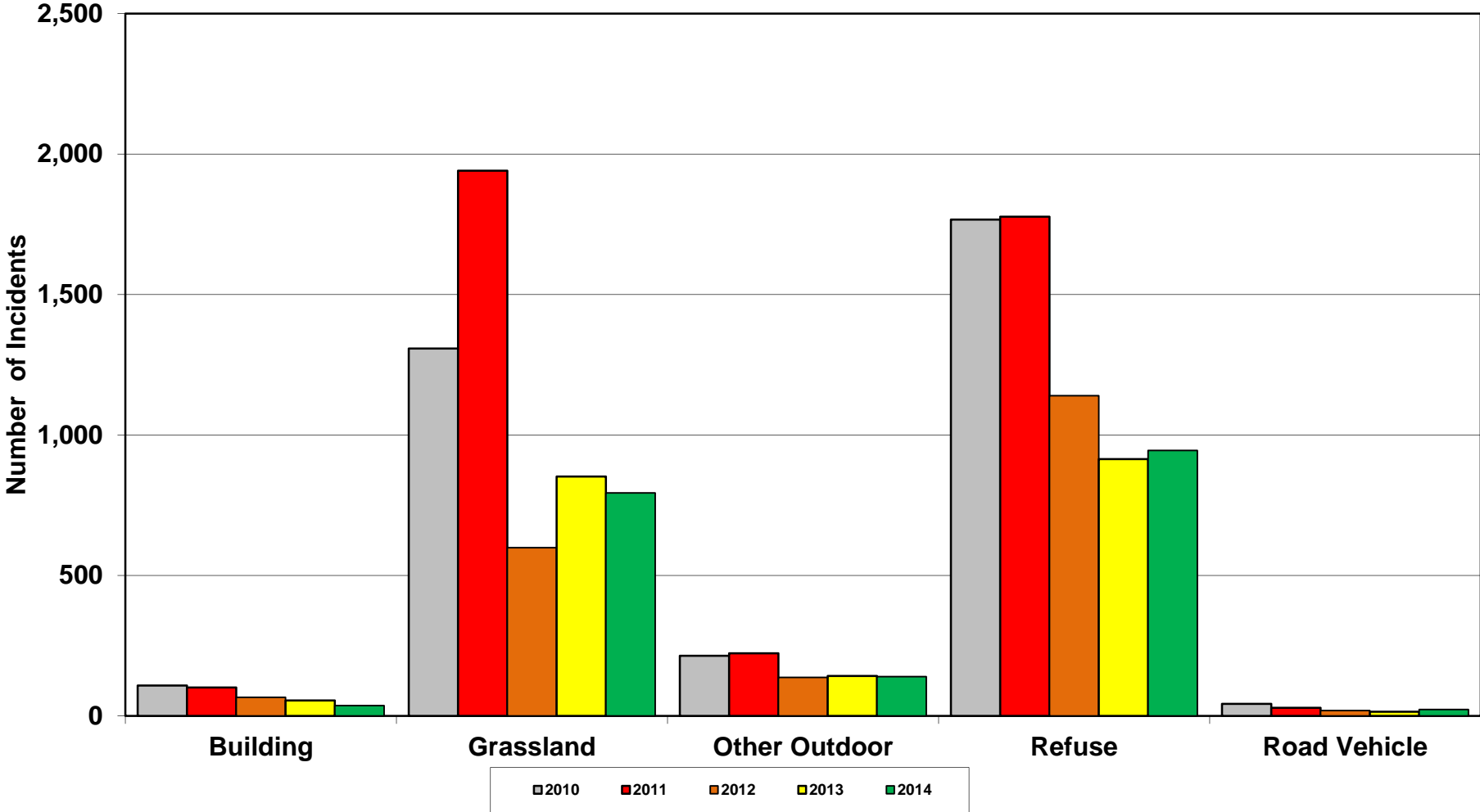


INCIDENT SUMMARY		2010	2011	2012	2013	2014
False Alarm	Malicious	305	262	226	143	144
	Good Intent	1,601	1,485	1,302	1,225	1,201
	Apparatus	3,339	3,239	3,016	2,798	2,771
Fire	Primary	2,133	1,965	1,661	1,622	1,497
	Secondary	3,440	4,073	1,963	1,978	1,939
	Chimney	92	57	79	76	54
Special Service	RTC	611	489	485	478	506
	Unknown/Other	1,611	1,542	1,591	1,445	1,356
Total		13,132	13,112	10,323	9,765	9,468

Secondary Fires by Type

Secondary Fires By Type: 2010-2014

Page 102

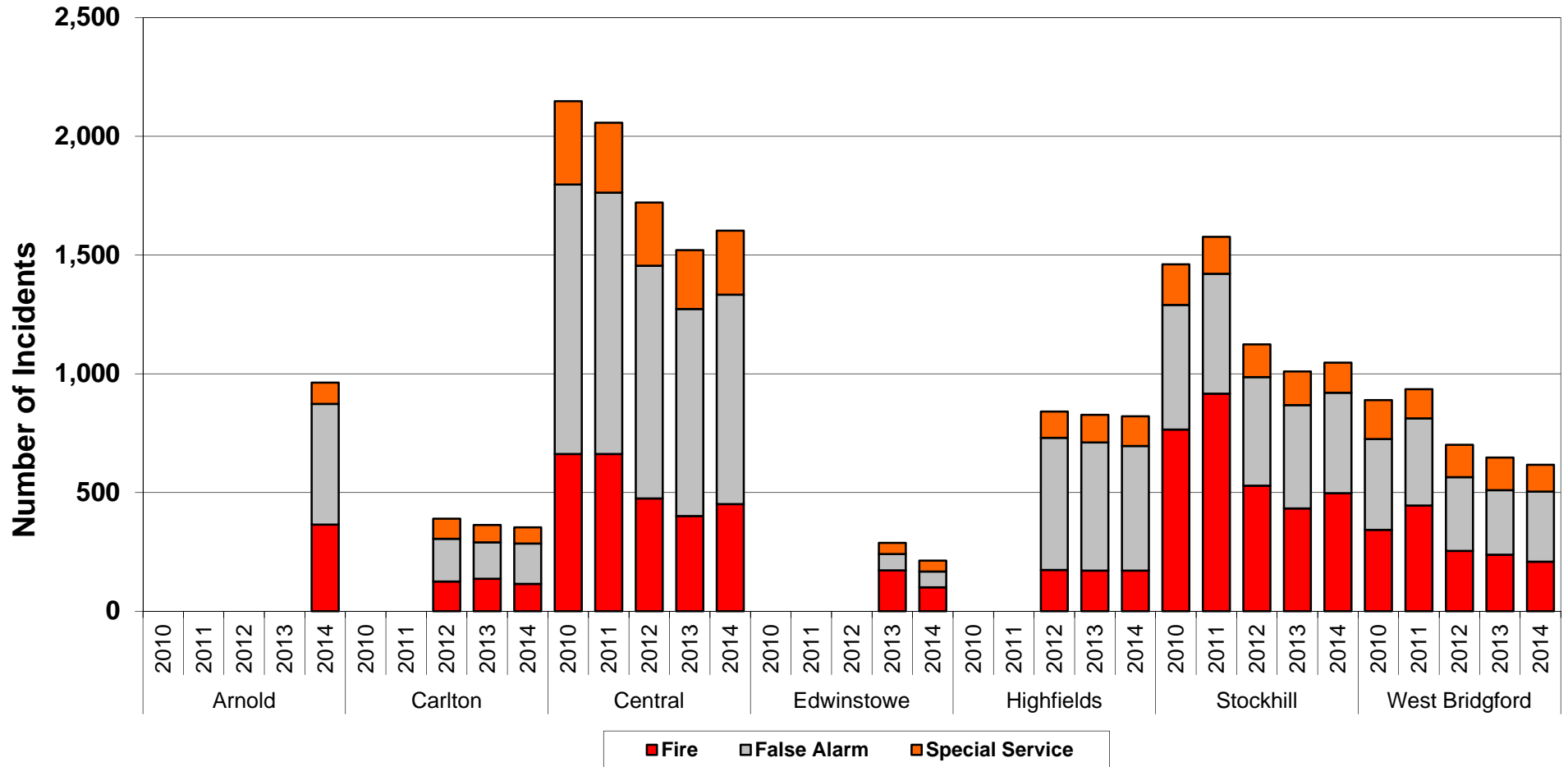


Secondary Sub Types 2010-2014	2010	2011	2012	2013	2014
Building	108	101	66	55	37
Grassland	1,308	1,941	599	852	794
Other Outdoor	214	223	137	142	140
Refuse	1,767	1,777	1140	914	945
Road Vehicle	43	29	19	15	23

Incidents By Station Area

Incidents By Station Area (WDS) 2010-2014

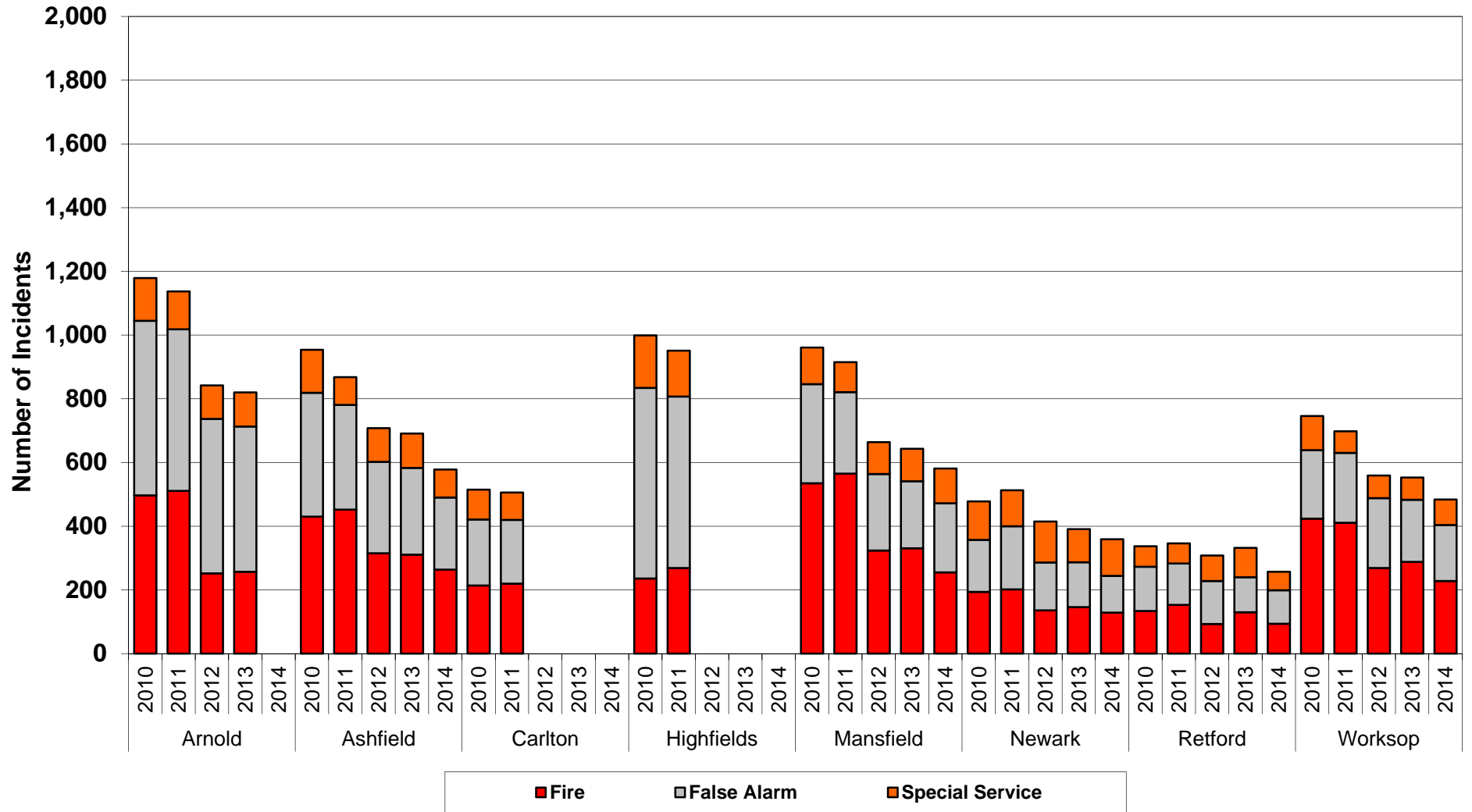
Page 104



INCIDENT SUMMARY	Year	False Alarm	Fire	Special Service	Total	% Change from 2010
Arnold	2010	0	0	0	0	
	2011	0	0	0	0	
	2012	0	0	0	0	
	2013	0	0	0	0	
	2014	508	365	90	963	
Carlton	2010	0	0	0	0	
	2011	0	0	0	0	
	2012	180	125	85	390	
	2013	153	137	73	363	-6.92%
	2014	170	115	68	353	-9.49%
Central	2010	1,135	662	351	2,148	
	2011	1,101	662	294	2,057	-4.24%
	2012	980	475	266	1,721	-19.88%
	2013	872	401	248	1,521	-29.19%
	2014	882	451	270	1,603	-25.37%
Edwinstowe	2010	0	0	0	0	
	2011	0	0	0	0	
	2012	0	0	0	0	
	2013	69	172	47	288	
	2014	66	101	46	213	-26.04%
Highfields	2010	0	0	0	0	
	2011	0	0	0	0	
	2012	556	174	111	841	
	2013	540	171	116	827	-1.66%
	2014	525	171	125	821	-2.38%

Stockhill	2010	525	765	171	1,461	
	2011	505	916	156	1,577	7.94%
	2012	457	529	138	1,124	-23.07%
	2013	435	433	142	1,010	-30.87%
	2014	423	497	127	1,047	-28.34%
West Bridgford	2010	382	343	164	889	
	2011	367	445	123	935	5.17%
	2012	311	254	136	701	-21.15%
	2013	272	238	137	647	-27.22%
	2014	295	209	113	617	-30.60%

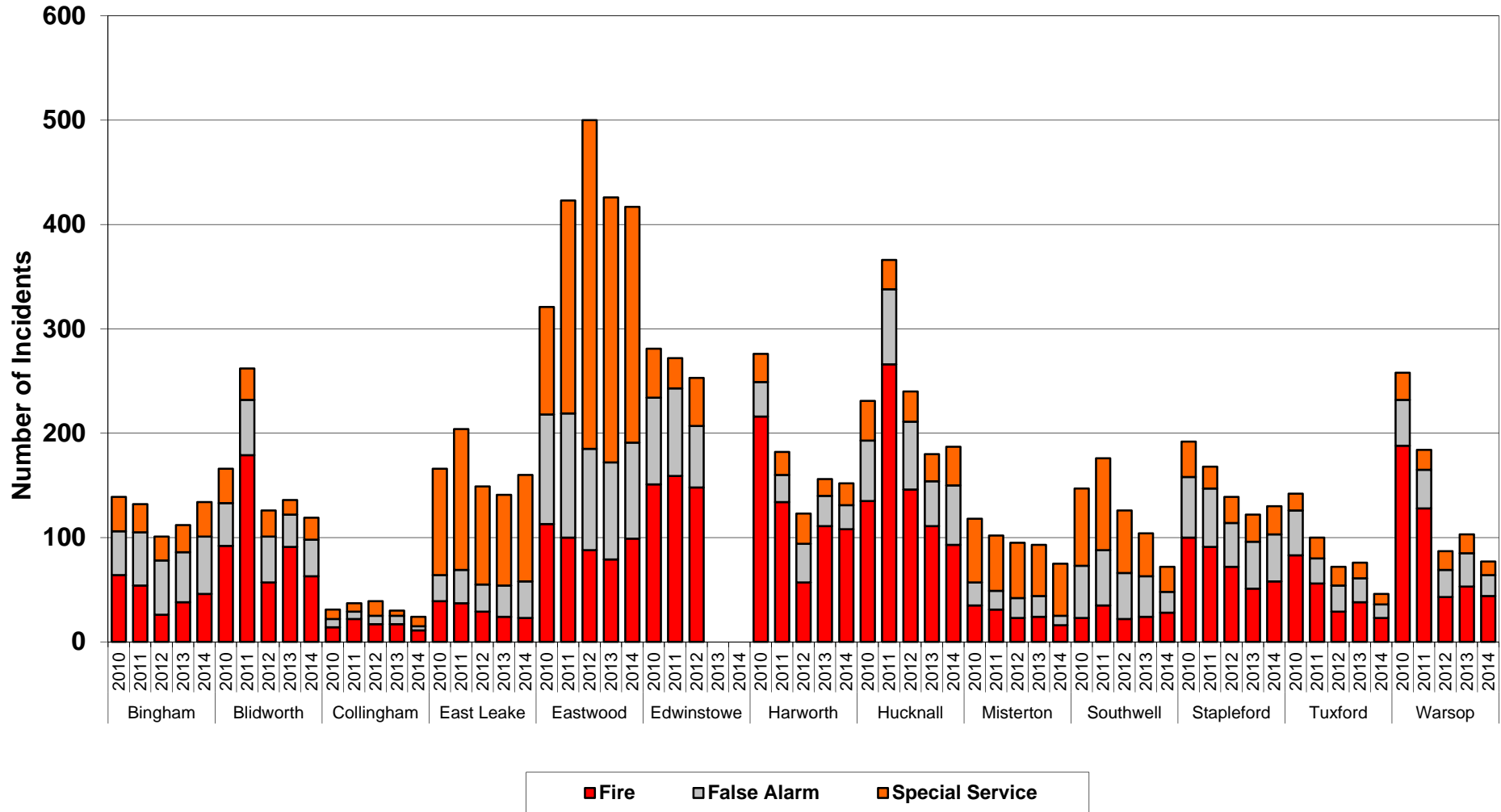
Incidents By Station Area (WDS and RDS Combined) 2010-2014



INCIDENT SUMMARY	Year	False Alarm	Fire	Special Service	Total	% Change from 2010
Arnold	2010	548	497	134	1,179	
	2011	507	511	119	1,137	-3.56%
	2012	485	252	105	842	-28.58%
	2013	456	257	107	820	-30.45%
	2014	0	0	0	0	
Ashfield	2010	389	430	135	954	
	2011	329	452	87	868	-9.01%
	2012	287	315	106	708	-25.79%
	2013	272	311	108	691	-27.57%
	2014	226	264	88	578	-39.41%
Carlton	2010	207	214	94	515	
	2011	200	220	86	506	-1.75%
	2012	0	0	0	0	
	2013	0	0	0	0	
	2014	0	0	0	0	
Highfields	2010	598	236	165	999	
	2011	538	269	144	951	-4.80%
	2012	0	0	0	0	
	2013	0	0	0	0	
	2014	0	0	0	0	
Mansfield	2010	311	535	115	961	
	2011	256	565	94	915	-4.79%
	2012	240	324	100	664	-30.91%
	2013	210	331	102	643	-33.09%
	2014	217	255	109	581	-39.54%

Newark	2010	163	194	121	478	
	2011	198	202	113	513	7.32%
	2012	150	136	129	415	-13.18%
	2013	141	146	104	391	-18.20%
	2014	115	129	115	359	-24.90%
Retford	2010	139	134	64	337	
	2011	130	153	63	346	2.67%
	2012	135	93	80	308	-8.61%
	2013	110	130	92	332	-1.48%
	2014	105	94	58	257	-23.74%
Worksop	2010	215	424	107	746	
	2011	219	411	68	698	-6.43%
	2012	219	269	71	559	-25.07%
	2013	195	288	70	553	-25.87%
	2014	176	228	80	484	-35.12%

Incidents By Station Area (RDS) 2010-2014



INCIDENT SUMMARY	Year	False Alarm	Fire	Special Service	Total	% Change from 2010
Bingham	2010	42	64	33	139	
	2011	51	54	27	132	-5.04%
	2012	52	26	23	101	-27.34%
	2013	48	38	26	112	-19.42%
	2014	55	46	33	134	-3.60%
Blidworth	2010	41	92	33	166	
	2011	53	179	30	262	57.83%
	2012	44	57	25	126	-24.10%
	2013	31	91	14	136	-18.07%
	2014	35	63	21	119	-28.31%
Collingham	2010	8	14	9	31	
	2011	7	22	8	37	19.35%
	2012	8	17	14	39	25.81%
	2013	8	17	5	30	-3.23%
	2014	4	11	9	24	-22.58%
East Leake	2010	25	39	102	166	
	2011	32	37	135	204	22.89%
	2012	26	29	94	149	-10.24%
	2013	30	24	87	141	-15.06%
	2014	35	23	102	160	-3.61%
Eastwood	2010	105	113	103	321	
	2011	119	100	204	423	31.78%
	2012	97	88	315	500	55.76%
	2013	93	79	254	426	32.71%
	2014	92	99	226	417	29.91%

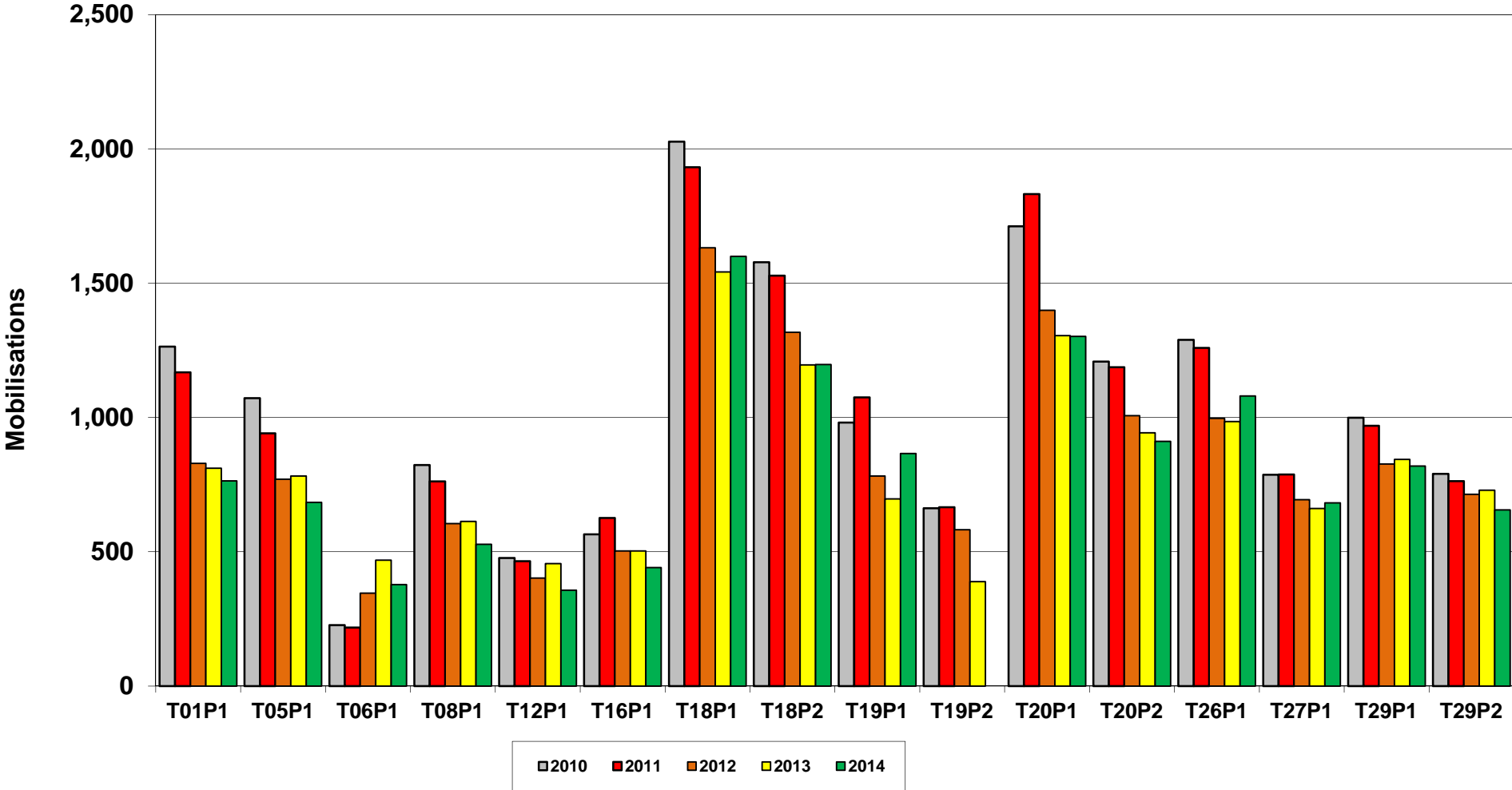
Edwinstowe	2010	83	151	47	281	
	2011	84	159	29	272	-3.20%
	2012	59	148	46	253	-9.96%
	2013	0	0	0	0	
	2014	0	0	0	0	
Harworth	2010	33	216	27	276	
	2011	26	134	22	182	-34.06%
	2012	37	57	29	123	-55.43%
	2013	29	111	16	156	-43.48%
	2014	23	108	21	152	-44.93%
Hucknall	2010	58	135	38	231	
	2011	72	266	28	366	58.44%
	2012	65	146	29	240	3.90%
	2013	43	111	26	180	-22.08%
	2014	57	93	37	187	-19.05%
Misterton	2010	22	35	61	118	
	2011	18	31	53	102	-13.56%
	2012	19	23	53	95	-19.49%
	2013	20	24	49	93	-21.19%
	2014	9	16	50	75	-36.44%
Southwell	2010	50	23	74	147	
	2011	53	35	88	176	19.73%
	2012	44	22	60	126	-14.29%
	2013	39	24	41	104	-29.25%
	2014	20	28	24	72	-51.02%

Stapleford	2010	58	100	34	192	
	2011	56	91	21	168	-12.50%
	2012	42	72	25	139	-27.60%
	2013	45	51	26	122	-36.46%
	2014	45	58	27	130	-32.29%
Tuxford	2010	43	83	16	142	
	2011	24	56	20	100	-29.58%
	2012	25	29	18	72	-49.30%
	2013	23	38	15	76	-46.48%
	2014	13	23	10	46	-67.61%
Warsop	2010	44	188	26	258	
	2011	37	128	19	184	-28.68%
	2012	26	43	18	87	-66.28%
	2013	32	53	18	103	-60.08%
	2014	20	44	13	77	-70.16%

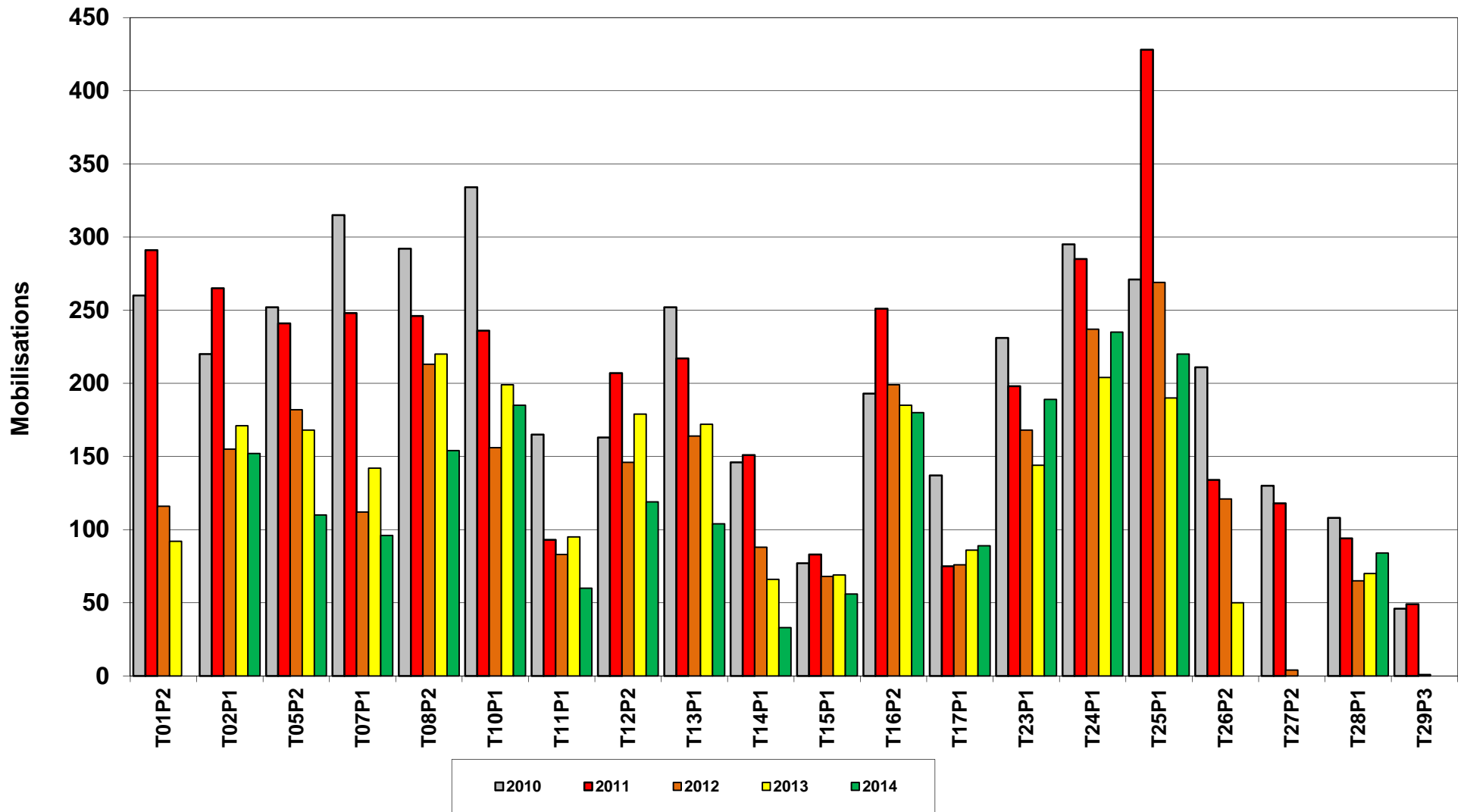
Total Incidents 2010 - 2014	
Central	9,050
Stockhill	6,219
Arnold	4,941
Highfields	4,439
Ashfield	3,799
West Bridgford	3,789
Mansfield	3,764
Worksop	3,040
Newark	2,156
Carlton	2,127
Eastwood	2,087
Retford	1,580
Edwinstowe	1,307
Hucknall	1,204
Harworth	889
East Leake	820
Blidworth	809
Stapleford	751
Warsop	709
Southwell	625
Bingham	618
Misterton	483
Tuxford	436
Collingham	161

Mobilisations by Appliance:

Mobilisations By Appliance (WDS) 2010-2014



Mobilisations By Appliance (RDS) 2010-2014

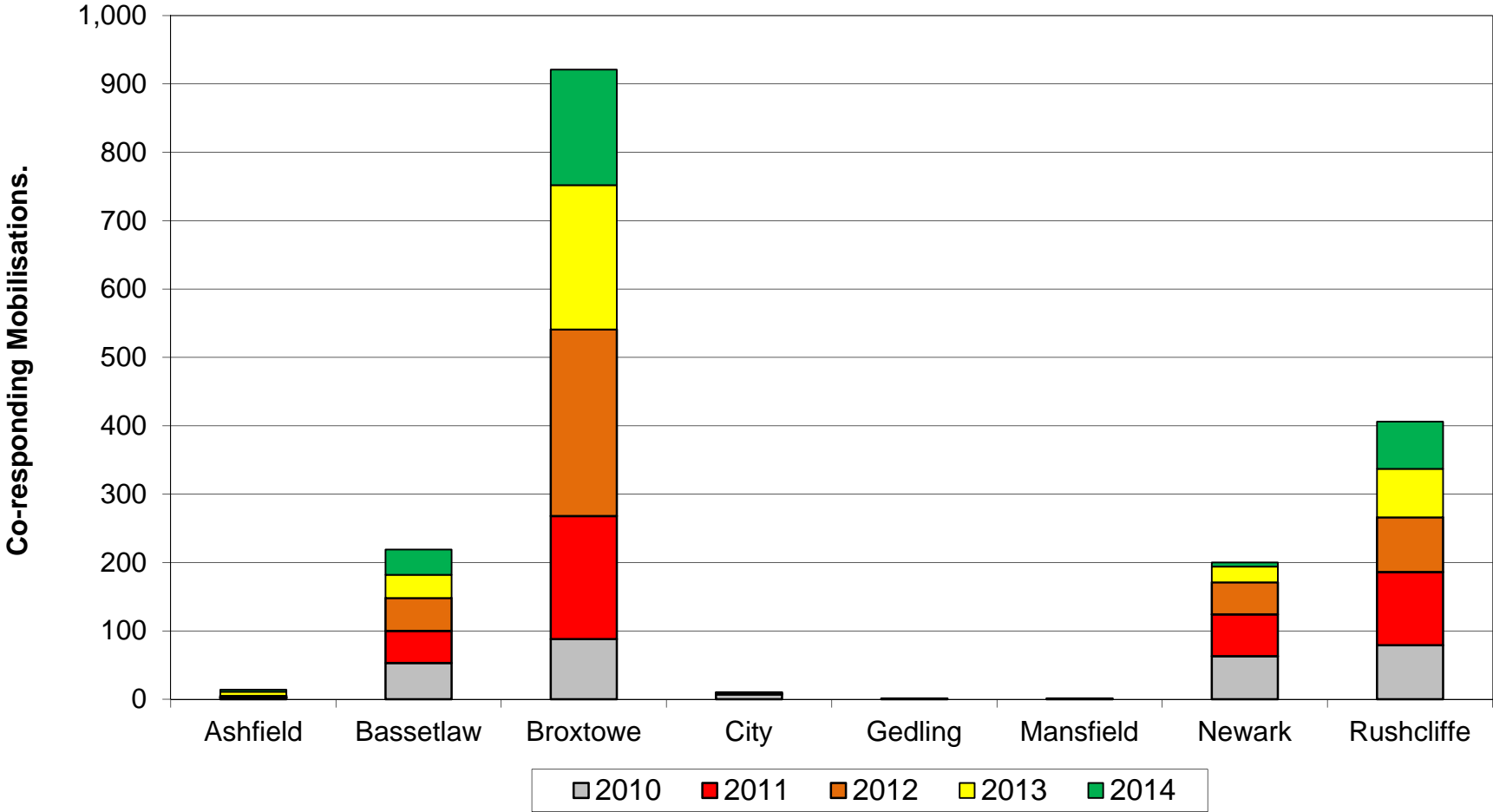


Mobilisations	Appliance	2010	2011	2012	2013	2014	Total
Arnold	T26P1	1,289	1,259	997	985	1,080	4,530
	T26P2	211	134	121	50	0	516
	Total	1,500	1,393	1,118	1,035	1,080	5,046
Ashfield	T05P1	1,072	941	770	782	684	3,565
	T05P2	252	241	182	168	110	843
	Total	1,324	1,182	952	950	794	4,408
Bingham	T17P1	137	75	76	86	89	374
Blidworth	T02P1	220	265	155	171	152	811
Carlton	T27P1	787	788	694	661	682	2,930
	T27P2	130	118	4	0	0	252
	Total	917	906	698	661	682	3,182
Central	T18P1	2,027	1,932	1,632	1,542	1,600	7,133
	T18P2	1,578	1,528	1,317	1,196	1,197	5,619
	Total	3,605	3,460	2,949	2,738	2,797	12,752
Collingham	T15P1	77	83	68	69	56	297
East Leake	T28P1	108	94	65	70	84	337
Eastwood	T24P1	295	285	237	204	235	1,021
Edwinstowe	T06P1	227	218	346	469	378	1,260
Harworth	T10P1	334	236	156	199	185	925
Highfields	T29P1	999	969	827	844	819	3,639
	T29P2	790	763	714	729	656	2,996
	T29P3	46	49	1	0	0	96
	Total	1,835	1,781	1,542	1,573	1,475	6,731
Hucknall	T25P1	271	428	269	190	220	1,158

Mansfield	T01P1	1,264	1,168	829	811	764	4,072
	T01P2	260	291	116	92	0	759
	Total	1,524	1,459	945	903	764	4,831
Misterton	T11P1	165	93	83	95	60	436
Newark	T16P1	565	626	503	503	441	2,197
	T16P2	193	251	199	185	180	828
	Total	758	877	702	688	621	3,025
Retford	T12P1	477	465	402	456	357	1,800
	T12P2	163	207	146	179	119	695
	Total	640	672	548	635	476	2,495
Southwell	T14P1	146	151	88	66	33	451
Stapleford	T23P1	231	198	168	144	189	741
Stockhill	T20P1	1,712	1,832	1,399	1,305	1,302	6,248
	T20P2	1,208	1,187	1,007	943	911	4,345
	Total	2,920	3,019	2,406	2,248	2,213	10,593
Tuxford	T13P1	252	217	164	172	104	805
Warsop	T07P1	315	248	112	142	96	817
West Bridgford	T19P1	981	1,075	782	697	866	3,535
	T19P2	662	666	582	389	0	2,299
	Total	1,643	1,741	1,364	1,086	866	5,834
Worksop	T08P1	823	762	605	613	528	2,803
	T08P2	292	246	213	220	154	971
	Total	1,115	1,008	818	3,774	682	6,715
Total		20,559	20,089	16,029	15,427	14,331	36,743

Co-responding:

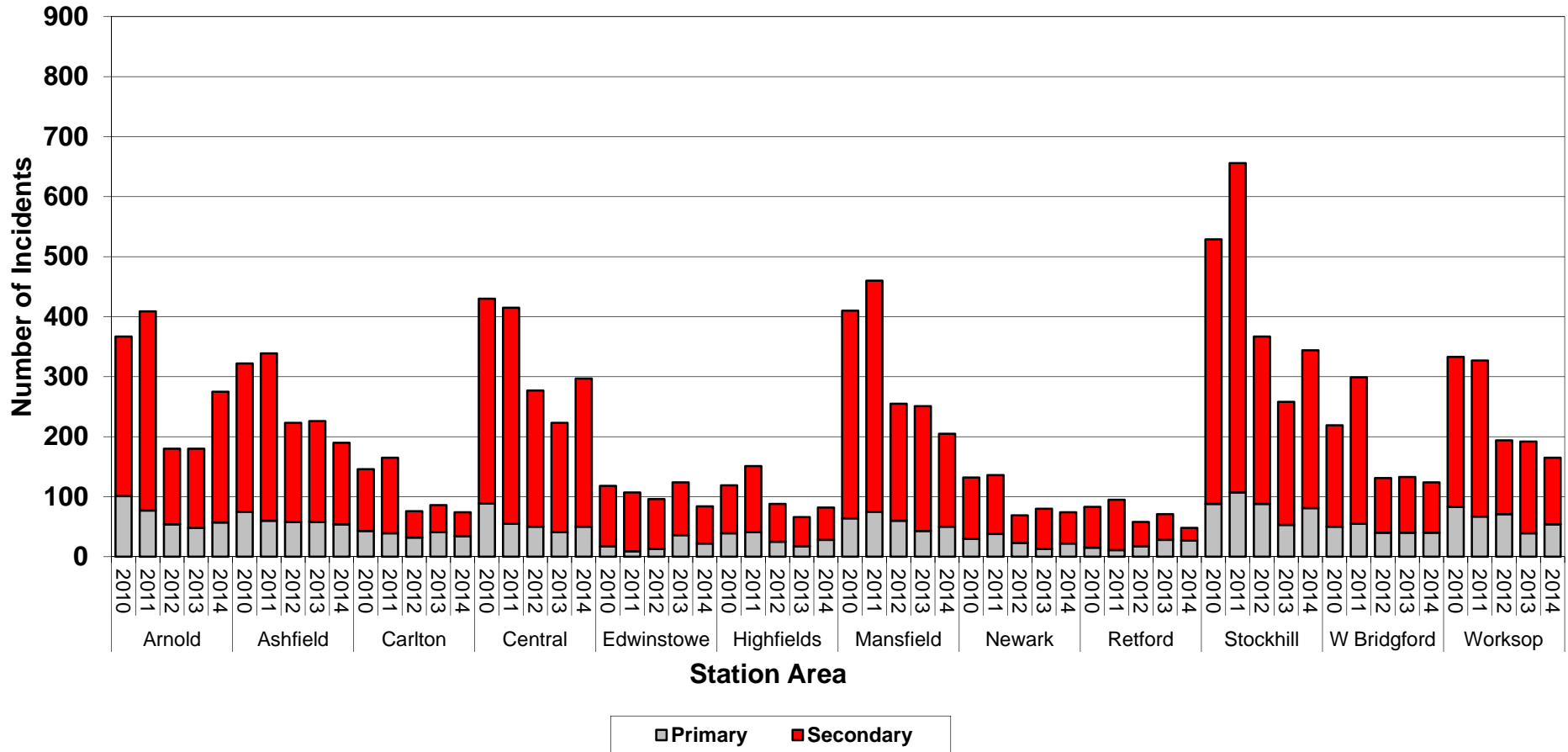
Co-responding 2010-2014



Total Co-responding Mobilisations	2010	2011	2012	2013	2014	Total
Ashfield	2	1	2	6	3	14
Bassetlaw	53	47	48	34	37	219
Broxtowe	88	180	273	211	169	921
City	7	1	2	0	0	10
Gedling	1	0	0	0	0	1
Mansfield	0	0	1	0	0	1
Newark	63	61	47	23	6	200
Rushcliffe	79	107	80	71	69	406
Total	293	397	453	345	284	1,772

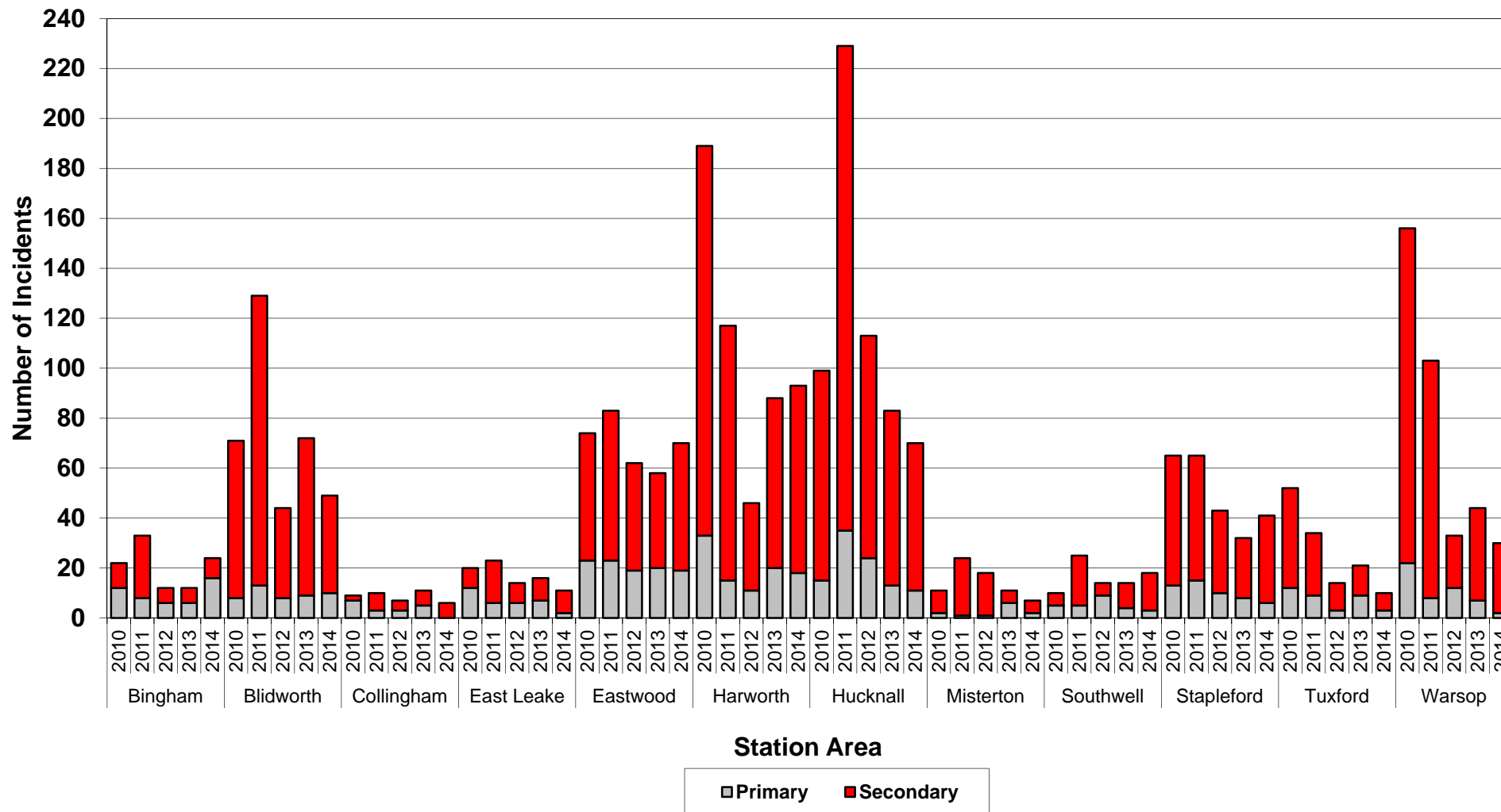
Fires attended by a Single Appliance:

Fires Attended By A Single Appliance (Wholetime Stations) (Grouped By Station Area) 2010-2014

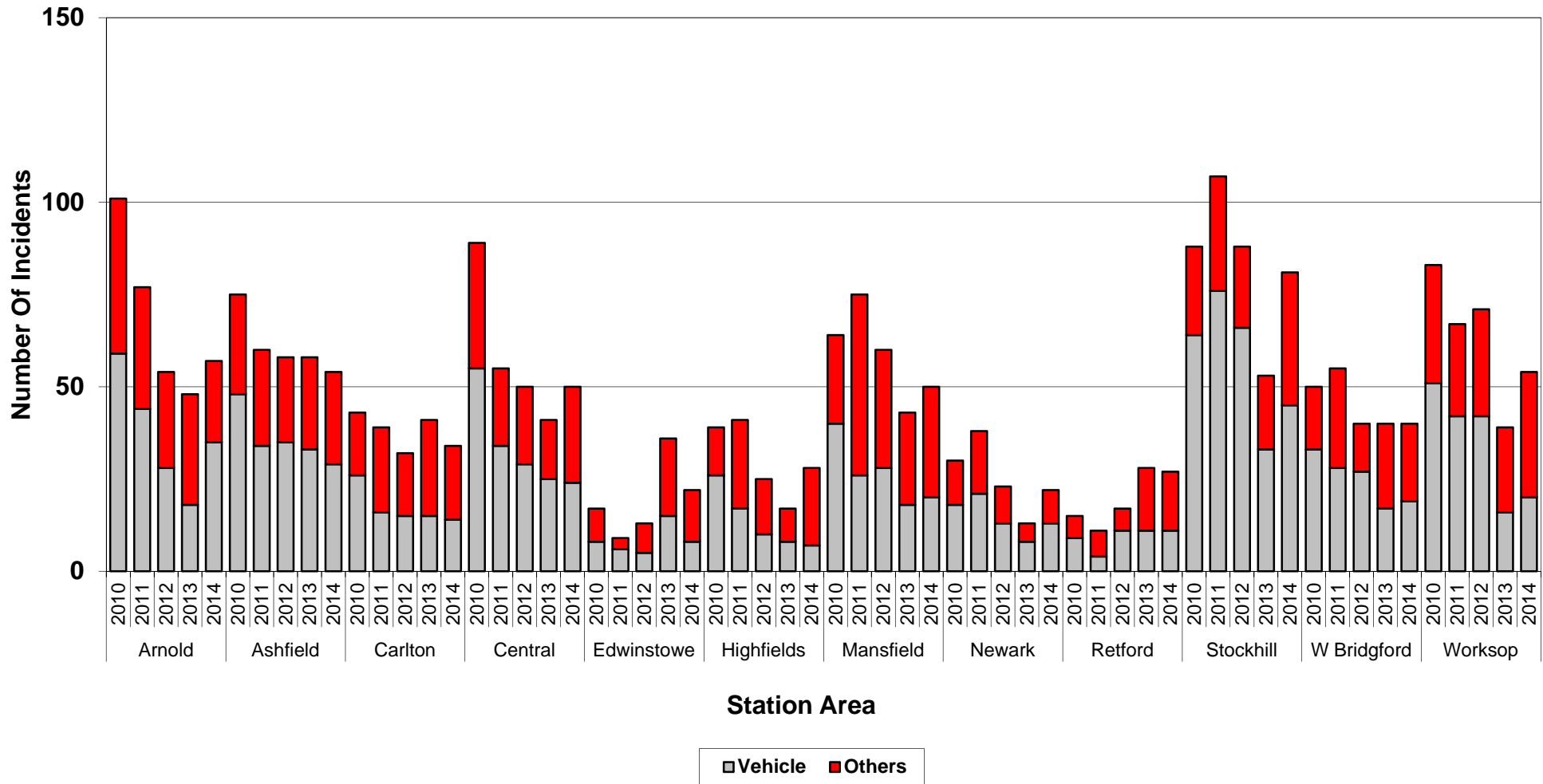


Edwinstowe Changed from RDS to WDS April 2012

Fires Attended By A Single Appliance (Retained Stations) (Grouped By Station Area) 2010-2014

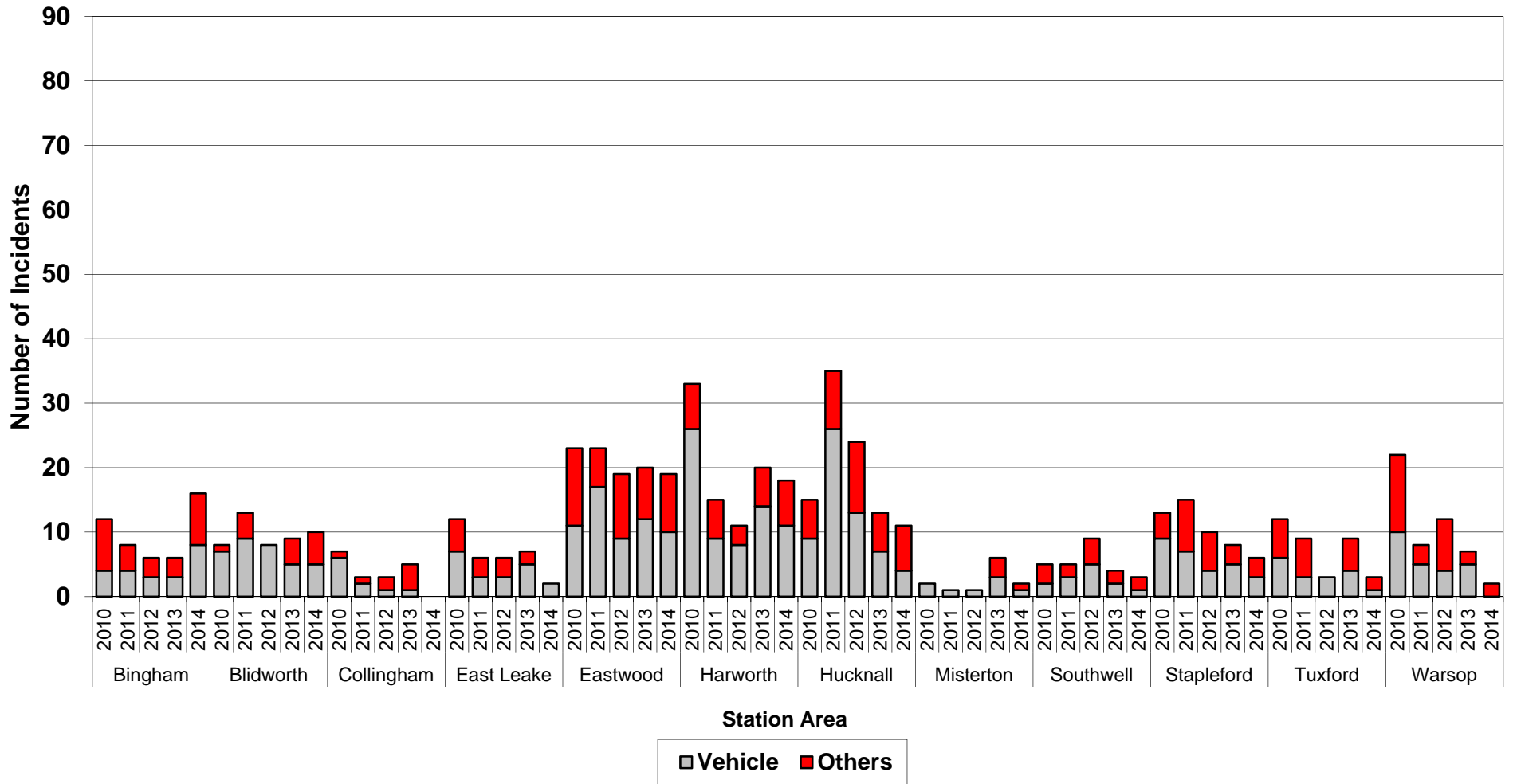


Primary Fires Attended By A Single Appliance (Wholetime Stations) (Grouped By Station Area) 2010-2014

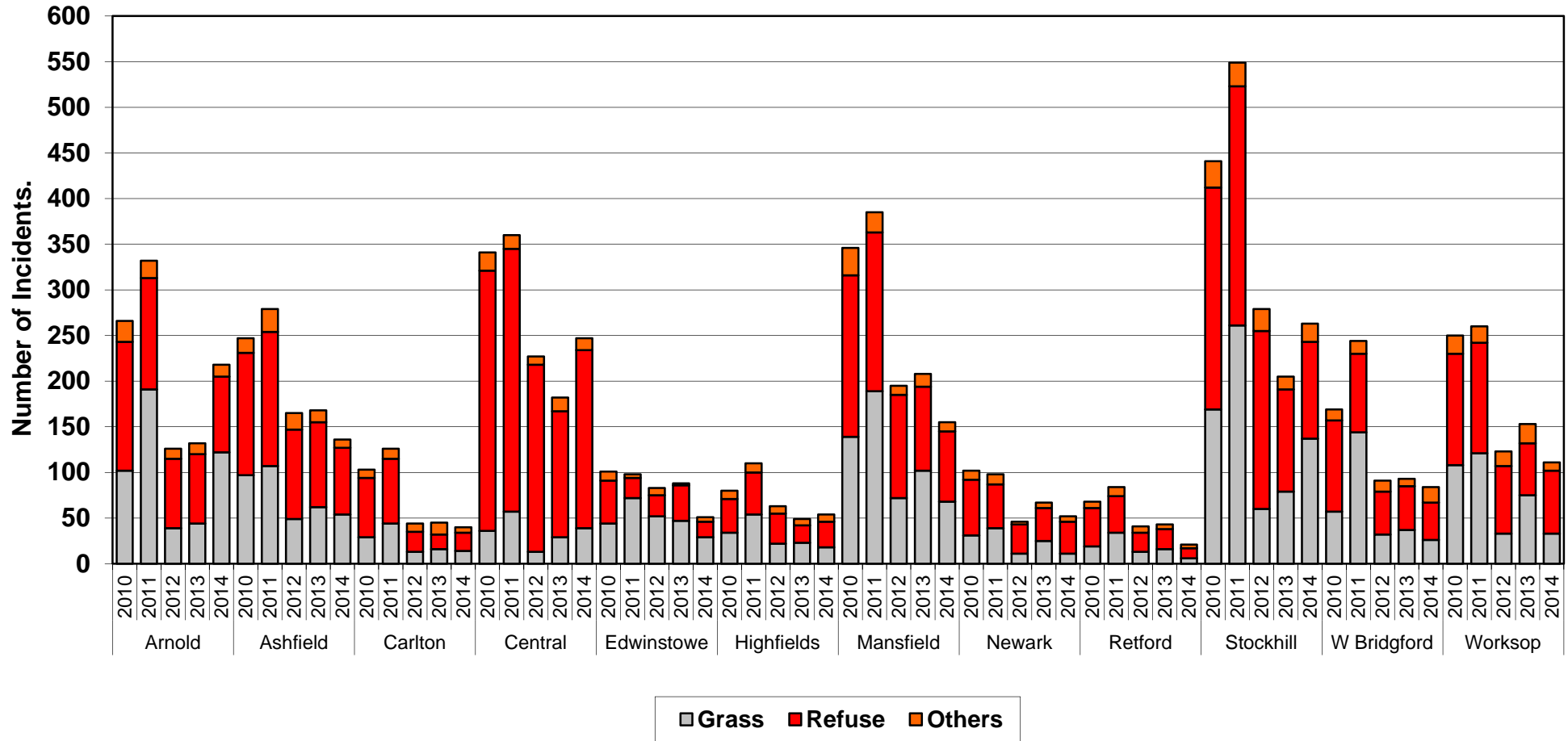


Edwinstowe Changed from RDS to WDS April 2012

Primary Fires Attended By A Single Appliance (Retained Stations) (Grouped By Station Area) 2010-2014

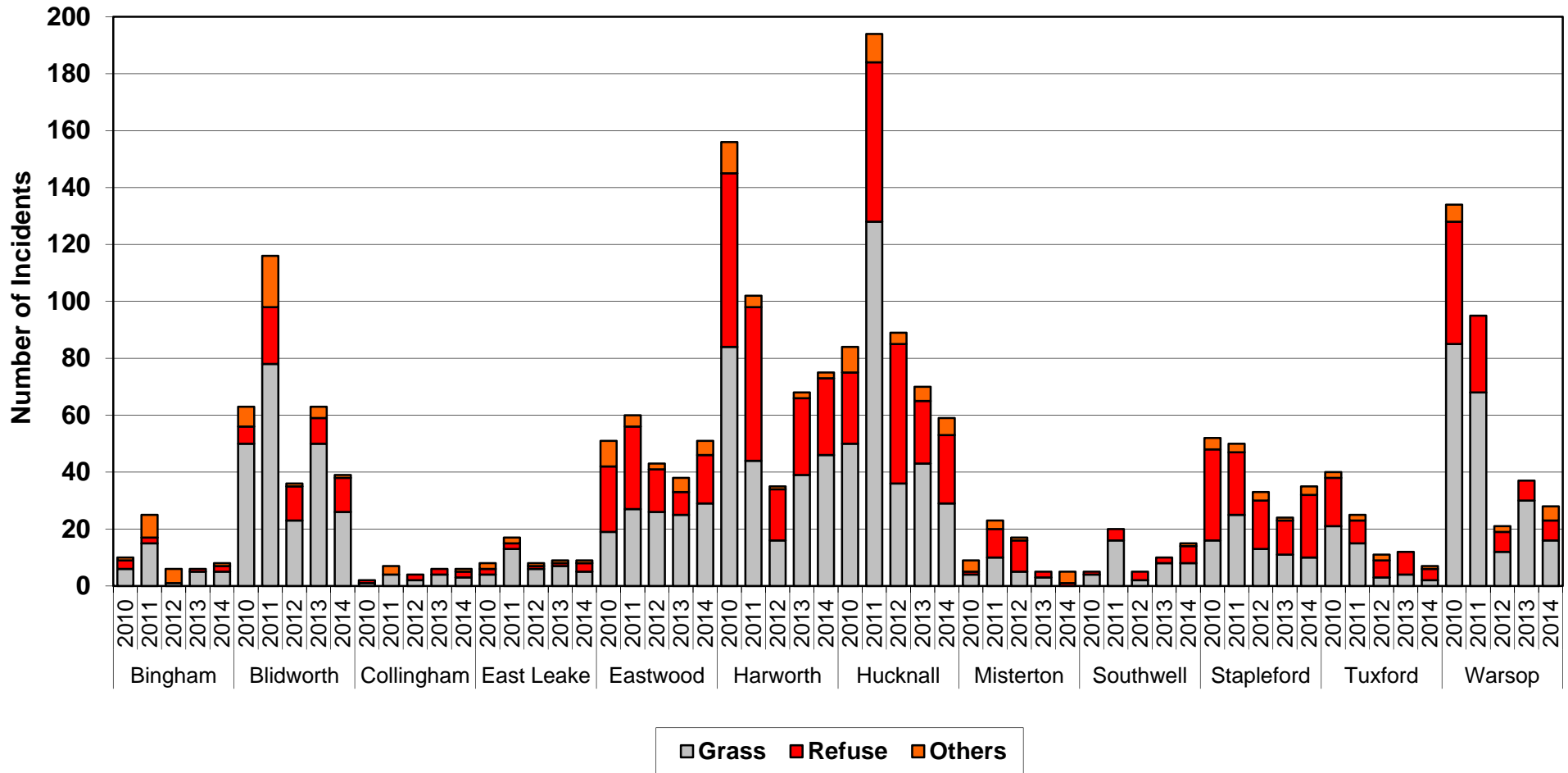


Secondary Fires Attended By A Single Appliance (Grouped by Station WDS) 2010-2014



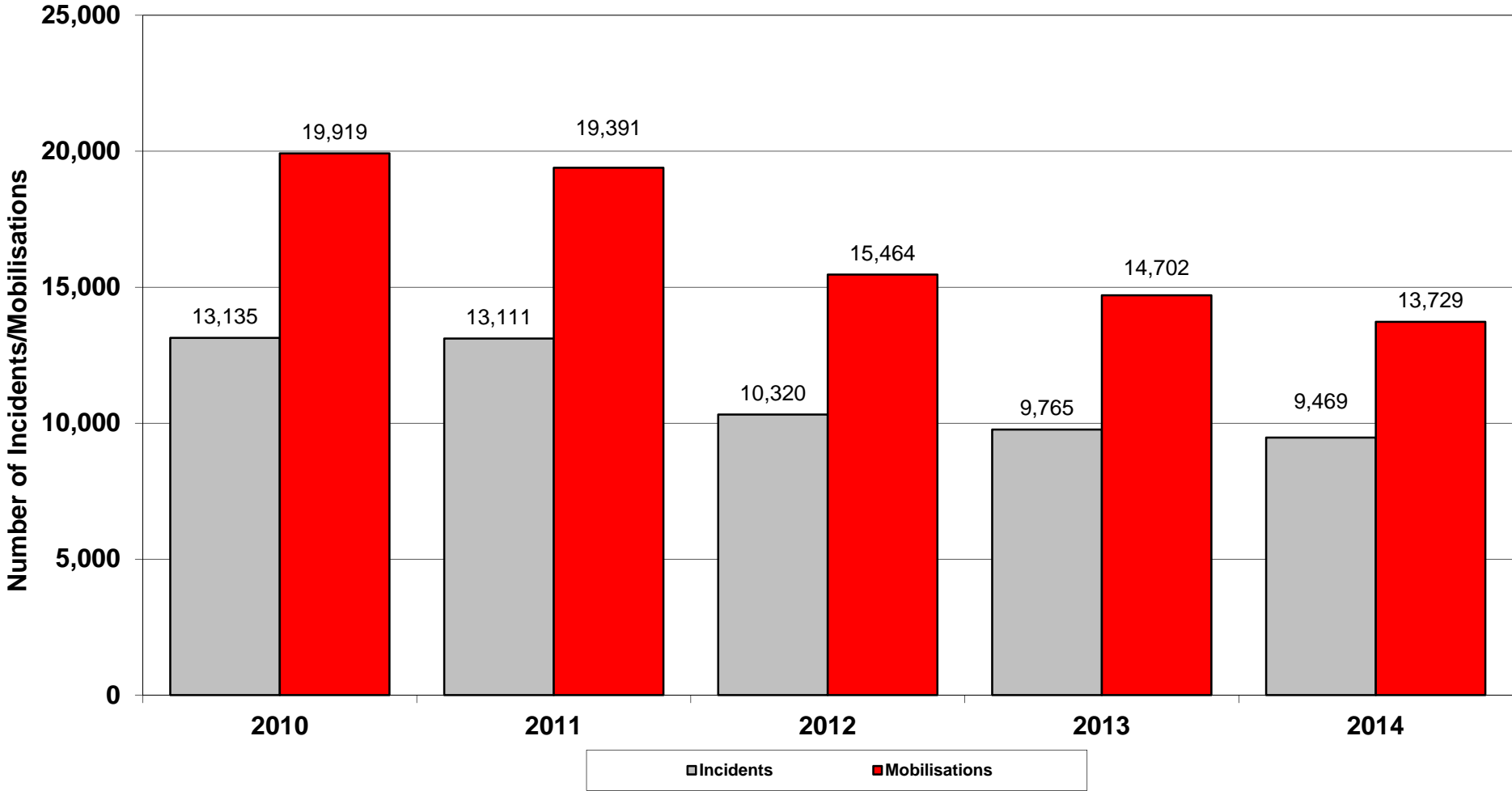
Edwinstowe Changed from RDS to WDS April 2012

Secondary Fires Attended By A Single Appliance (Grouped by Station RDS) 2010-2014



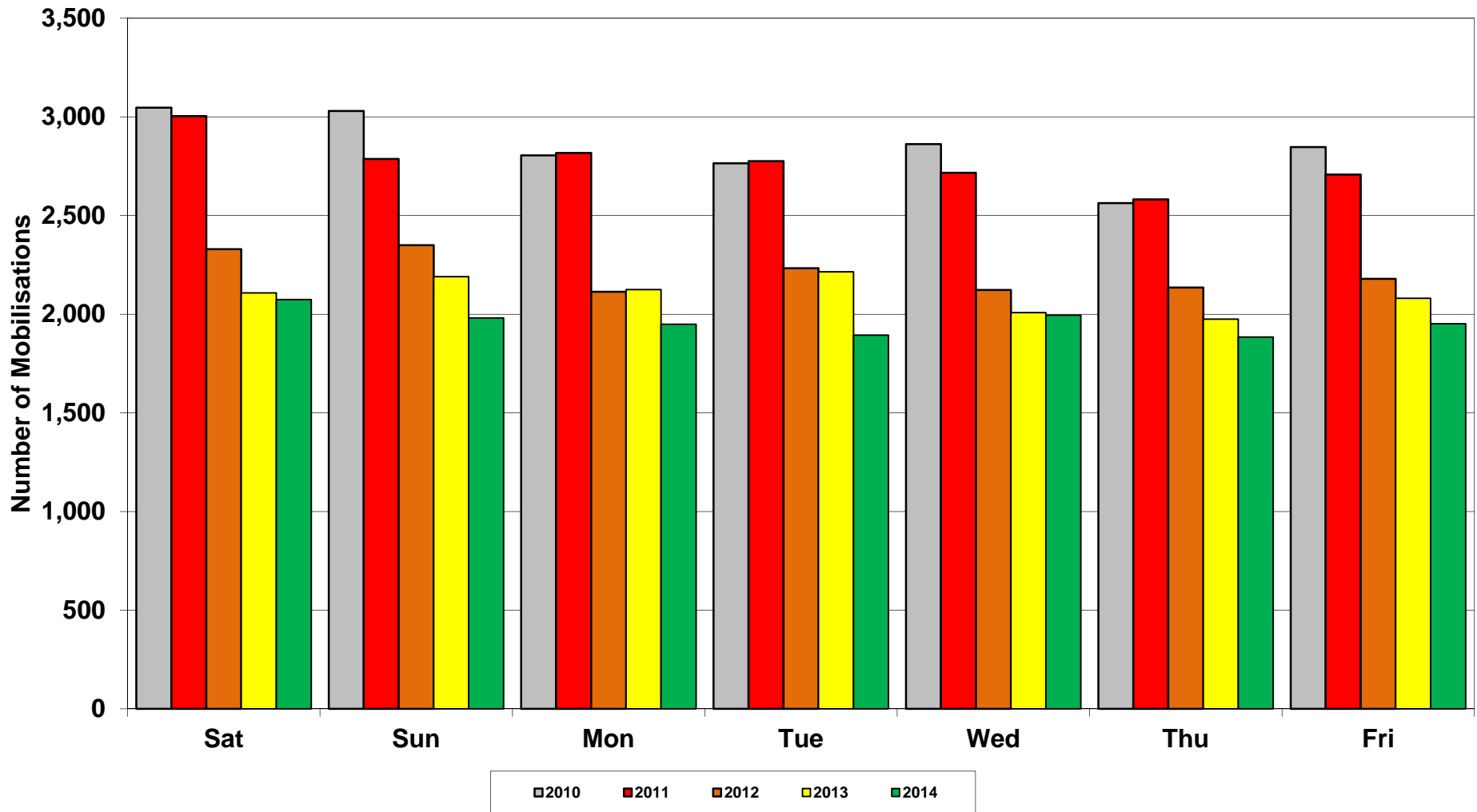
Incidents and Mobilisations:

Incidents and Mobilisations 2010-2014



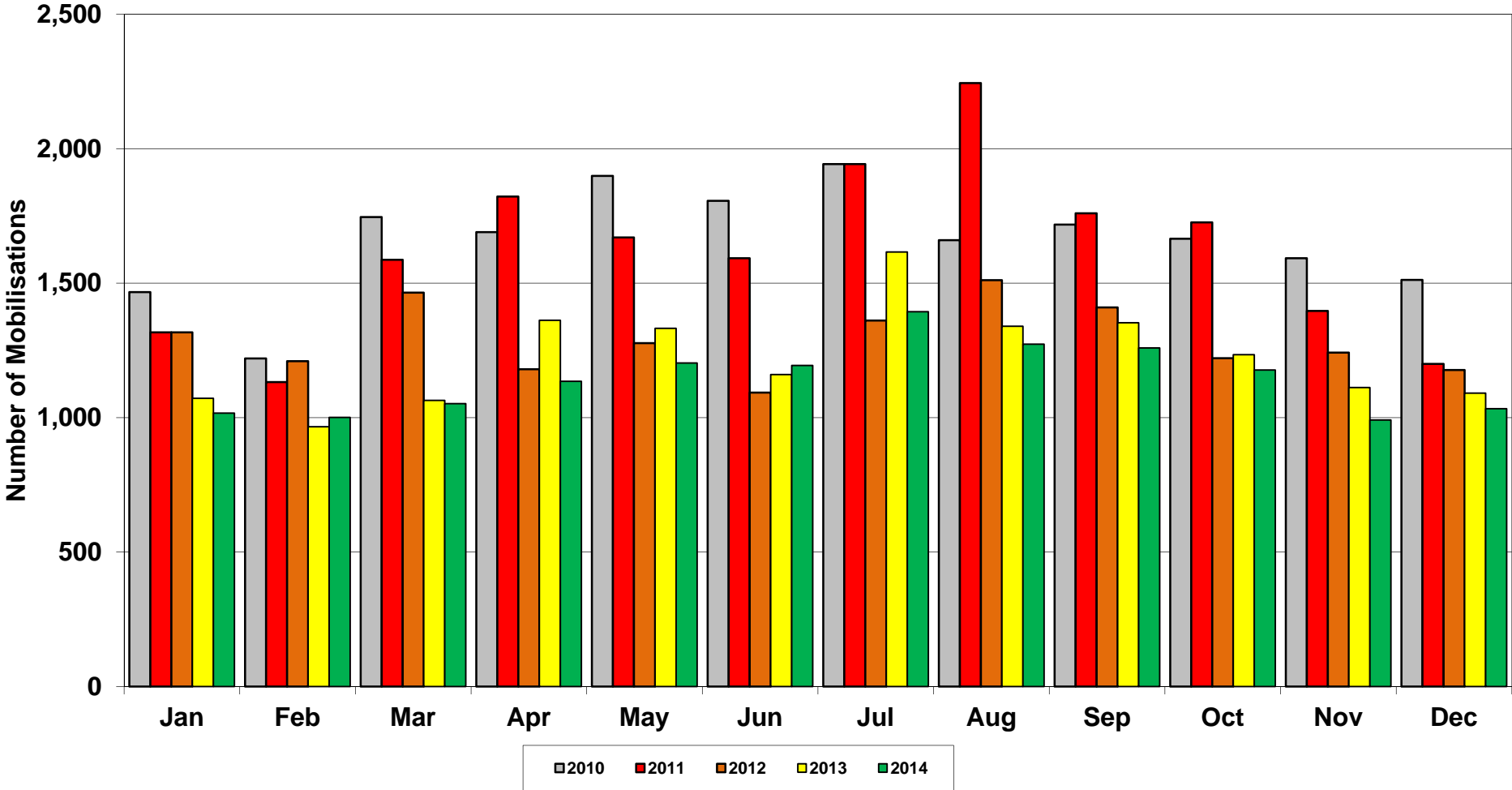
Mobilisations by Day:

Mobilisations By Day Of Week 2010-2014



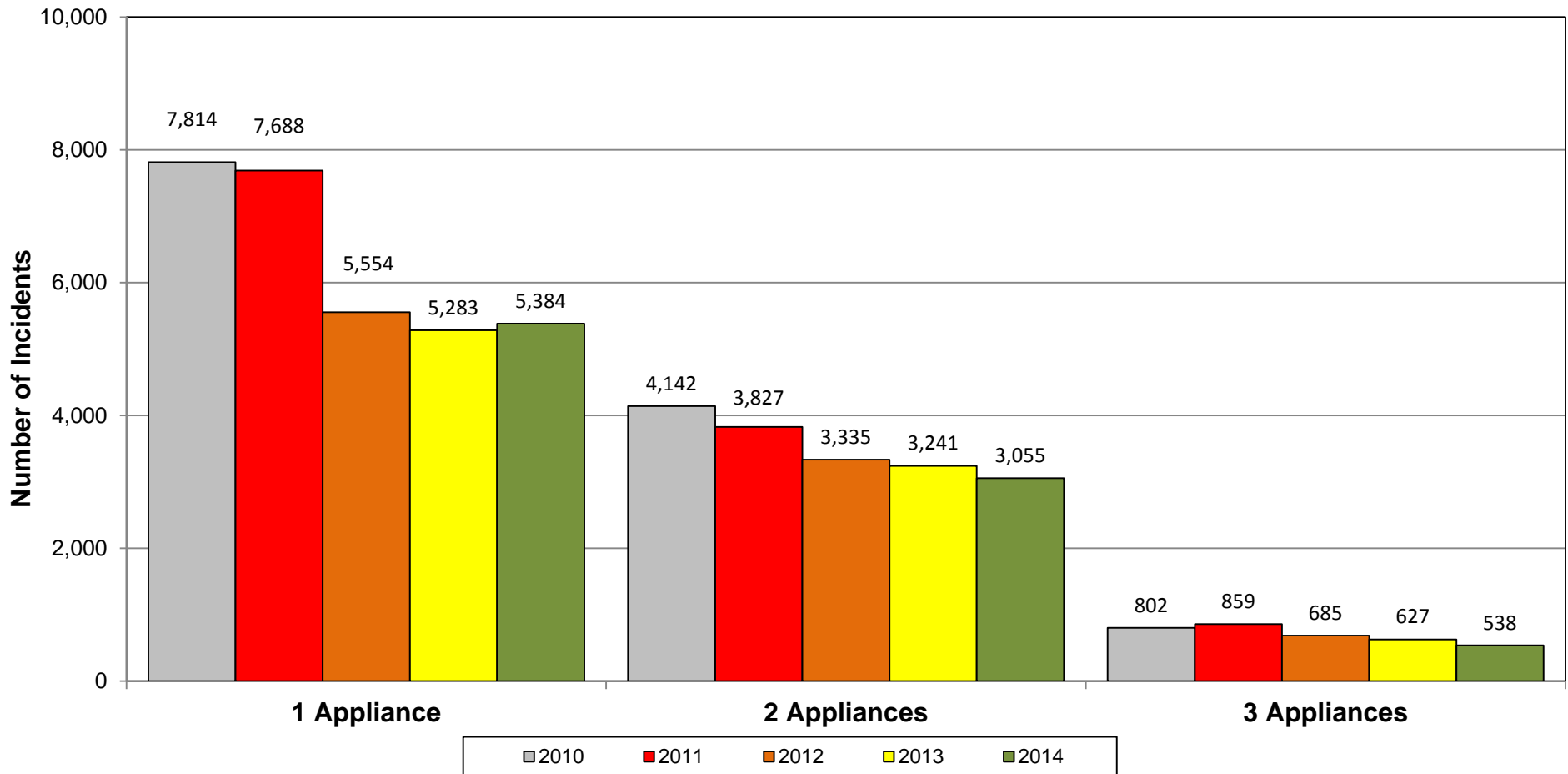
Mobilisations by Month:

Mobilisations By Month 2010-2014

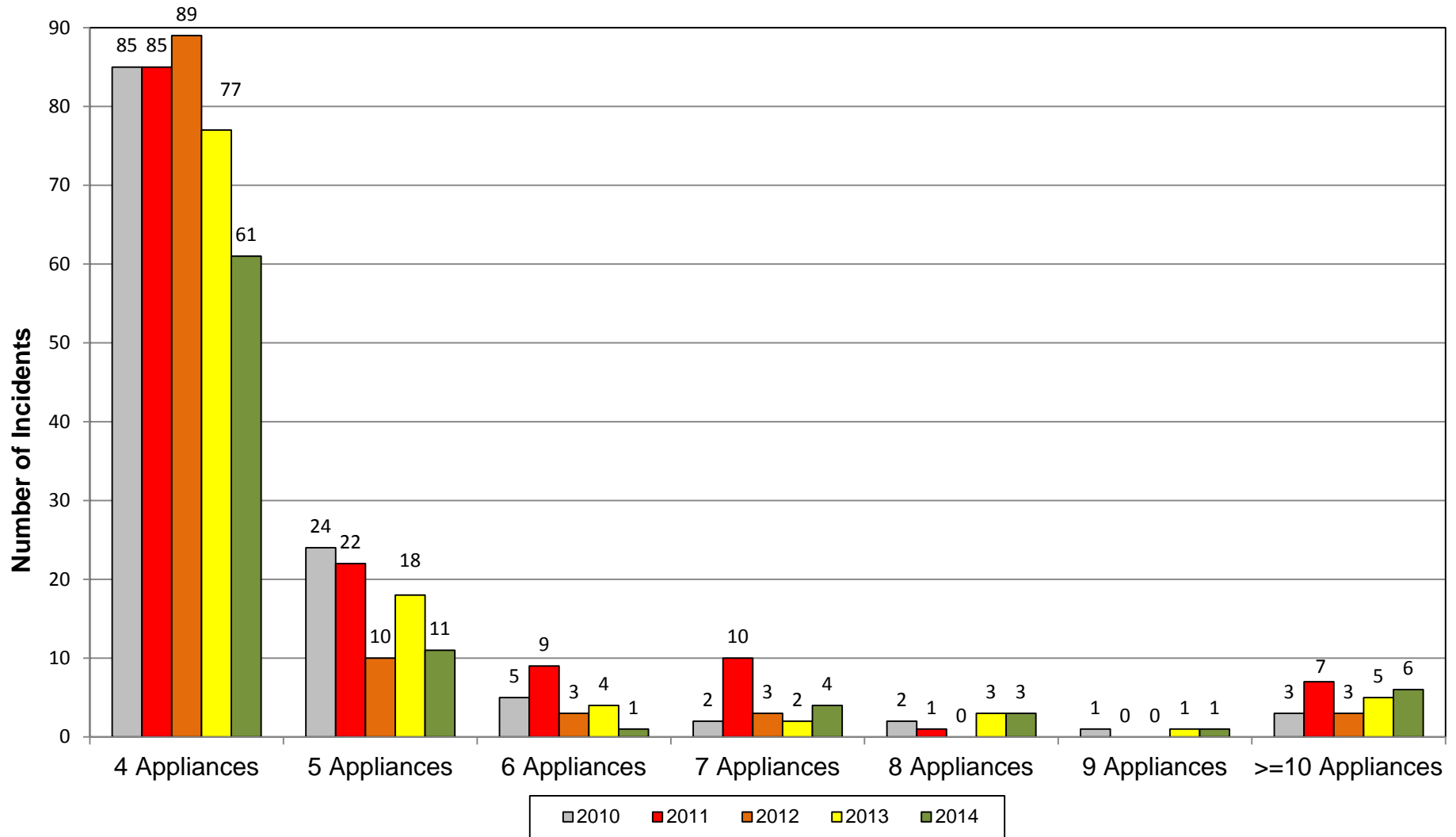


Appliances in Attendance:

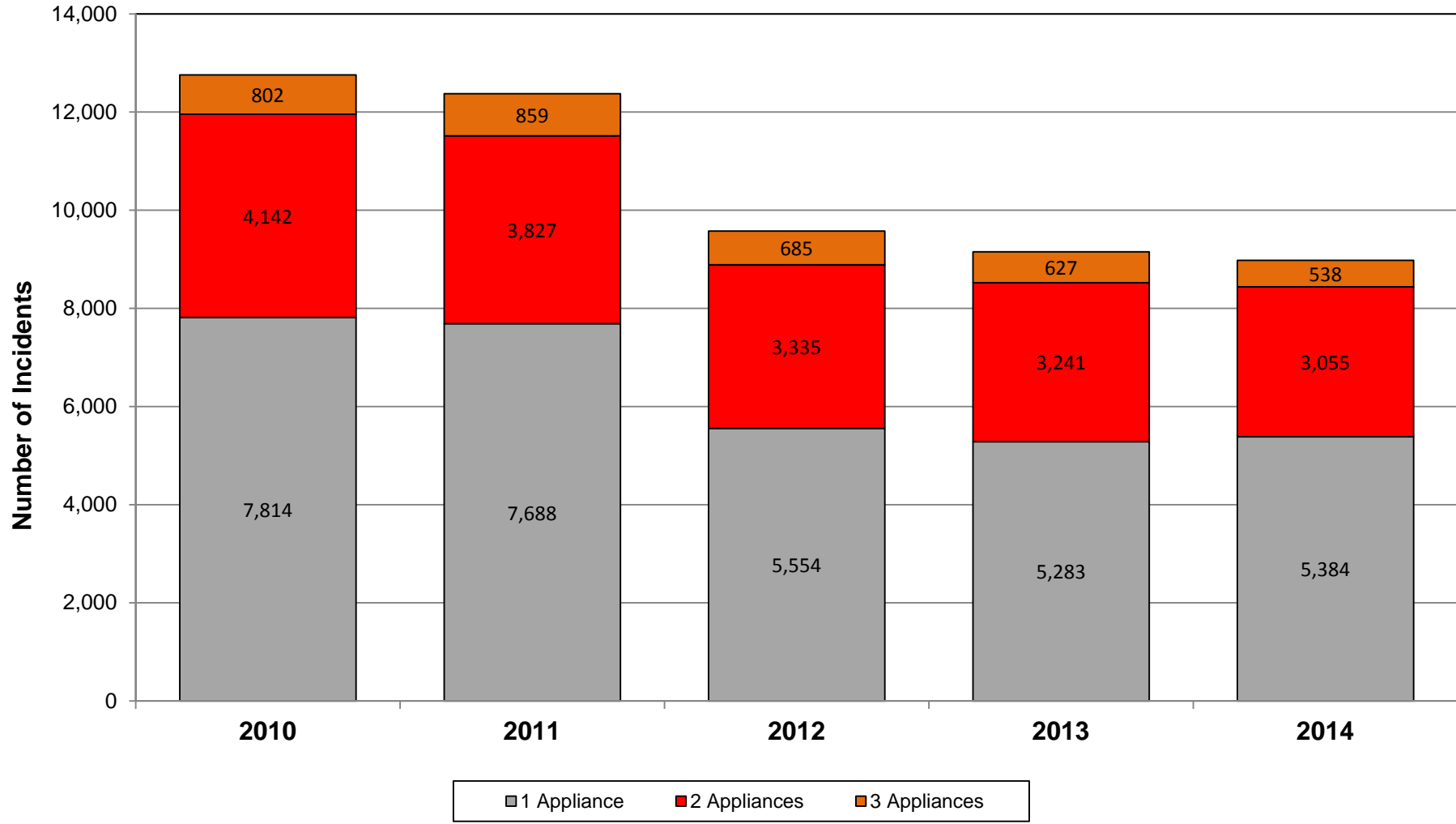
Appliances In Attendance (<4) 2010-2014



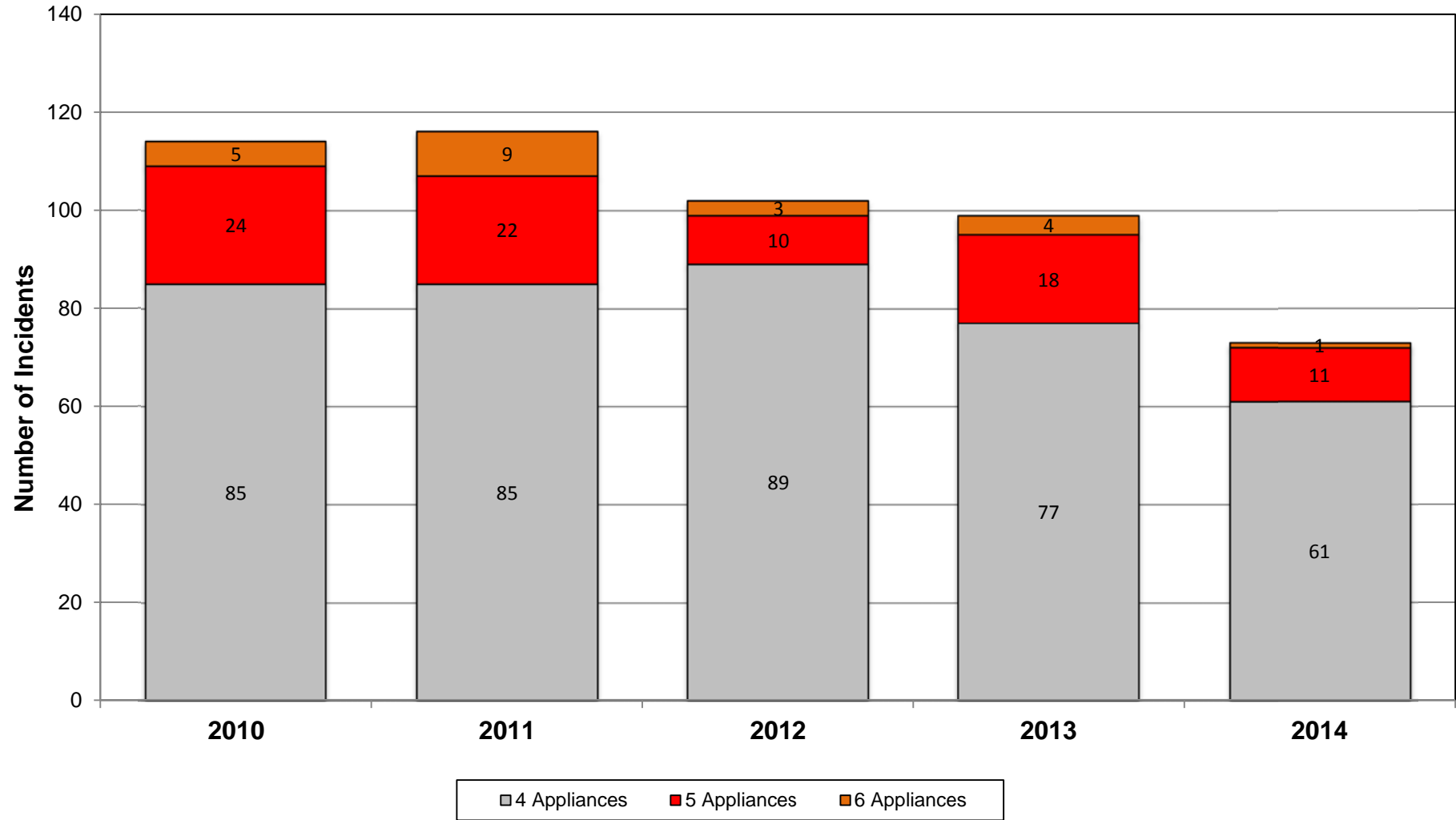
Appliances In Attendance (>=4) 2010-2014



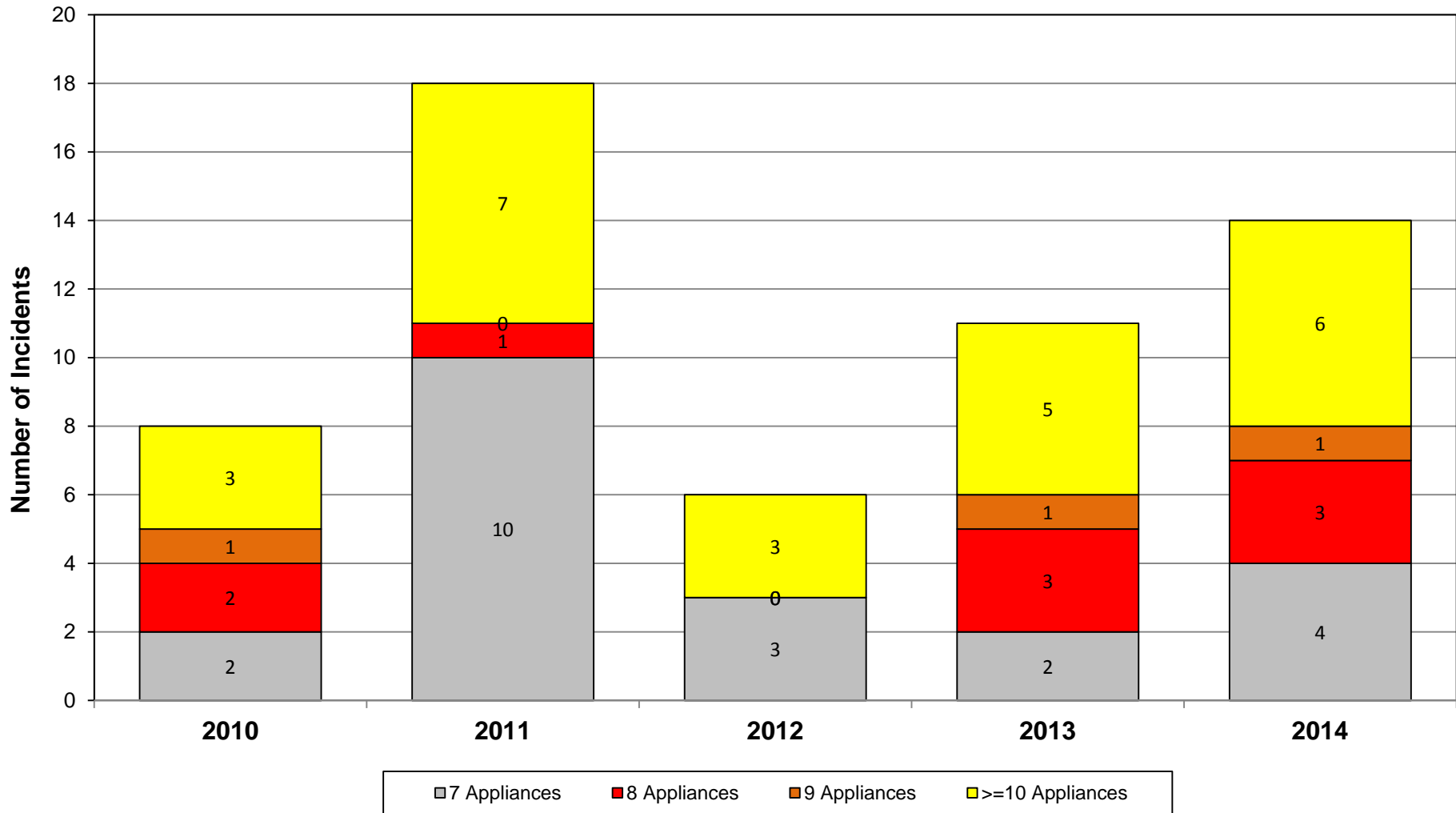
Total 1, 2, 3 Pump Incidents 2010-2014



Total 4-6 Pump Incidents 2010-2014



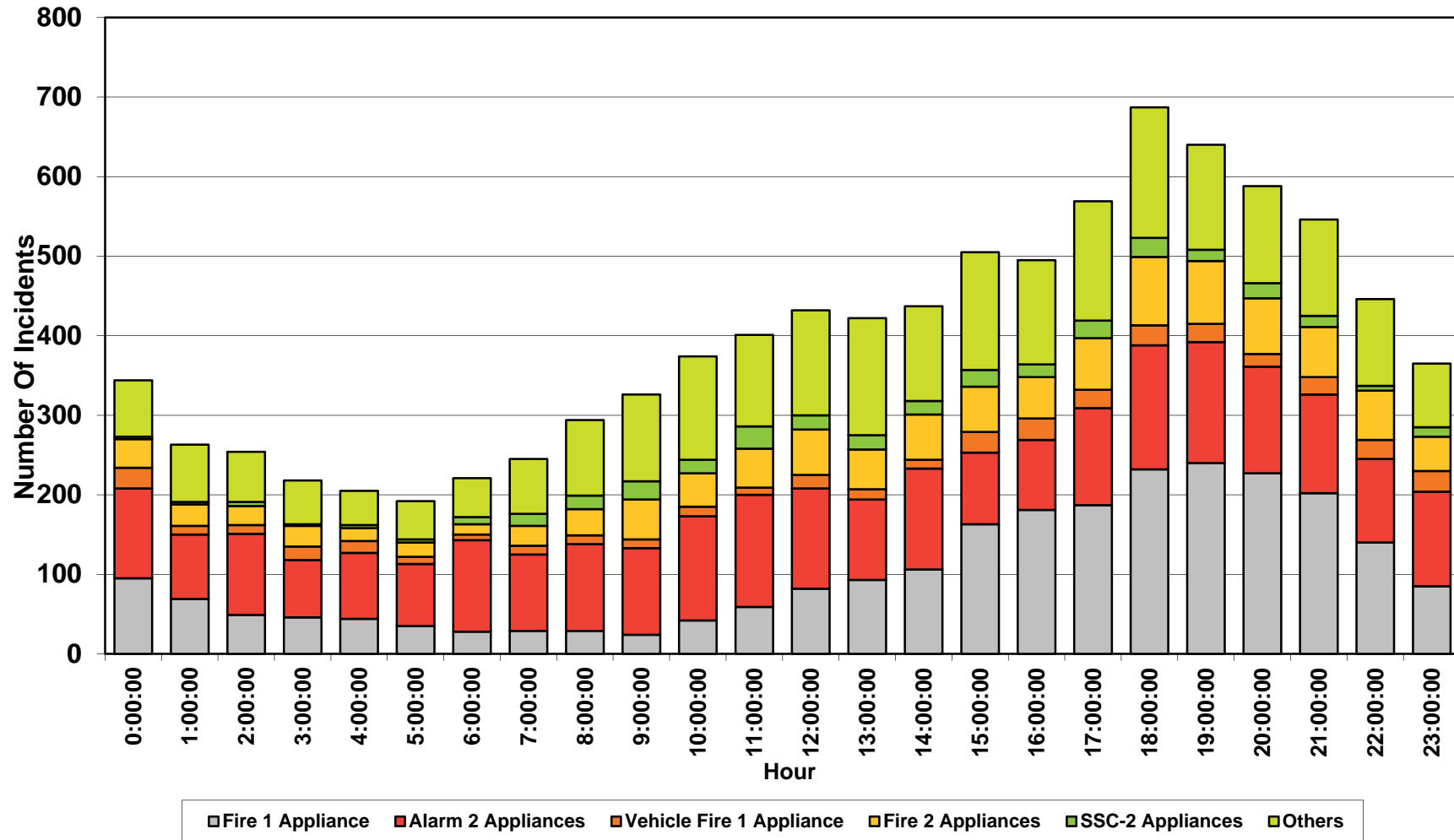
Total 7 to >=10 Pump Incidents 2010-2014



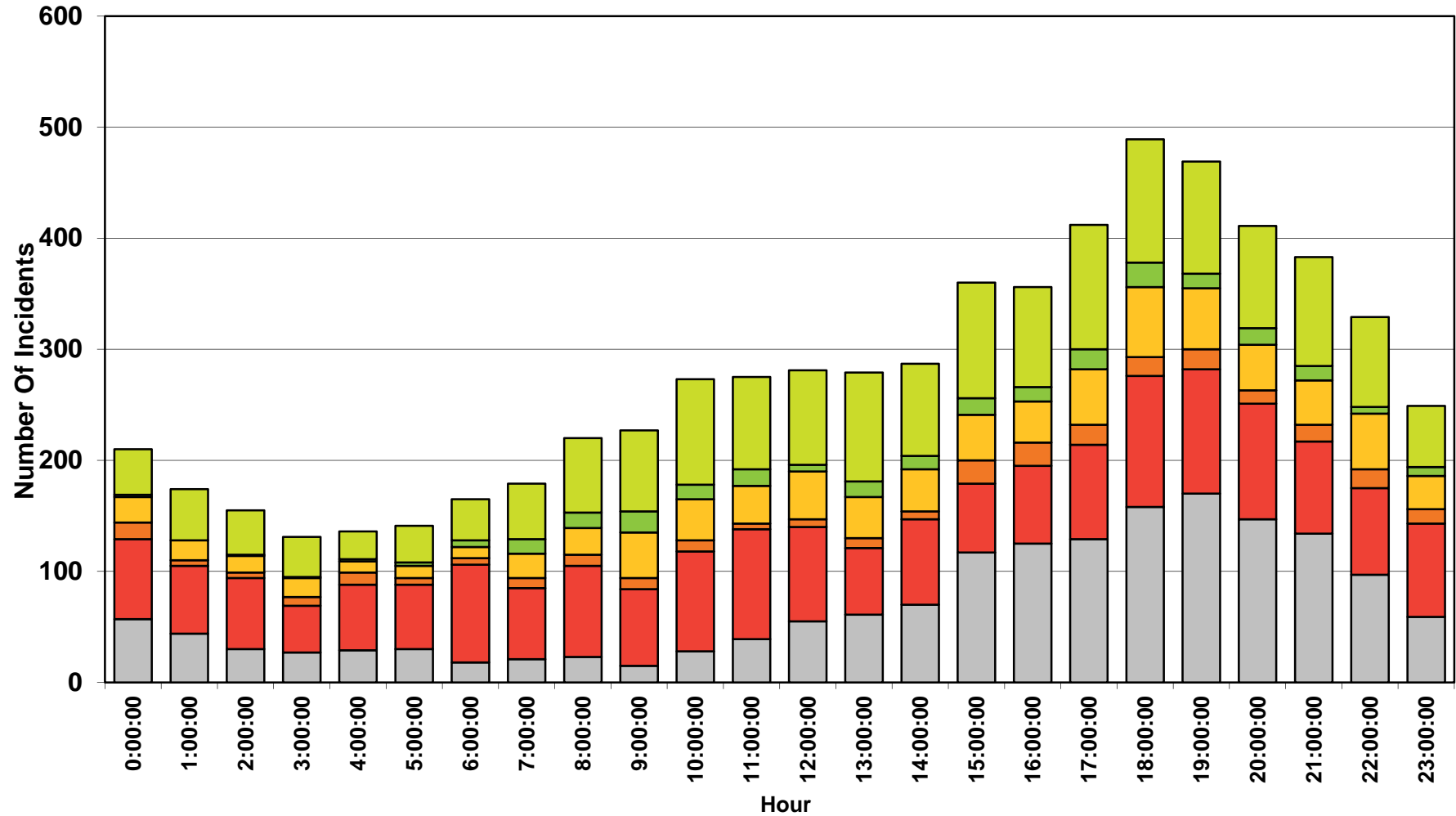
APPLIANCES IN ATTENDANCE (Not including solo officer and unknown) 2010-2014	2010	2011	2012	2013	2014
0	255	602	641	504	405
1 Appliance	7,814	7,688	5,554	5,283	5,384
2 Appliances	4,142	3,827	3,335	3,241	3,055
3 Appliances	802	859	685	627	538
4 Appliances	85	85	89	77	61
5 Appliances	24	22	10	18	11
6 Appliances	5	9	3	4	1
7 Appliances	2	10	3	2	4
8 Appliances	2	1	0	3	3
9 Appliances	1	0	0	1	1
>=10 Appliances	3	7	3	5	6
Total	13,135	13,110	10,323	9,765	9,469

Demand For Incidents

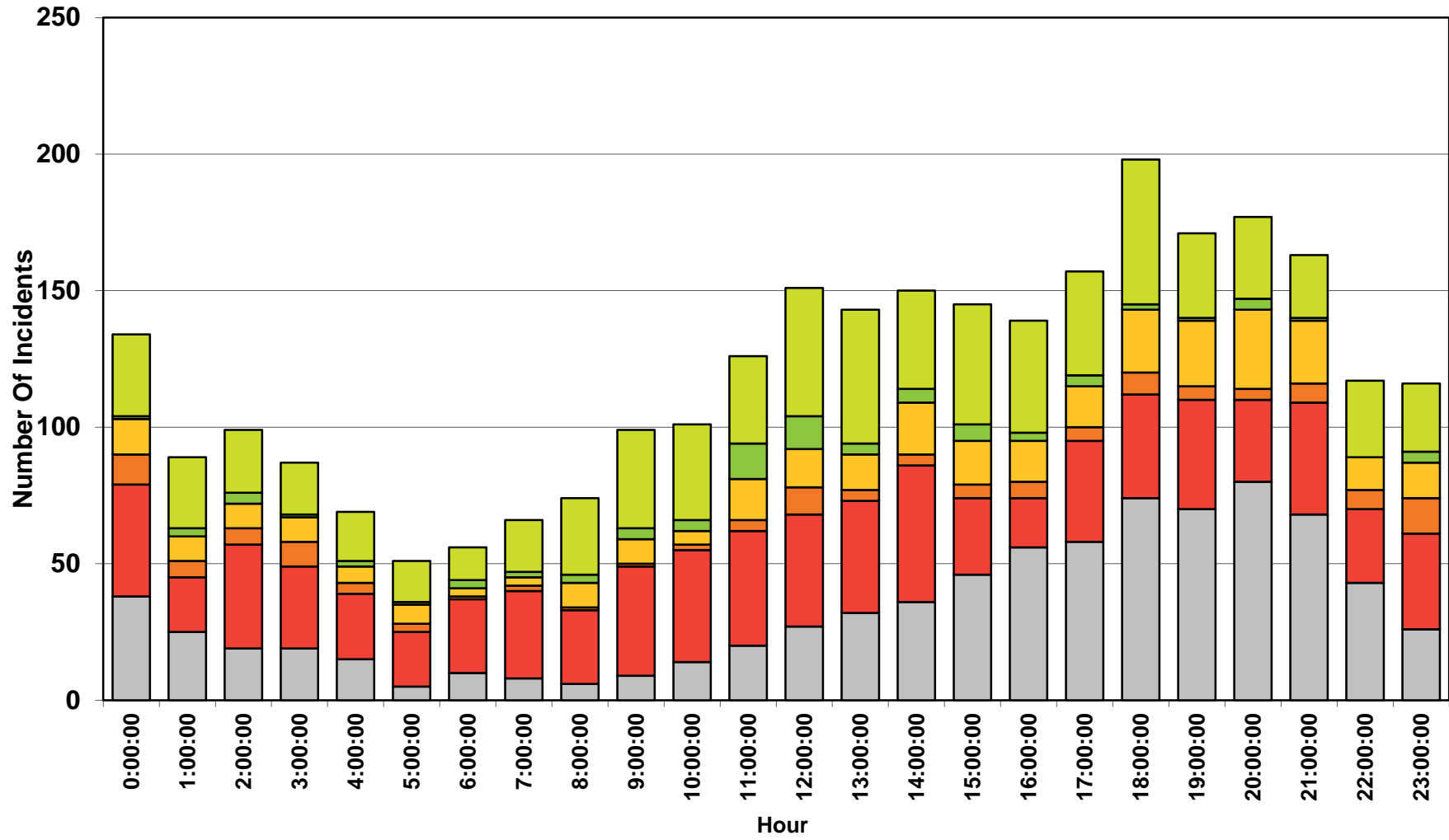
Demand For Different Types Of Incidents (Total) 2014



Weekday Demand For Different Types Of Incidents (2014)

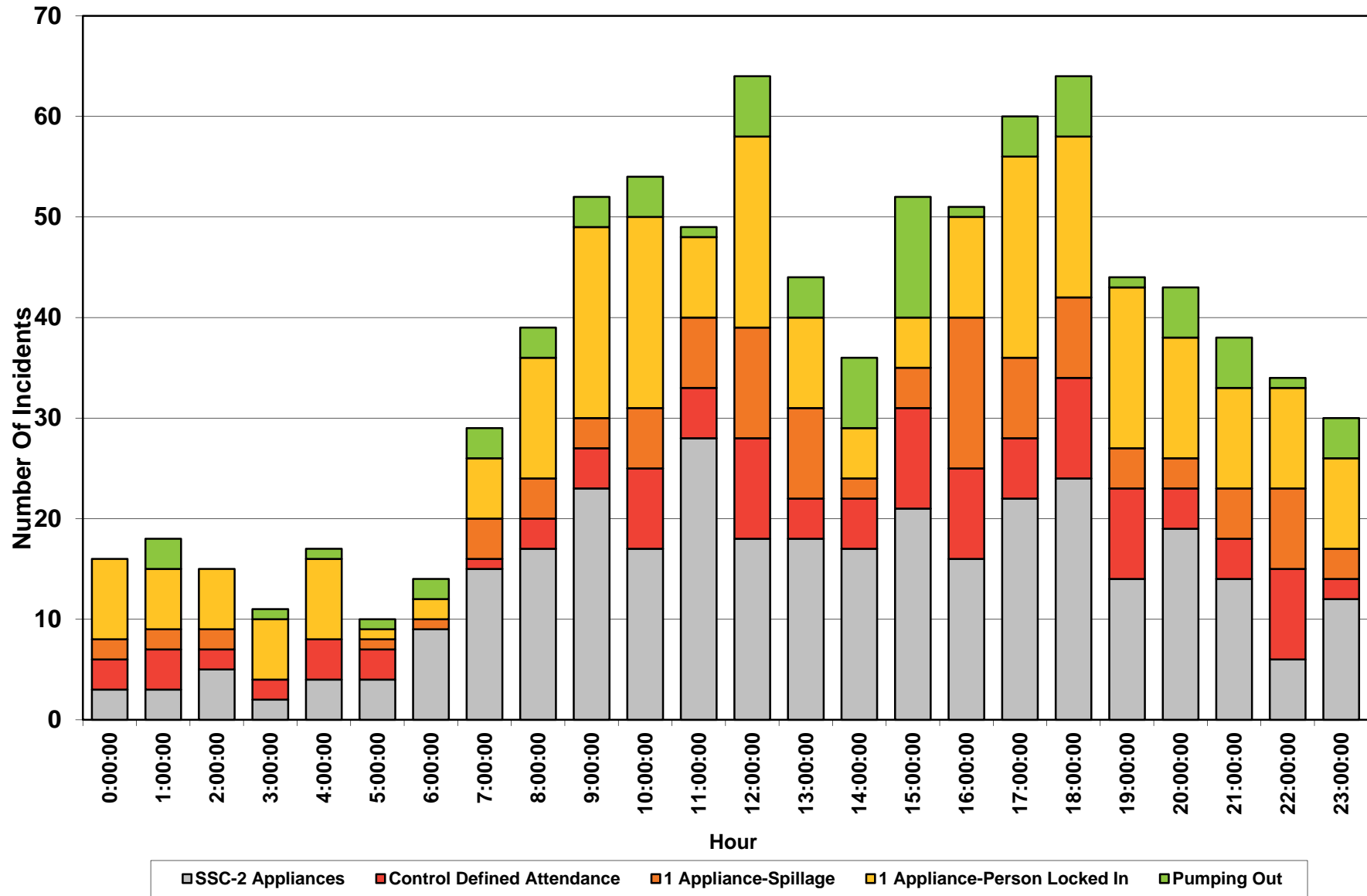


Weekend Demand For Different Types Of Incidents (2014)

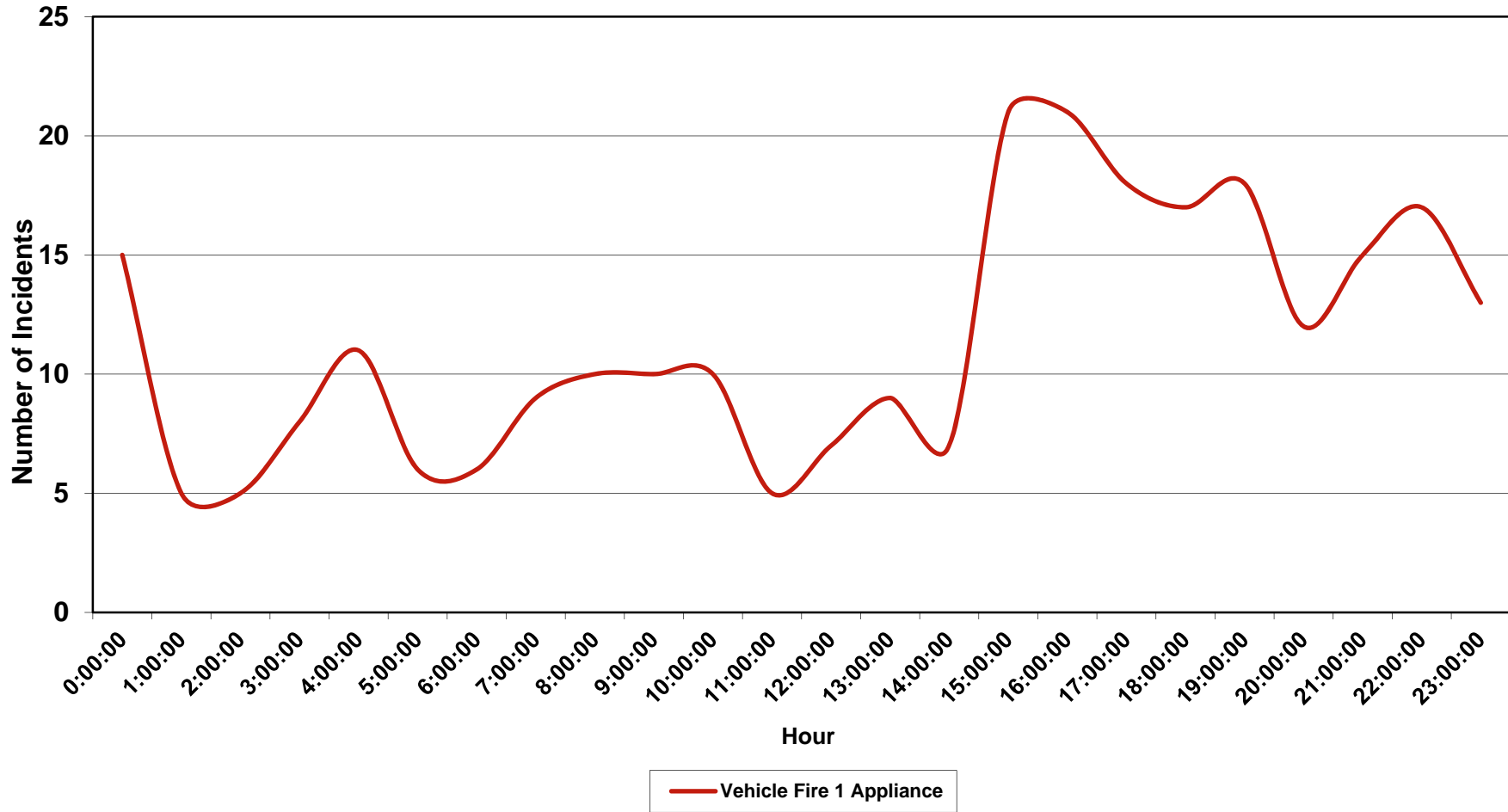


Fire 1 Appliance
 Alarm 2 Appliances
 Vehicle Fire 1 Appliance
 Fire 2 Appliances
 SSC-2 Appliances
 Others

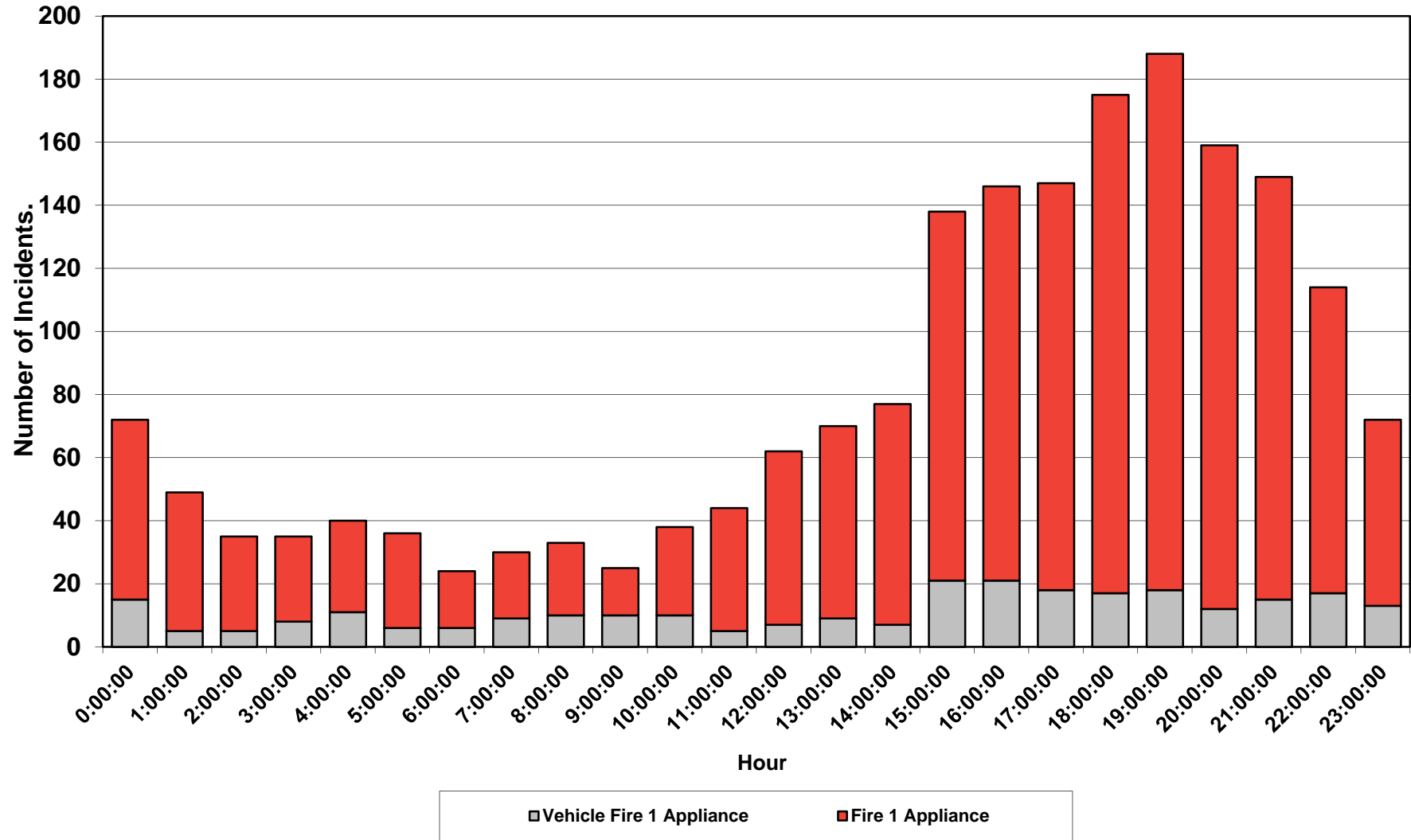
Demand For Smaller Incidents (2014)



Vehicle Fire 1 Appliance Average 2014



Average 1 Appliance Fires and Vehicle Total Fires 2014

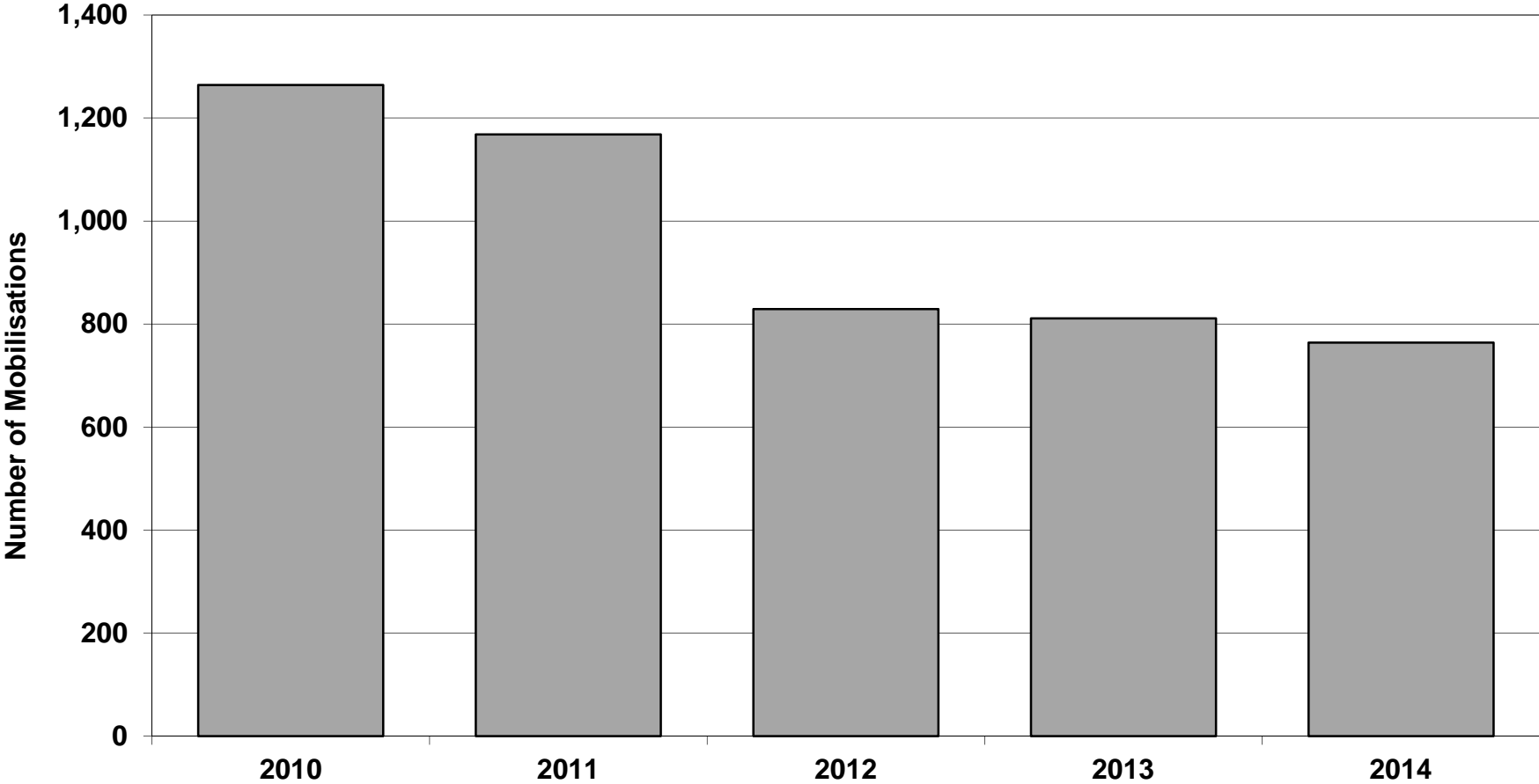


Mobilisations by Appliance:

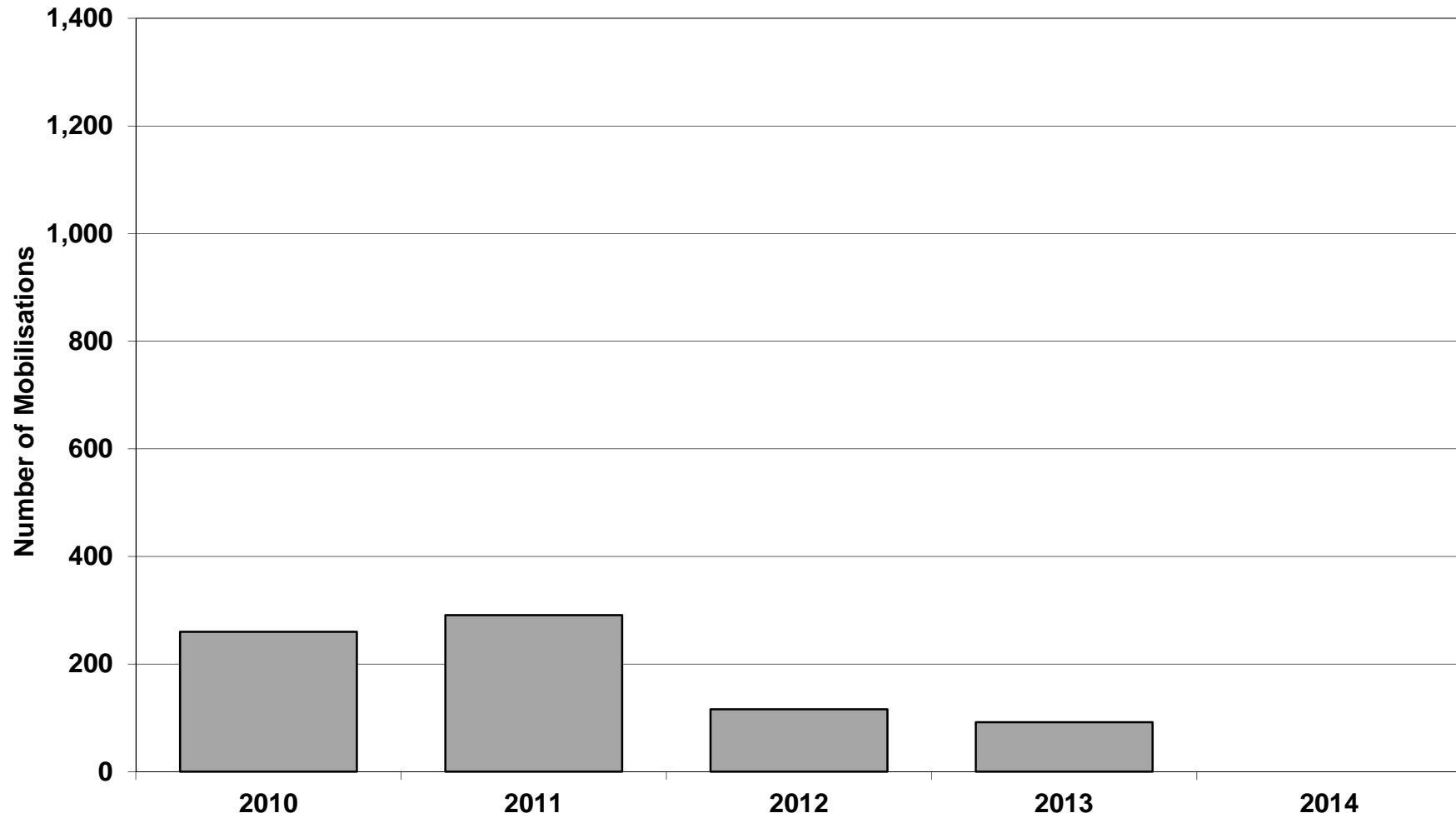
Station 1 Mansfield:

Page 142

T01P1 Mobilisations 2010-2014

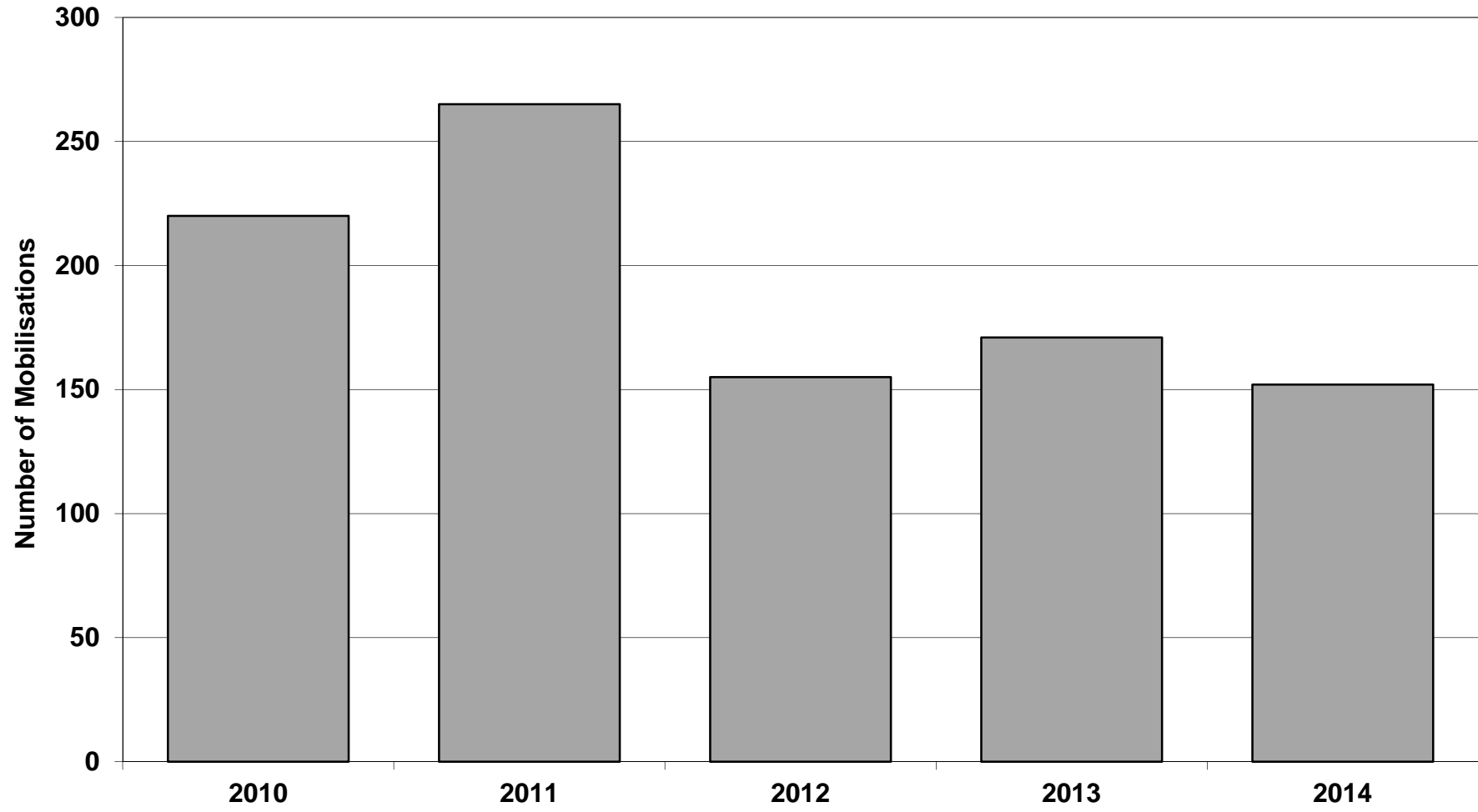


T01P2 Mobilisations 2010-2014



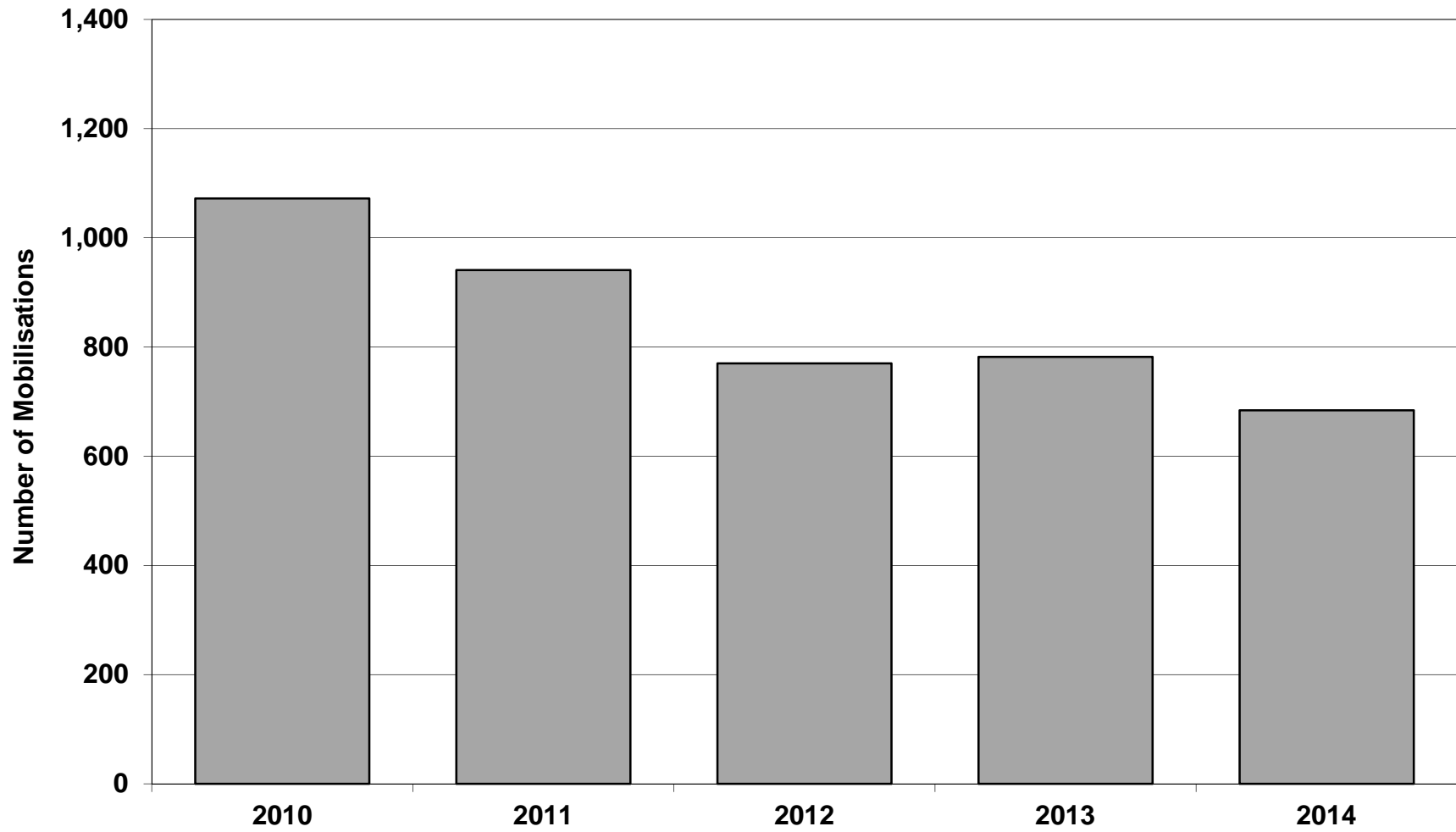
Station 2 Blidworth:

T02P1 Mobilisations 2010-2014

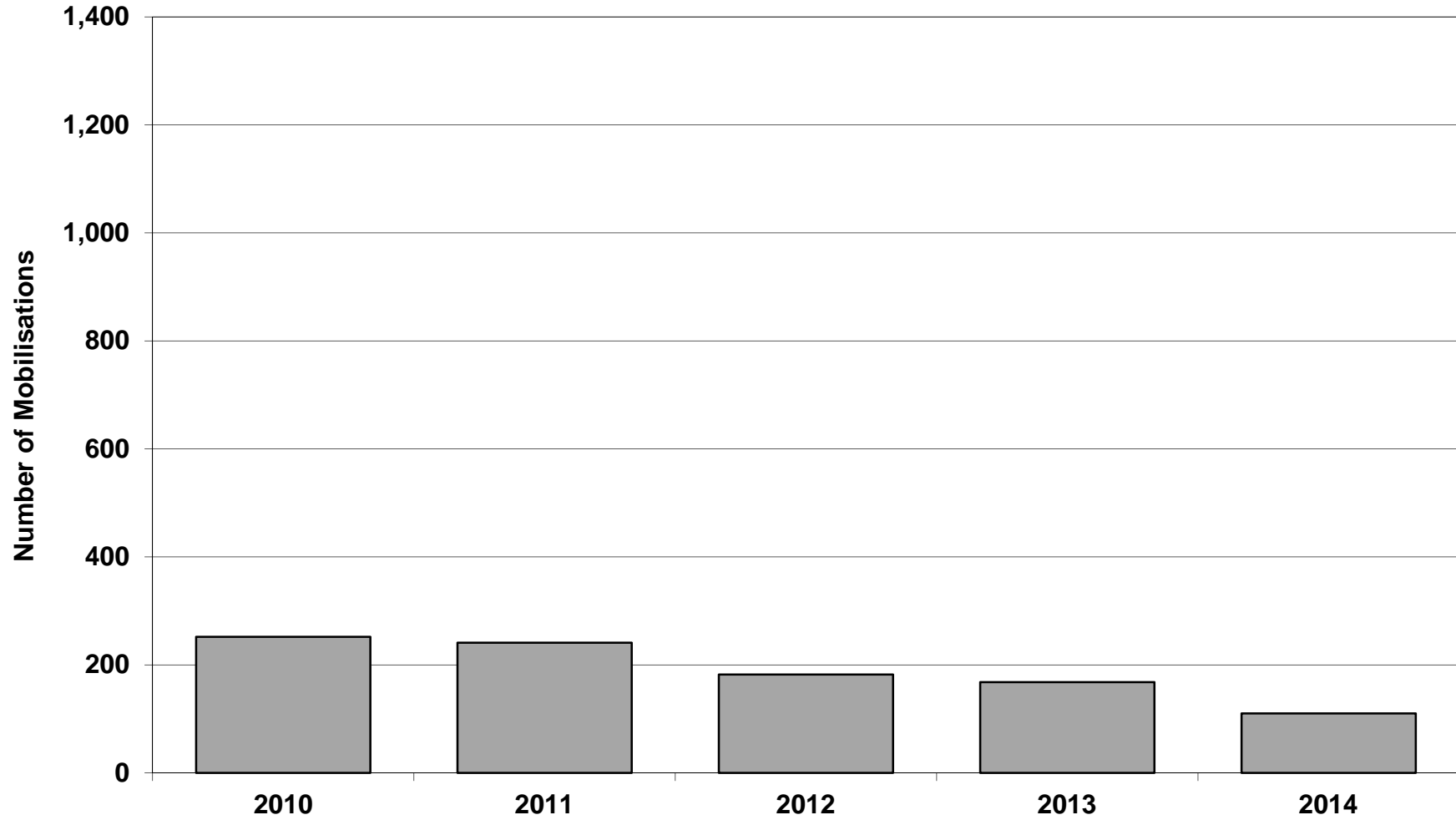


Station 5 Ashfield:

T05P1 Mobilisations 2010-2014



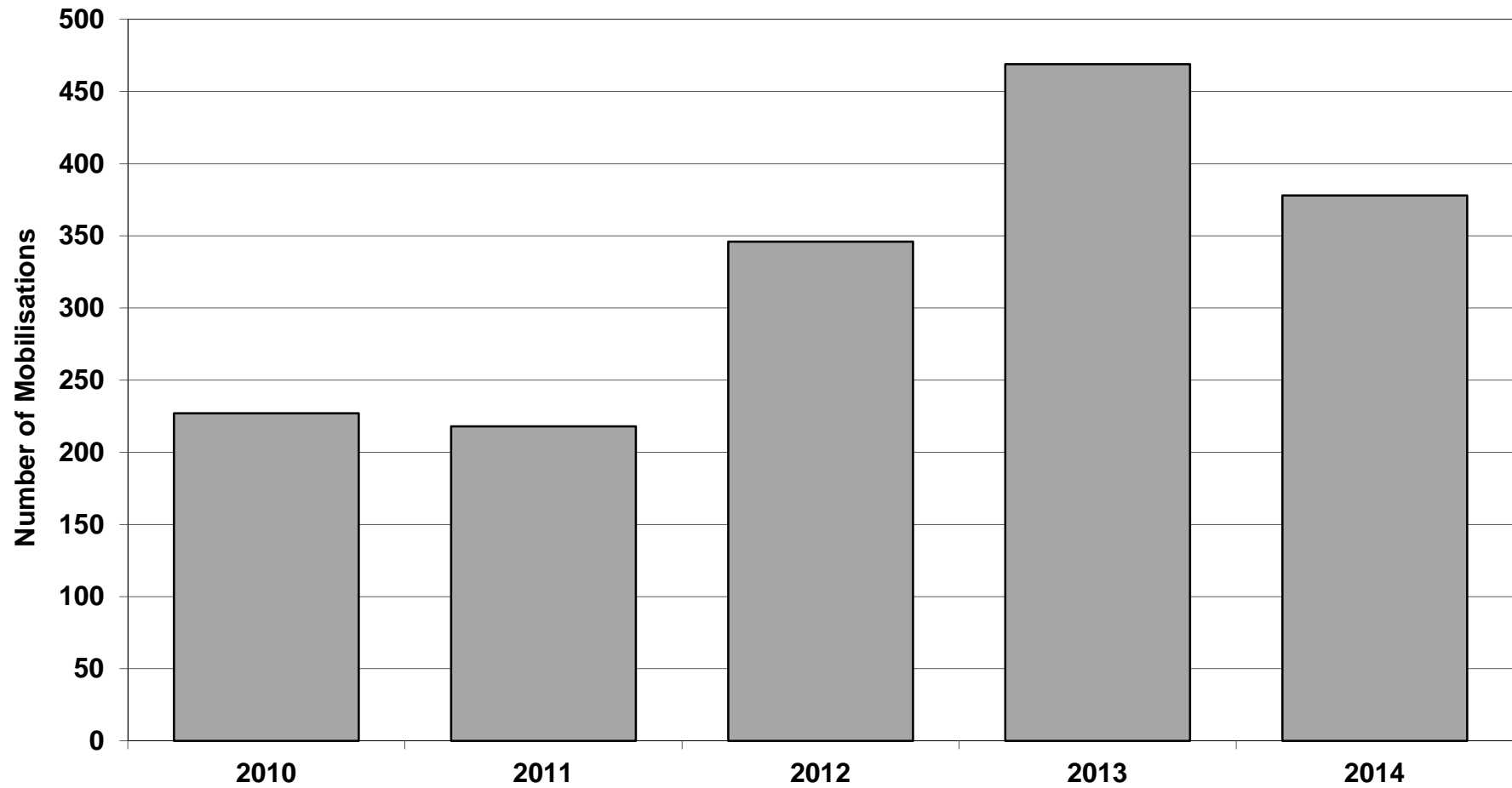
T05P2 Mobilisations 2010-2014



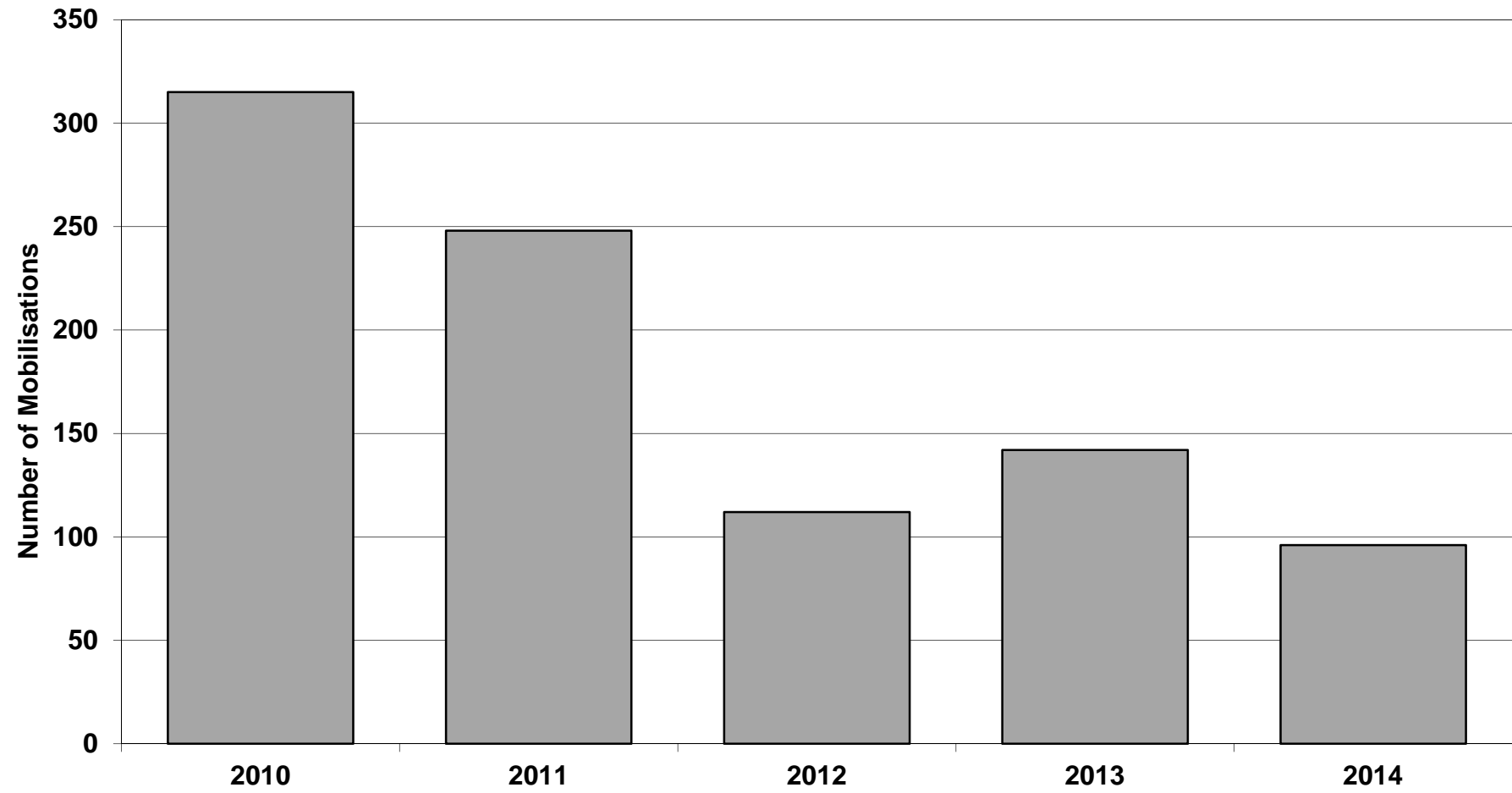
Station 6 Edwinstowe:

(changed from RDS to WDS April 2012.)

T06P1 Mobilisations 2010-2014

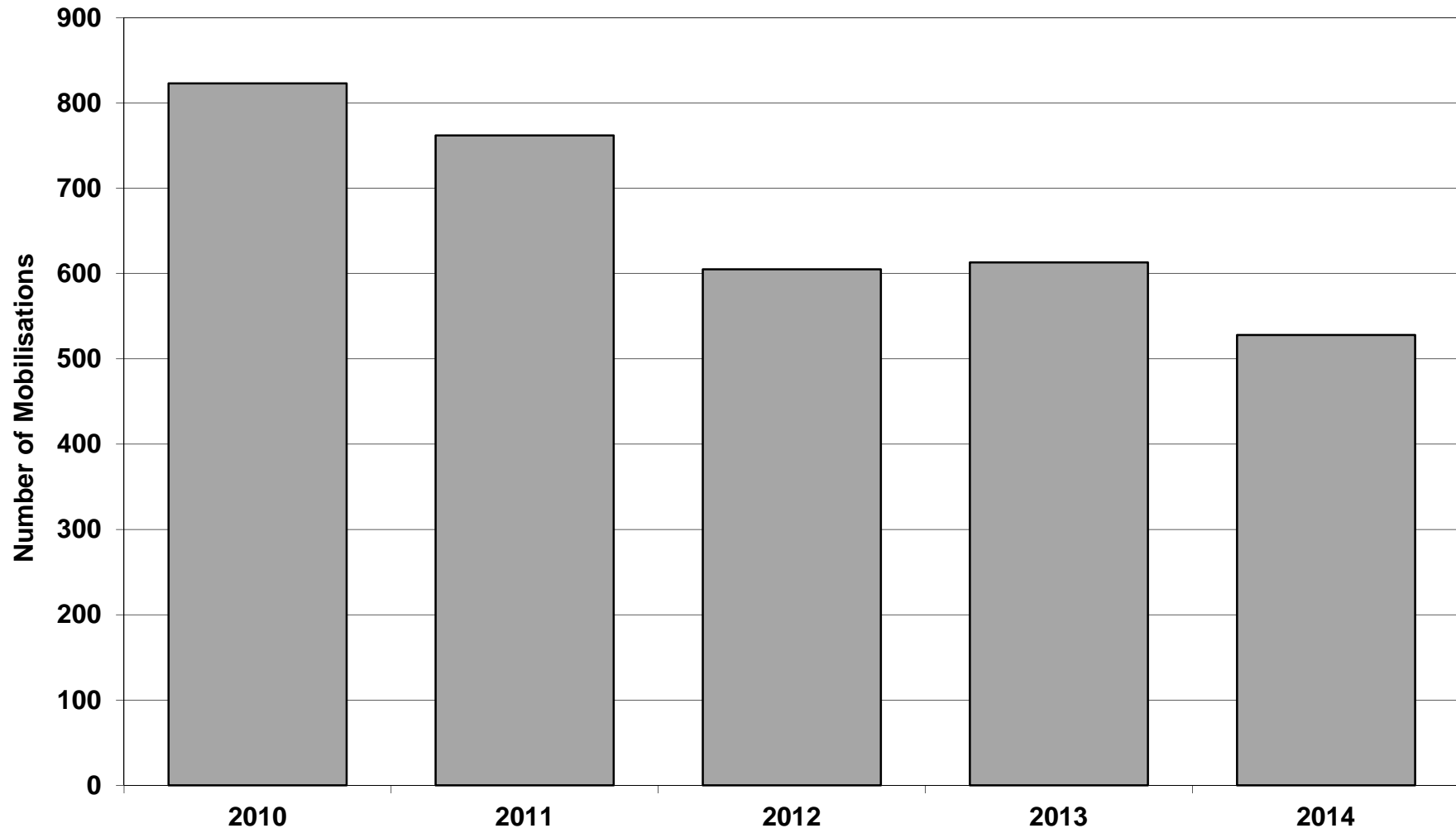


T07P1 Mobilisations 2010-2014

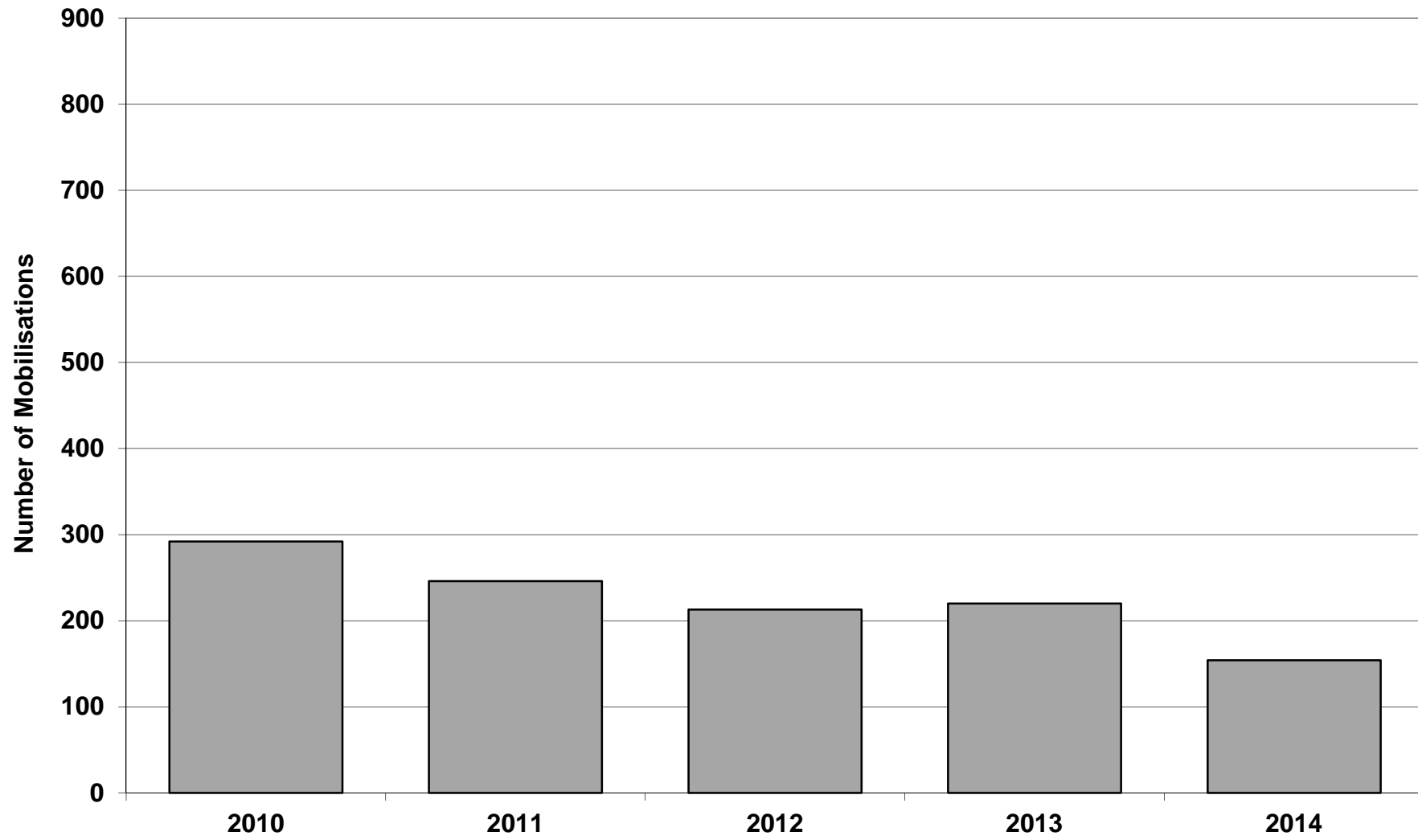


Station 8 Worksop:

T08P1 Mobilisations 2010-2014

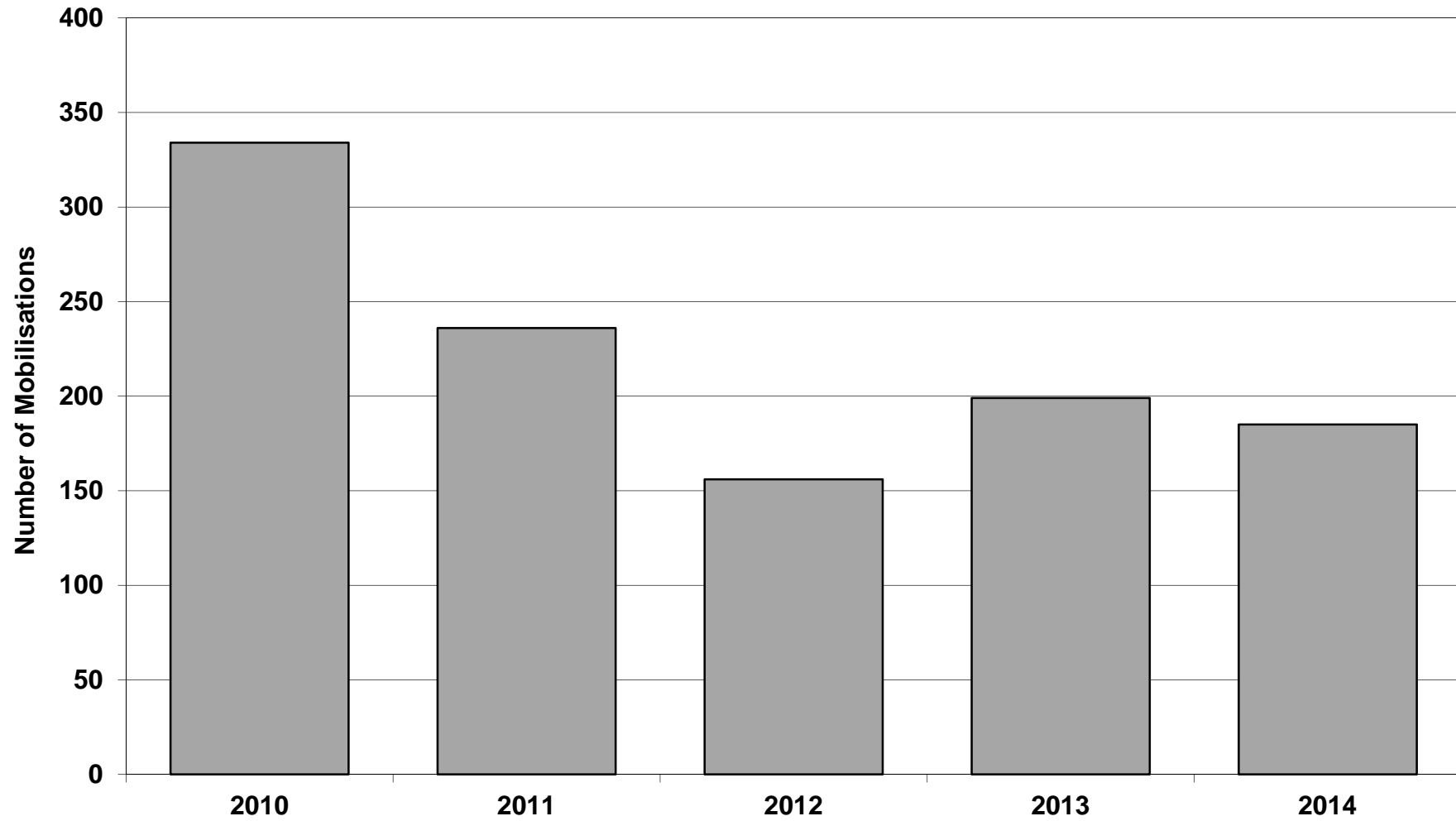


T08P2 Mobilisations 2010-2014



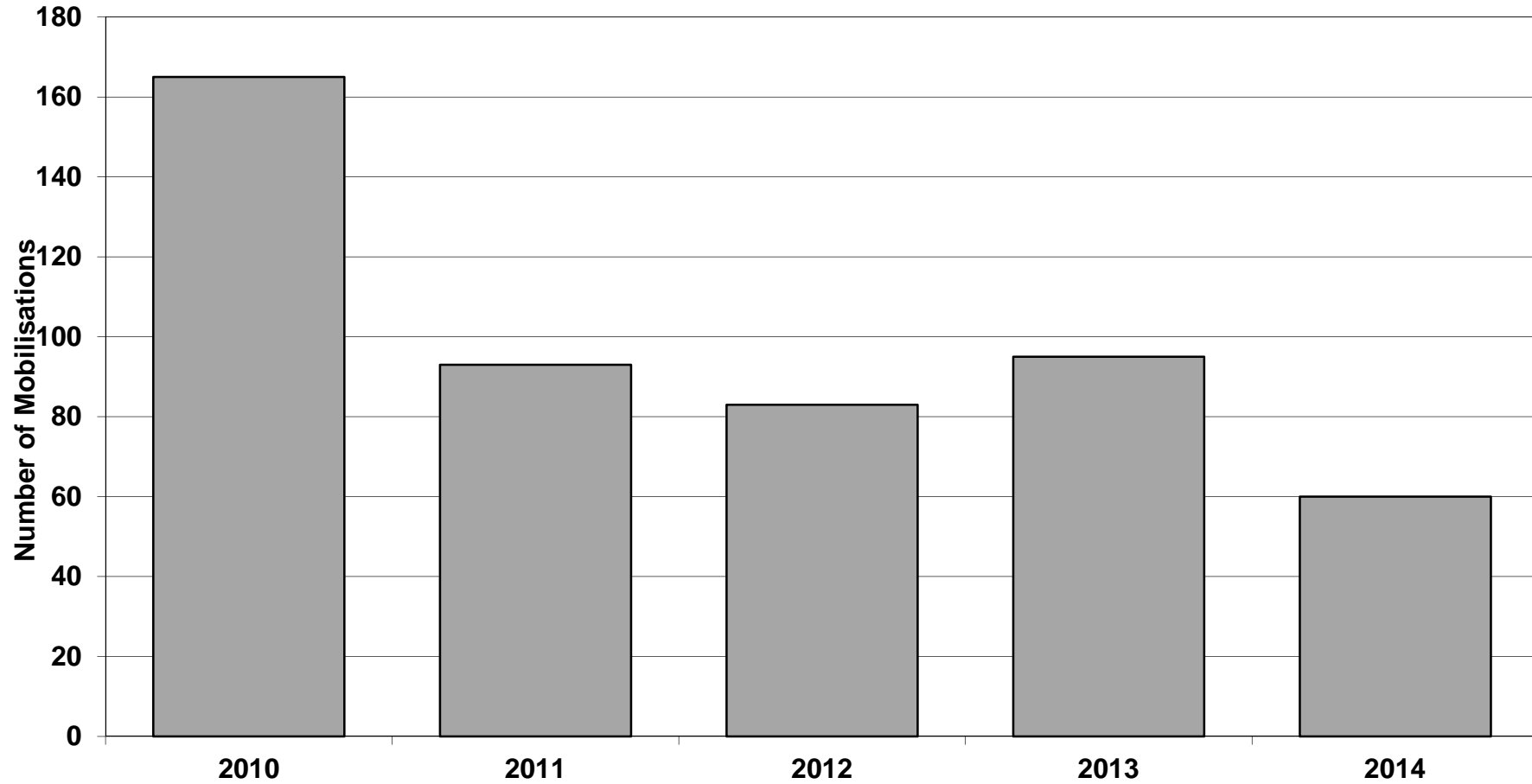
Station 10 Harworth:

T10P1 Mobilisations 2010-2014



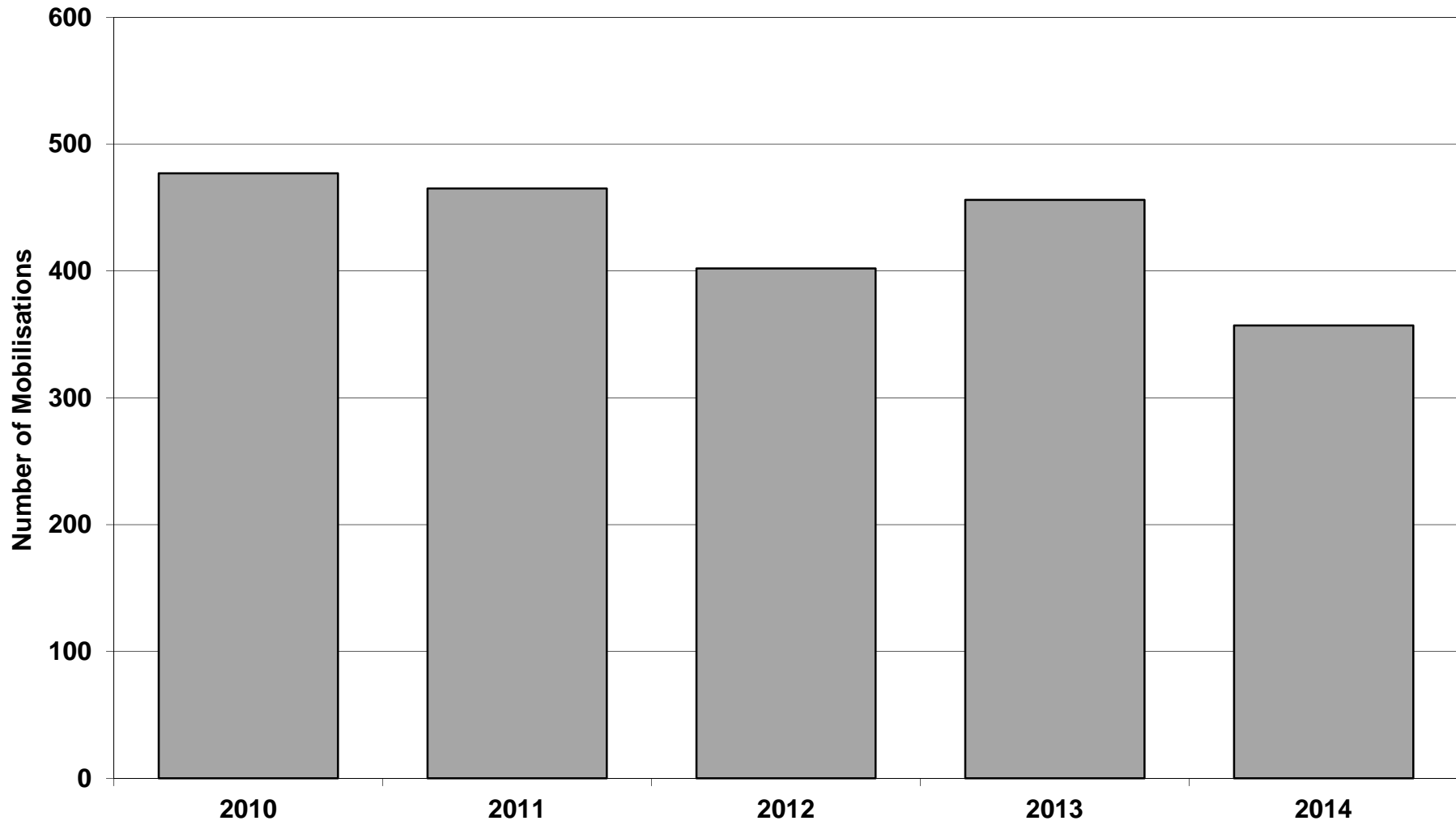
Station 11 Misterton:

T11P1 Mobilisations 2010-2014

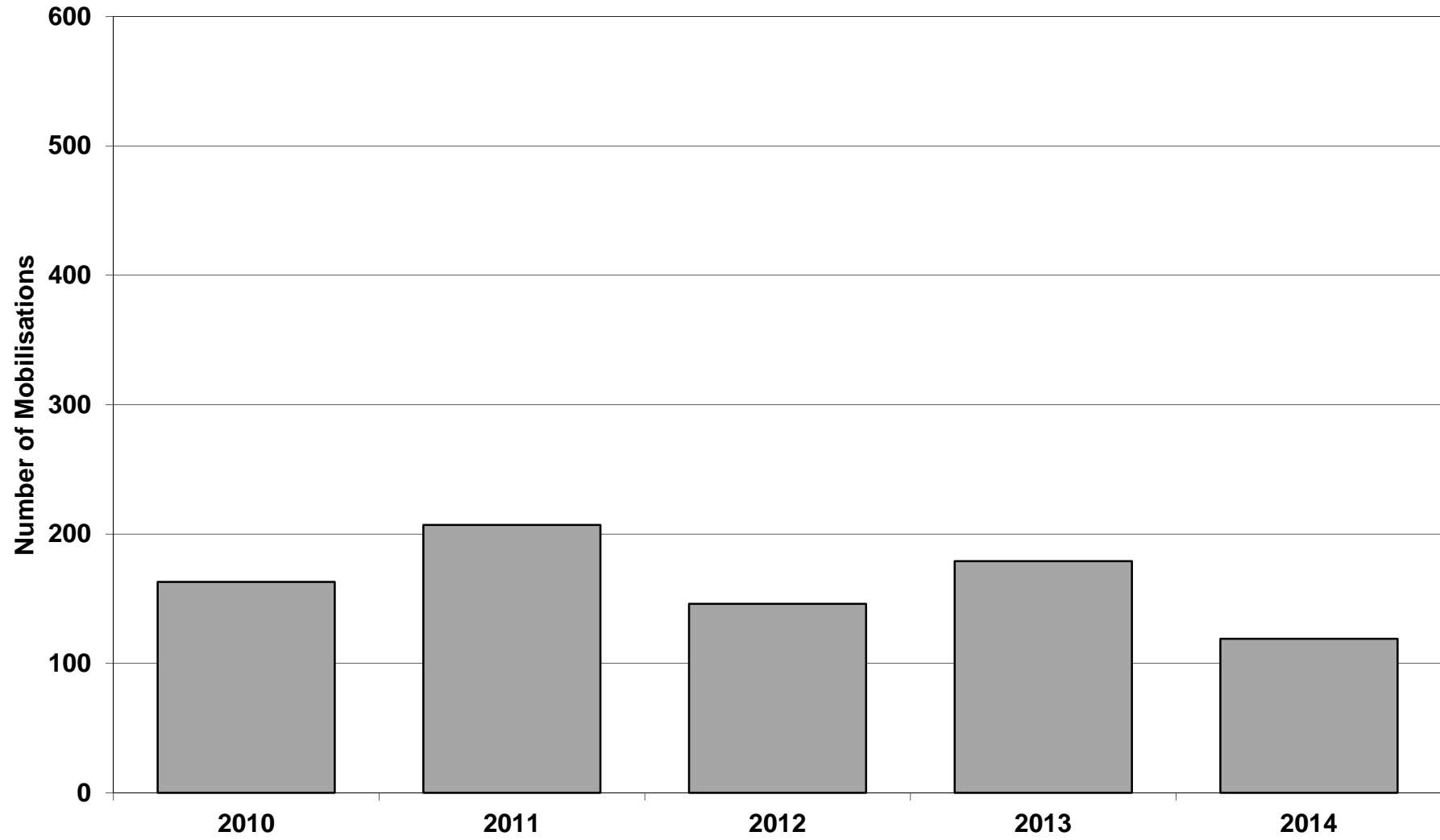


Station 12 Retford:

T12P1 Mobilisations 2010-2014

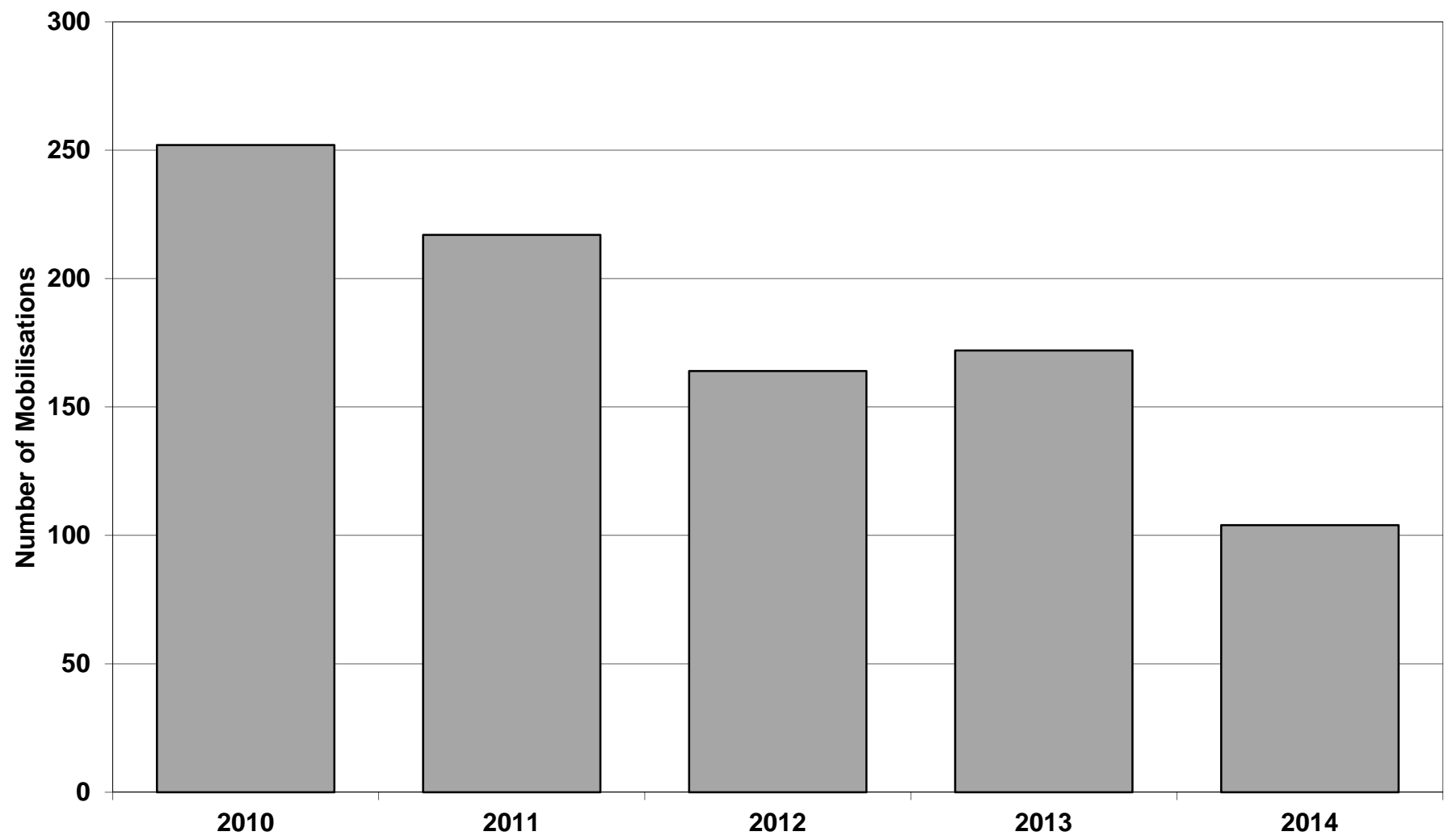


T12P2 Mobilisations 2010-2014



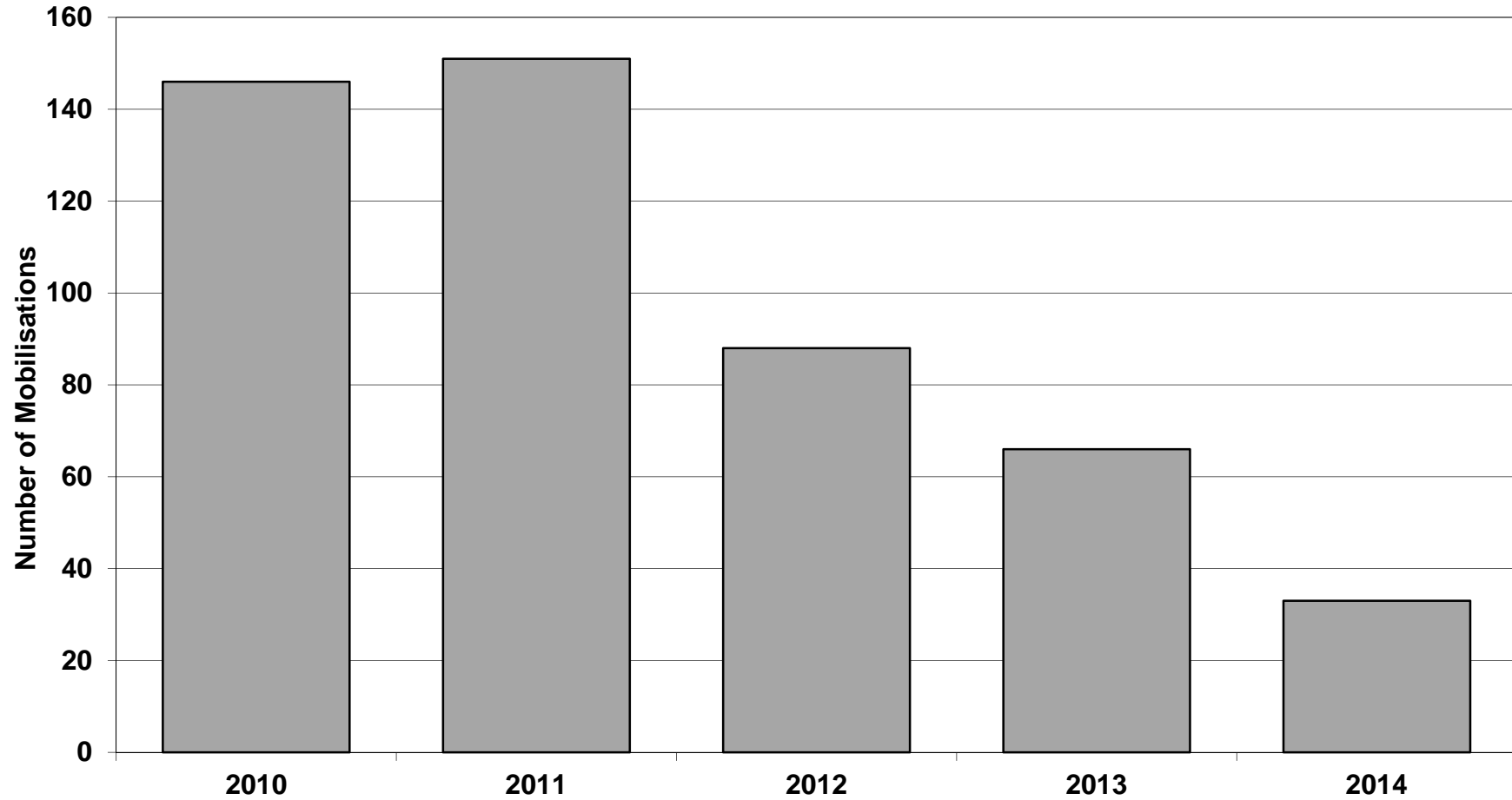
Station 13 Tuxford:

T13P1 Mobilisations 2010-2014



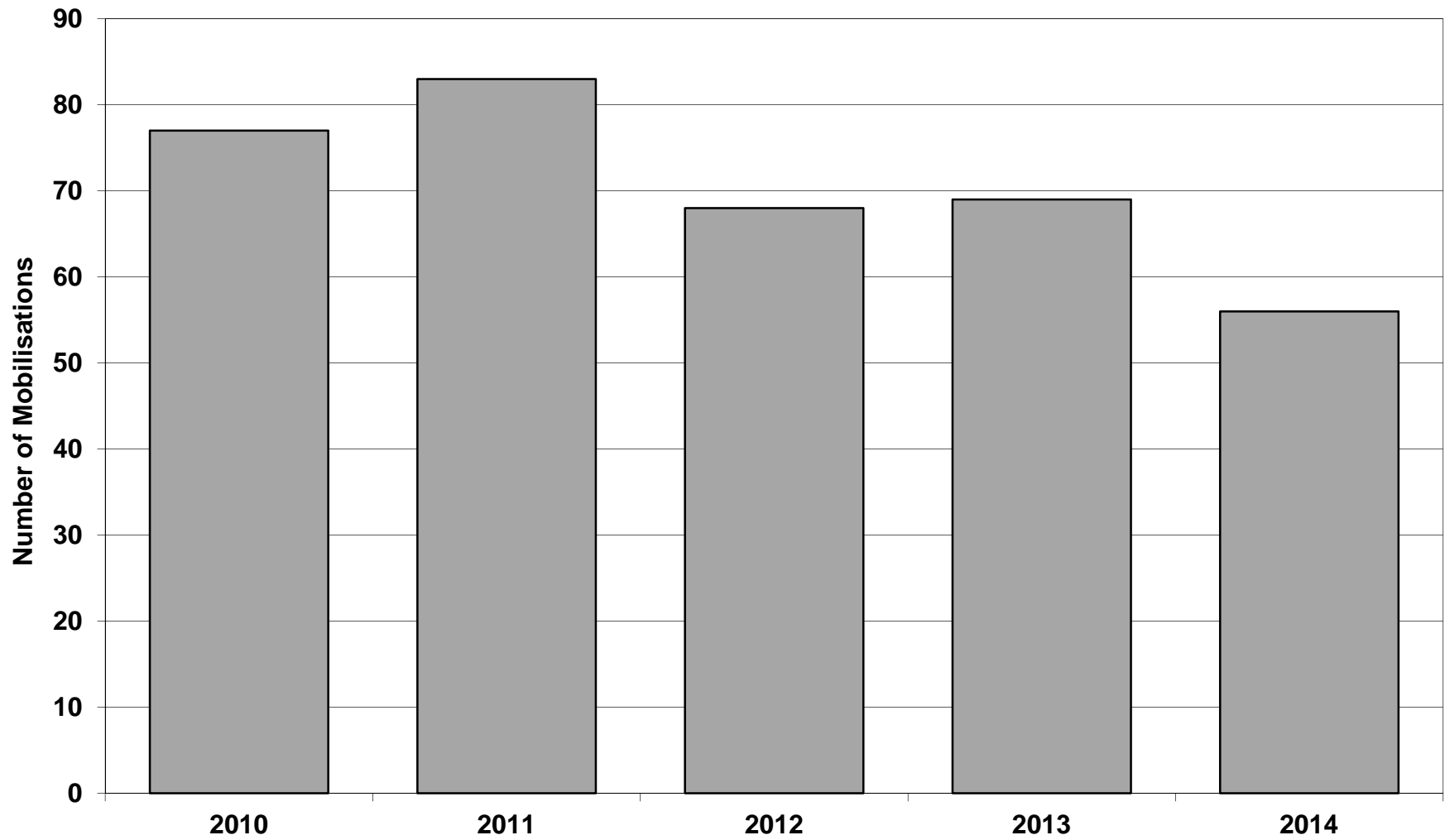
Station 14 Southwell:

T14P1 Mobilisations 2010-2014

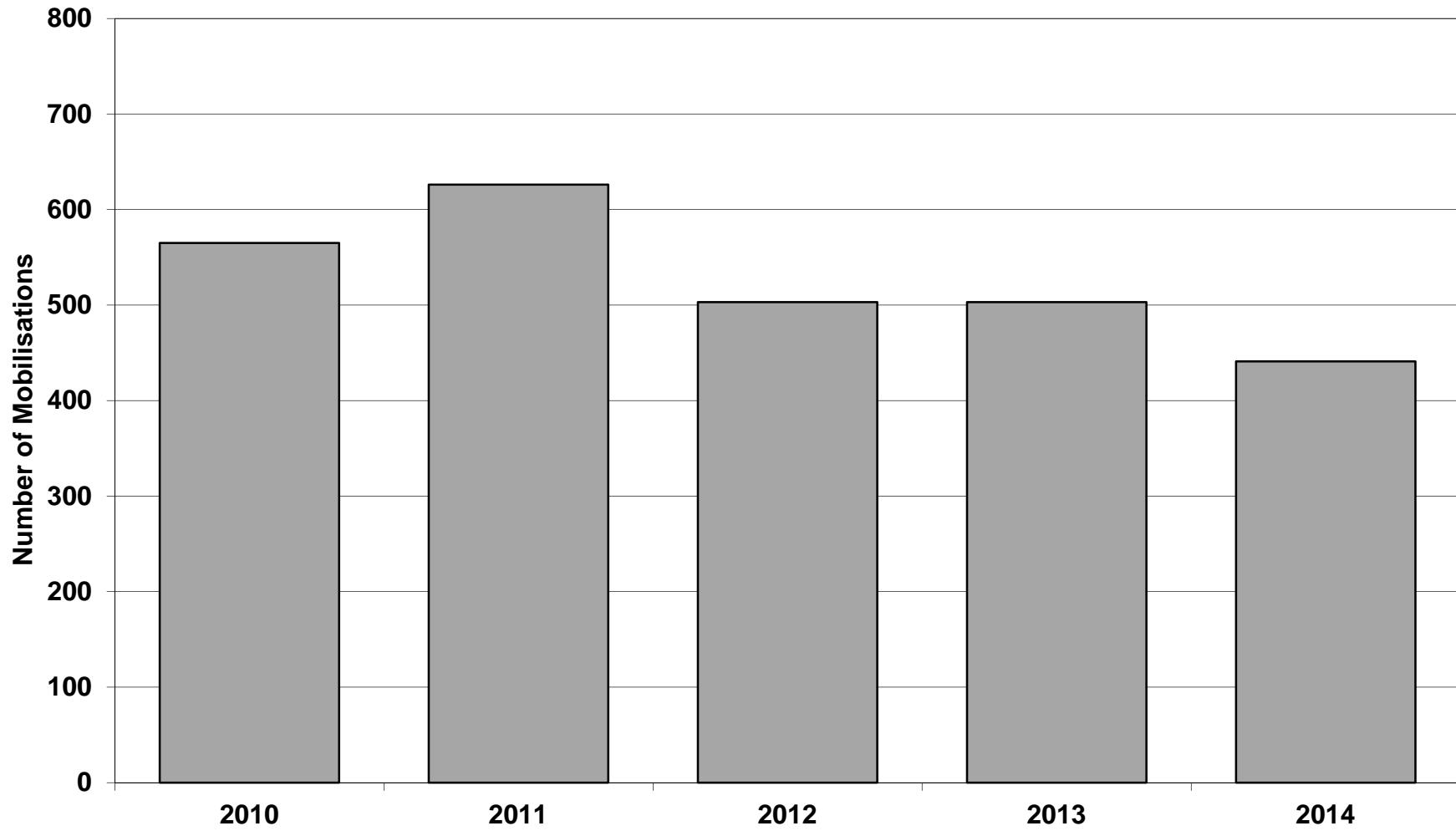


Station 15 Collingham:

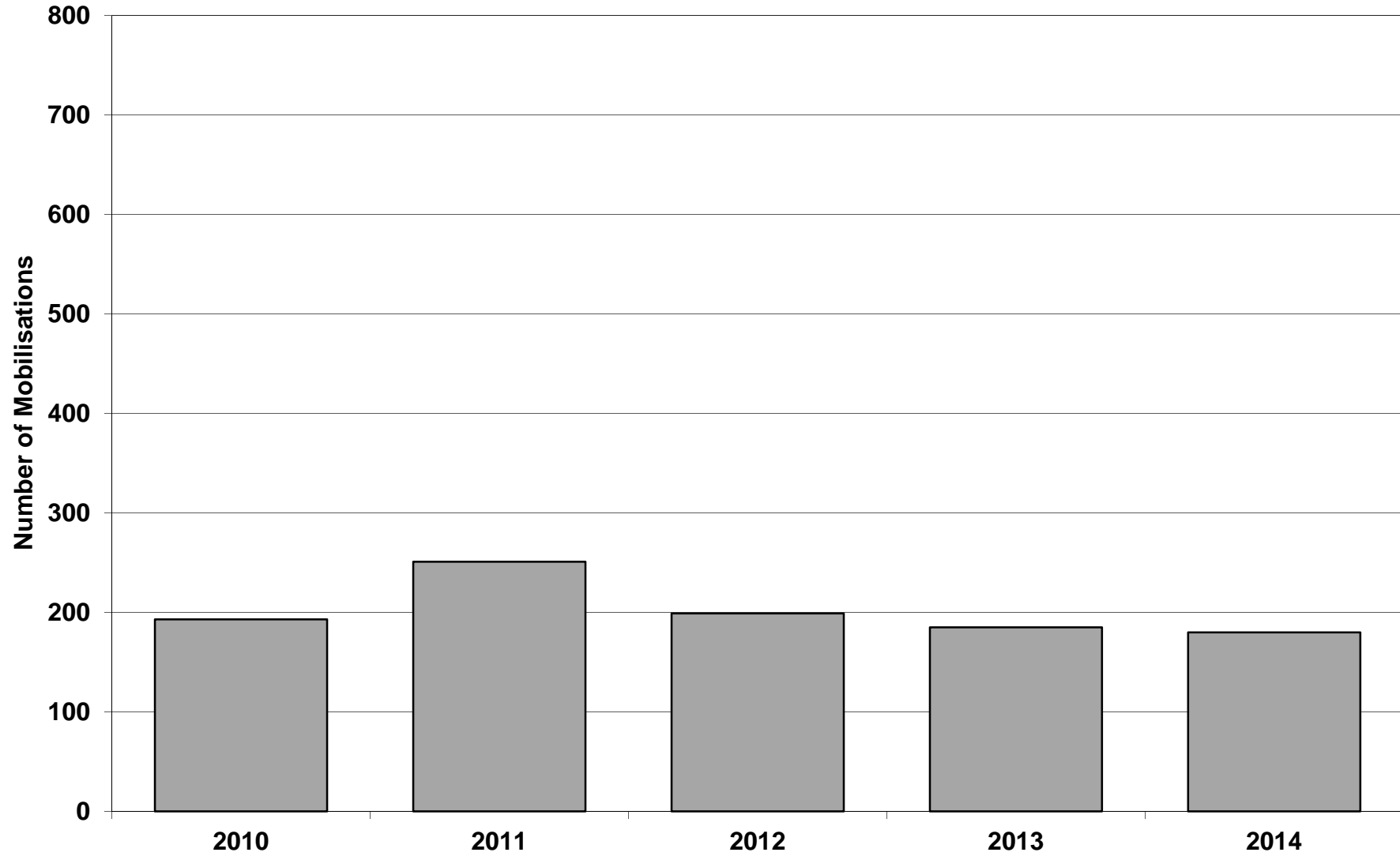
T15P1 Mobilisations 2010-2014



T16P1 Mobilisations 2010-2014

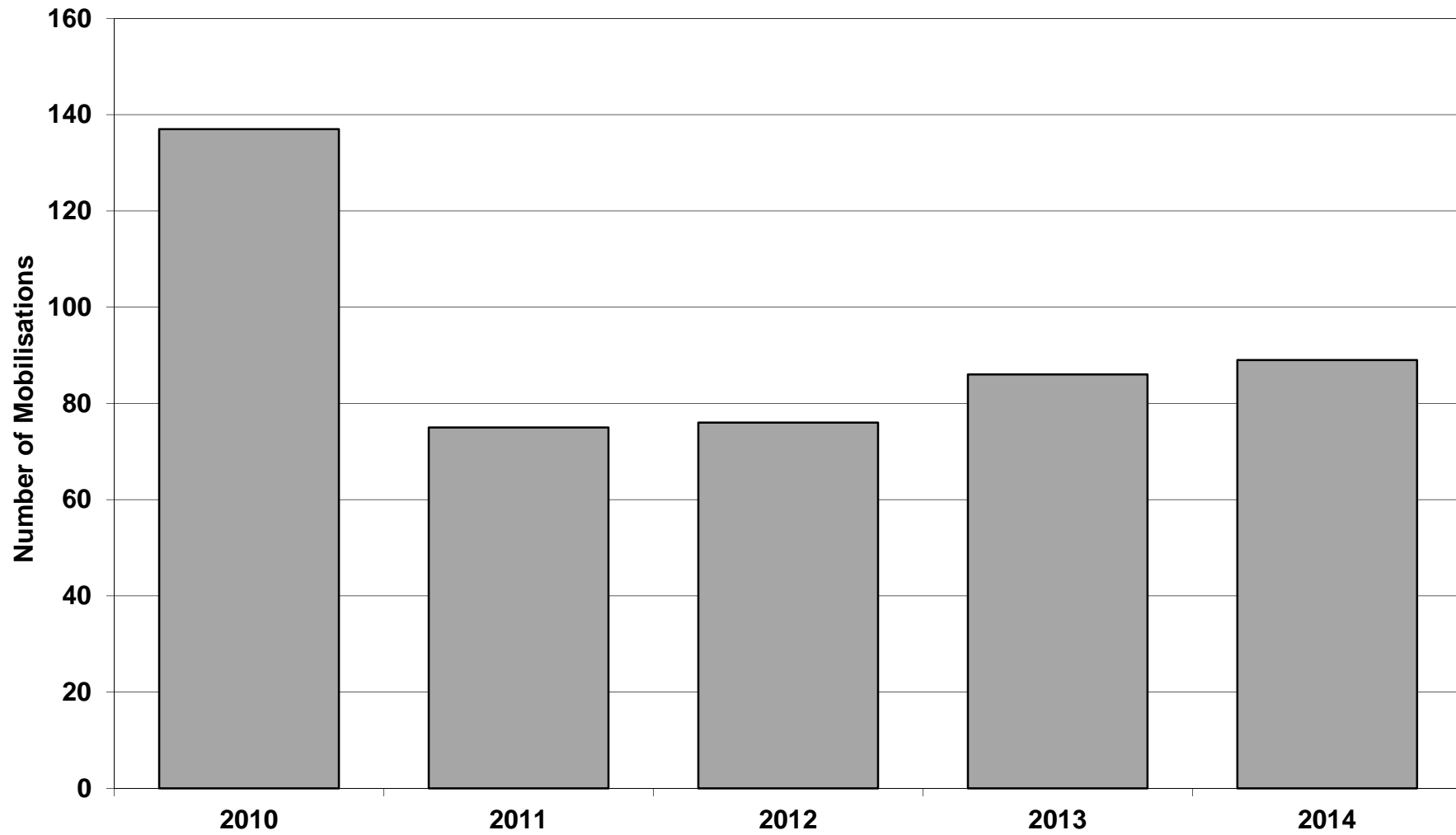


T16P2 Mobilisations 2010-2014

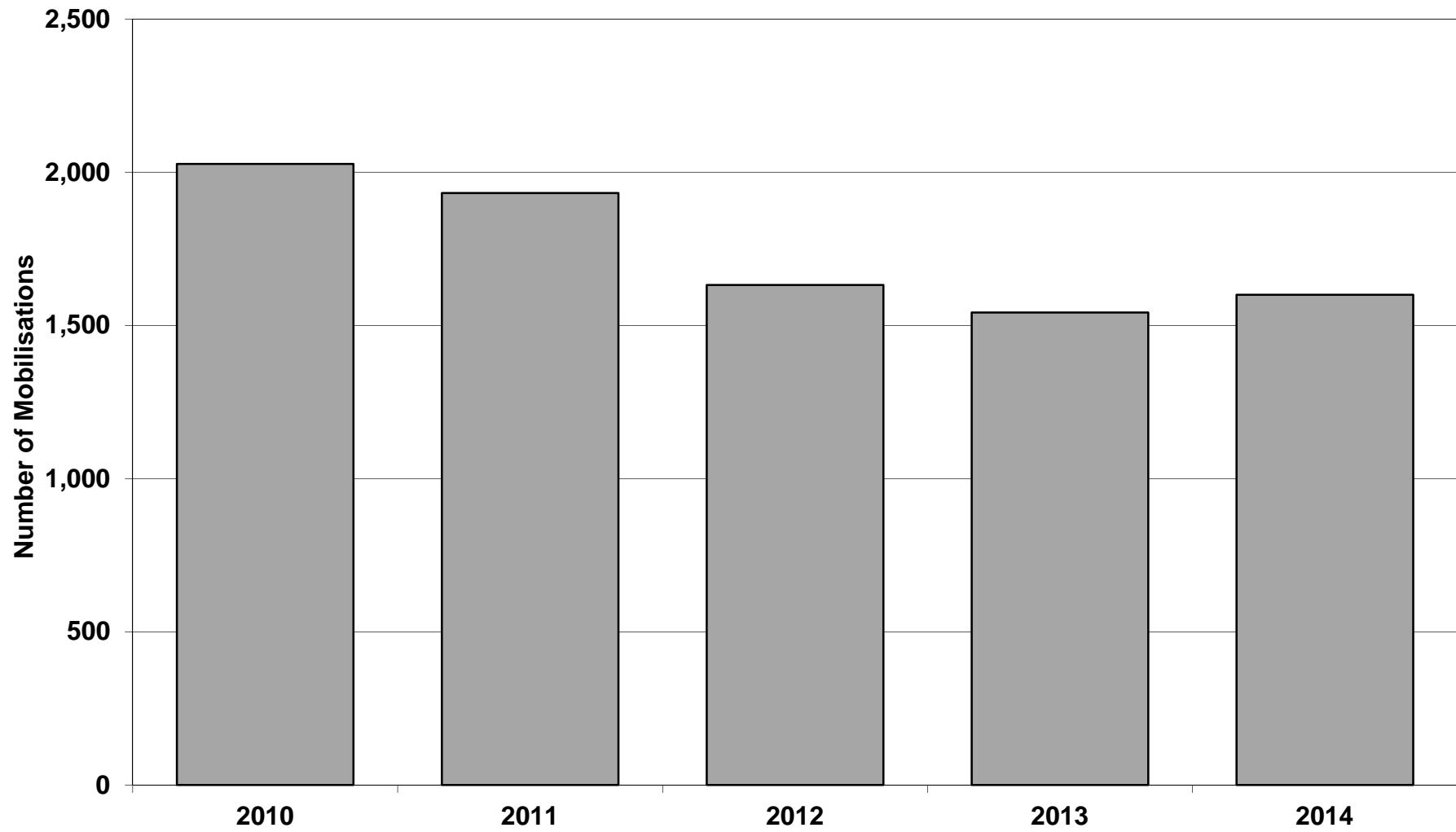


Station 17 Bingham:

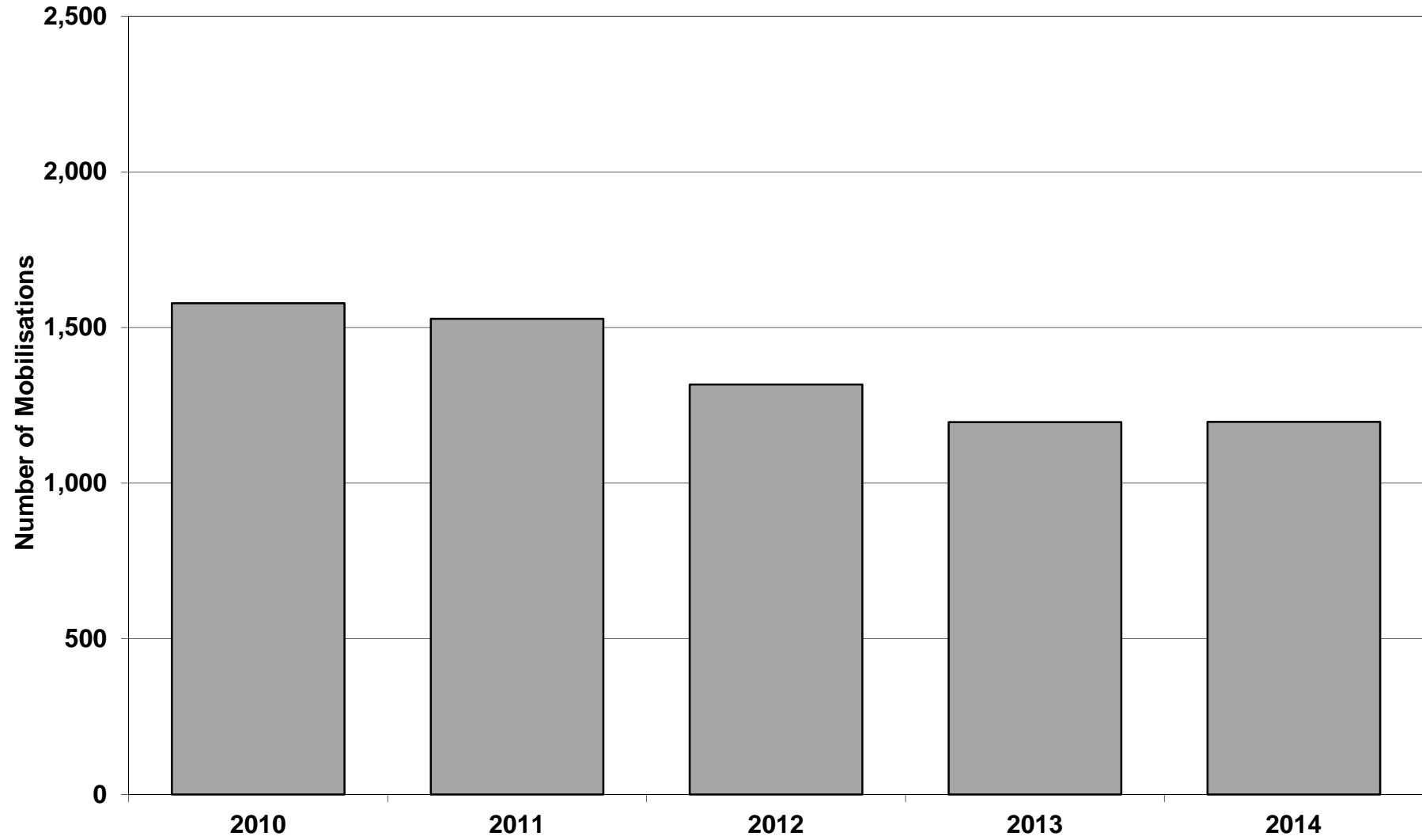
T17P1 Mobilisations 2010-2014



T18P1 Mobilisations 2010-2014

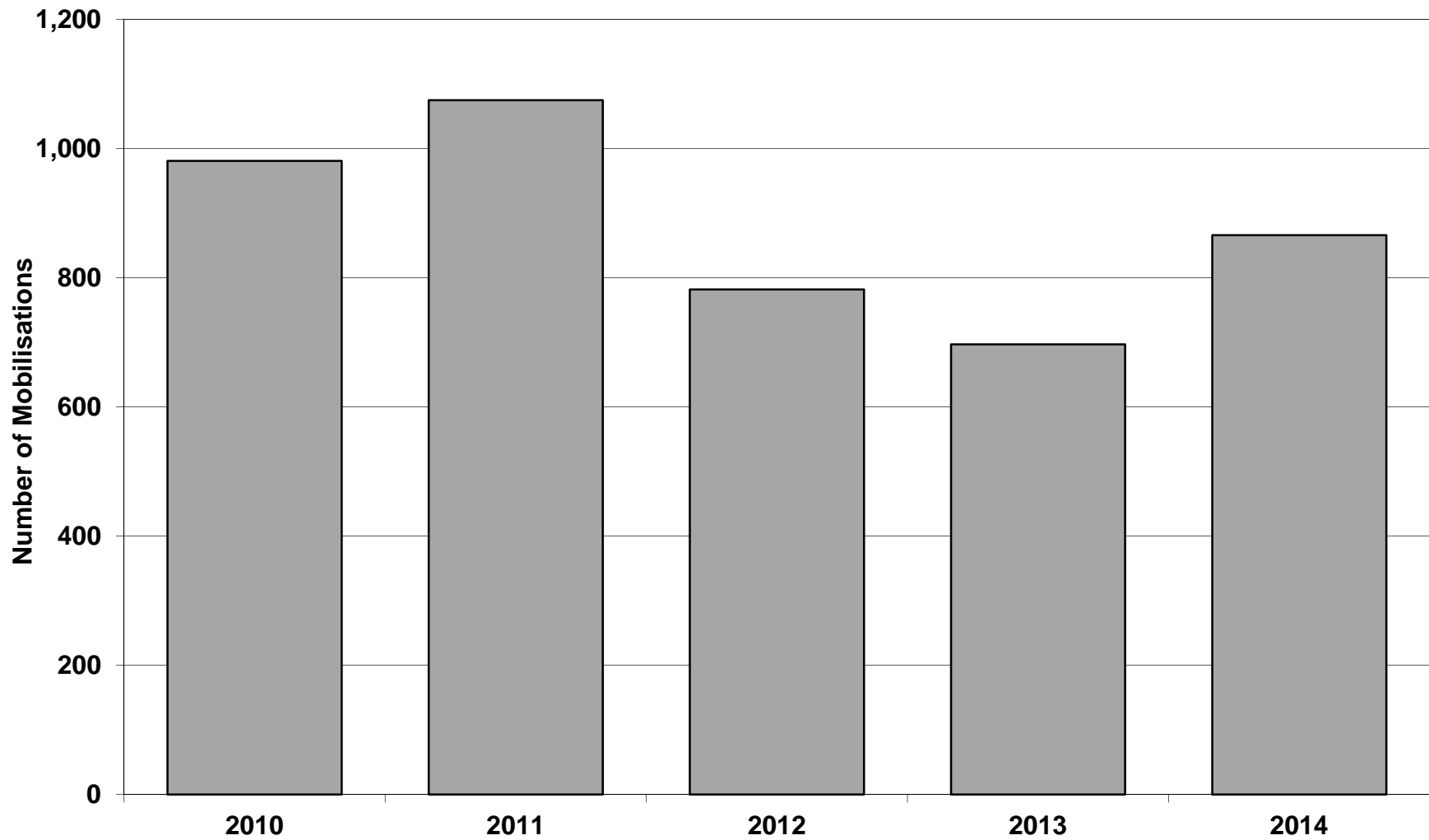


T18P2 Mobilisations 2010-2014

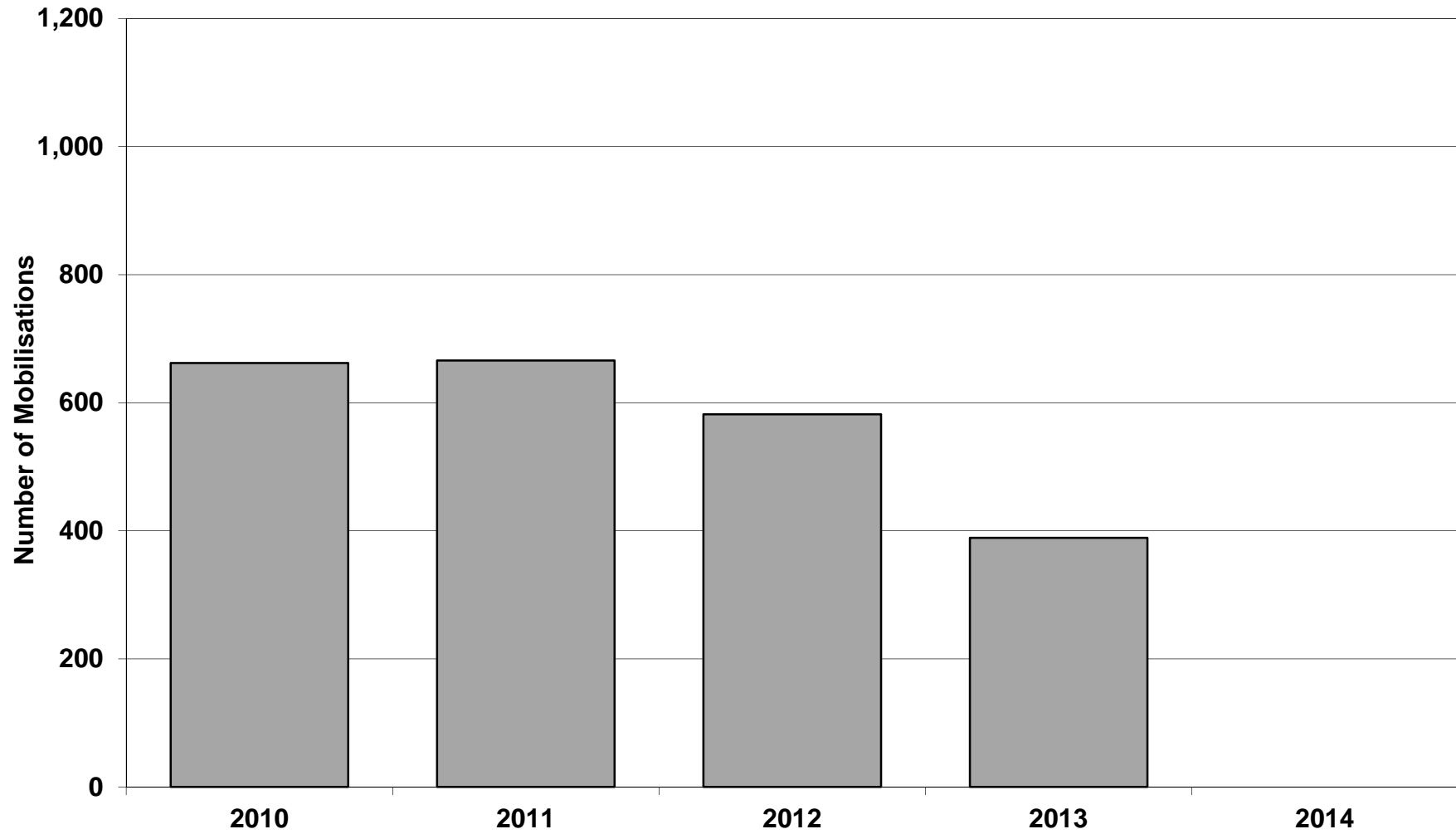


Station 19 West Bridgford:

T19P1 Mobilisations 2010-2014



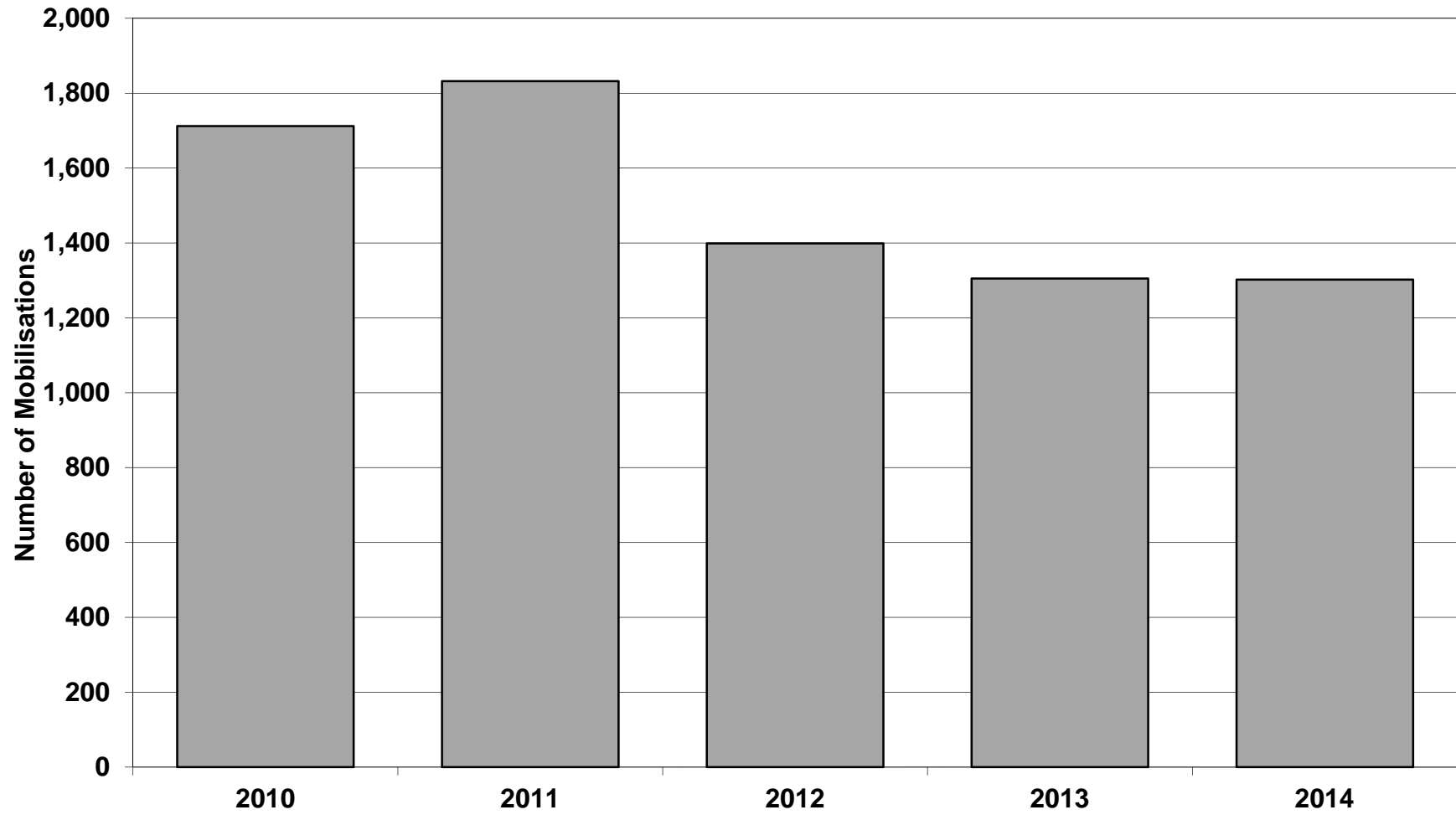
T19P2 Mobilisations 2010-2014



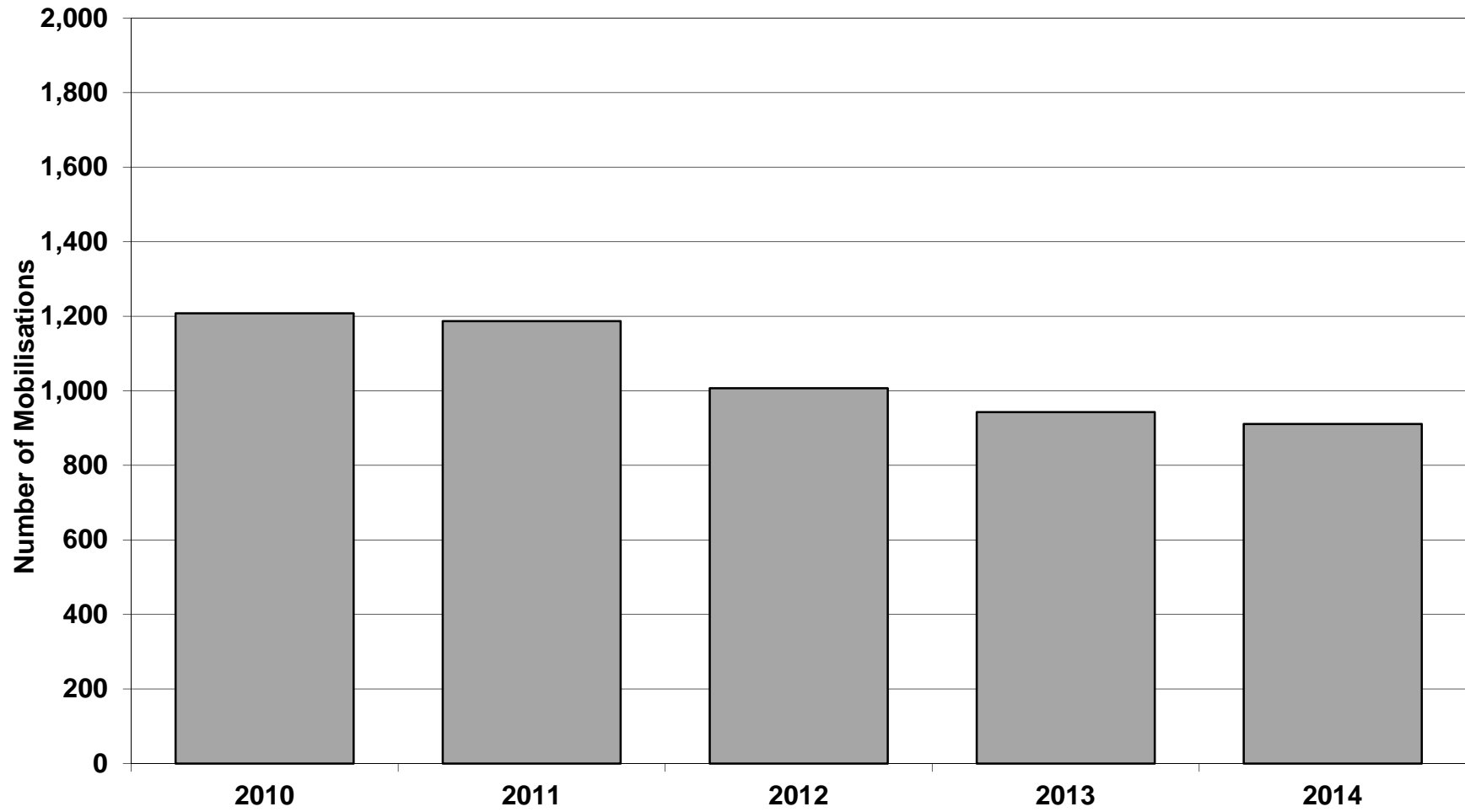
T19P2 Removed October 2013

Station 20 Stockhill:

T20P1 Mobilisations 2010-2014

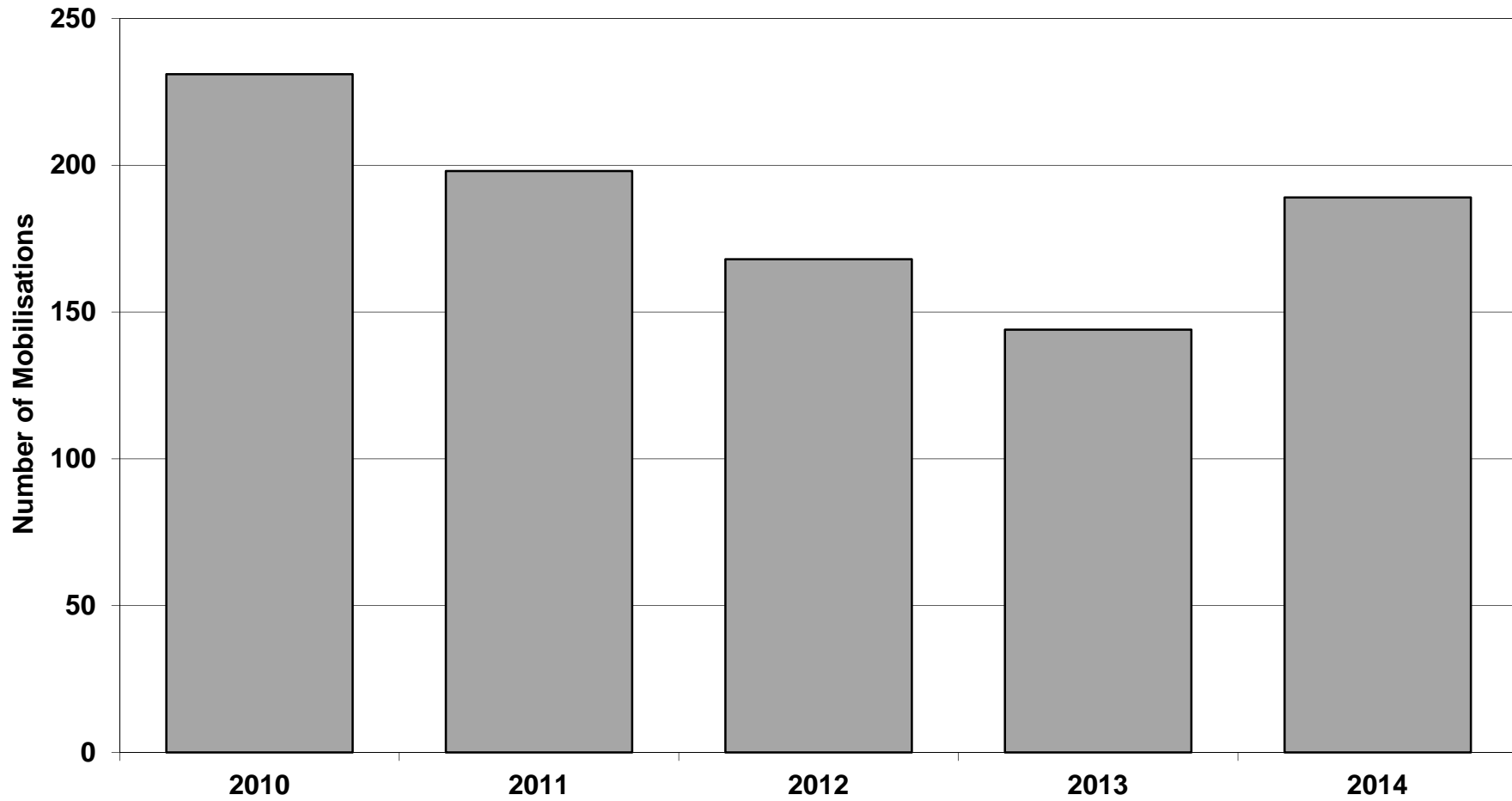


T20P2 Mobilisations 2010-2014



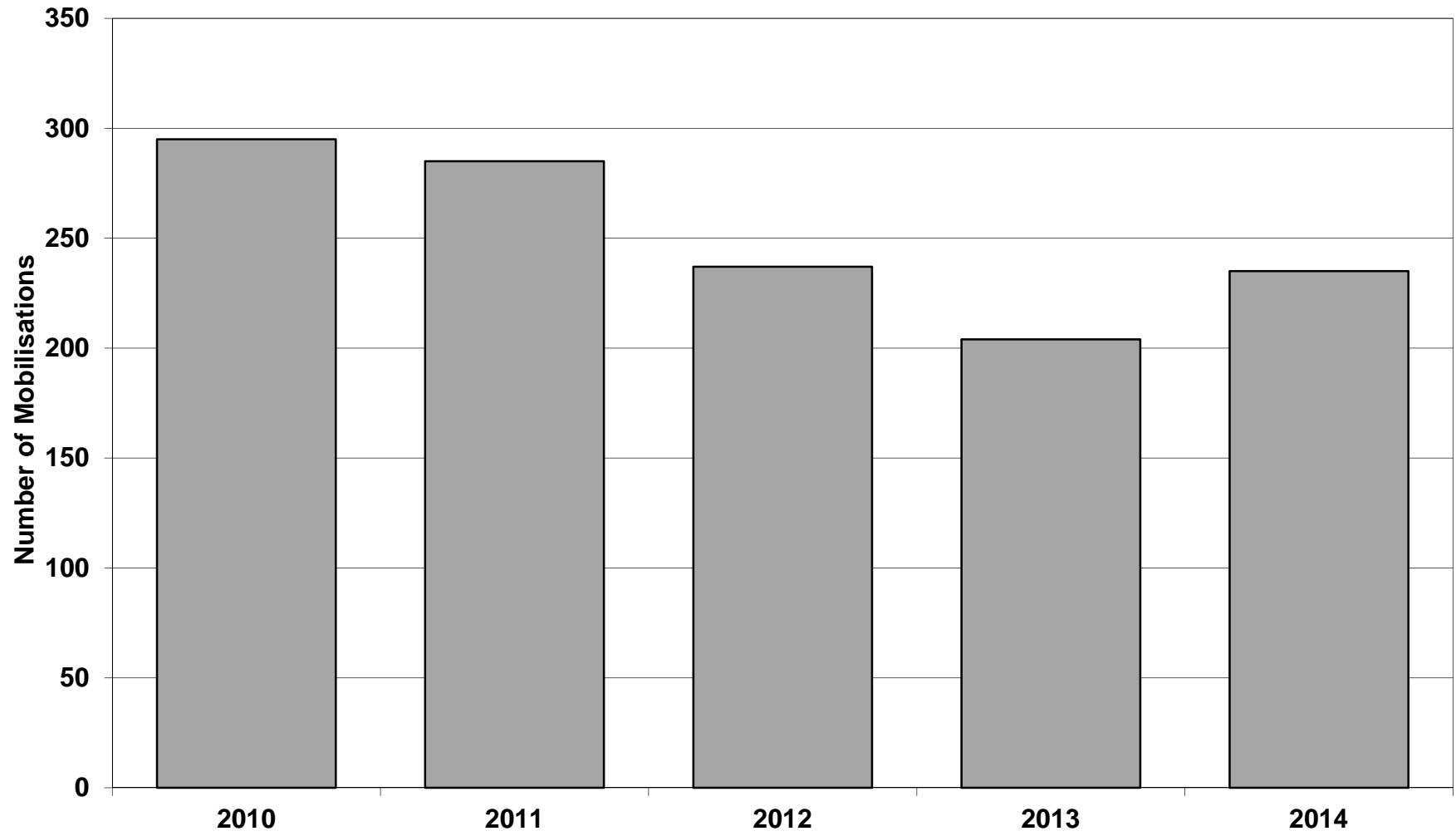
Station 23 Stapleford:

T23P1 Mobilisations 2010-2014



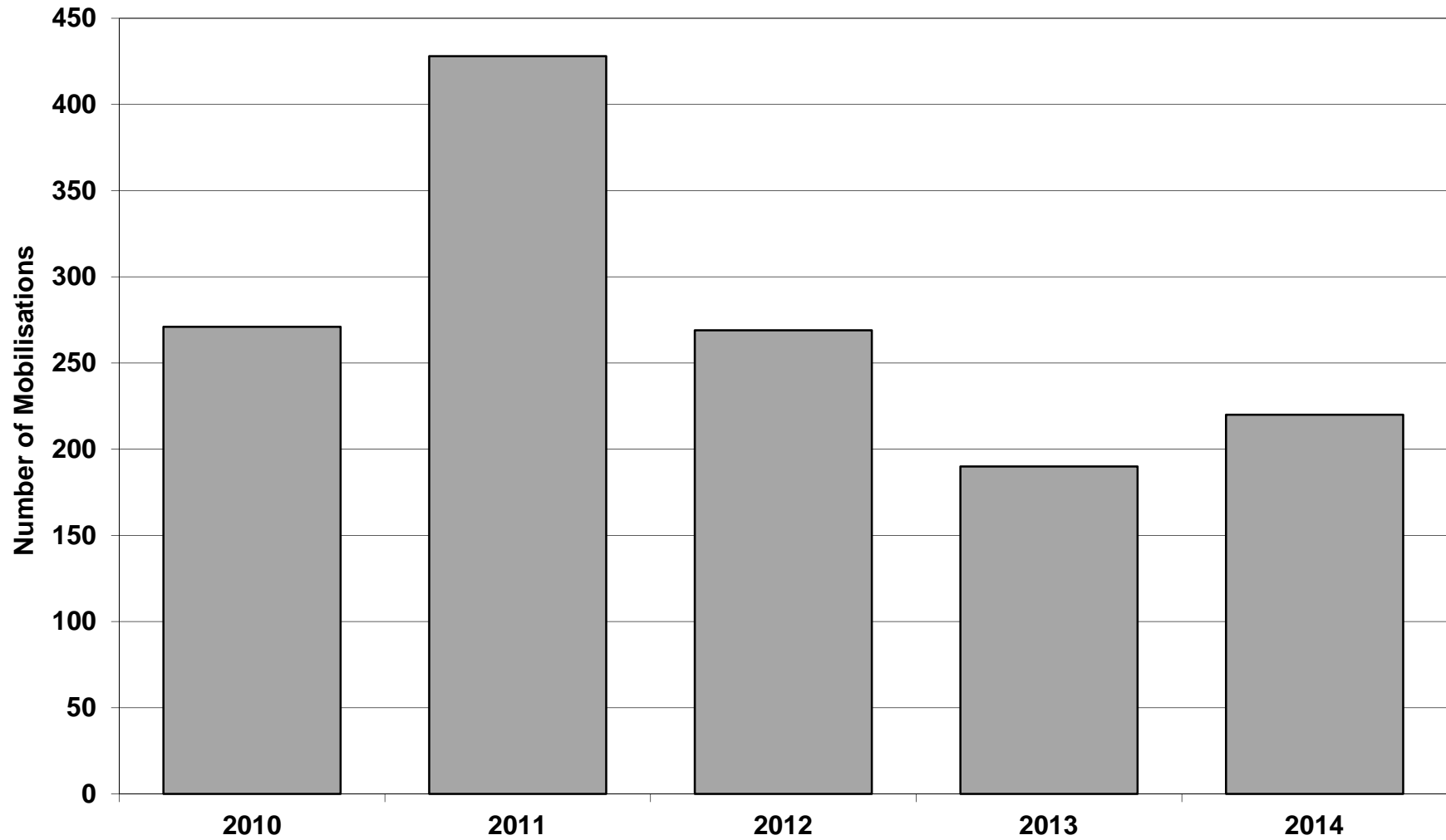
Station 24 Eastwood:

T24P1 Mobilisations 2010-2014

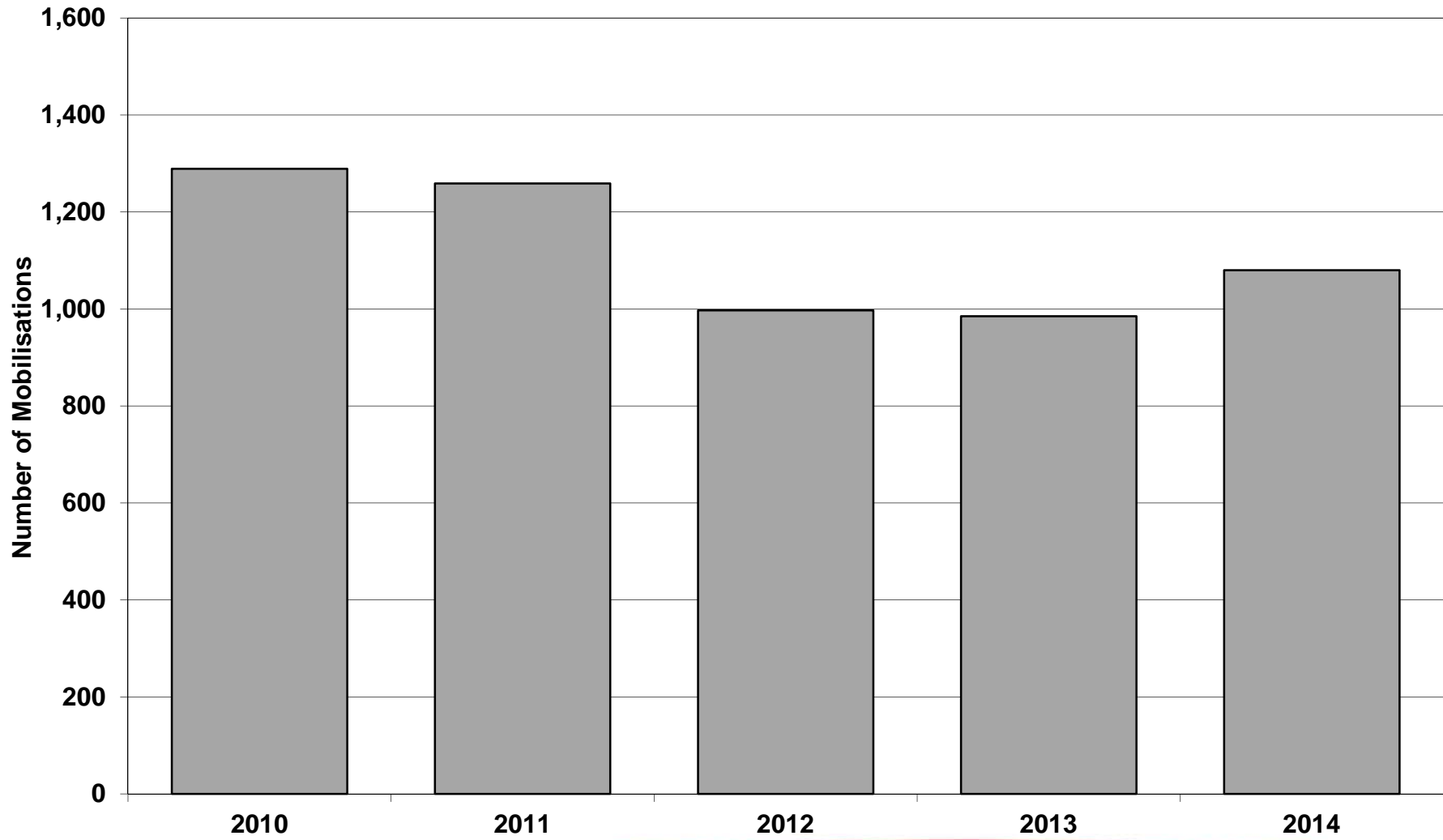


Station 25 Hucknall:

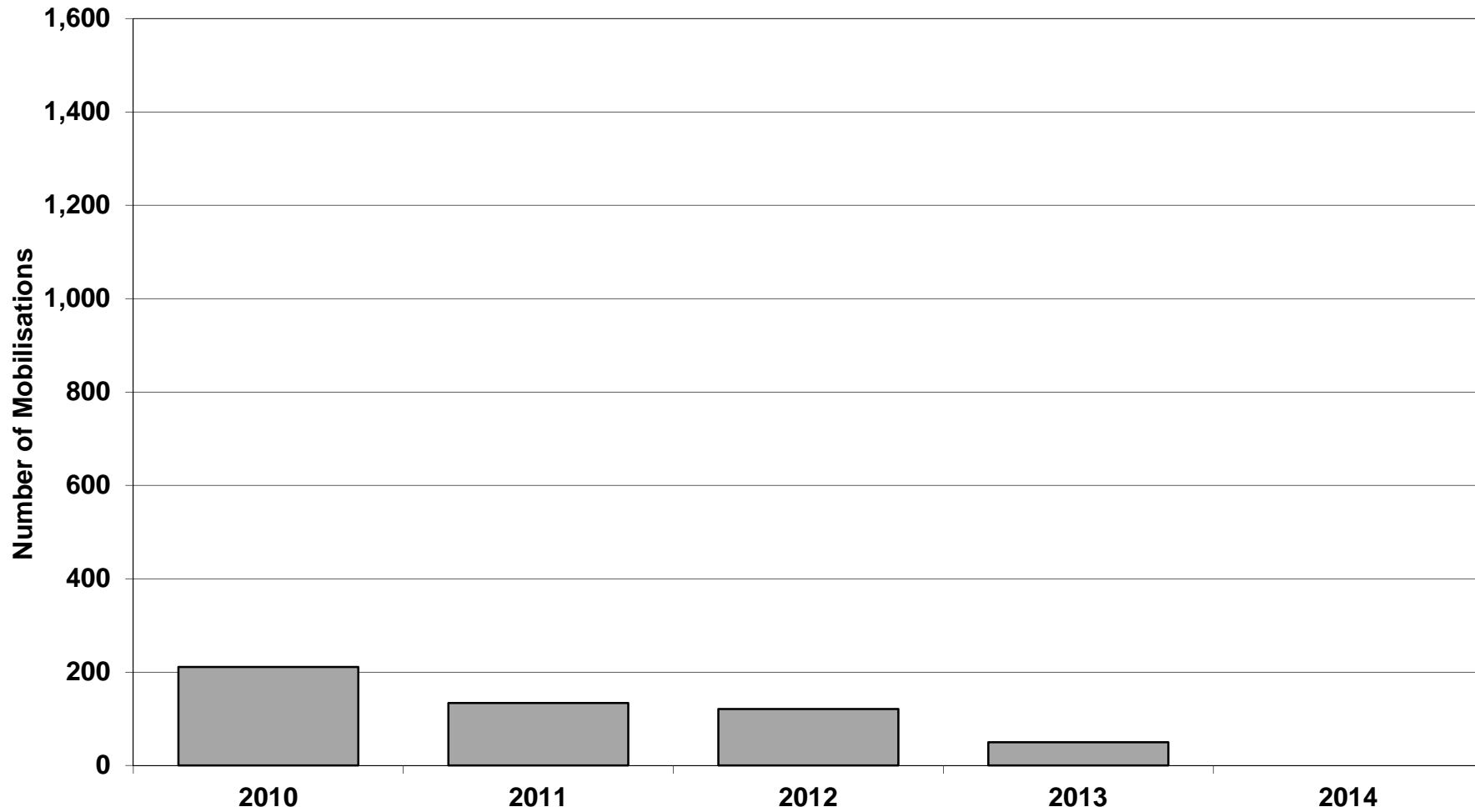
T25P1 Mobilisations 2010-2014



T26P1 Mobilisations 2010-2014

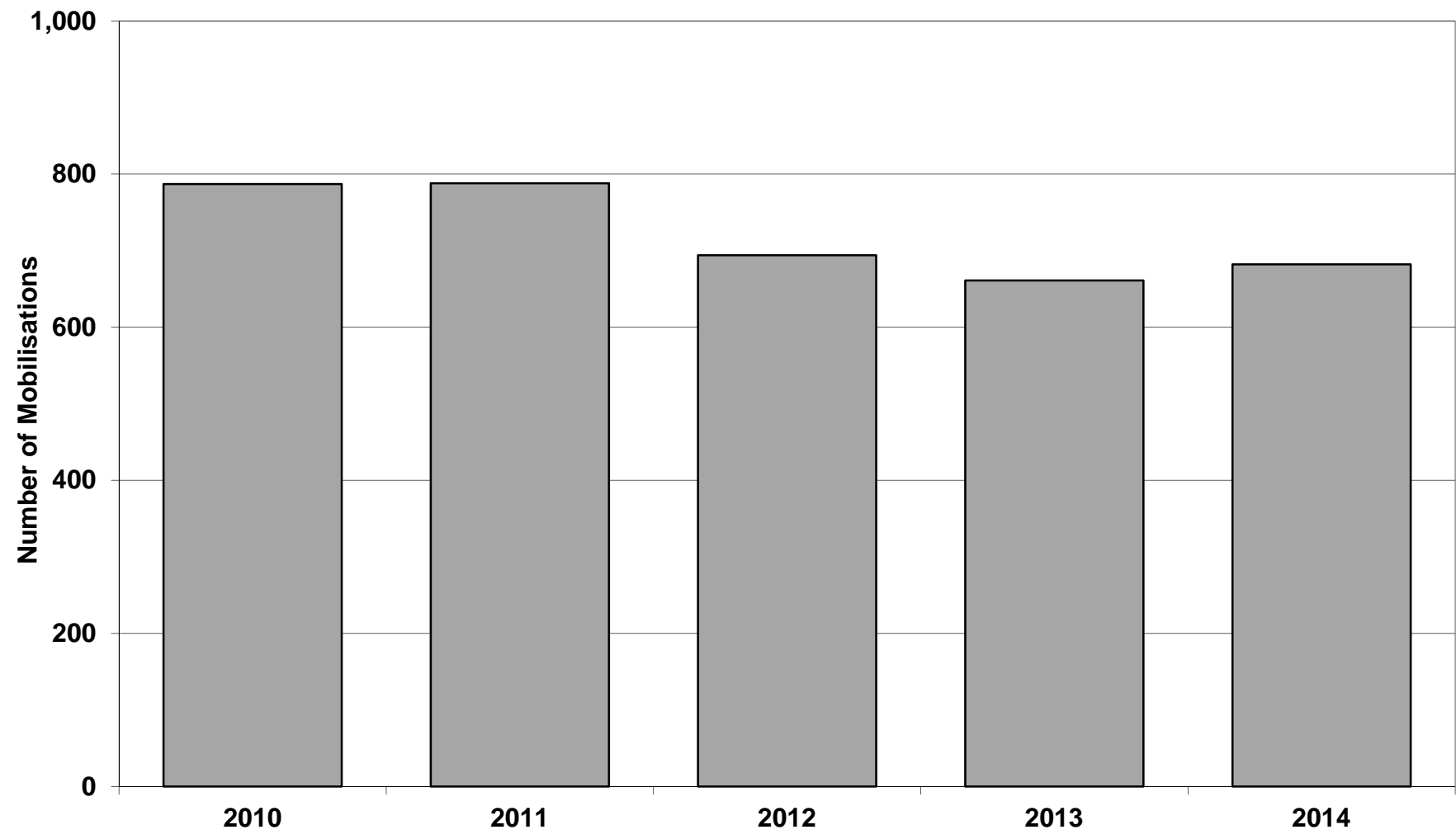


T26P2 Mobilisations 2010-2014

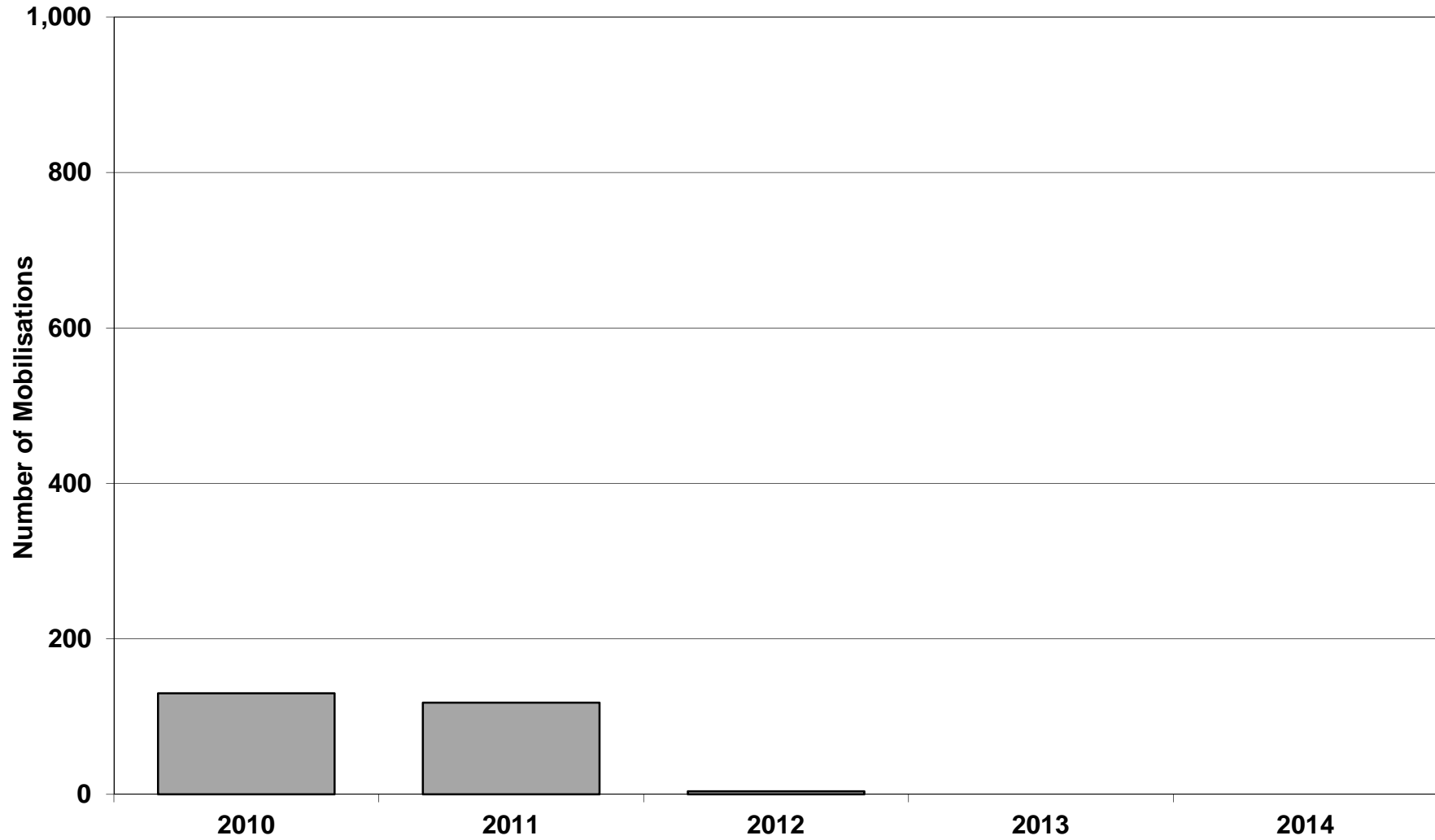


T26P2 Removed October 2013

T27P1 Mobilisations 2010-2014



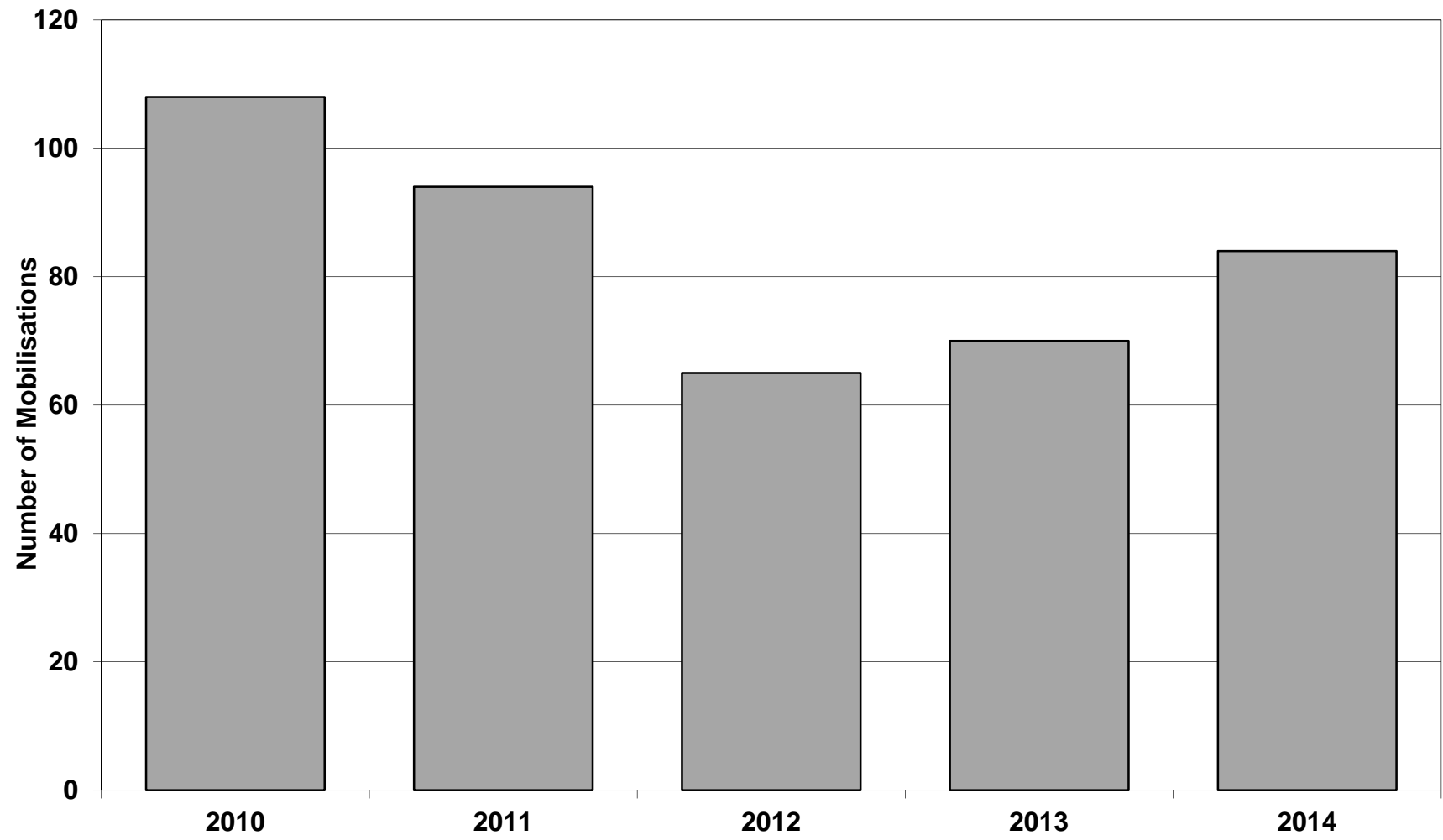
T27P2 Mobilisations 2010-2014



T27P2 Removed January 2012

Station 28 East Leake:

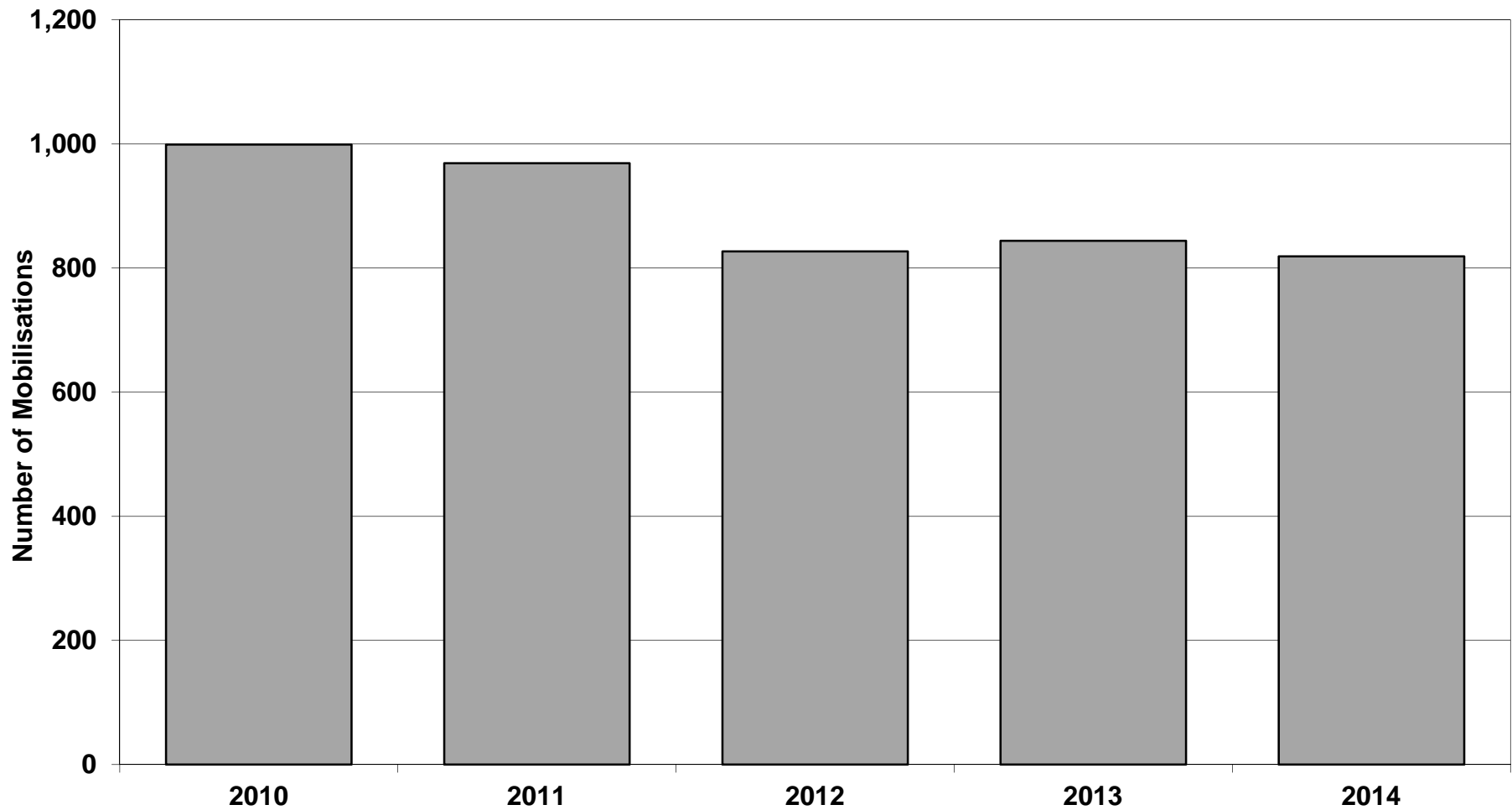
T28P1 Mobilisations 2010-2014



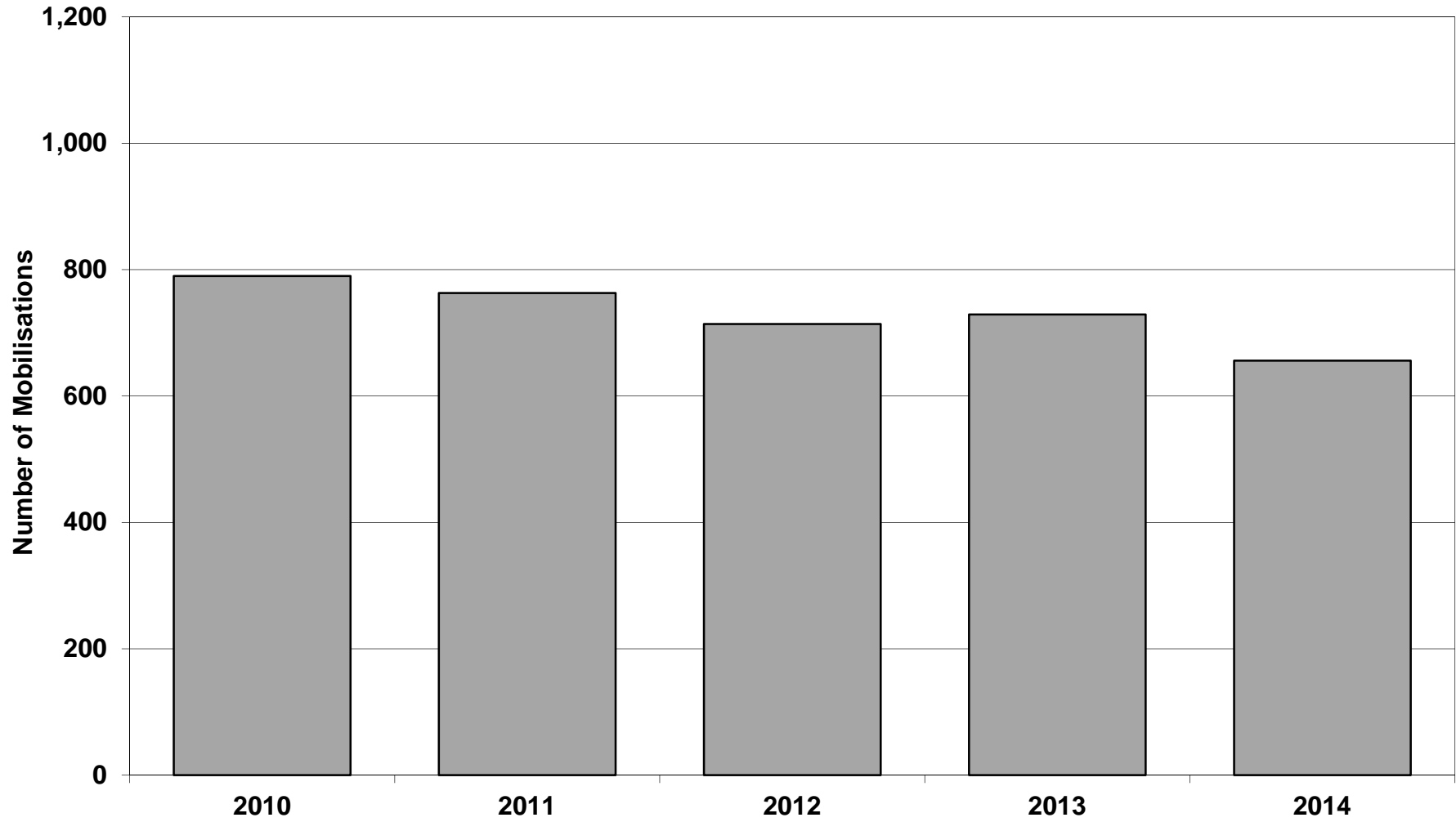
Page 174

Station 29 Highfields:

T29P1 Mobilisations 2010-2014

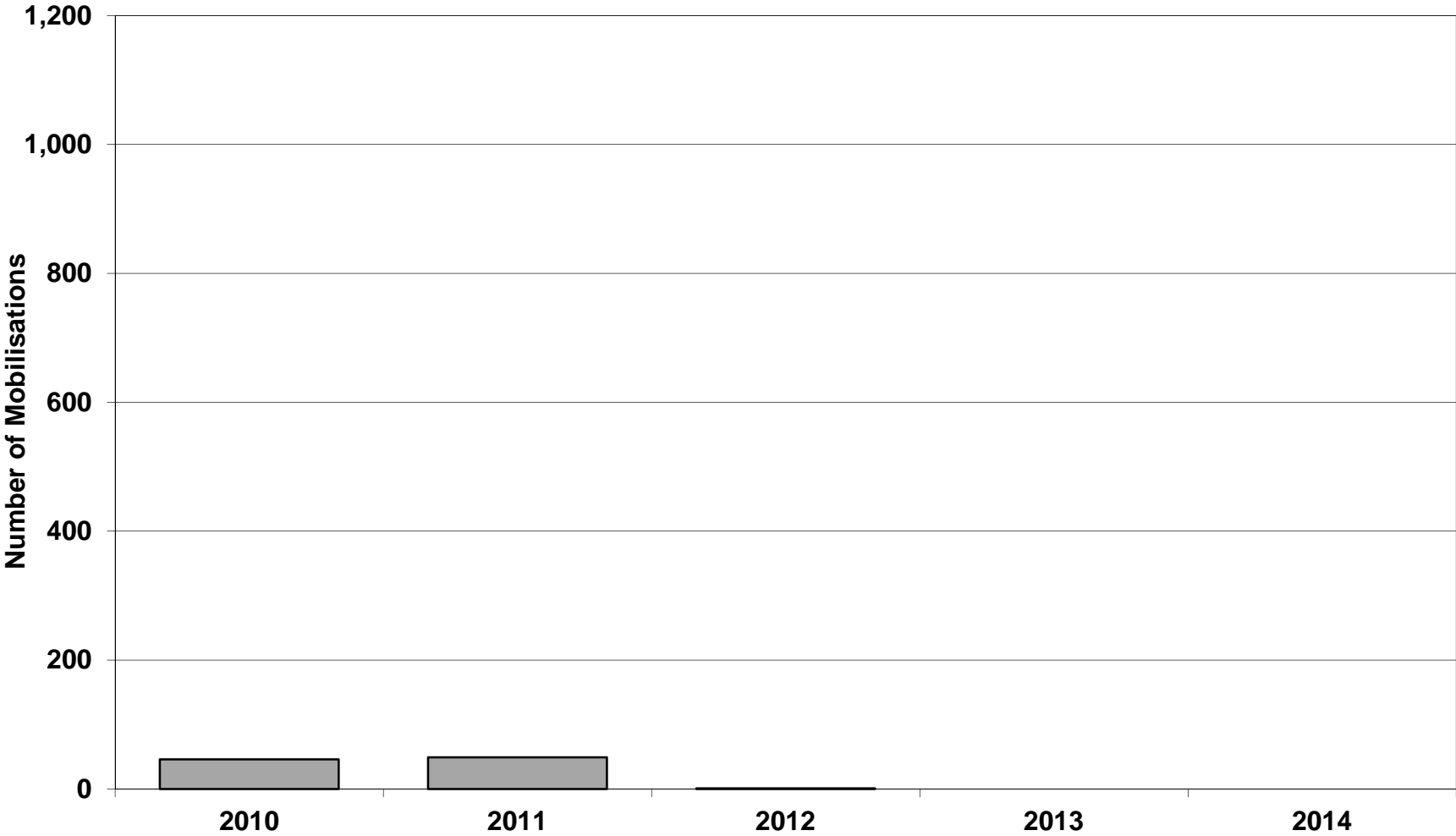


T29P2 Mobilisations 2010-2014



T29P2 Removed December 2014

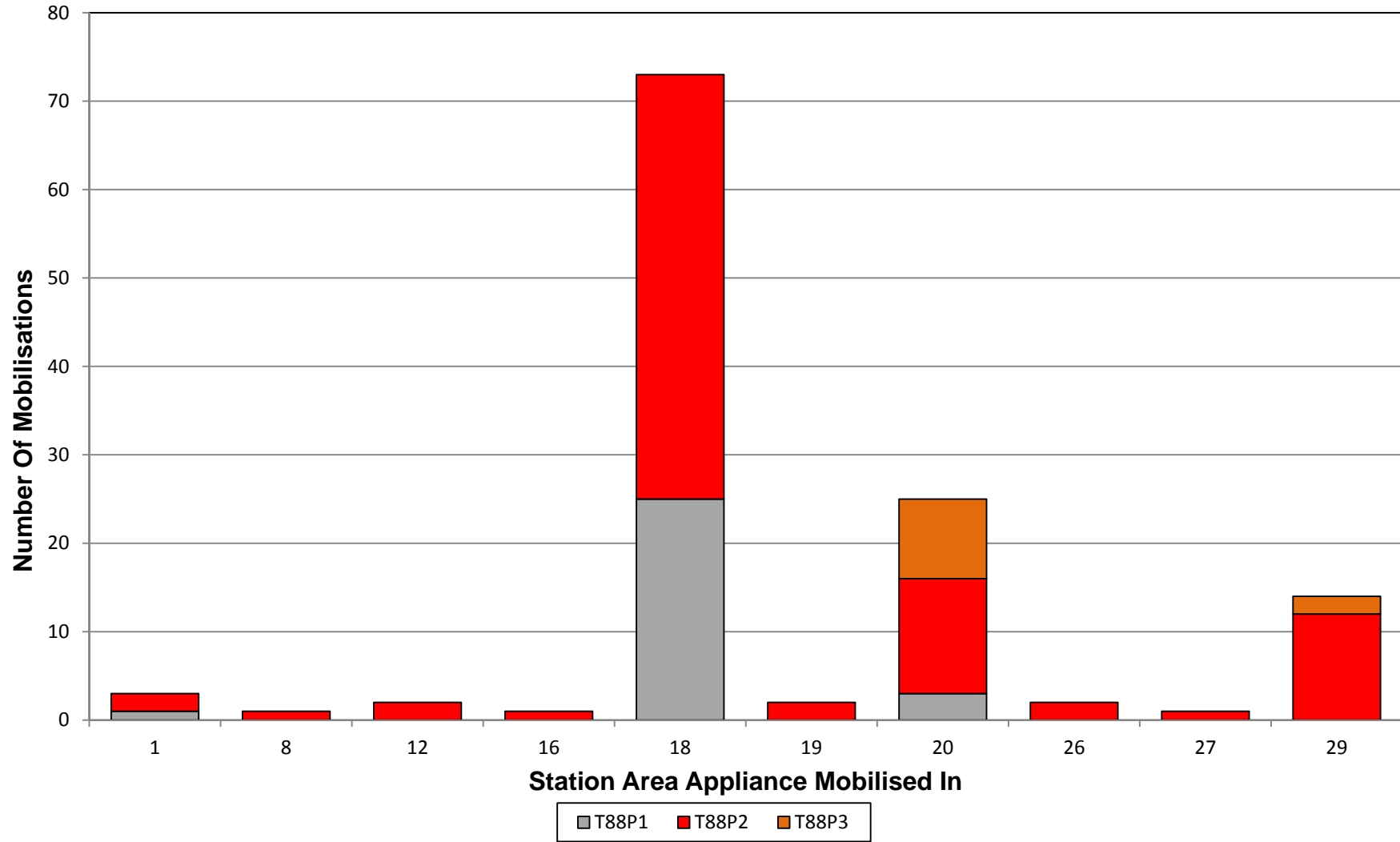
T29P3 Mobilisations 2010-2014



T29P3 Removed January 2012

Reserve Appliances:

Reserve Appliance Mobilisations 2014

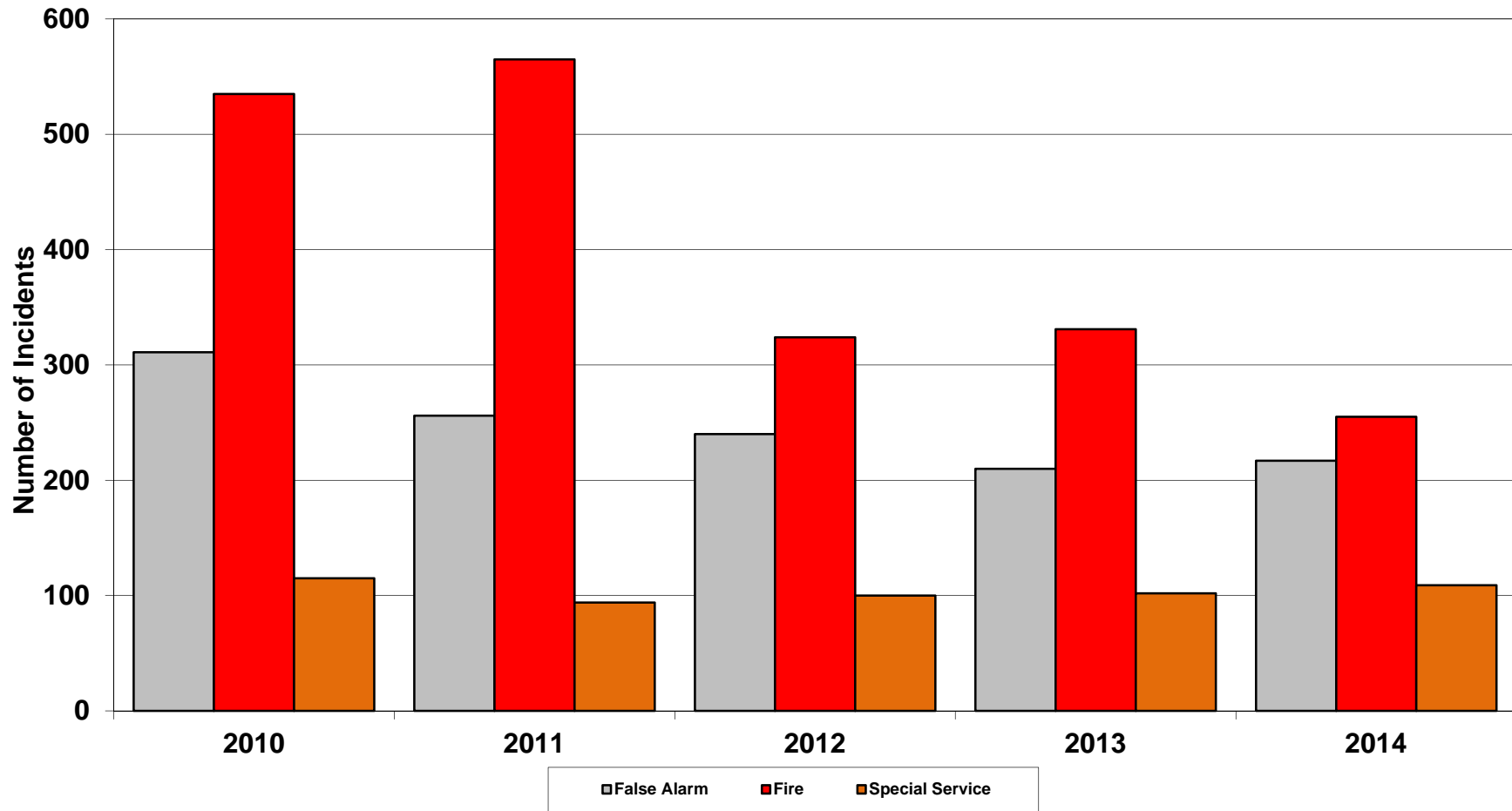


Call Sign	Station Areas										Total
	1	8	12	16	18	19	20	26	27	29	
T88P1	1				25		3				29
T88P2	2	1	2	1	48	2	13	2	1	12	84
T88P3							9			2	11
Total	3	1	2	1	73	2	25	2	1	14	124

Station Area Incident Breakdowns:

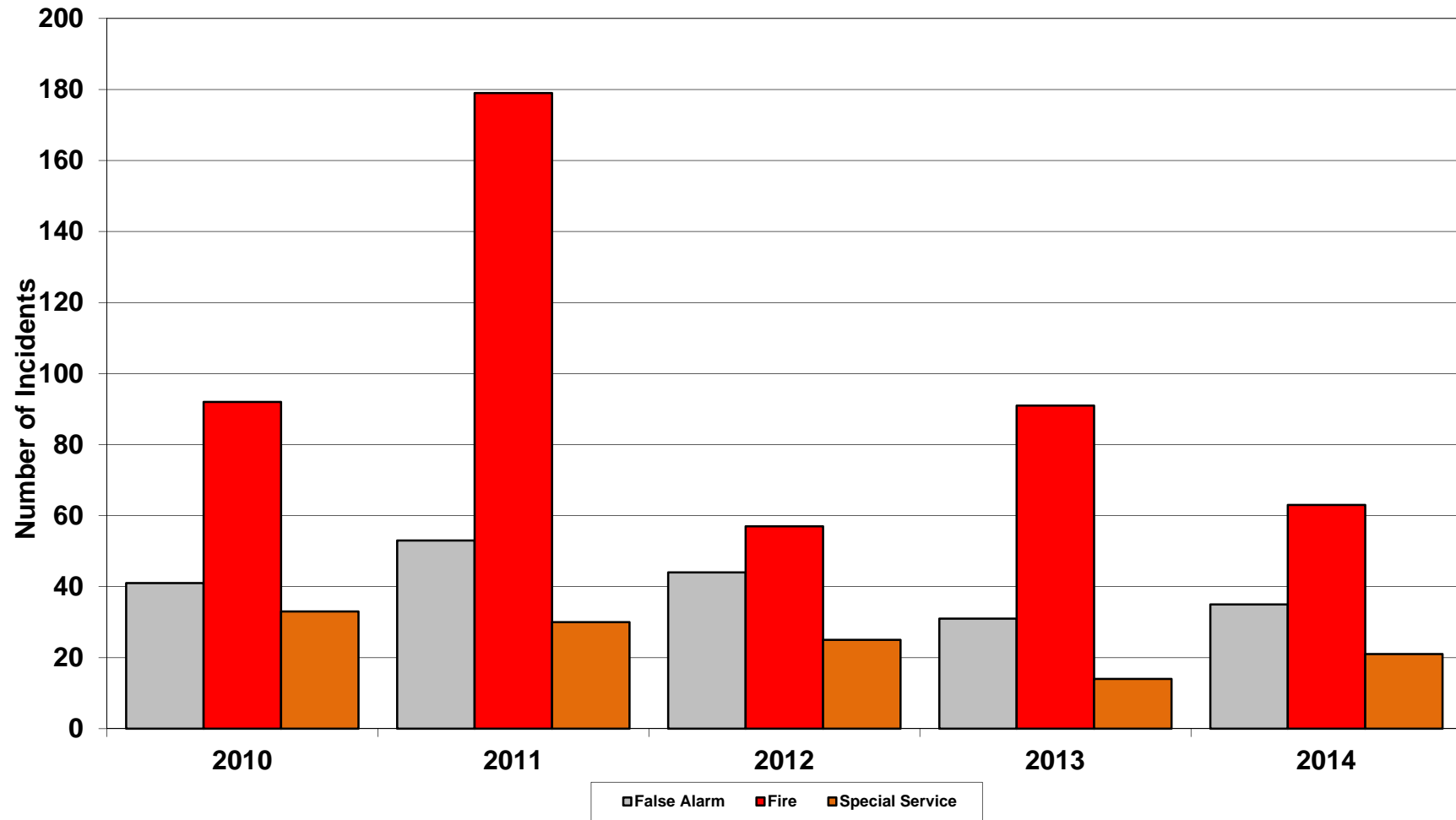
Mansfield:

Mansfield Station Area: Incidents 2010-2014

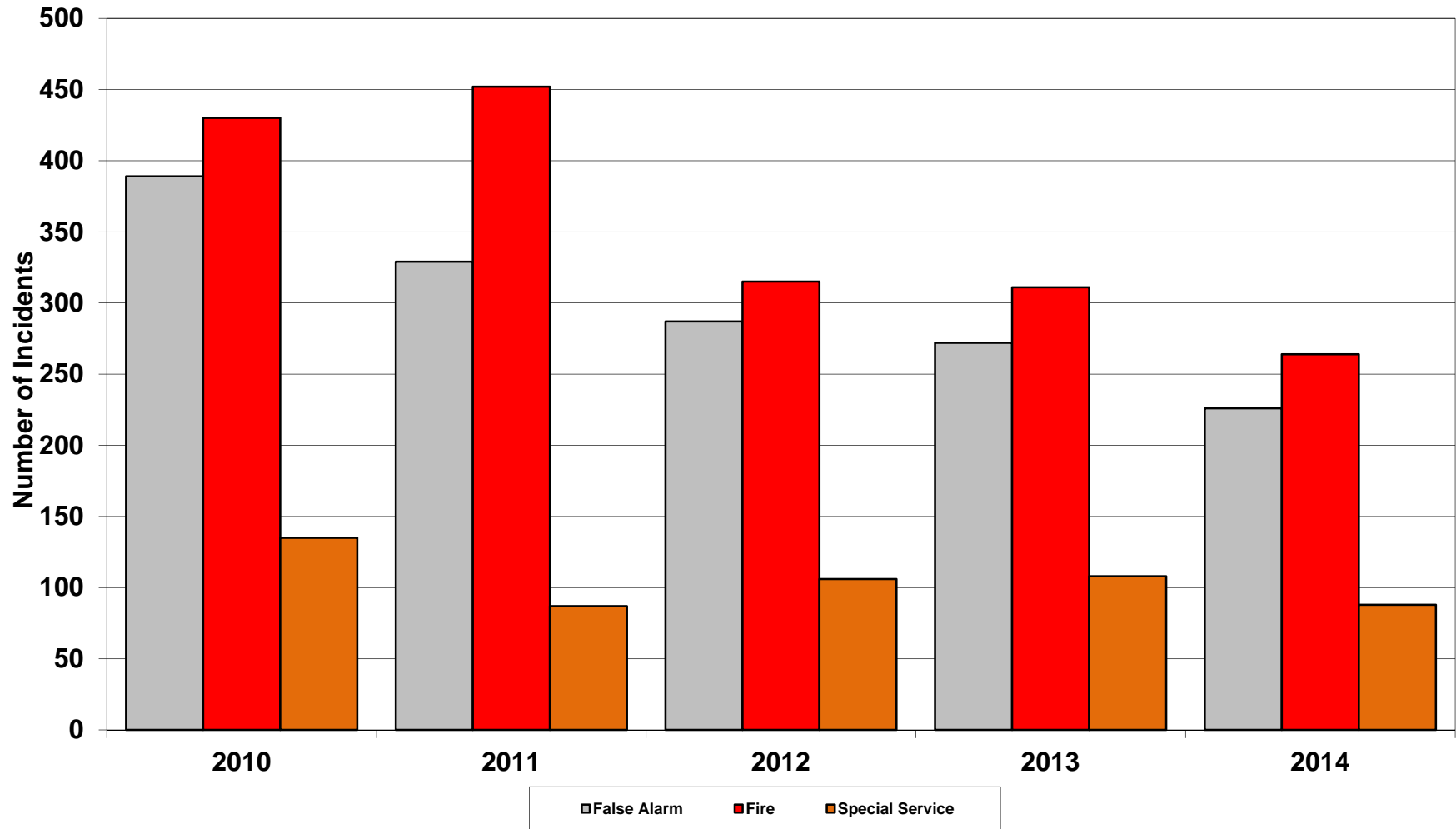


Blidworth:

Blidworth Station Area: Incidents 2010-2014

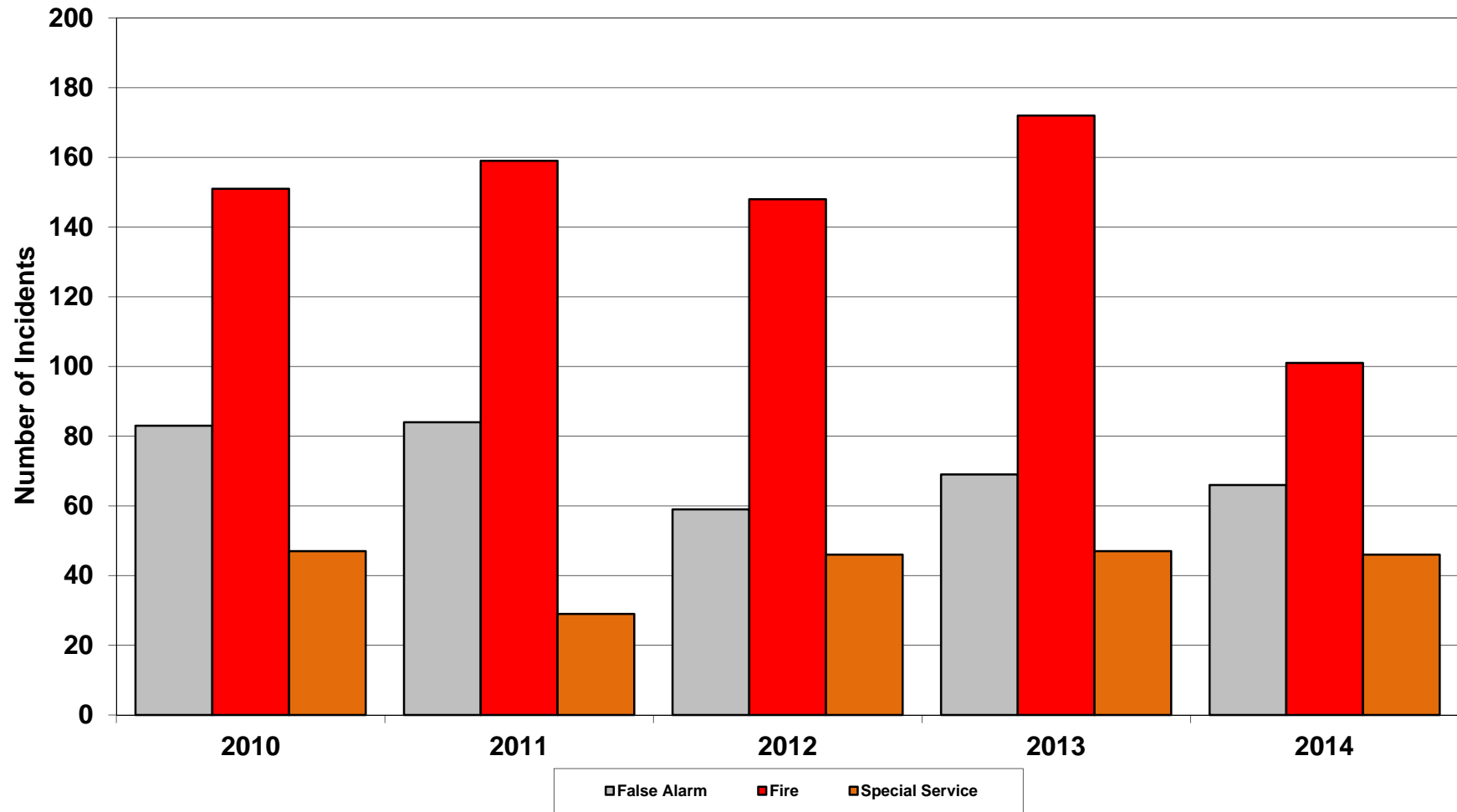


Ashfield Station Area: Incidents 2010-2014



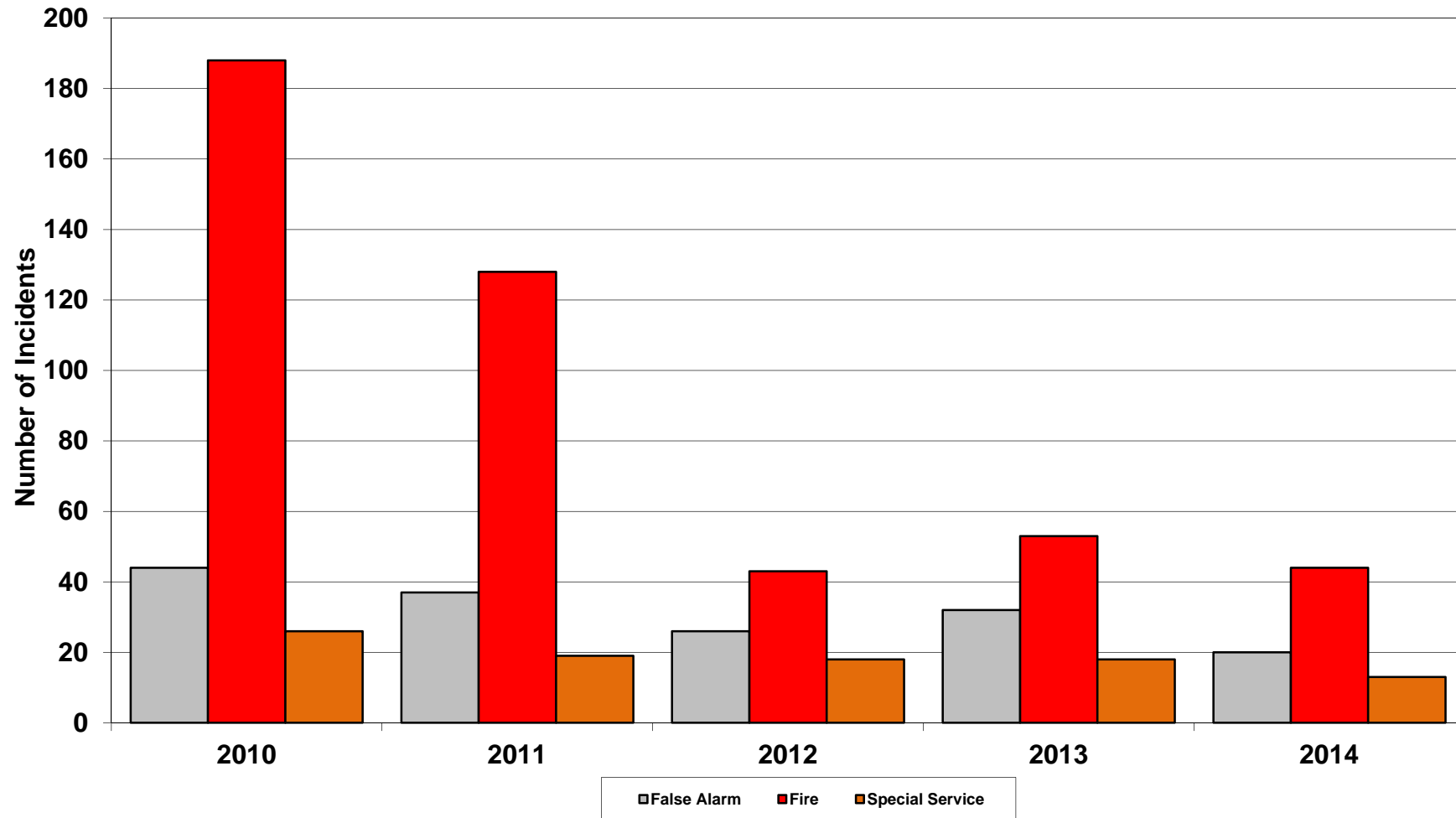
Edwinstowe:

Edwinstowe Station Area: Incidents 2010-2014



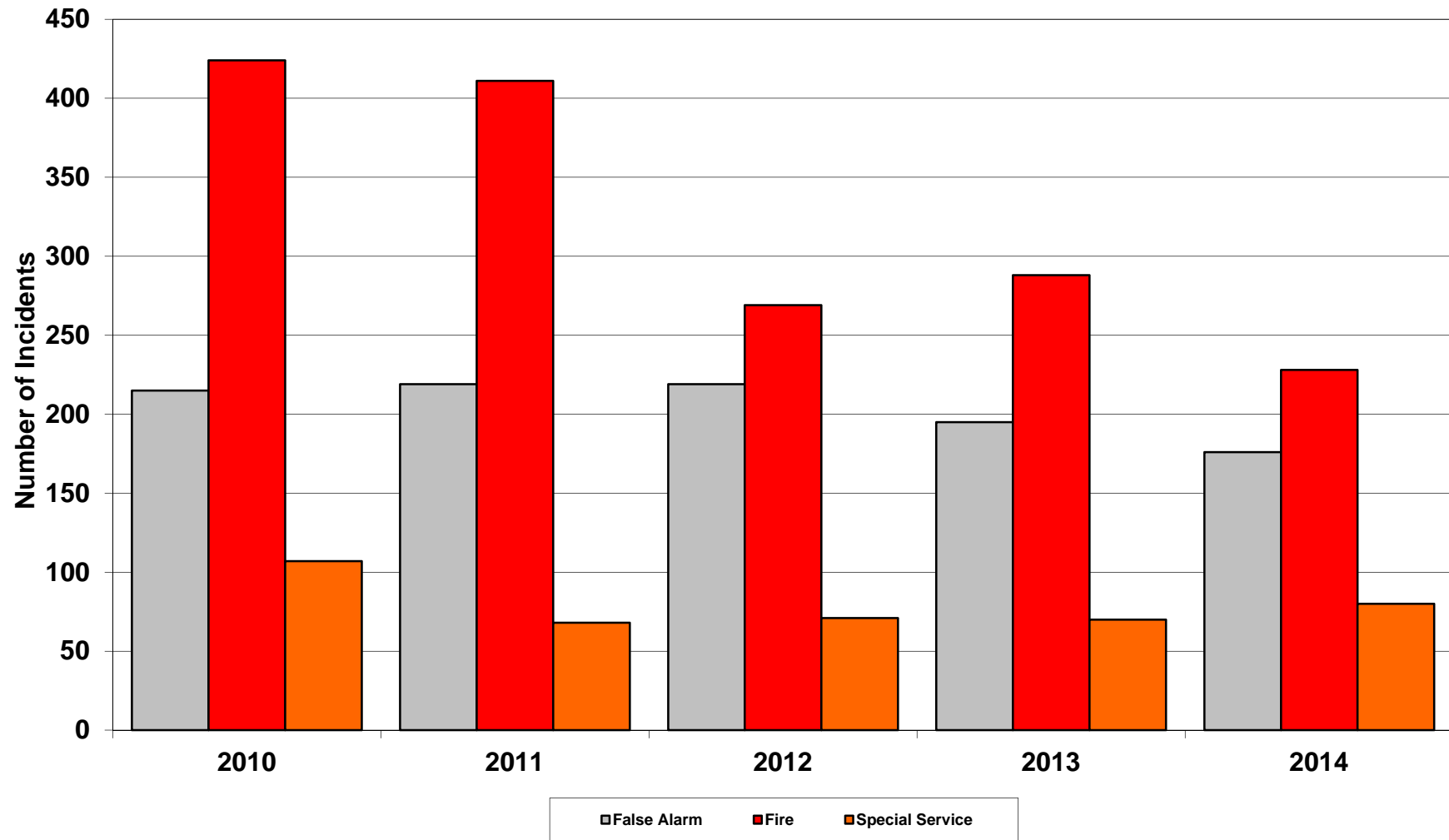
Warsop:

Warsop Station Area: Incidents 2010-2014

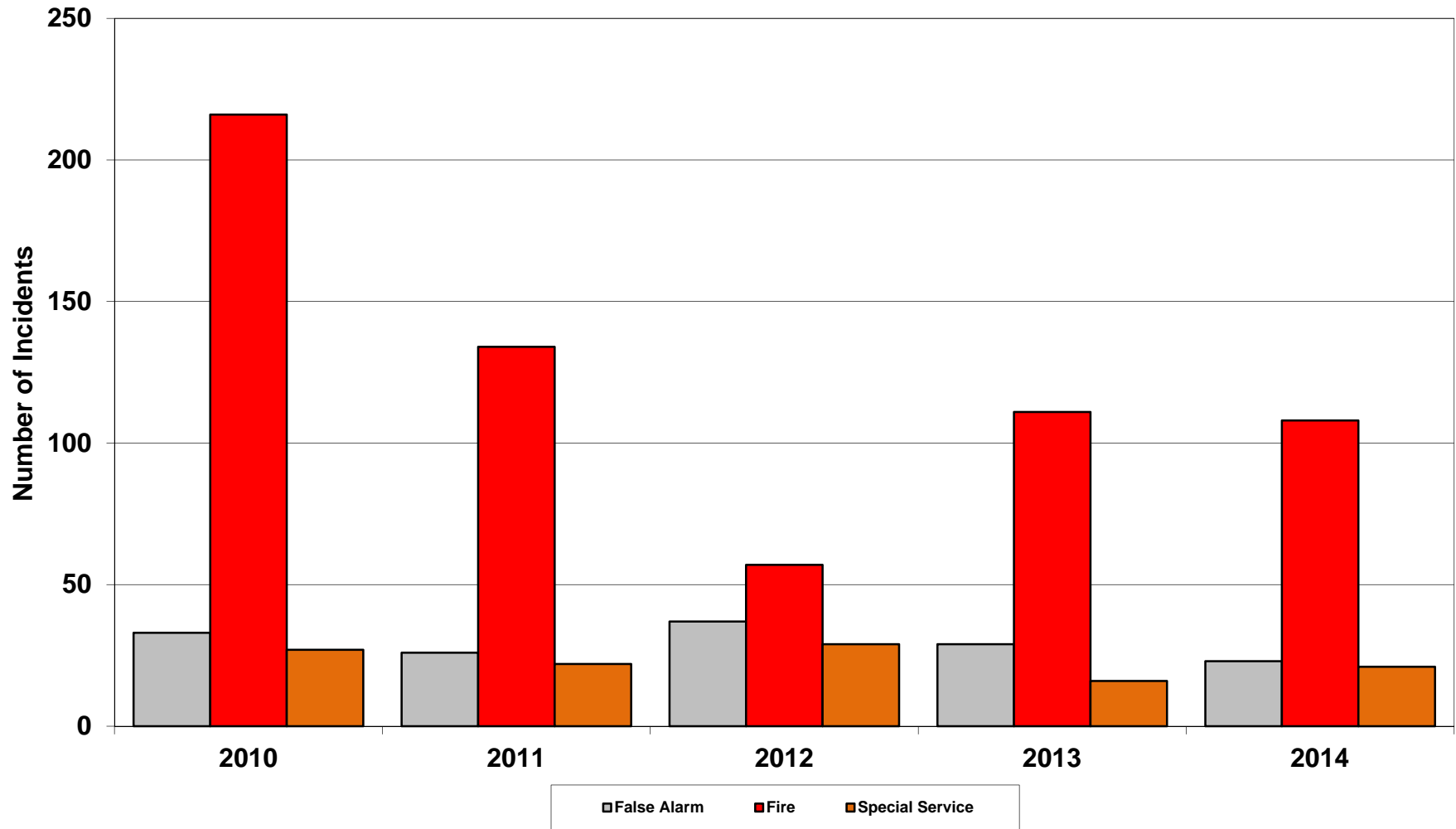


Workshop:

Workshop Station Area: Incidents 2010-2014

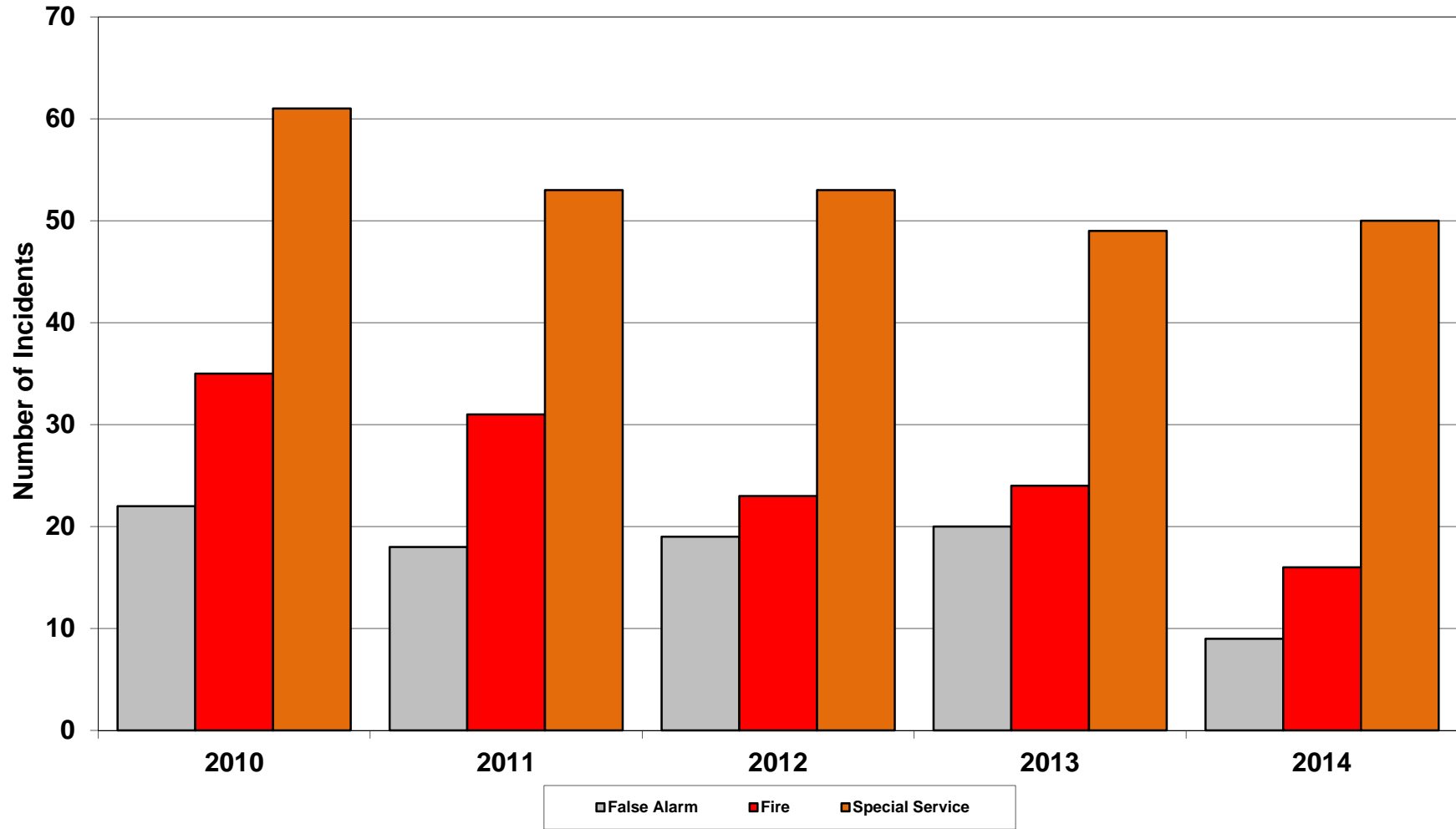


Harworth Station Area: Incidents 2010-2014

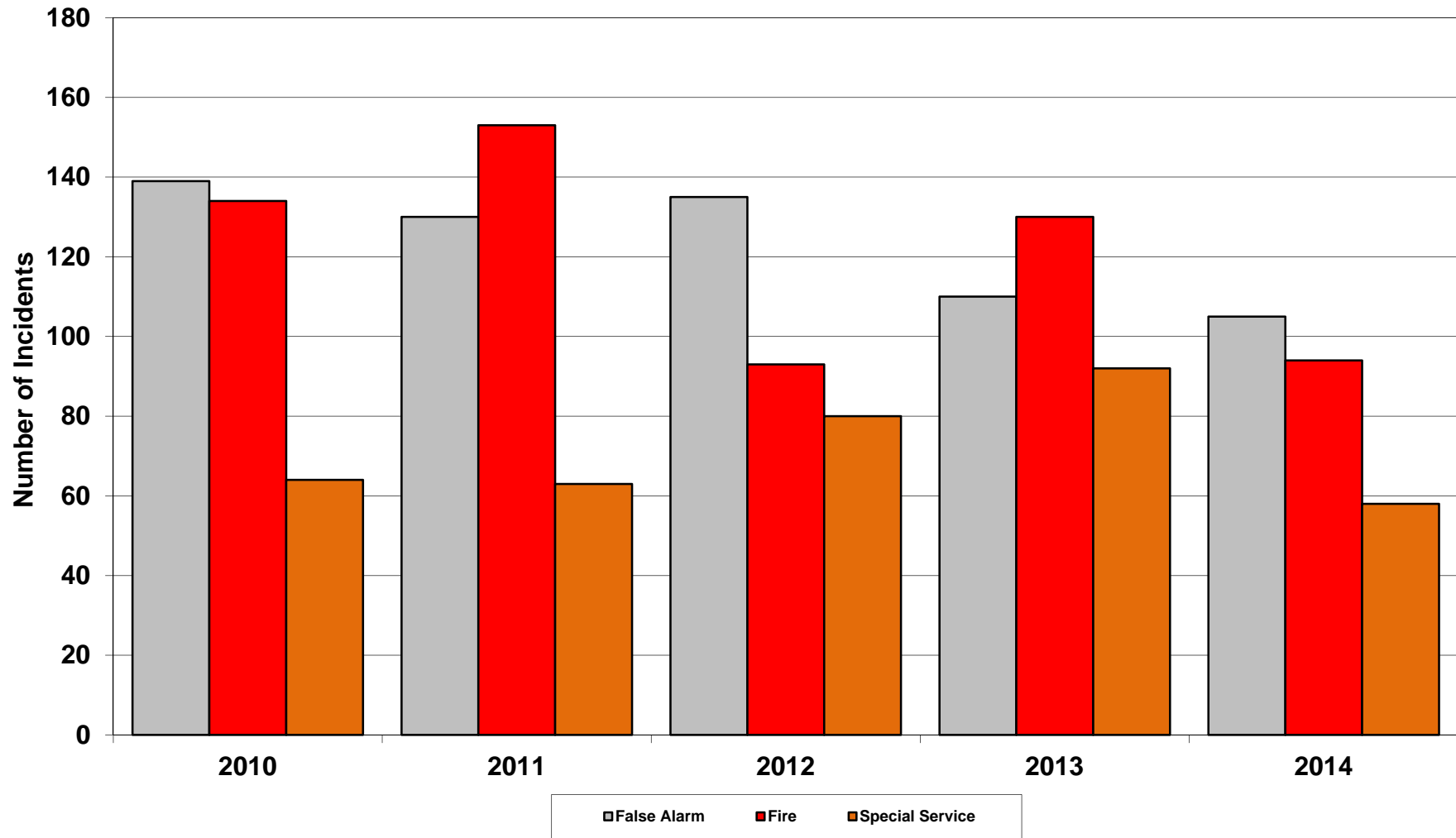


Misterton:

Misterton Station Area: Incidents 2010-2014

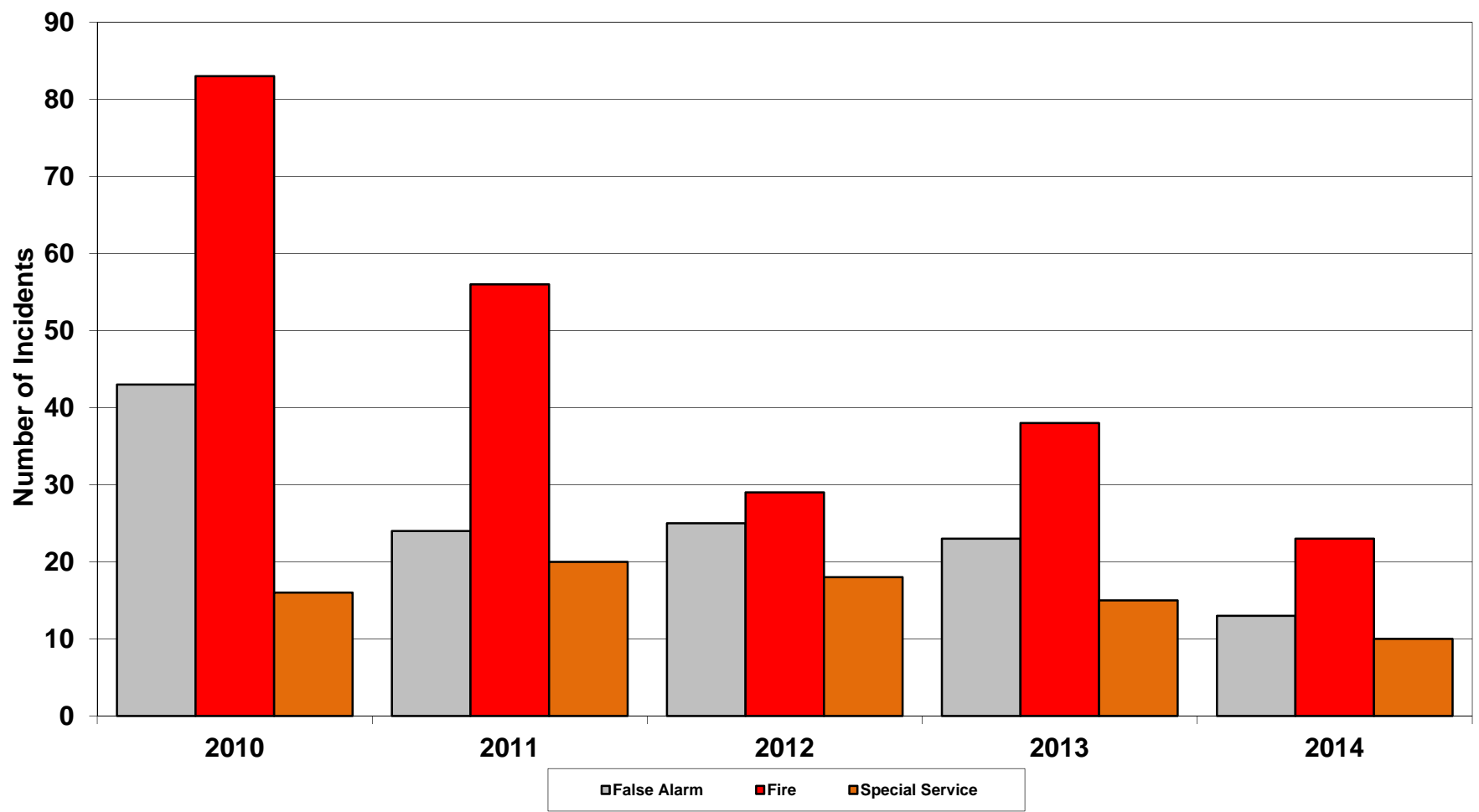


Retford Station Area: Incidents 2010-2014



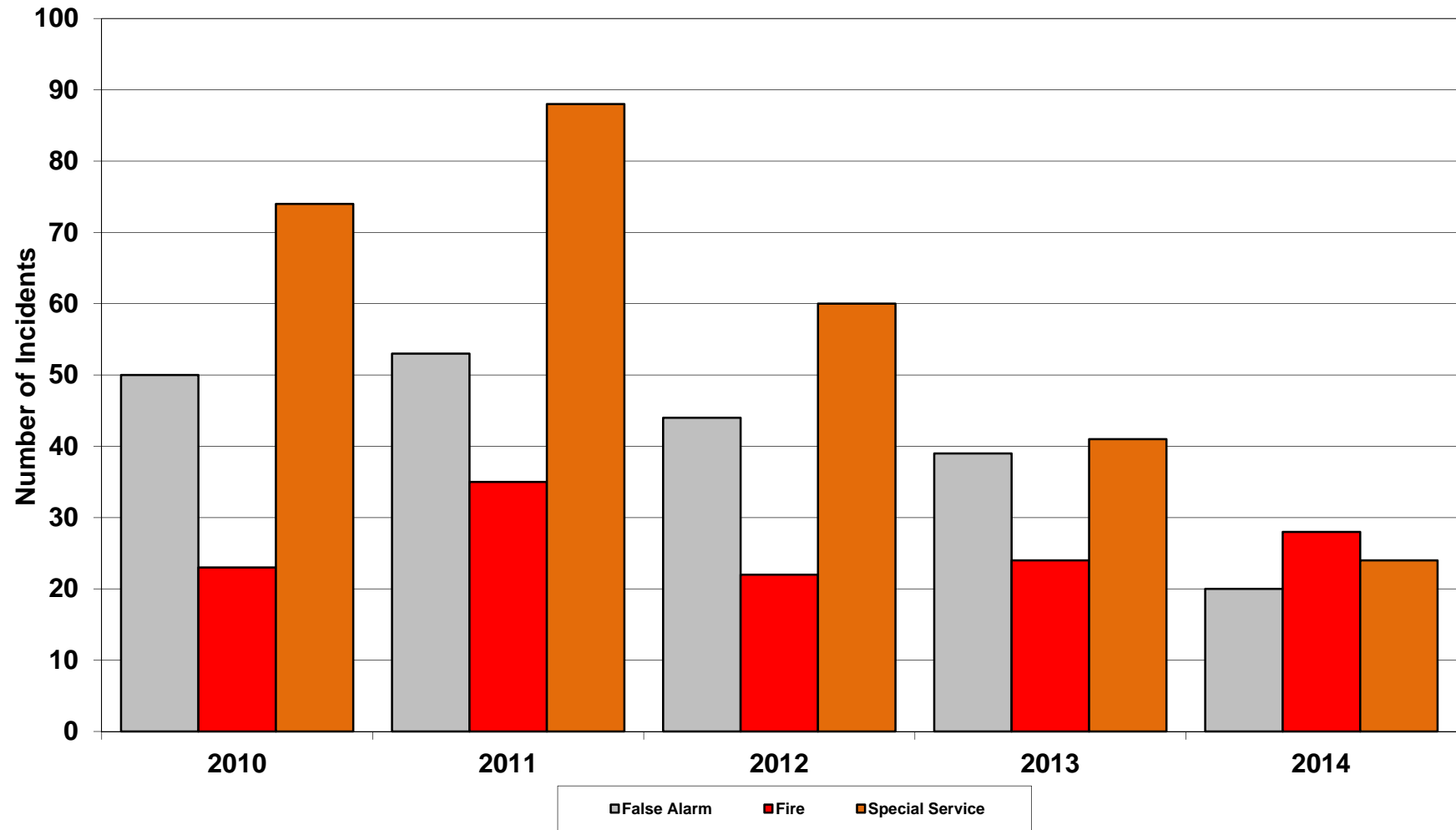
Tuxford:

Tuxford Station Area: Incidents 2010-2014



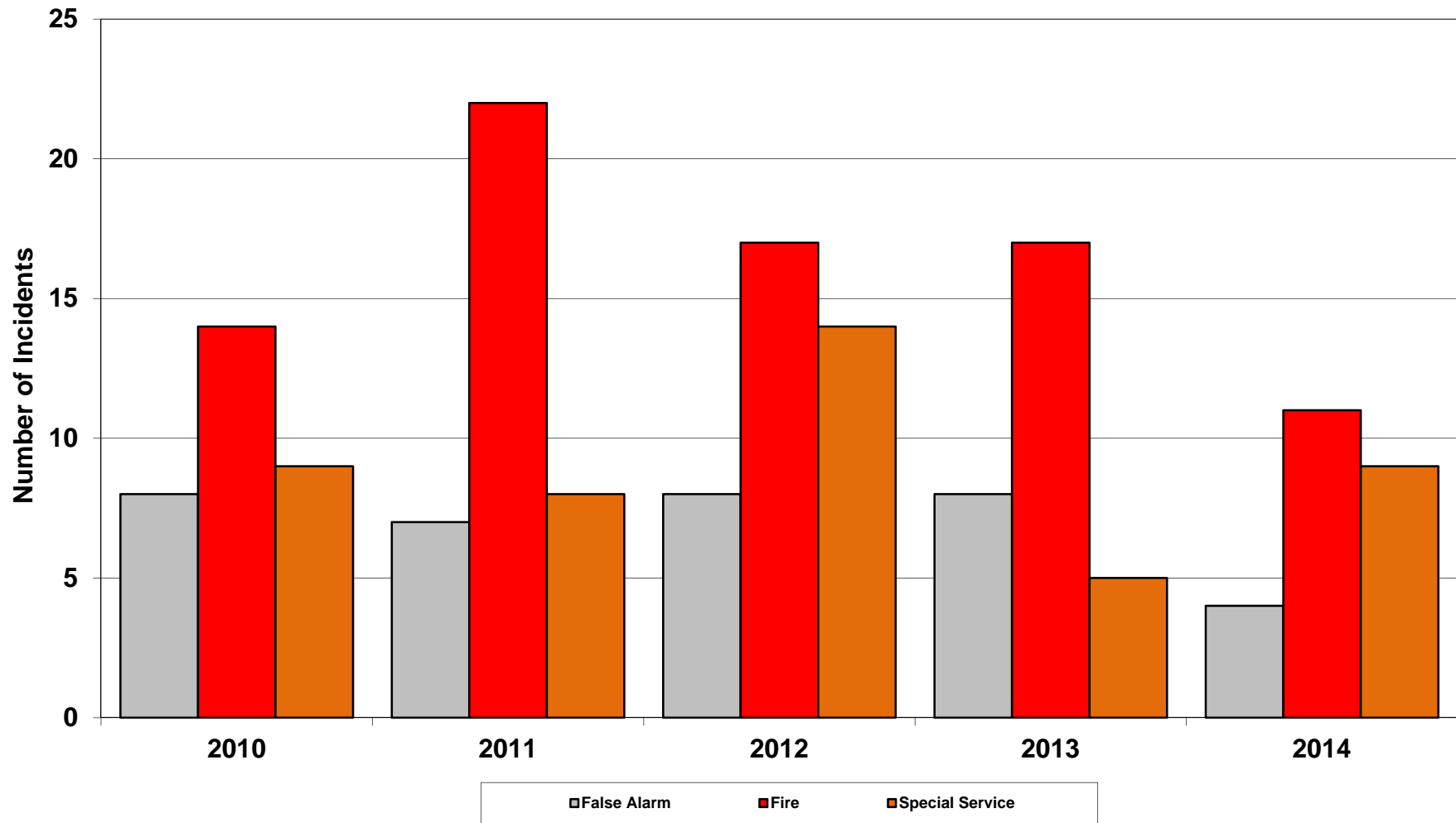
Southwell:

Southwell Station Area: Incidents 2010-2014



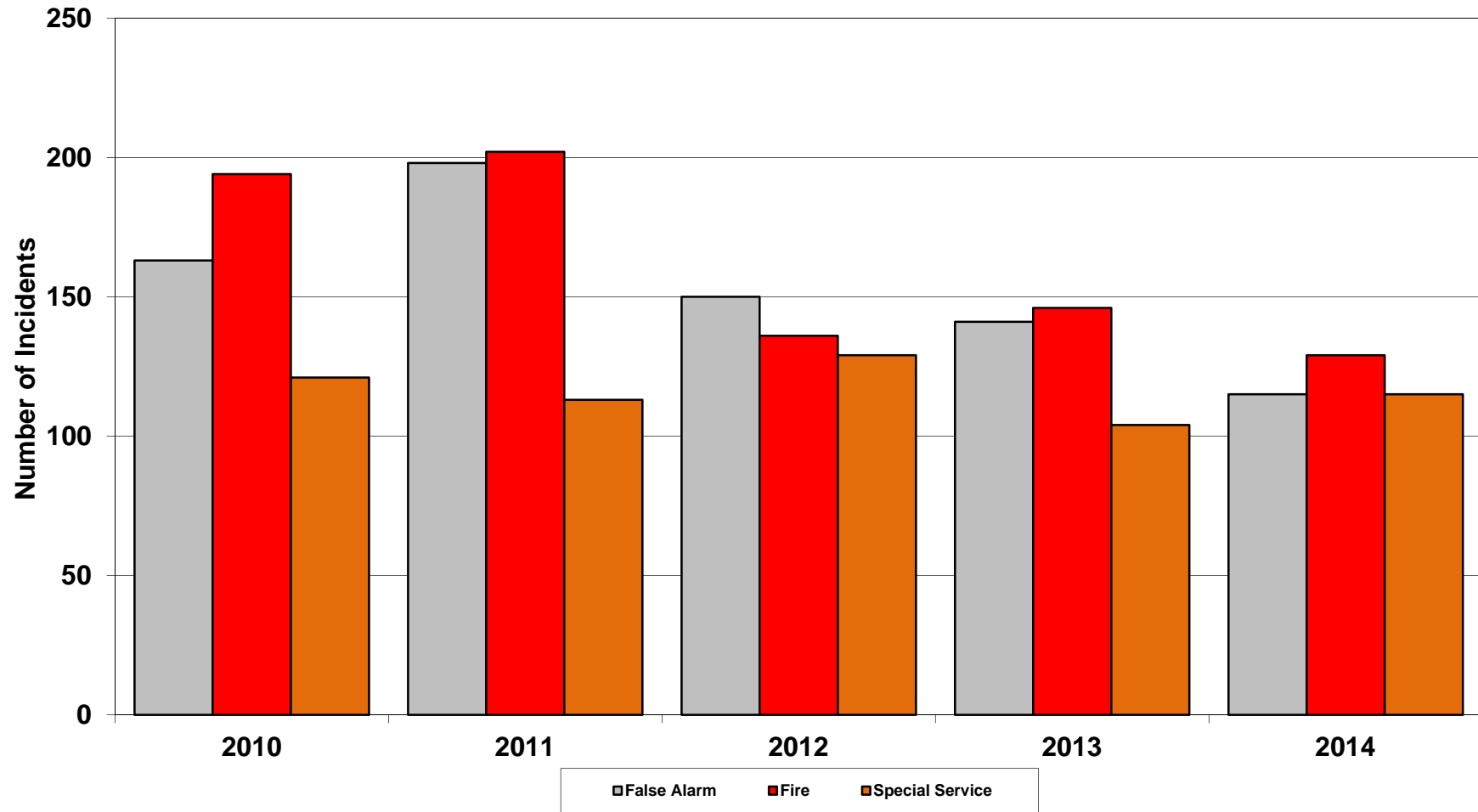
Collingham:

Collingham Station Area: Incidents 2010-2014



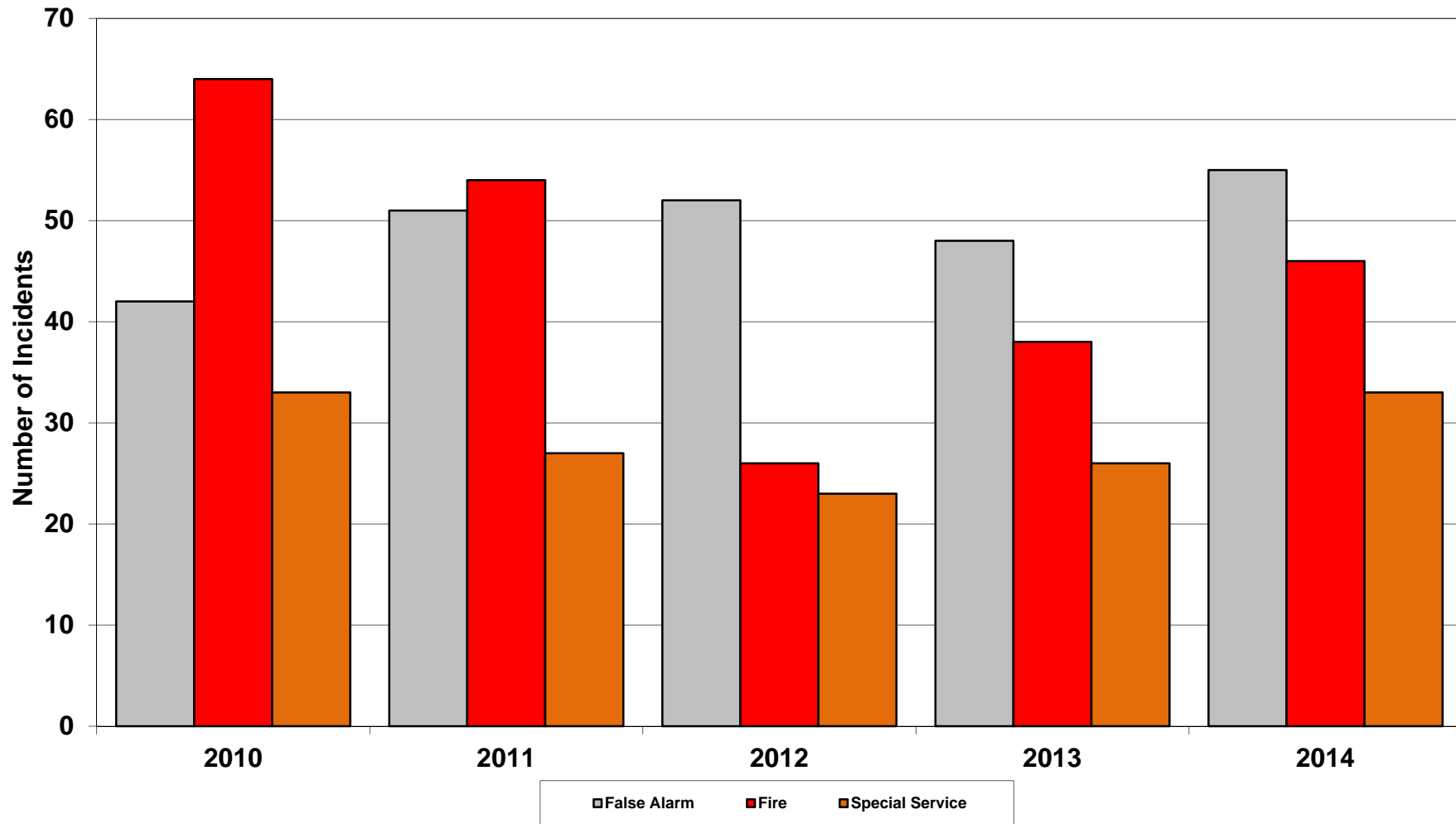
Newark:

Newark Station Area: Incidents 2010-2014



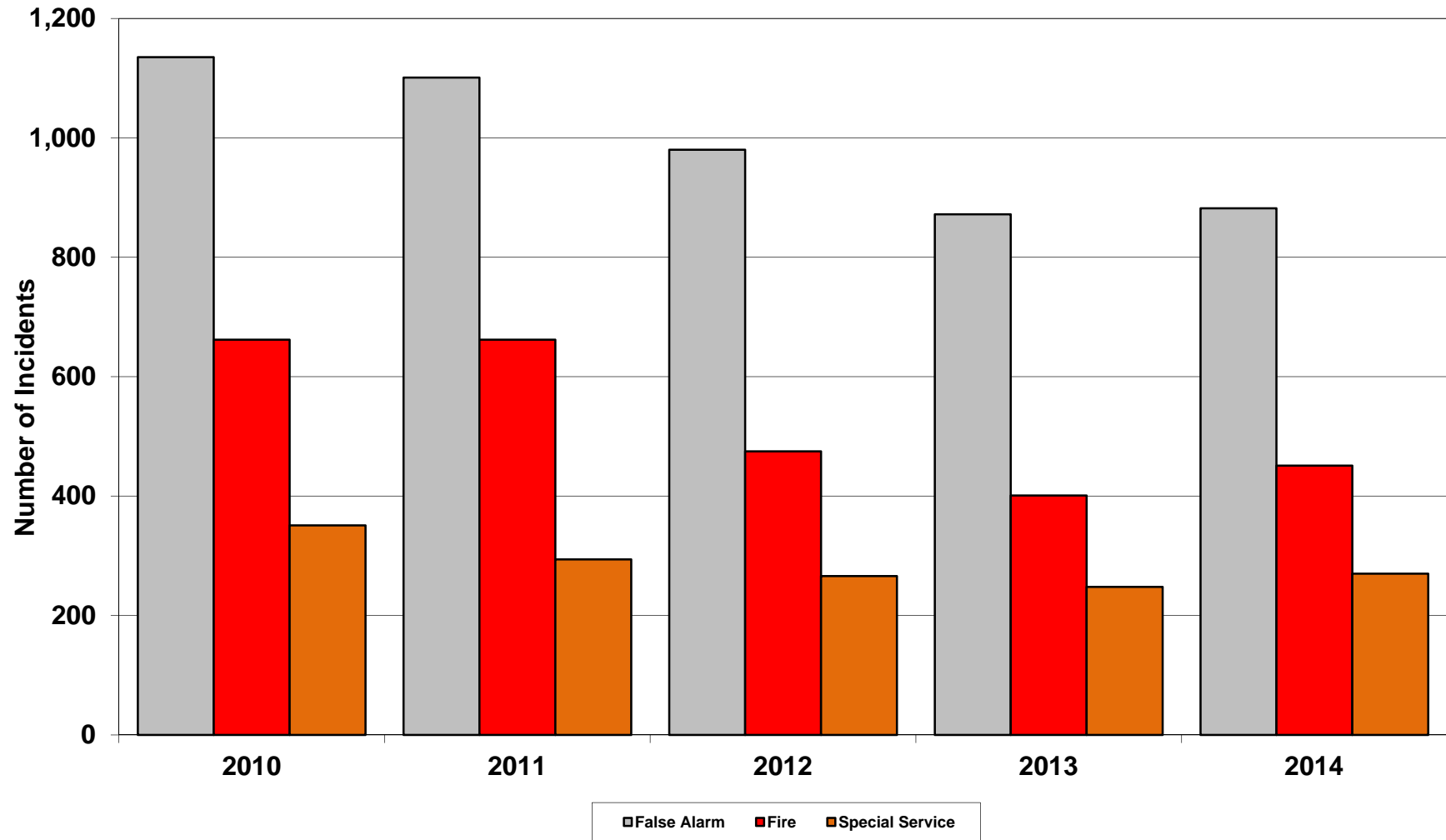
Bingham:

Bingham Station Area: Incidents 2010-2014



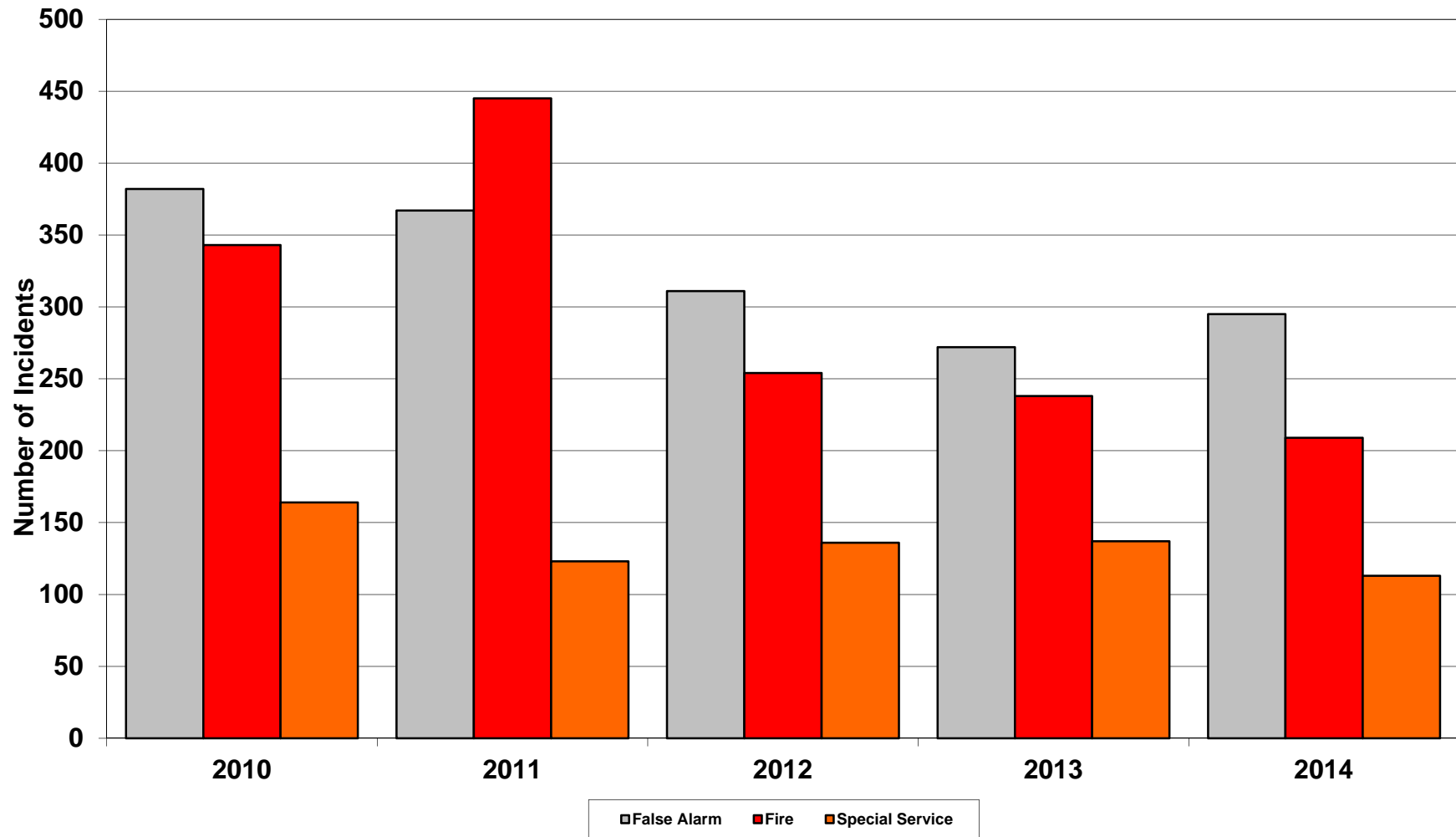
Central:

Central Station Area: Incidents 2010-2014



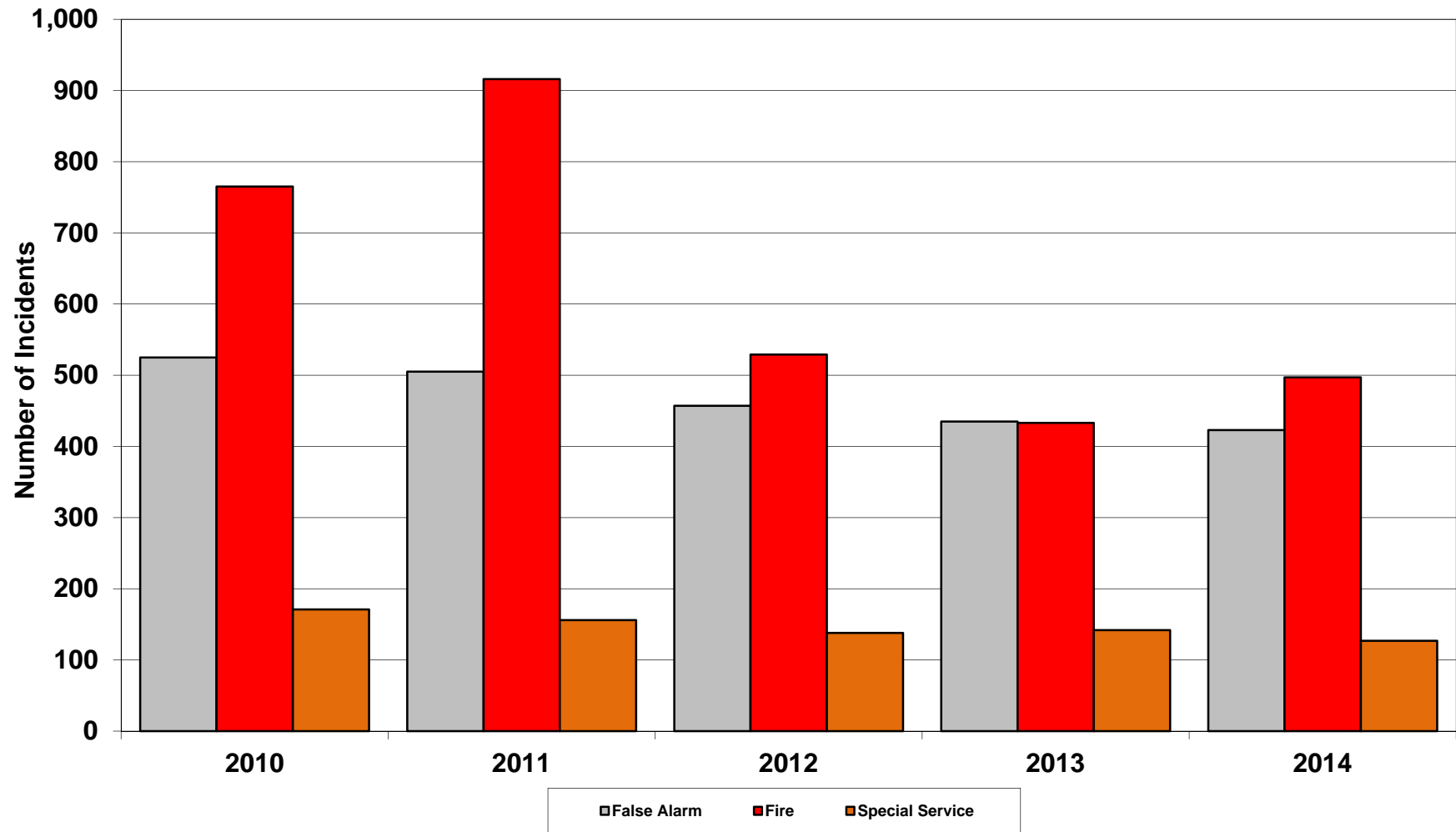
West Bridgford:

West Bridgford Area: Incidents 2010-2014



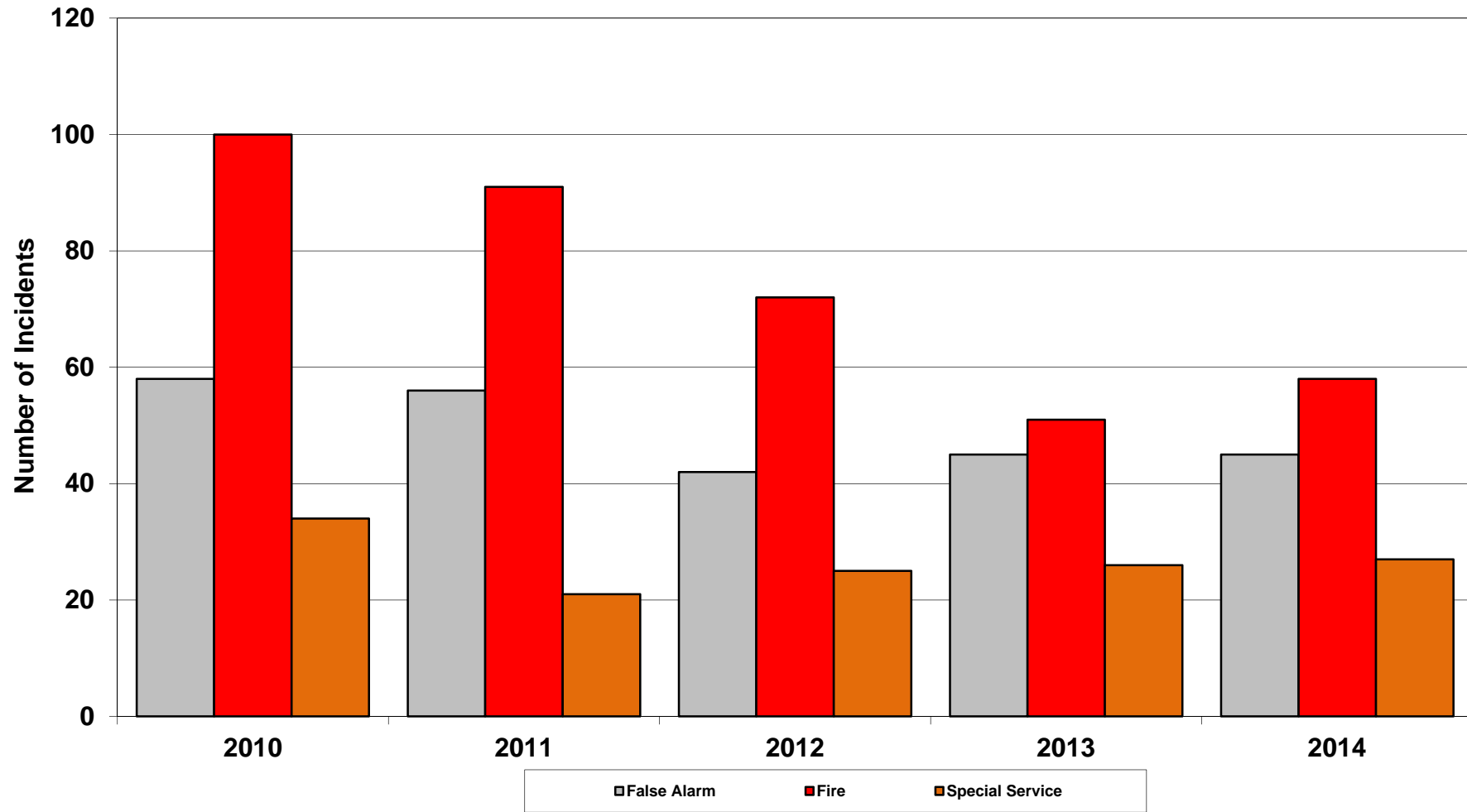
Stockhill:

Stockhill Station Area: Incidents 2010-2014

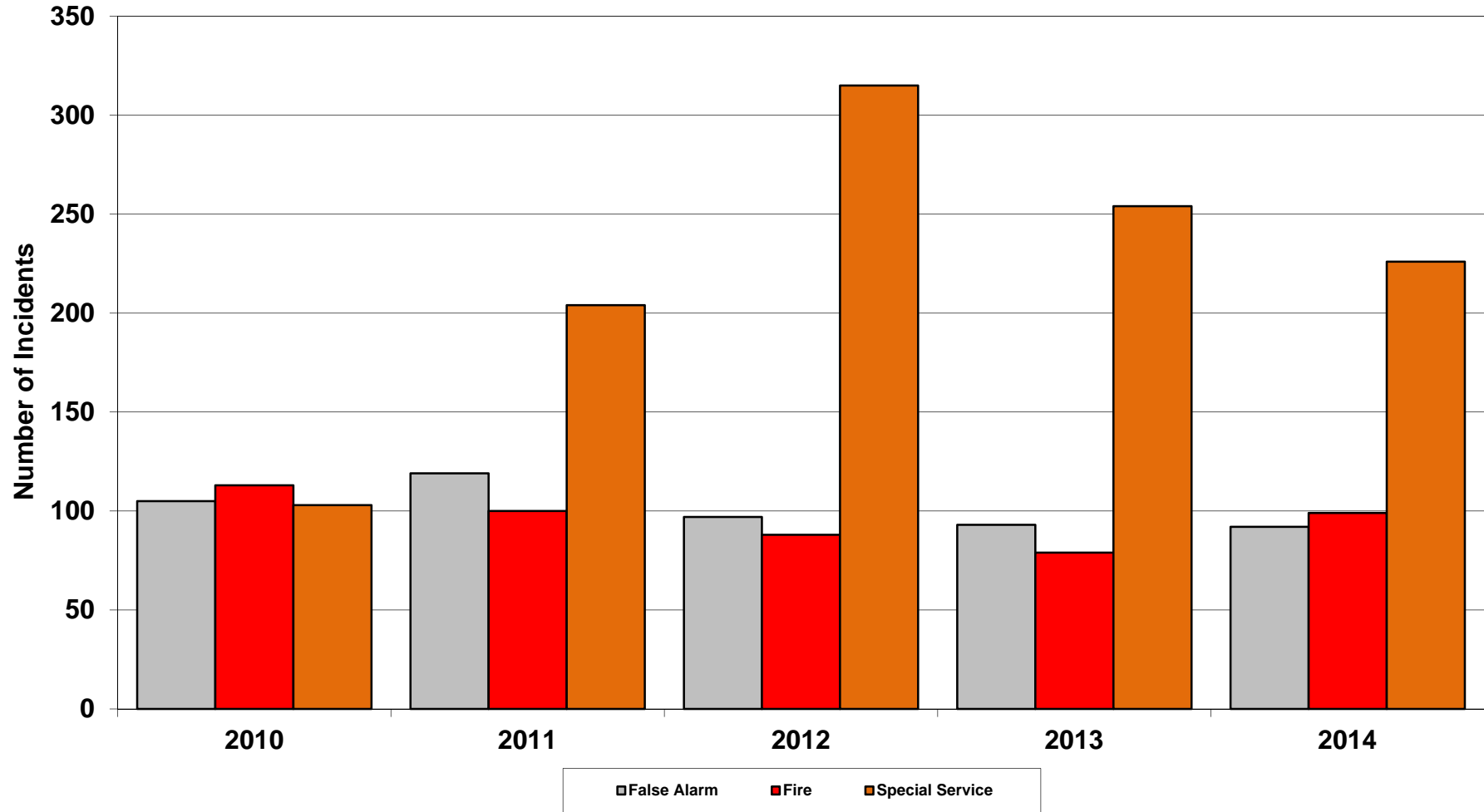


Stapleford:

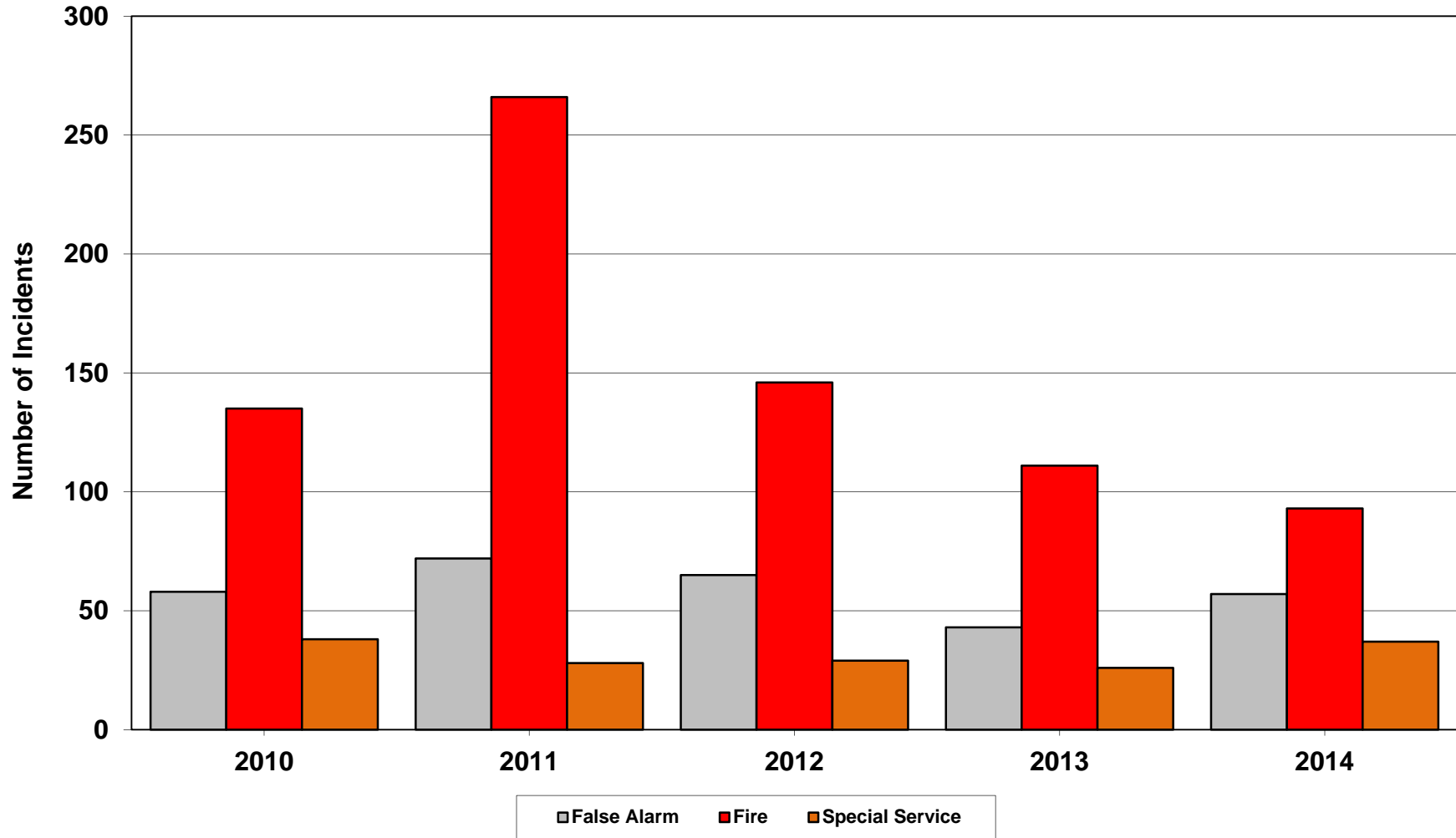
Stapleford Station Area: Incidents 2010-2014



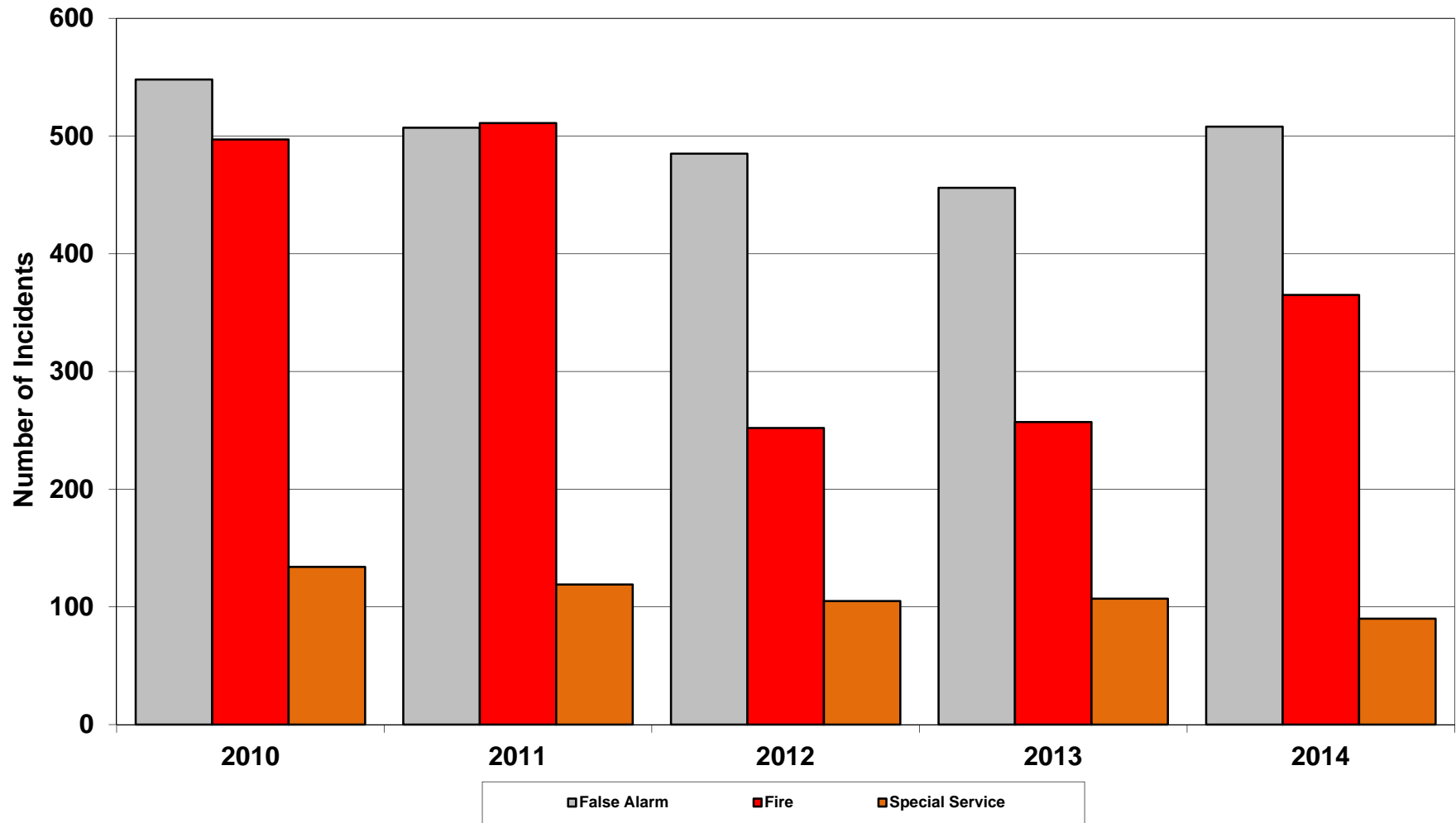
Eastwood Station Area: Incidents 2010-2014



Hucknall Station Area: Incidents 2010-2014

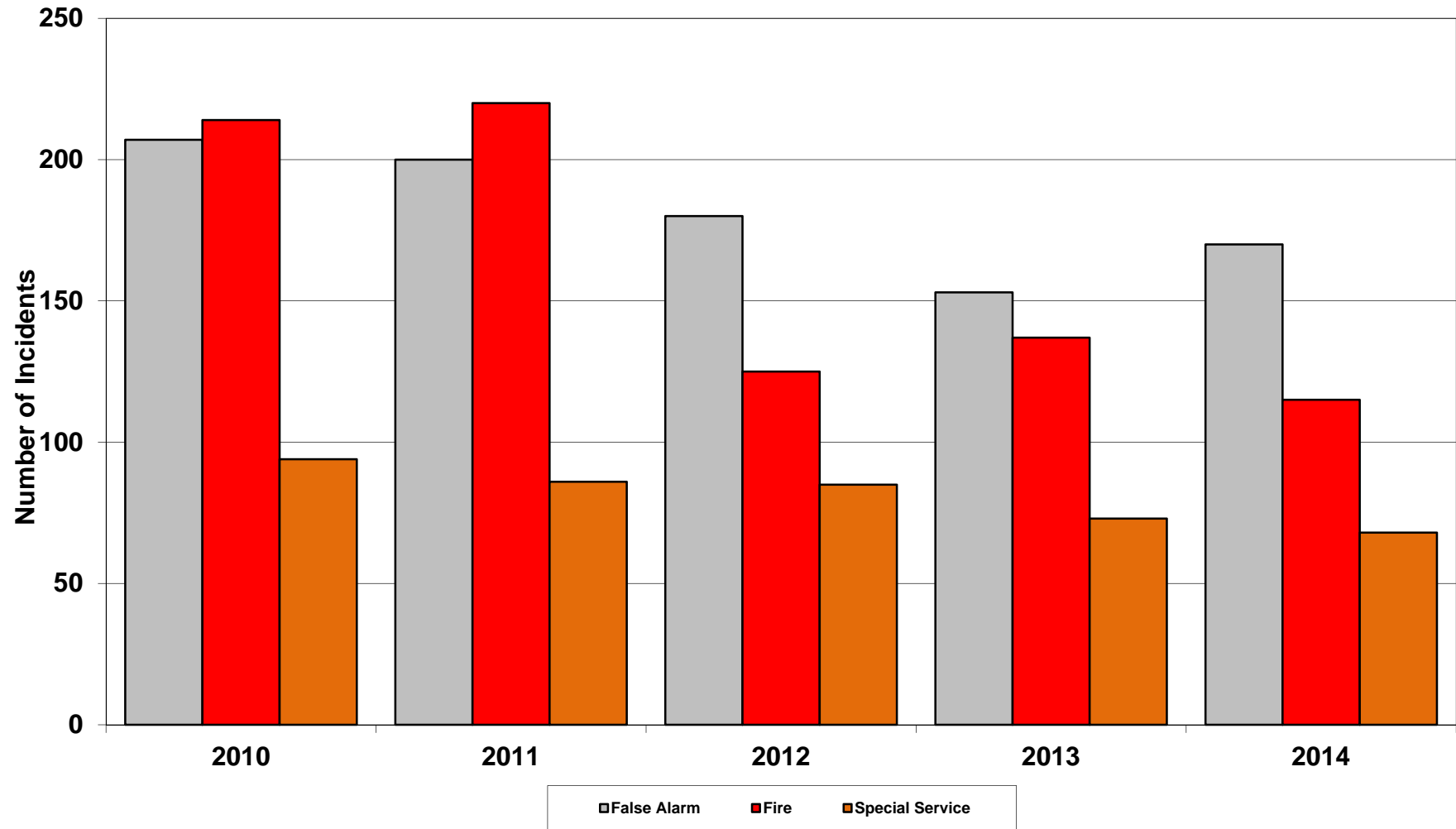


Arnold Station Area: Incidents 2010-2014

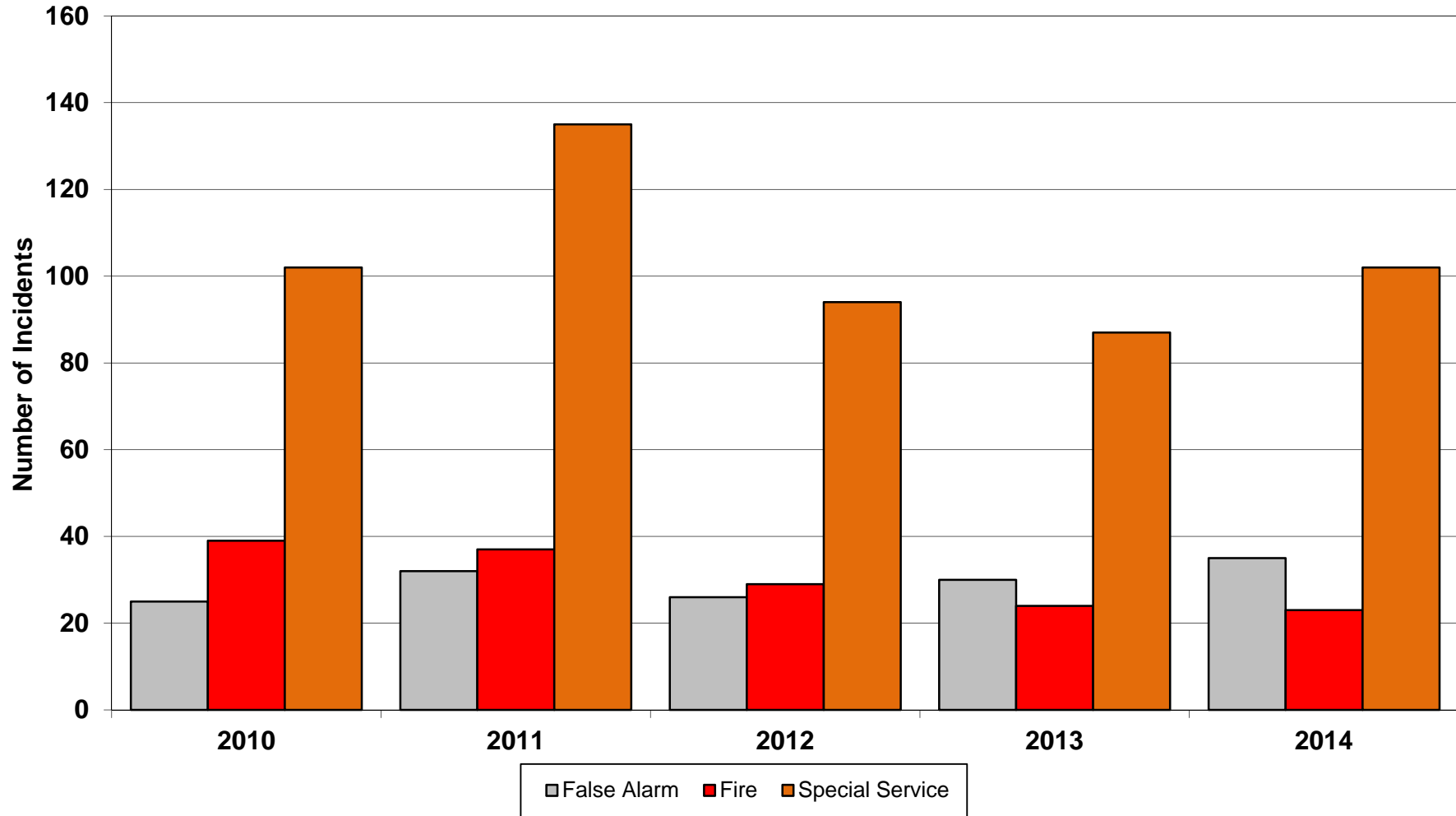


Carlton:

Carlton Station Area: Incidents 2010-2014

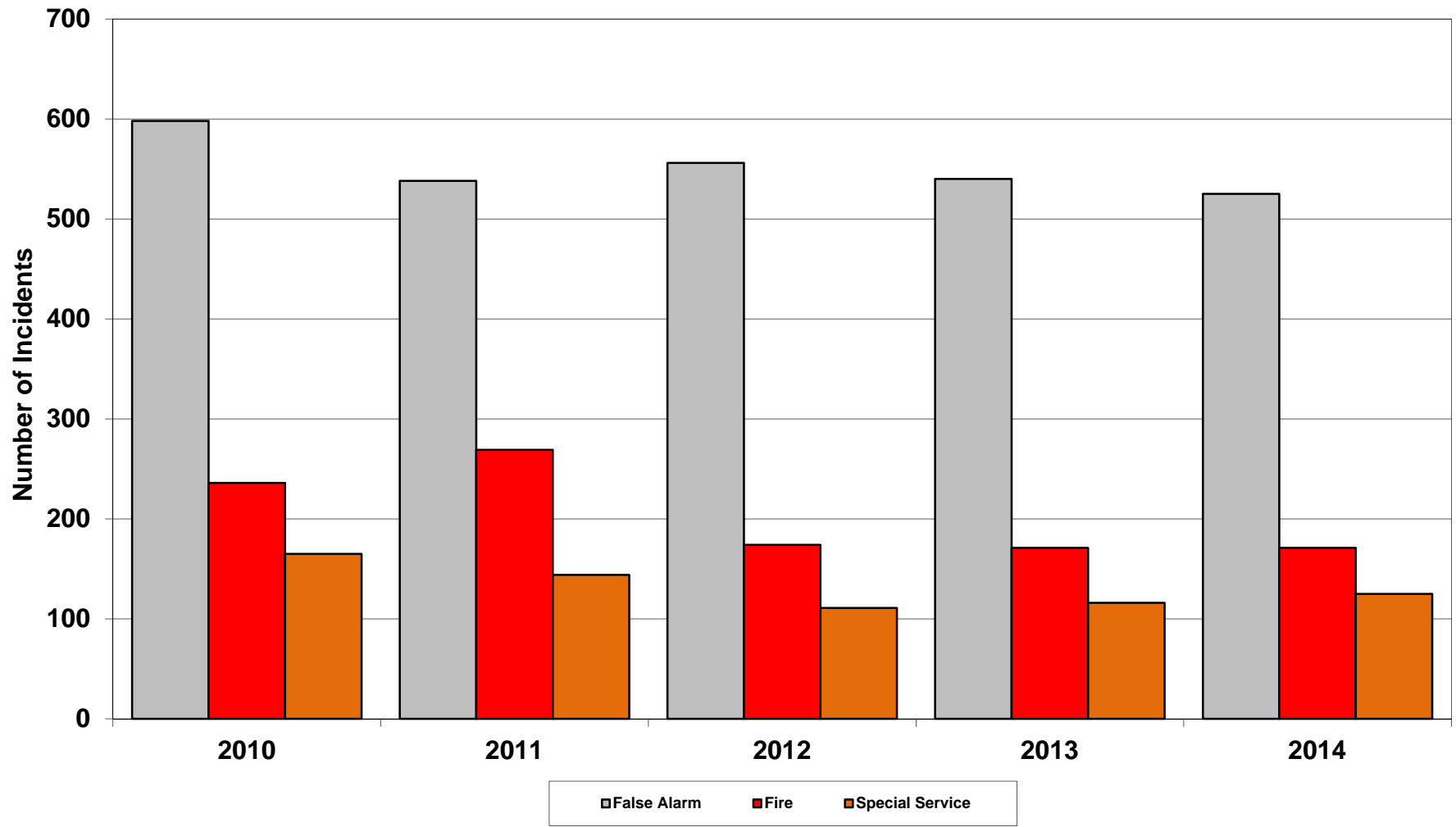


East Leake Station Area: Incidents 2010-2014



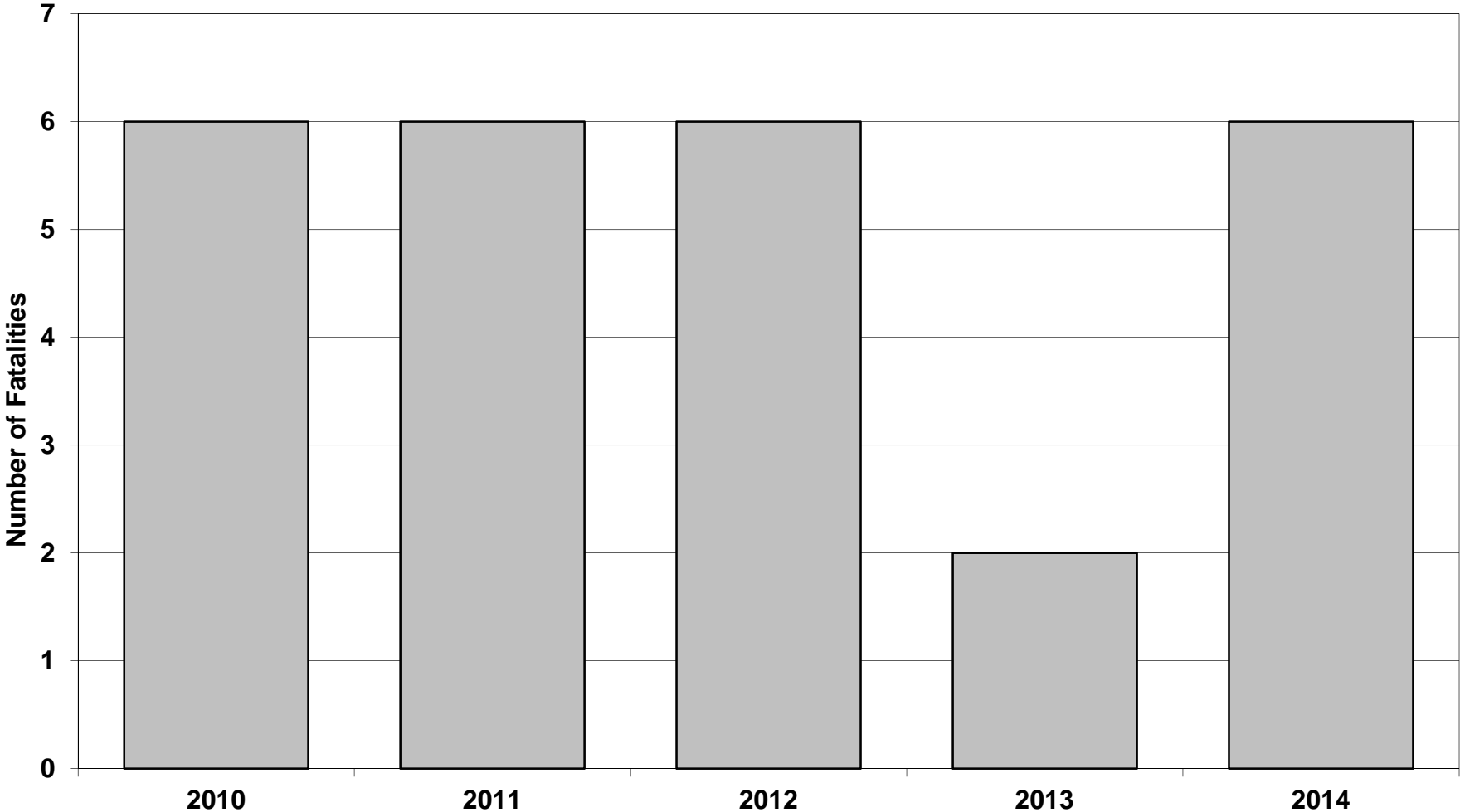
Highfields:

Highfields Station Area: Incidents 2010-2014



Fatalities:

Fatalities In Primary Fires: 2010-2014



	2010	2011	2012	2013	2014	Total
Ashfield	2	3	1	0	0	6
Bassetlaw	1	1	0	0	2	4
Broxtowe	0	1	1	0	0	2
City	2	1	2	0	2	7
Gedling	0	0	1	0	0	1
Mansfield	0	0	0	0	1	1
Newark	1	0	1	2	1	5
Rushcliffe	0	0	0	0	0	0
Total	6	6	6	2	6	26

Fatalities		2010	2011	2012	2013	2014	Total
Female	<18	0	0	0	0	0	0
	18-30	0	0	0	0	0	0
	31-64	2	0	0	1	1	4
	65+	2	1	0	0	0	3
	Total	4	1	0	1	1	7
Male	<18	0	0	0	0	0	0
	18-30	0	2	0	0	1	3
	31-64	1	2	2	0	3	8
	65+	1	1	3	1	1	7
	Total	2	5	5	1	5	25

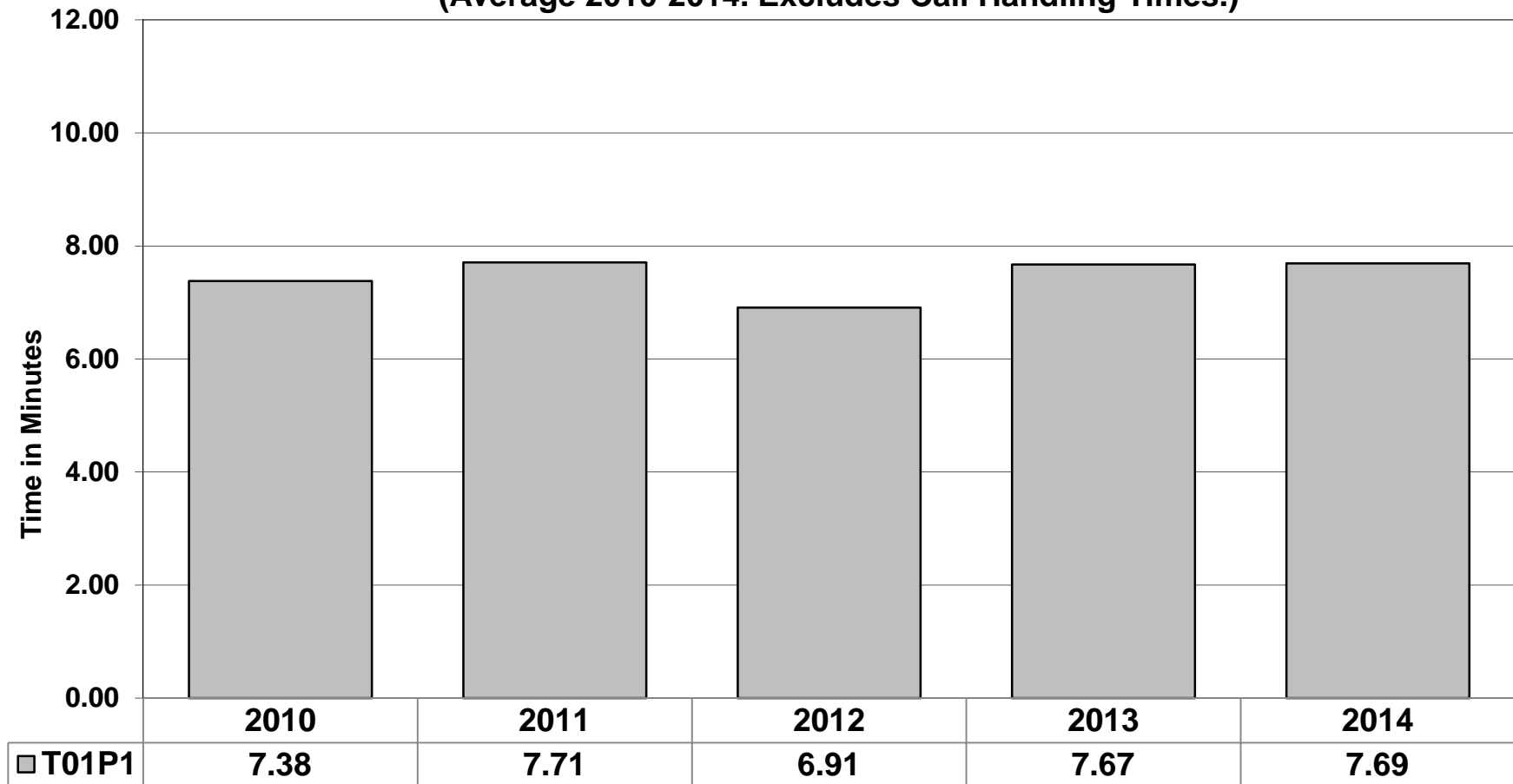
The fatality in the City in 2012 age is unknown.

Mobilisation to In Attendance Times:

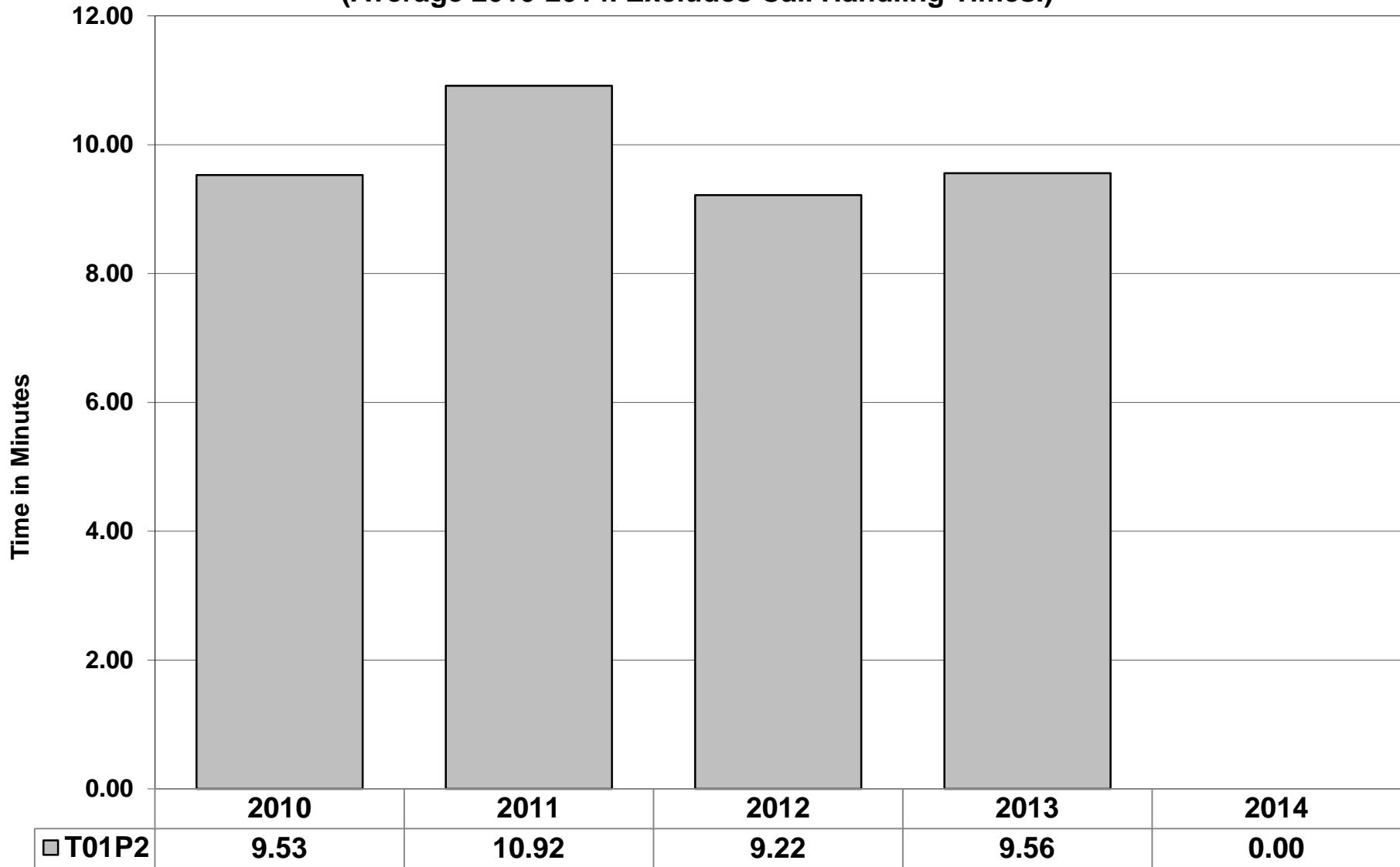
TIME IN MINUTES FOR EACH APPLIANCE FROM MOBILISATION TO IN ATTENDANCE, EXCLUDING CALL HANDLING TIME.

Mansfield:

**T01P1 (Mansfield) WDS Mobilisation to In Attendance Times.
(Average 2010-2014. Excludes Call Handling Times.)**

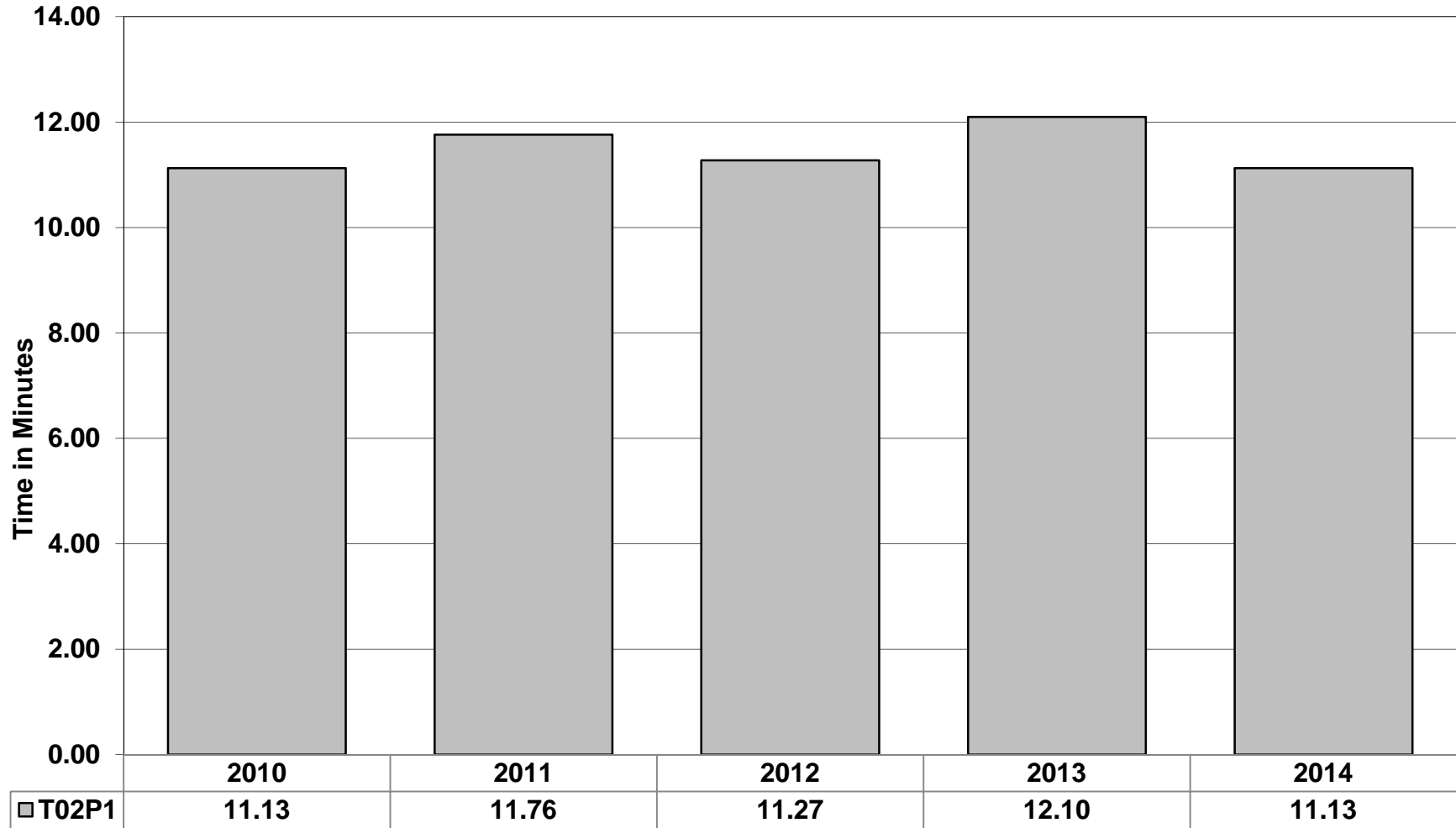


**T01P2 (Mansfield) RDS Mobilisation to In Attendance Times.
(Average 2010-2014. Excludes Call Handling Times.)**



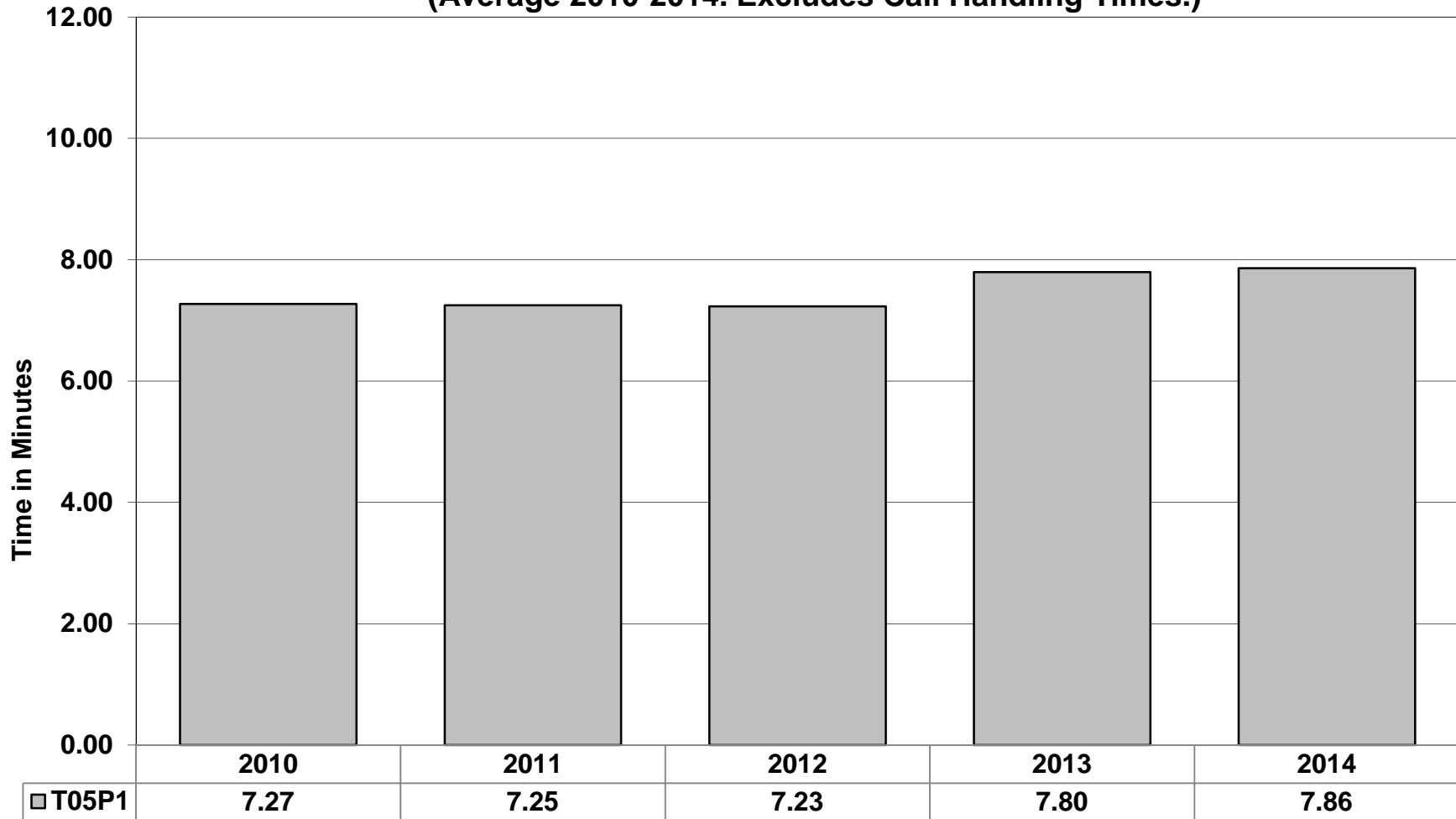
Blidworth:

**T02P1 (Blidworth) RDS Mobilisation to In Attendance Times.
(Average 2010-2014. Excludes Call Handling Time.)**

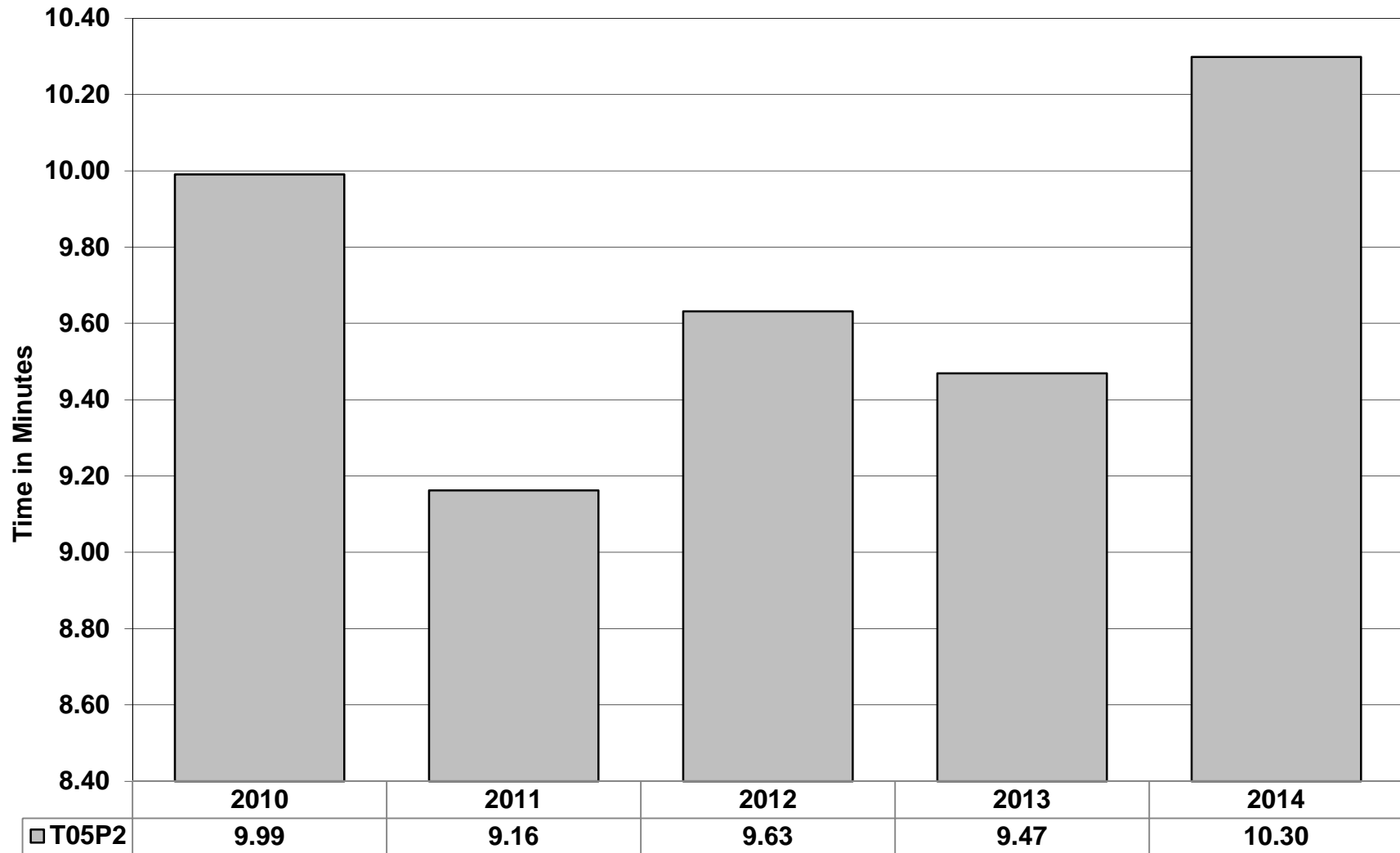


Ashfield:

**T05P1 (Ashfield) WDS Mobilisation to In Attendance Times.
(Average 2010-2014. Excludes Call Handling Times.)**

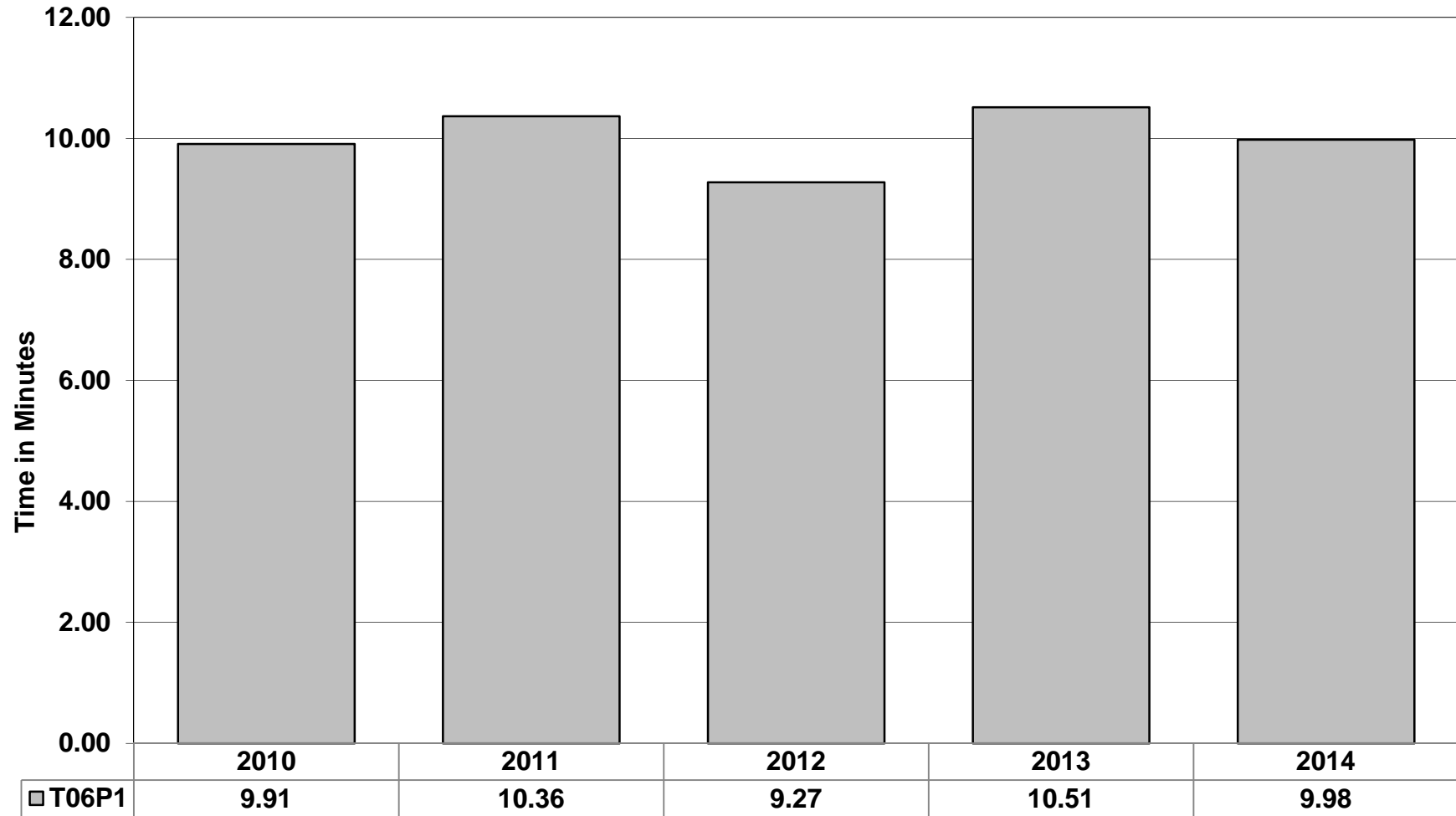


**T05P2 (Ashfield) RDS Mobilisation to In Attendance Times.
(Average 2010-2014. Excludes Call Handling Times.)**



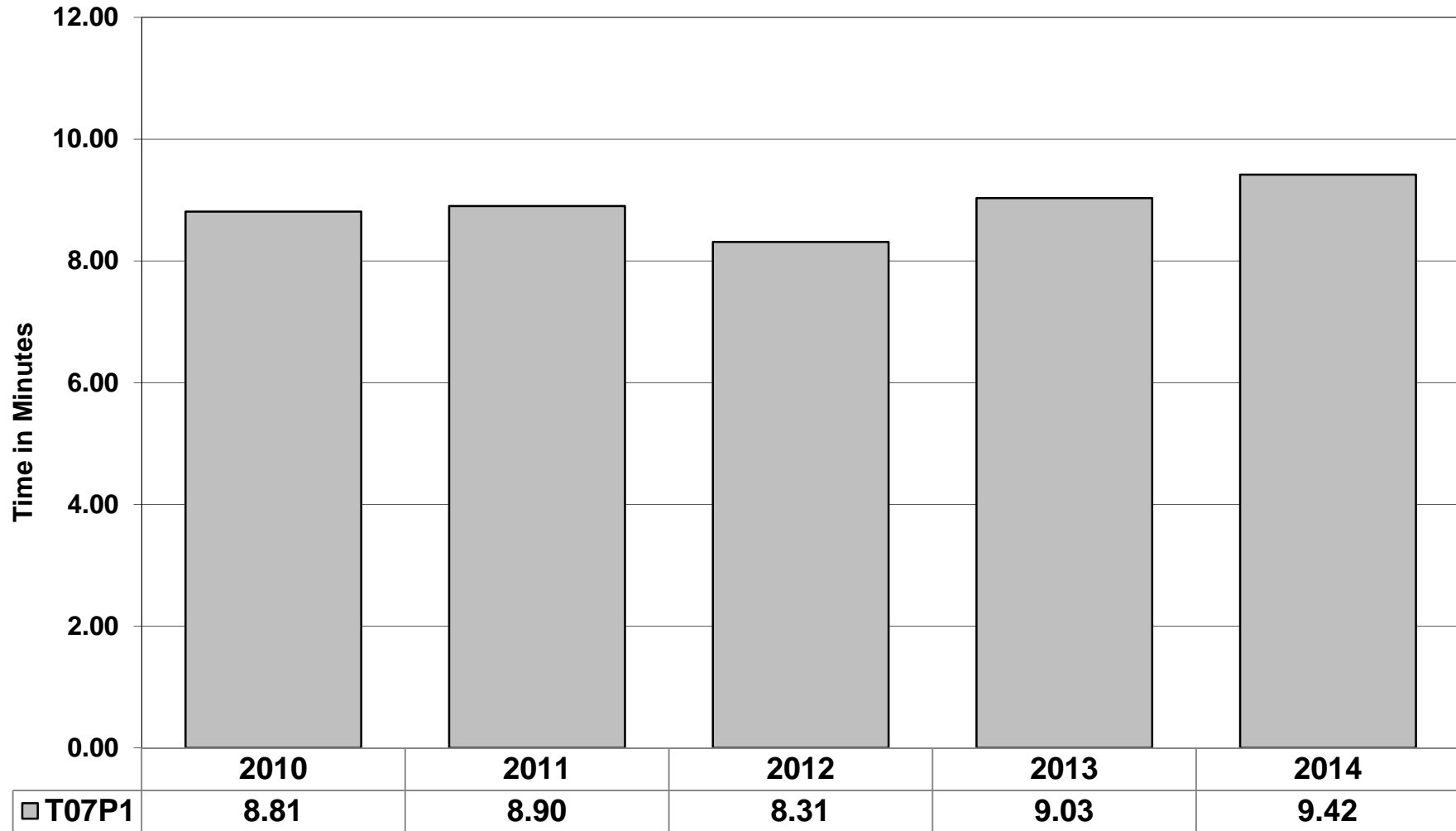
Edwinstowe:

**T06P1 (Edwinstowe) WDS Mobilisation to In Attendance Times.
(Average 2010-2014. Excludes Call Handling Time.)**



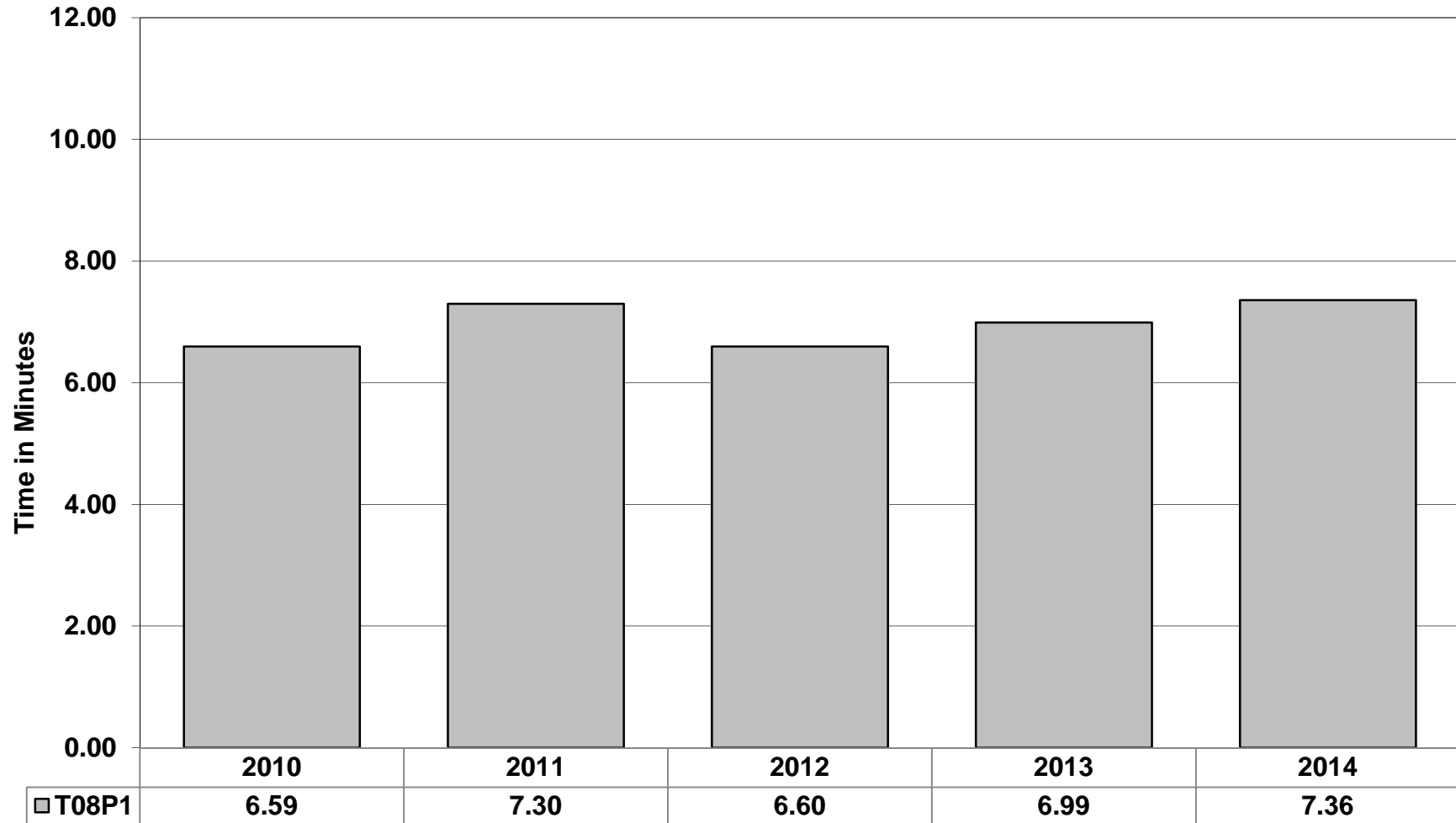
Warsop:

**T07P1 (Warsop) RDS Mobilisation to In Attendance Times.
(Average 2010-2014. Excludes Call Handling Times.)**

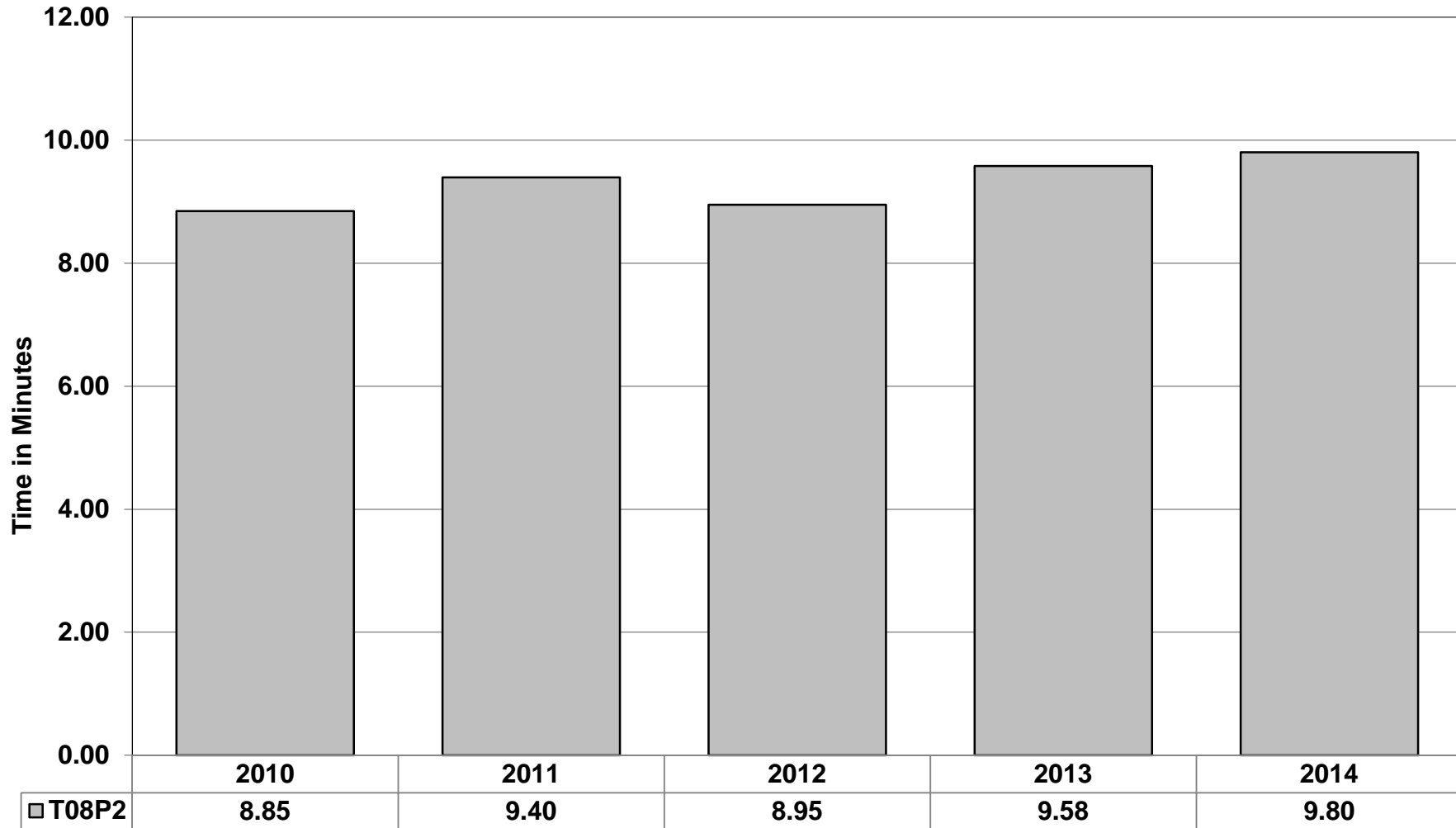


Worksop:

**T08P1 (Worksop) WDS Mobilisations to In Attendance Times.
(Average 2010-2014. Excludes Call Handling Times.)**

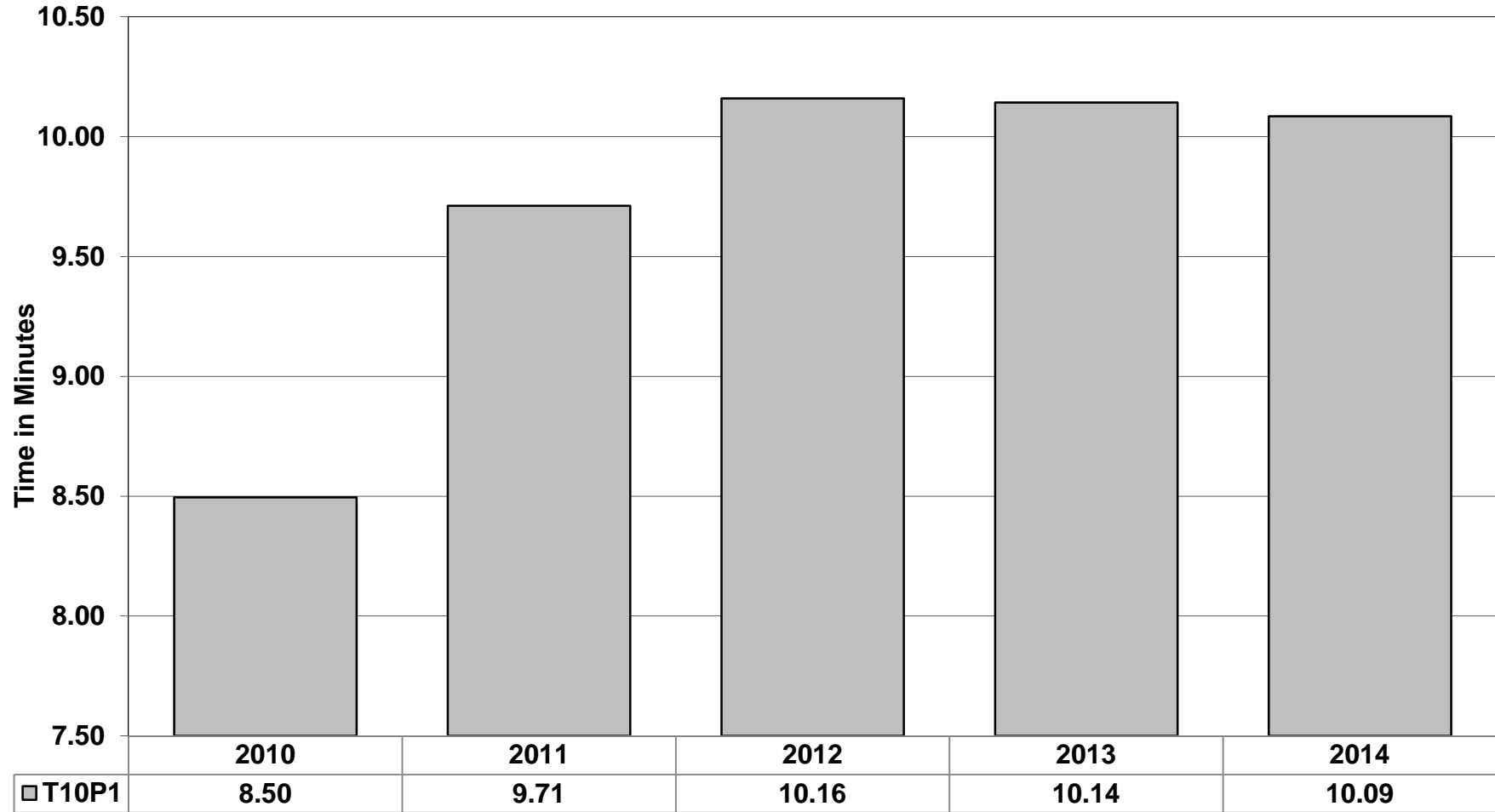


**T08P2 (Worksop) RDS Mobilisation to In Attendance Times.
(Average 2010-2014. Excludes Call Handling Times.)**



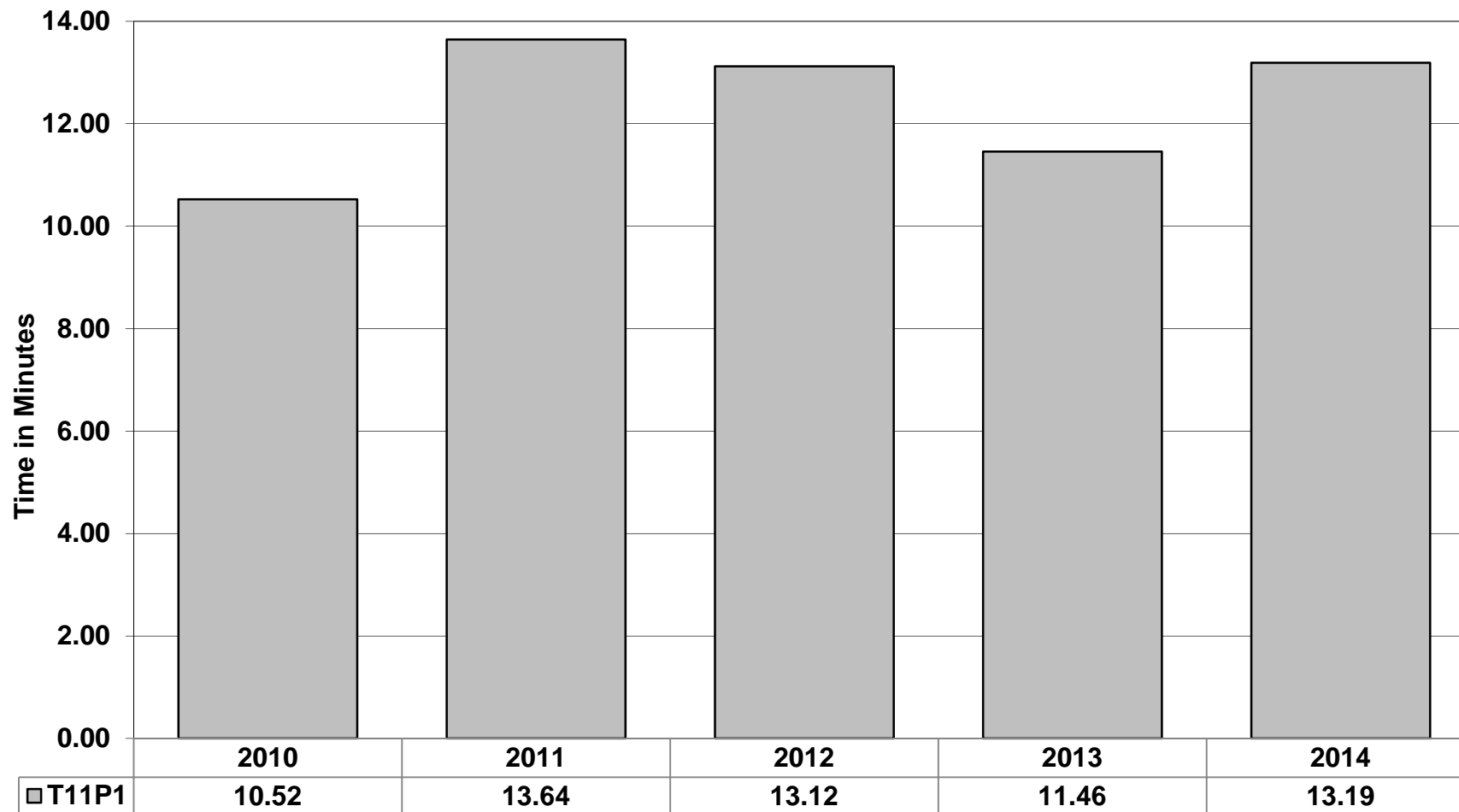
Harworth:

**T10P1 (Harworth) RDS Mobilisation to In Attendance Times.
(Average 2010-2014. Excluding Call Handling Times.)**



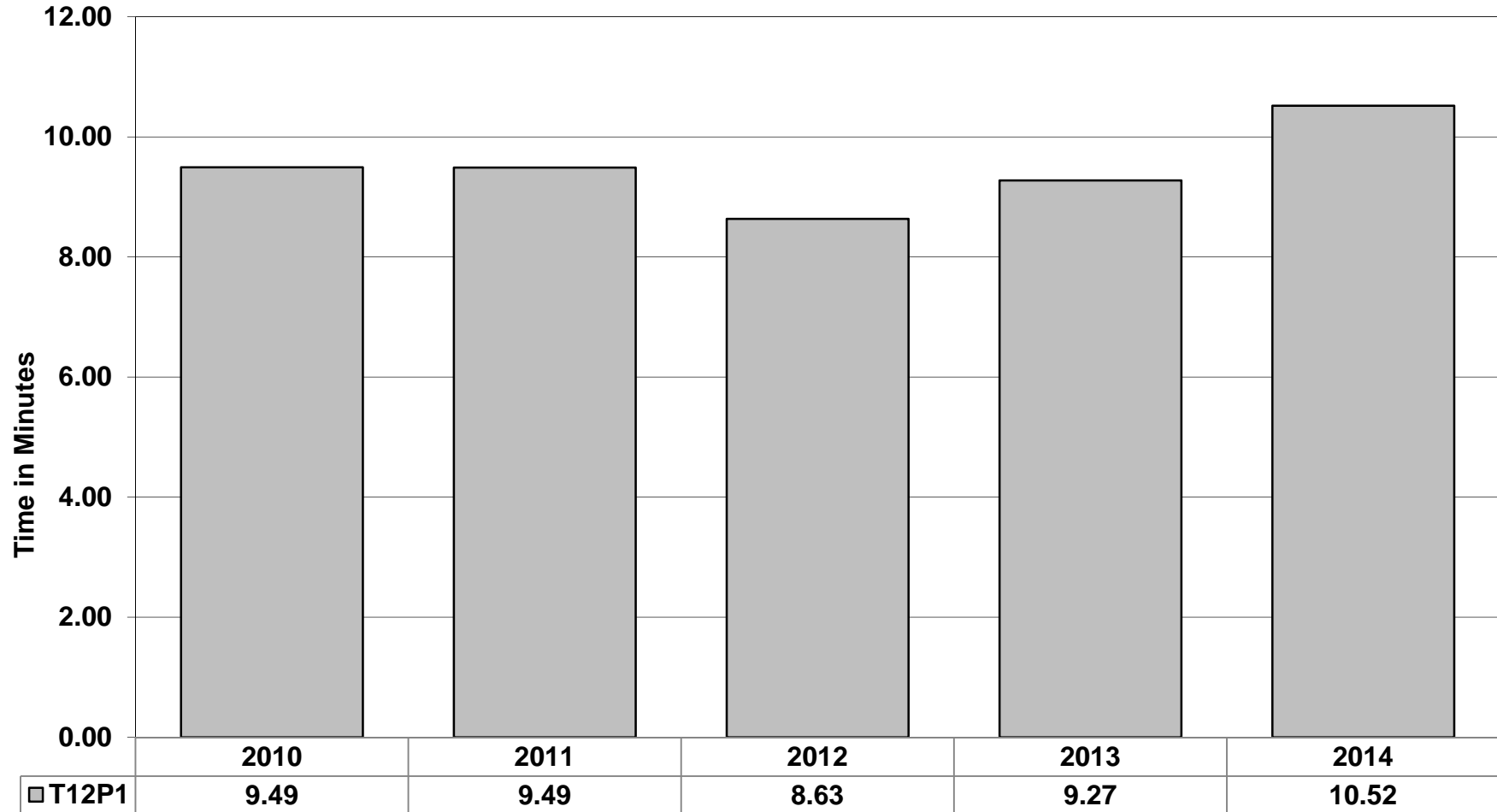
Misterton:

**T11P1 (Misterton) RDS Mobilisation to In Attendance Times.
(Average 2010-2014. Excludes Call Handling Times.)**

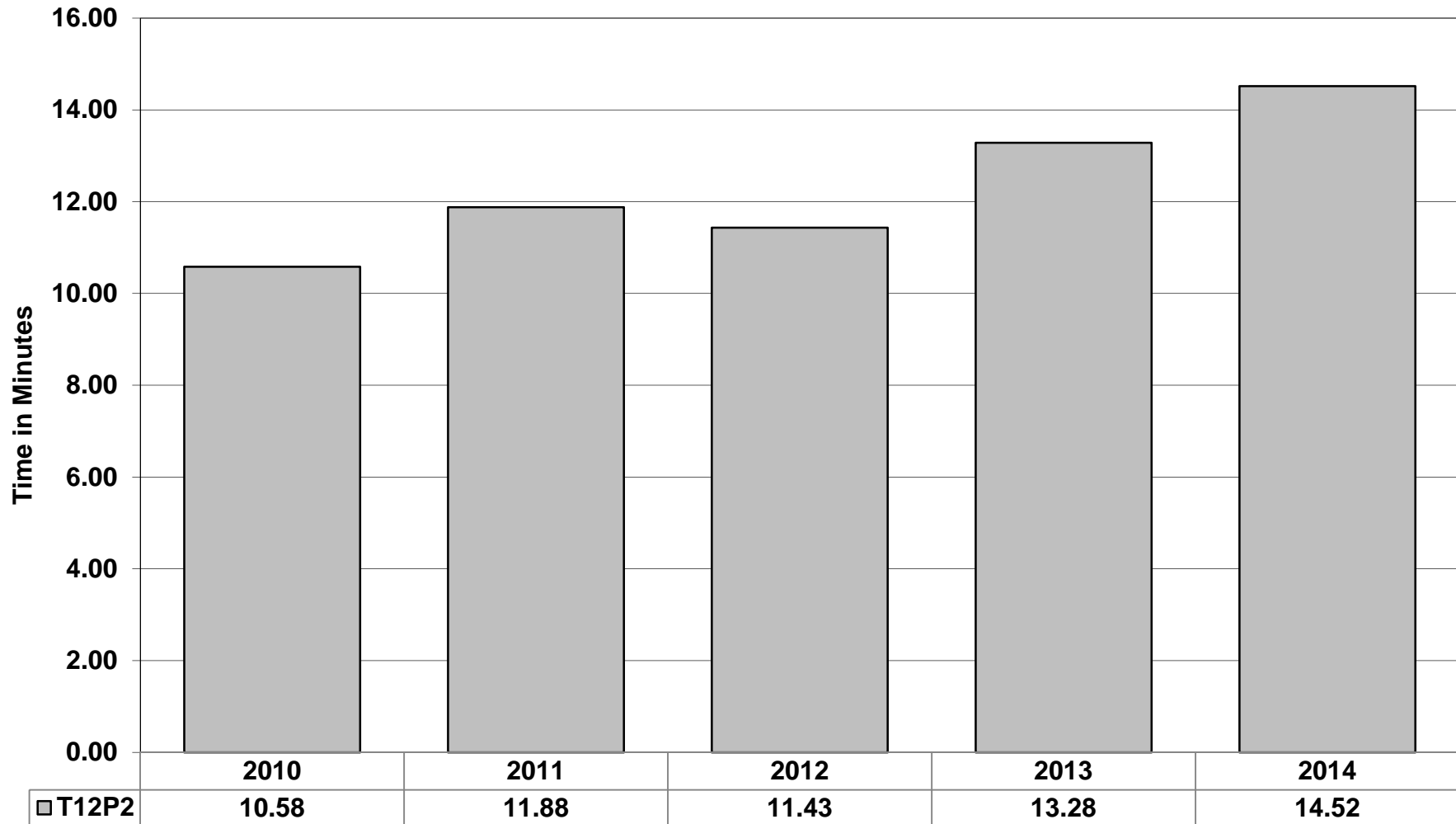


Retford:

**T12P1 (Retford) WDS Mobilisation to In Attendance Times.
(Average 2010-2014. Excludes Call Handling Times.)**

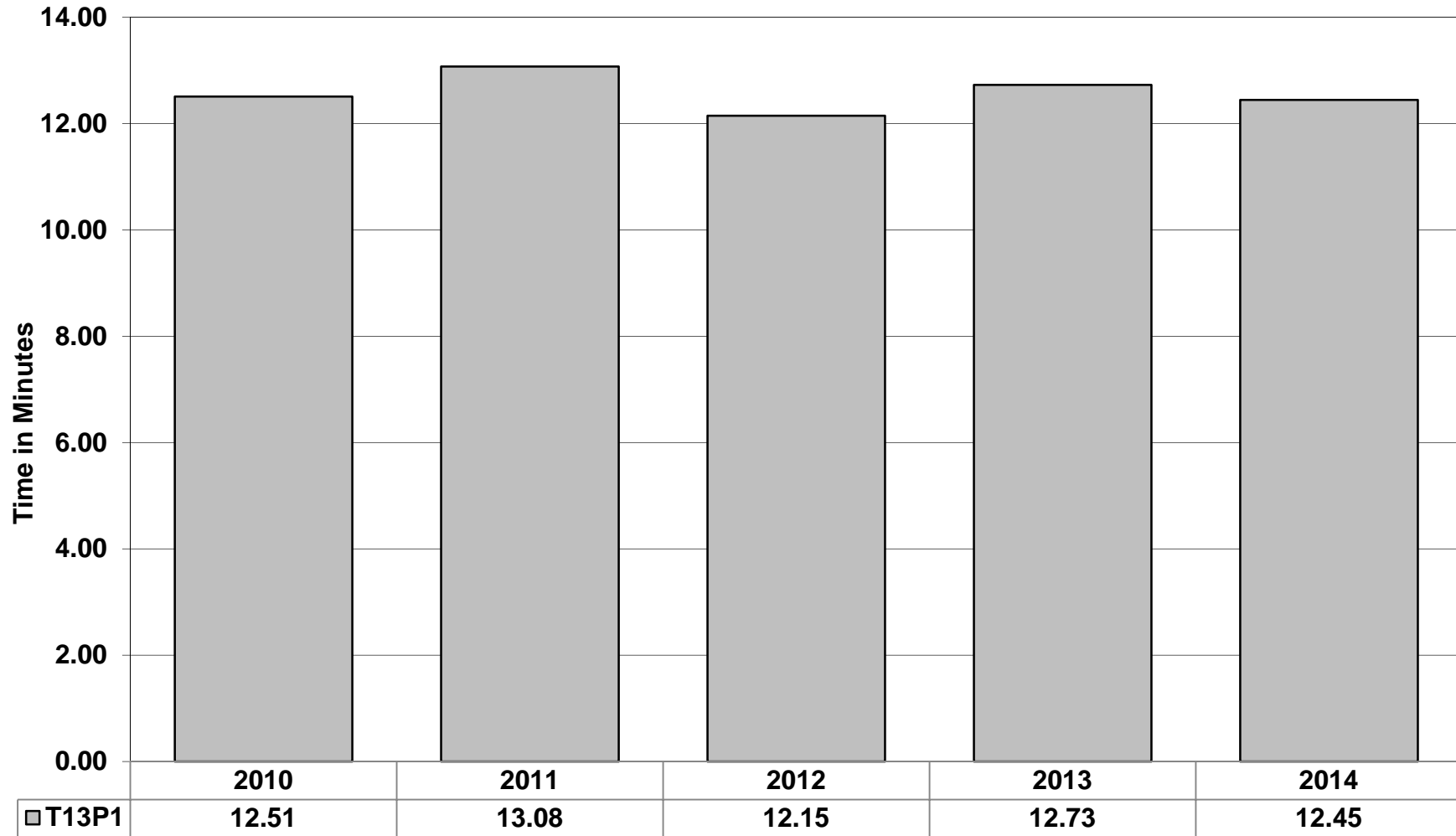


**T12P2 (Retford) RDS Mobilisation to In Attendance Times.
(Average 2010-2014. Excludes Call Handling Times.)**



Tuxford:

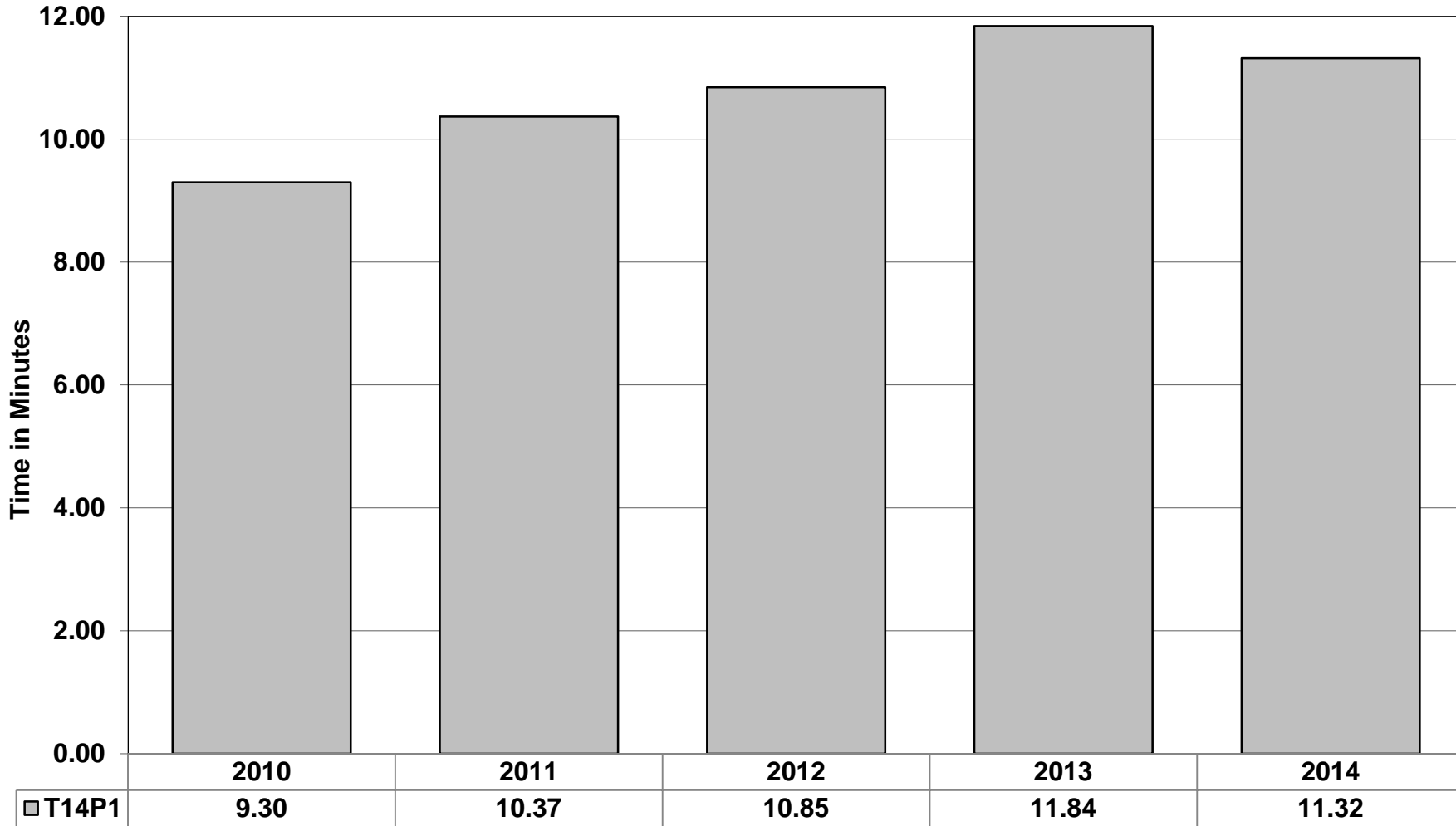
**T13P1 (Tuxford) RDS Mobilisation to In Attendance Times.
(Average 2010-2014 . Excludes Call Handling Times.)**



Southwell:

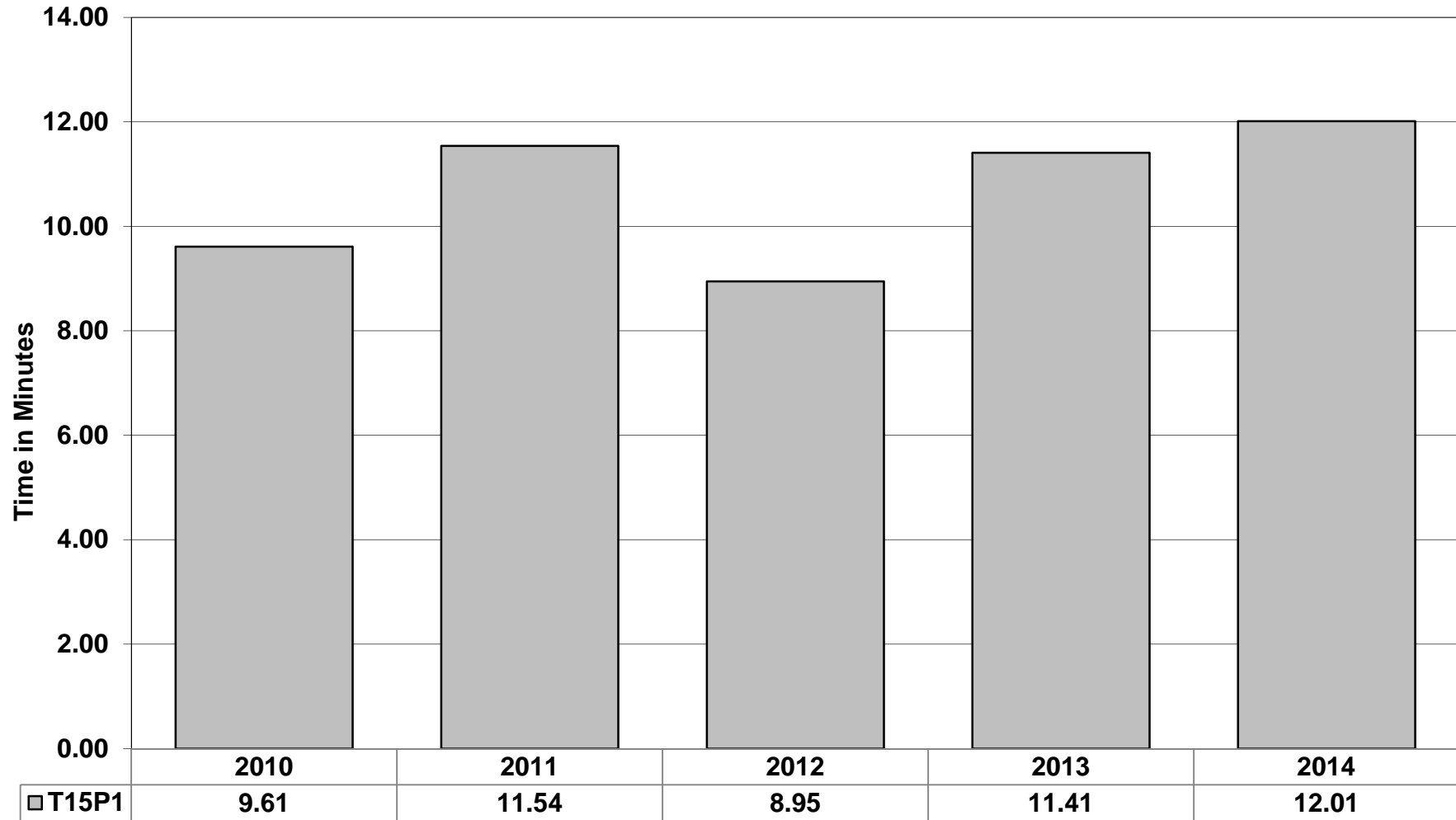
**T14P1 (Southwell) RDS Mobilisation to In Attendance Times.
(Average 2010-2014. Excludes Call Handling Time.)**

Page 220



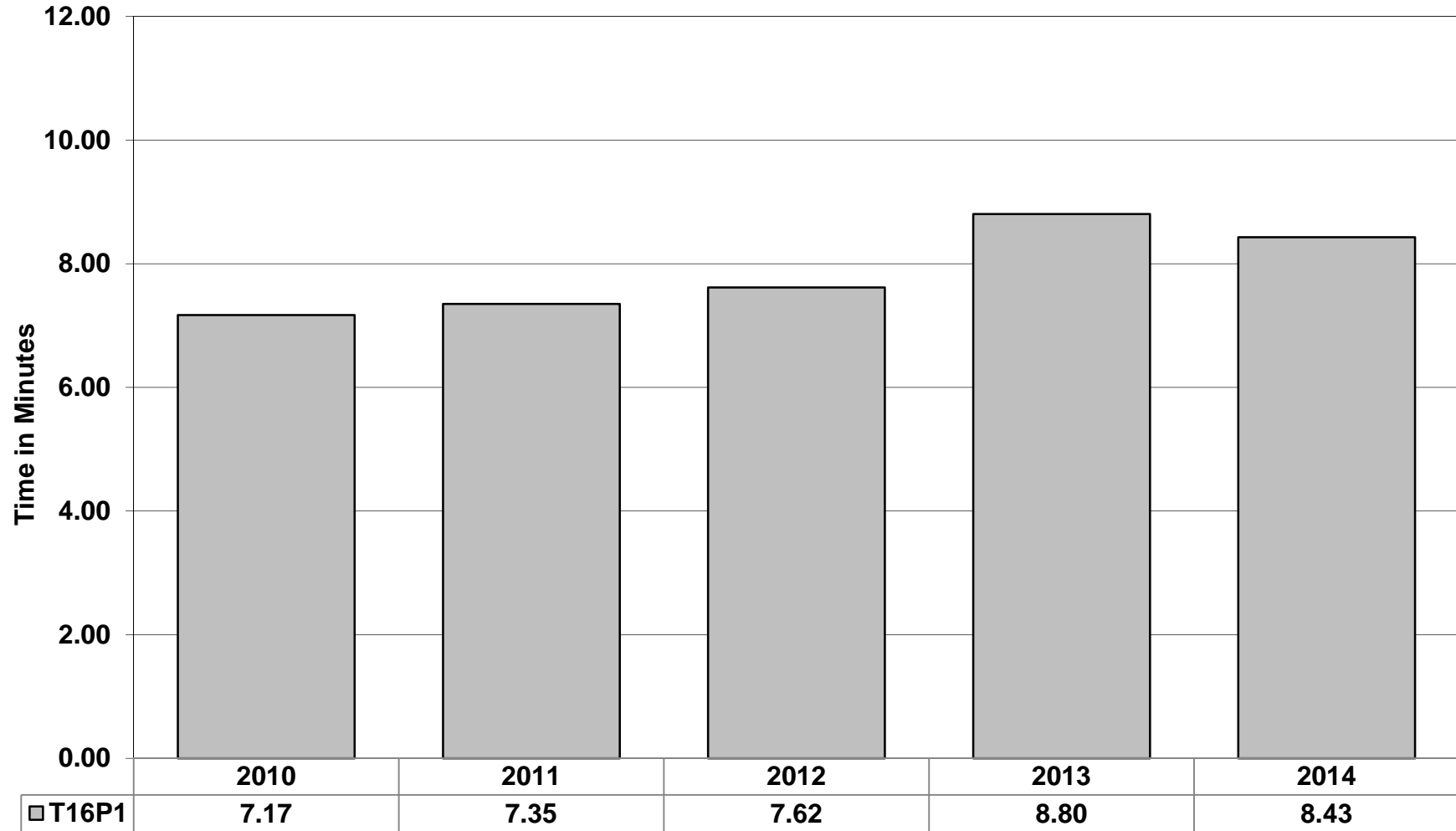
Collingham:

**T15P1 (Collingham) RDS Mobilisation to In Attendance Times.
(Average 2010-2014. Excludes Call Handling Time.)**

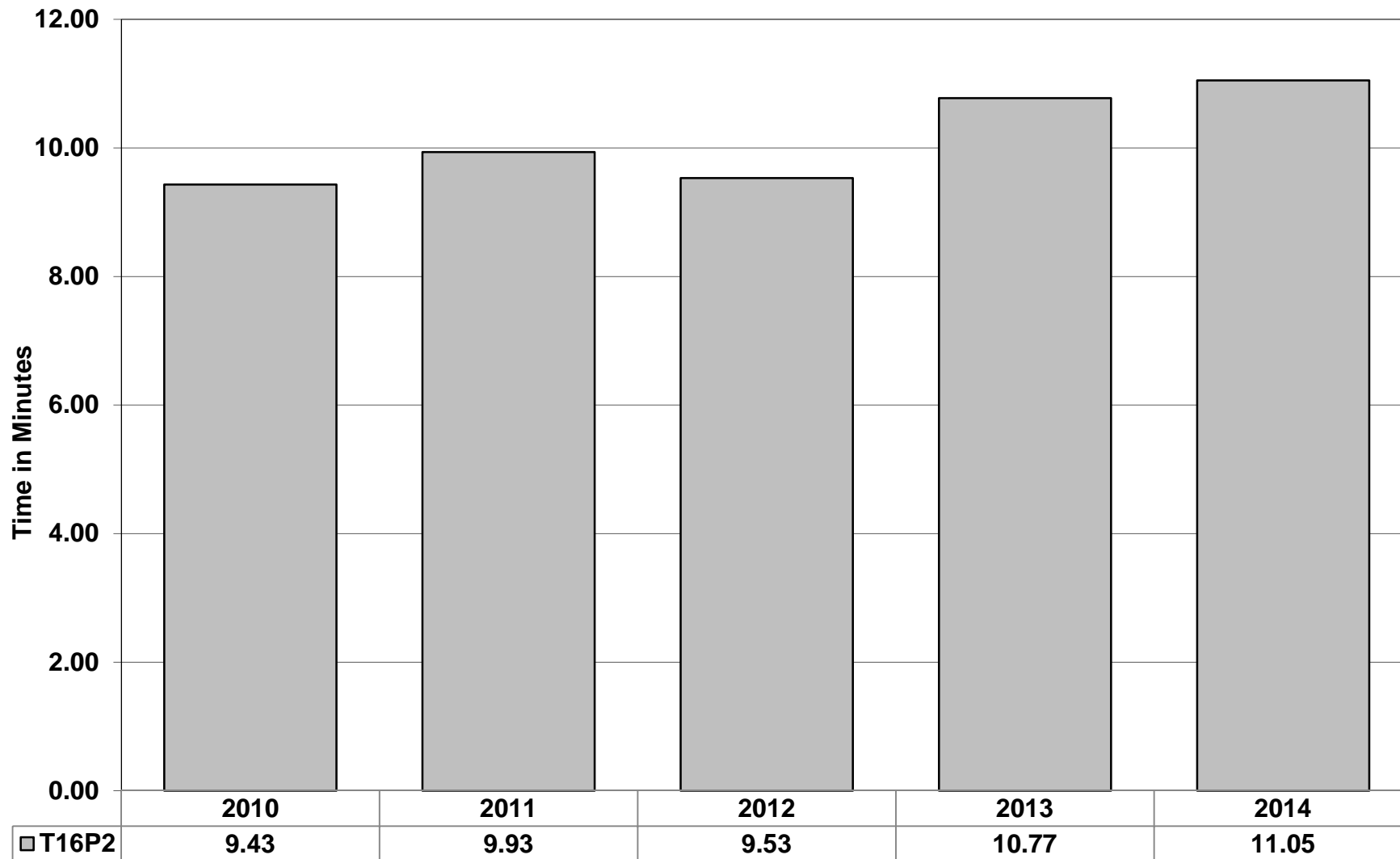


Newark:

**T16P1 (Newark) WDS Mobilisation to in Attendance Times.
(Average 2010-2014. Excluding Call Handling Times.)**

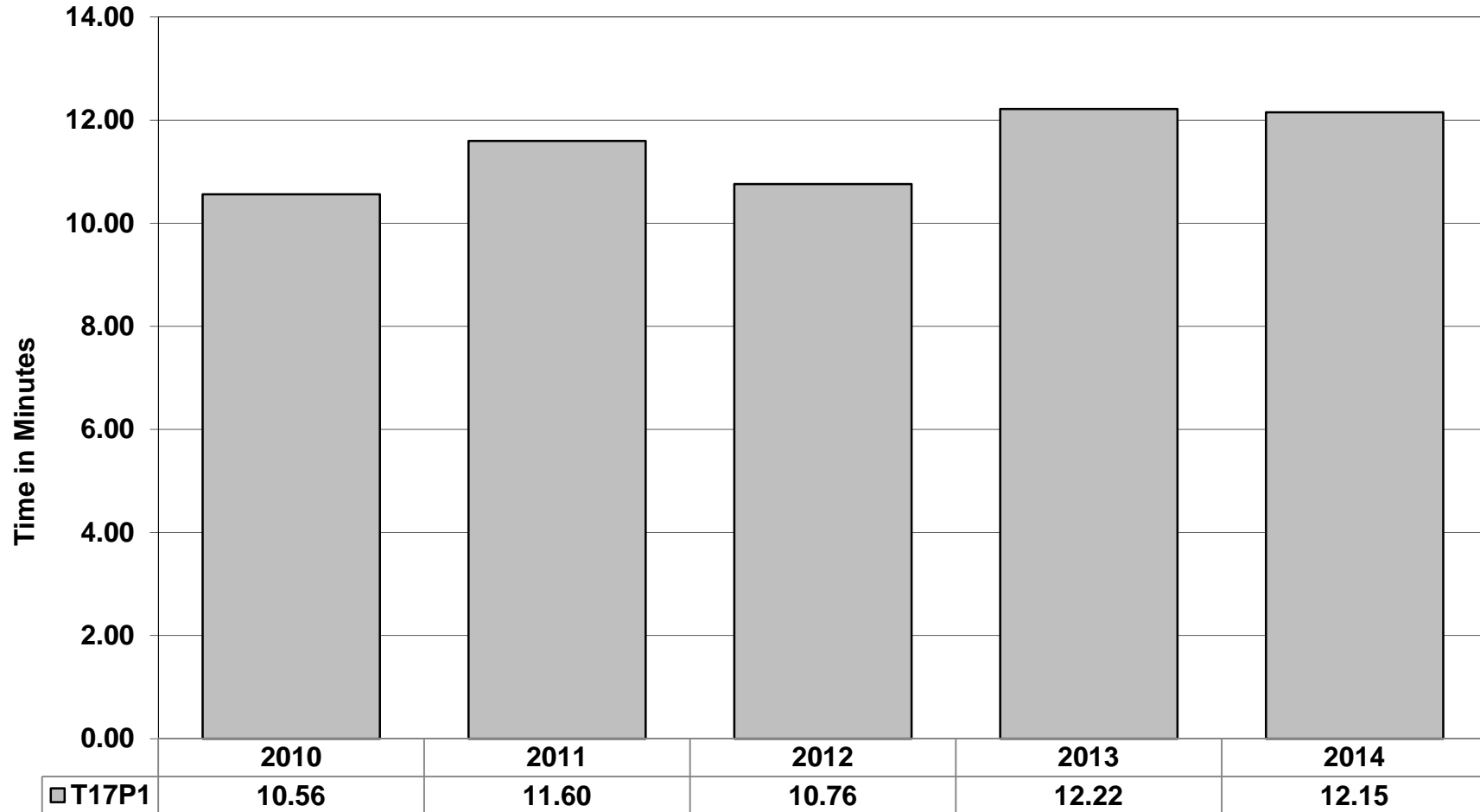


**T16P2 (Newark) RDS Mobilisation to in Attendance Times.
(Average 2010-2014. Excludes Call Handling Times.)**



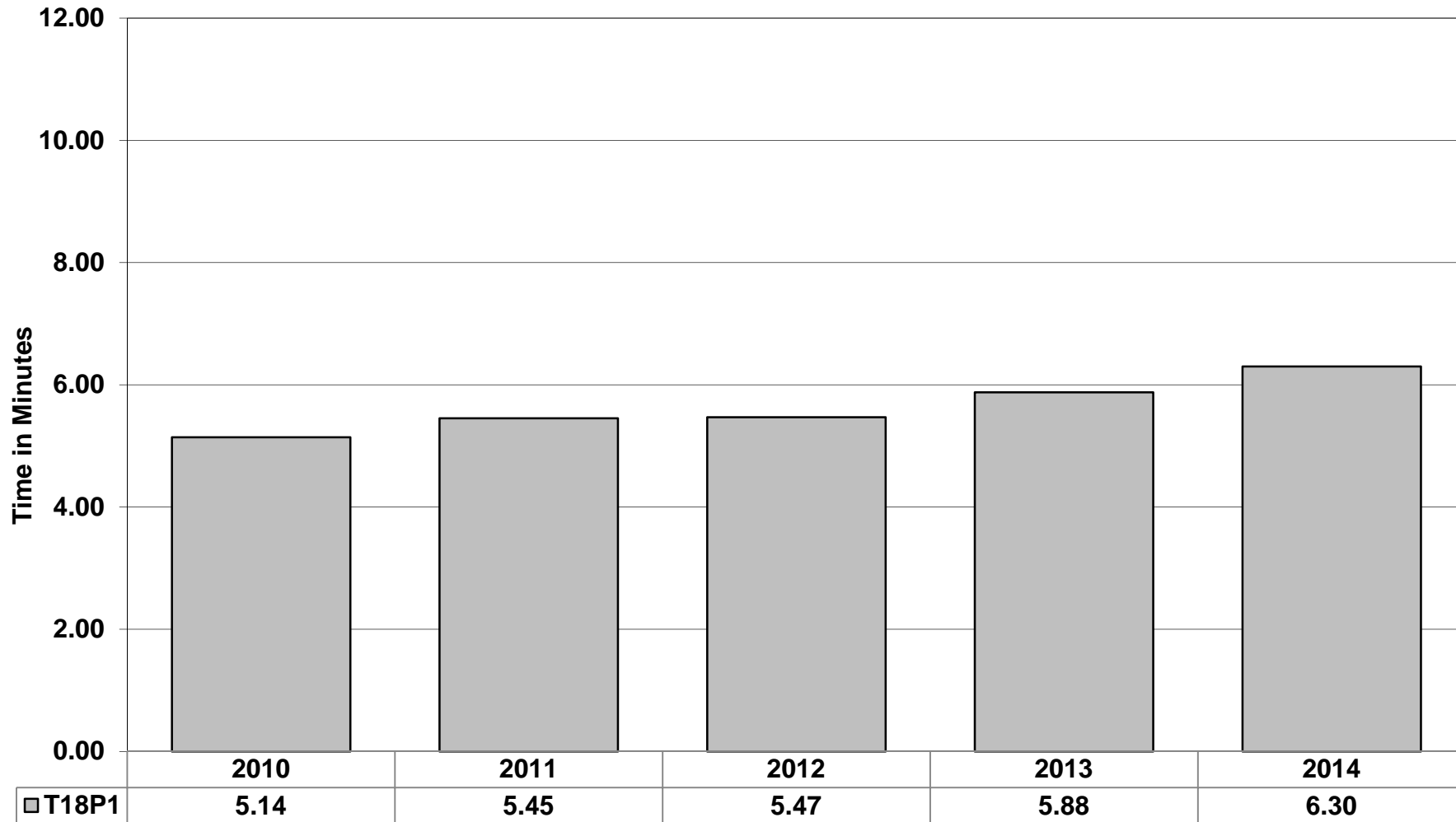
Bingham:

**T17P1 (Bingham) RDS Mobilisation to In Attendance Times.
(Average 2010-2014. Excludes Call Handling Time.)**

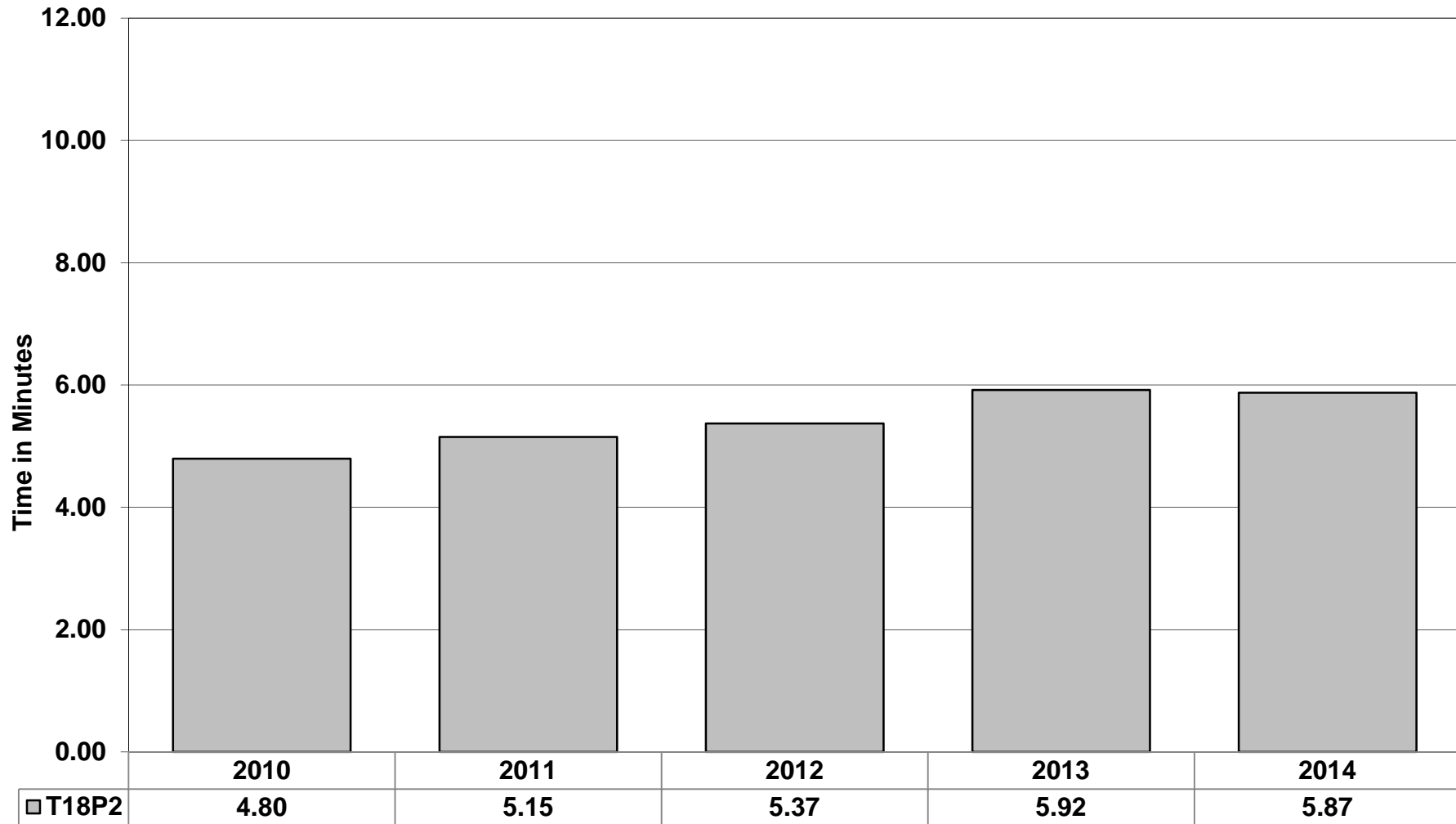


Central:

**T18P1 (Central) WDS Mobilisation to In Attendance Times.
(Average 2010-2014. Excludes Call Handling Times.)**

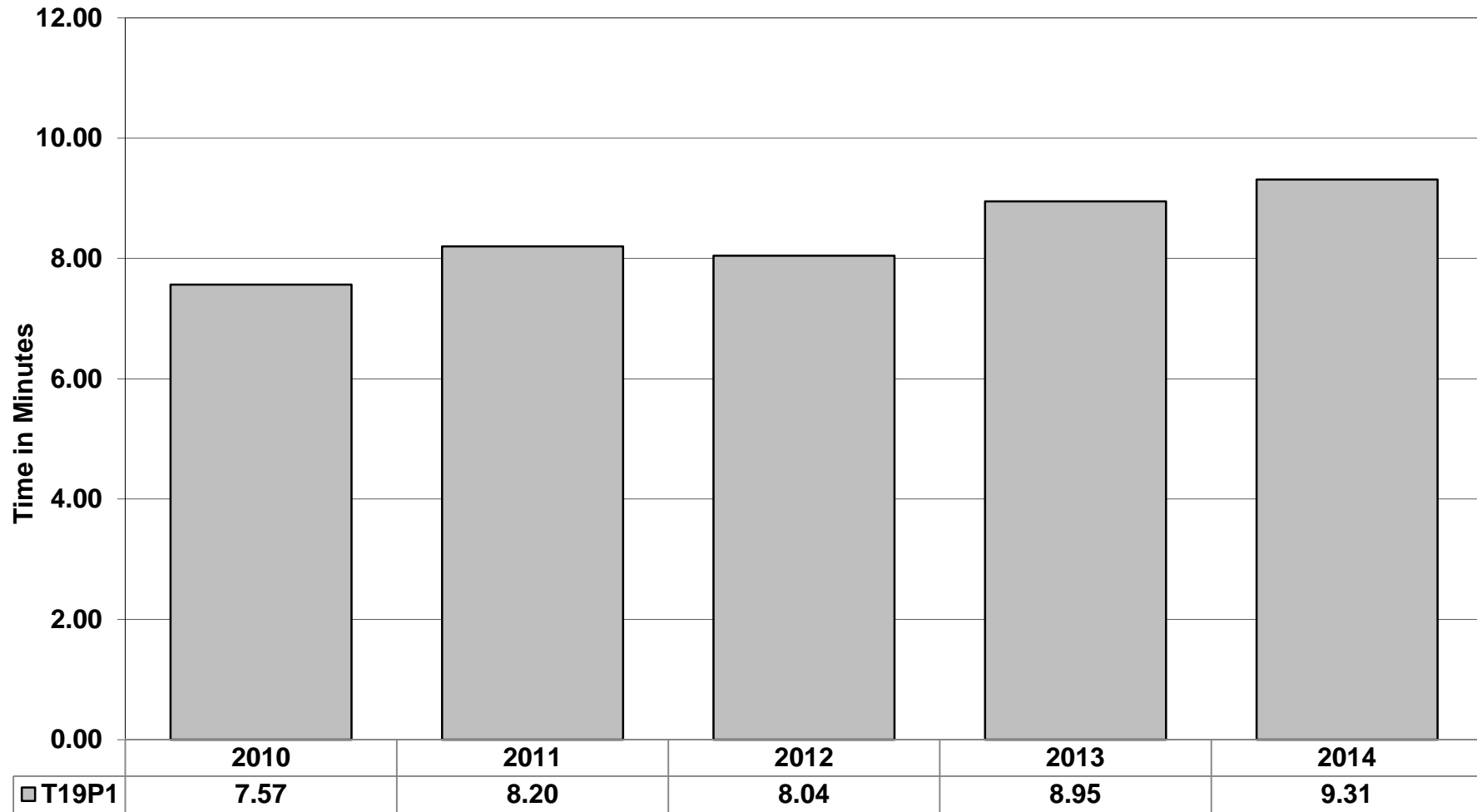


**T18P2 (Central) WDS Mobilisation to In Attendance Times.
(Average 2010-2014. Excludes Call Handling Times.)**

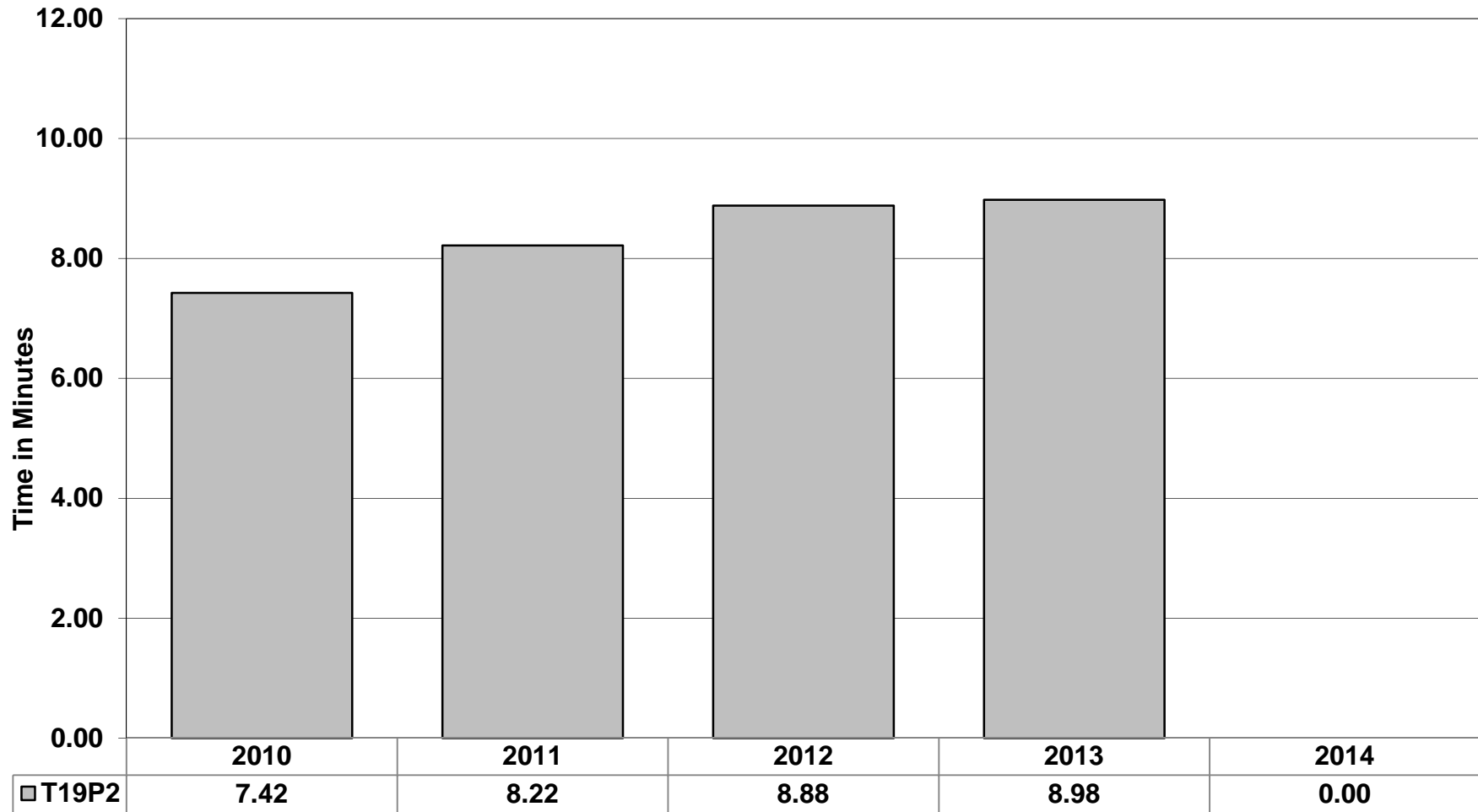


West Bridgford:

**T19P1 (West Bridgford) WDS Mobilisation to In Attendance Times.
(Average 2010-2014. Excludes Call Handling Times.)**

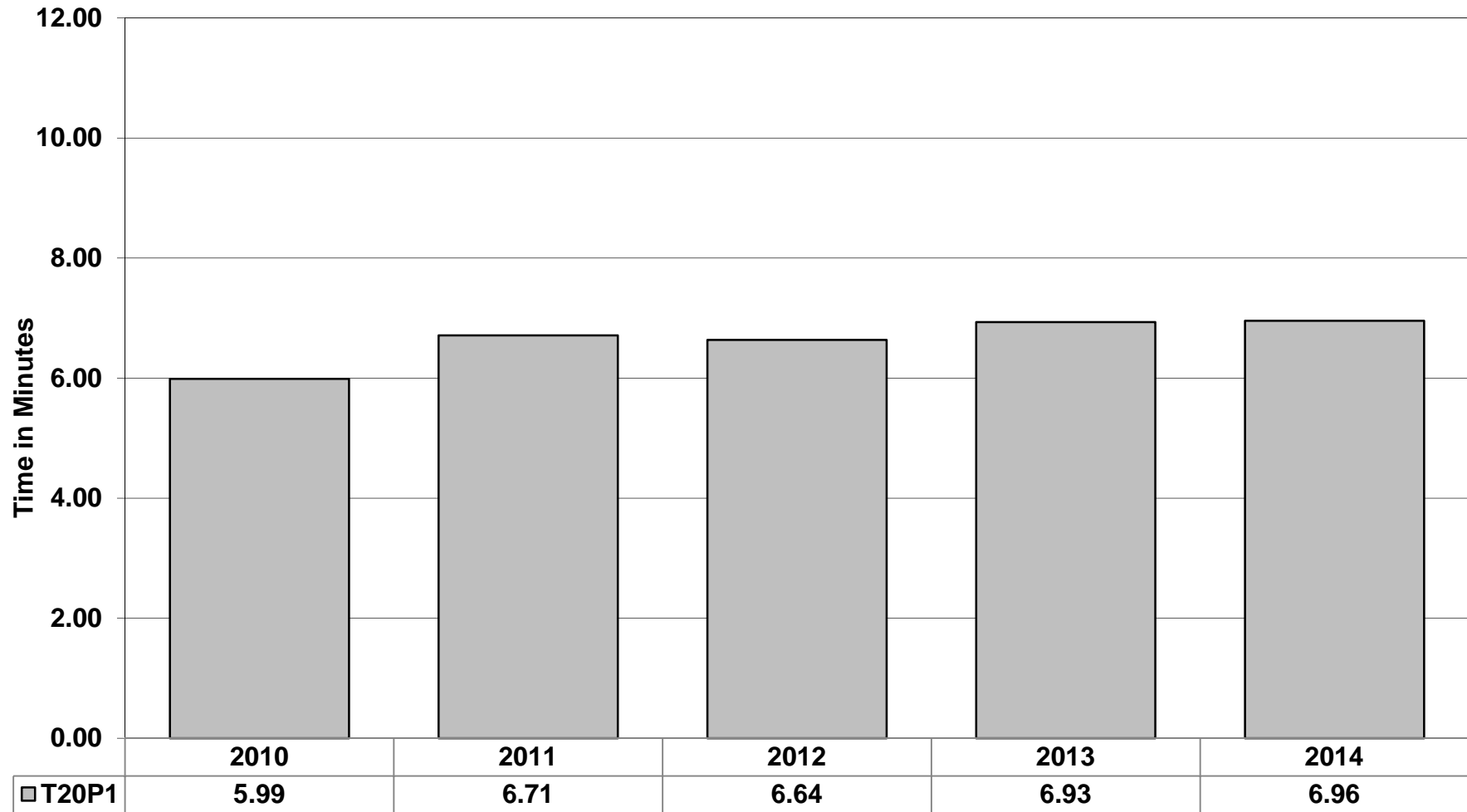


**T19P2 (West Bridgford) WDS Mobilisation to In Attendance Times.
(Average 2010-2014. Excludes Call Handling Times.)**

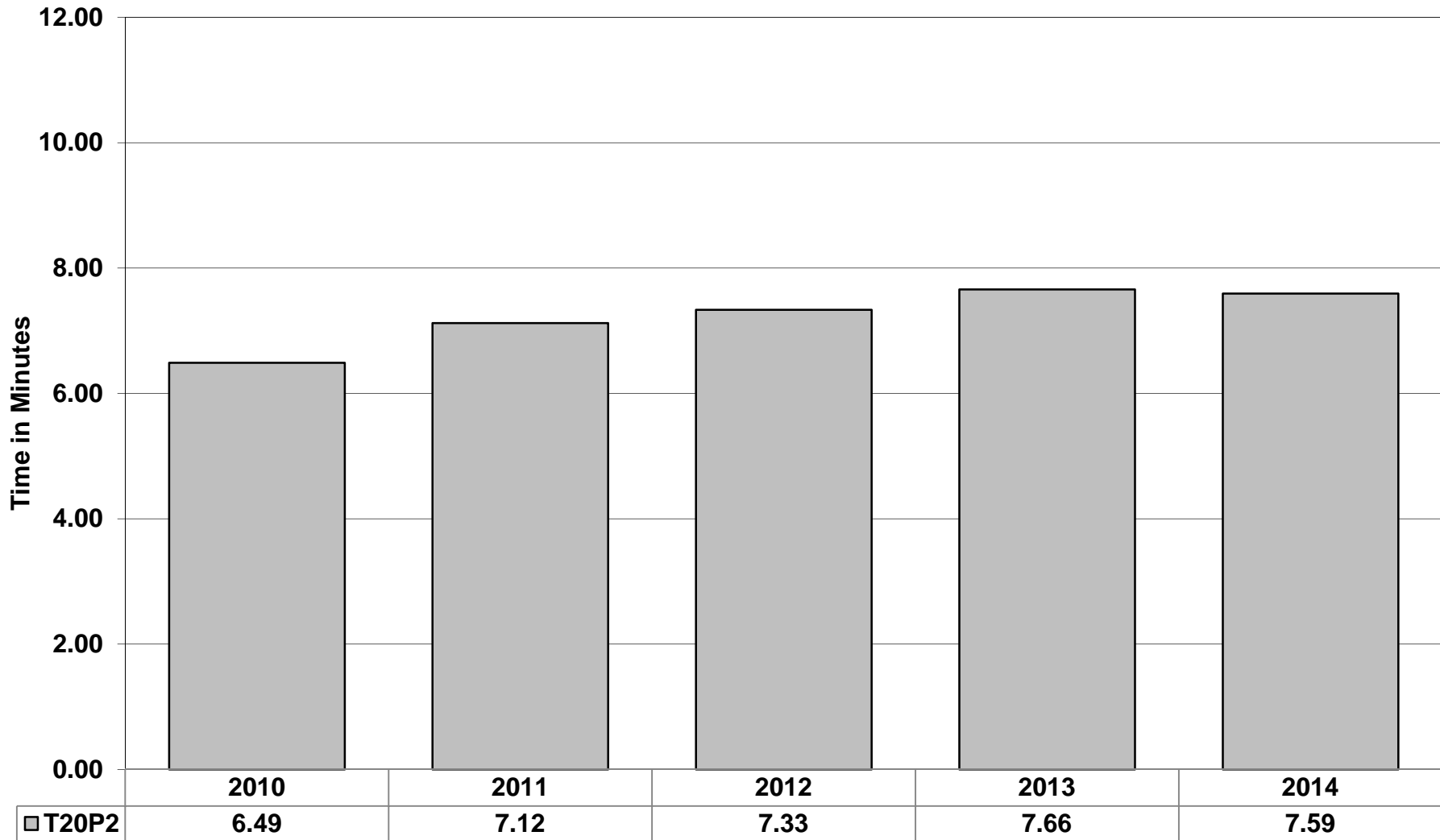


Stockhill:

**T20P1 (Stockhill) WDS Mobilisation to In Attendance Times.
(Average 2010-2014. Excludes Call Handling Times.)**

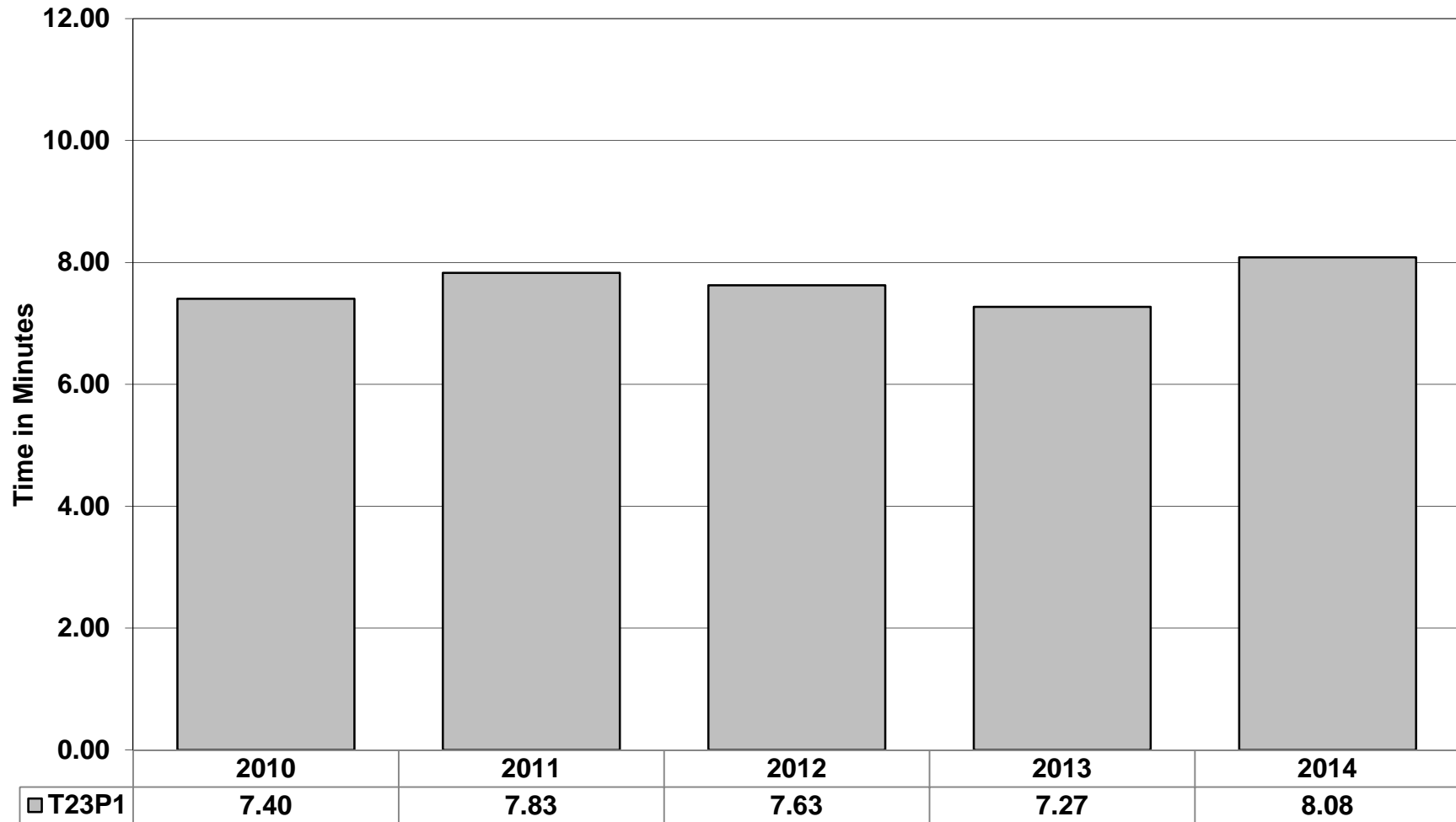


**T20P2 (Stockhill) WDS Mobilisation to In Attendance Times.
(Average 2010-2014. Excludes Call Handling Times.)**



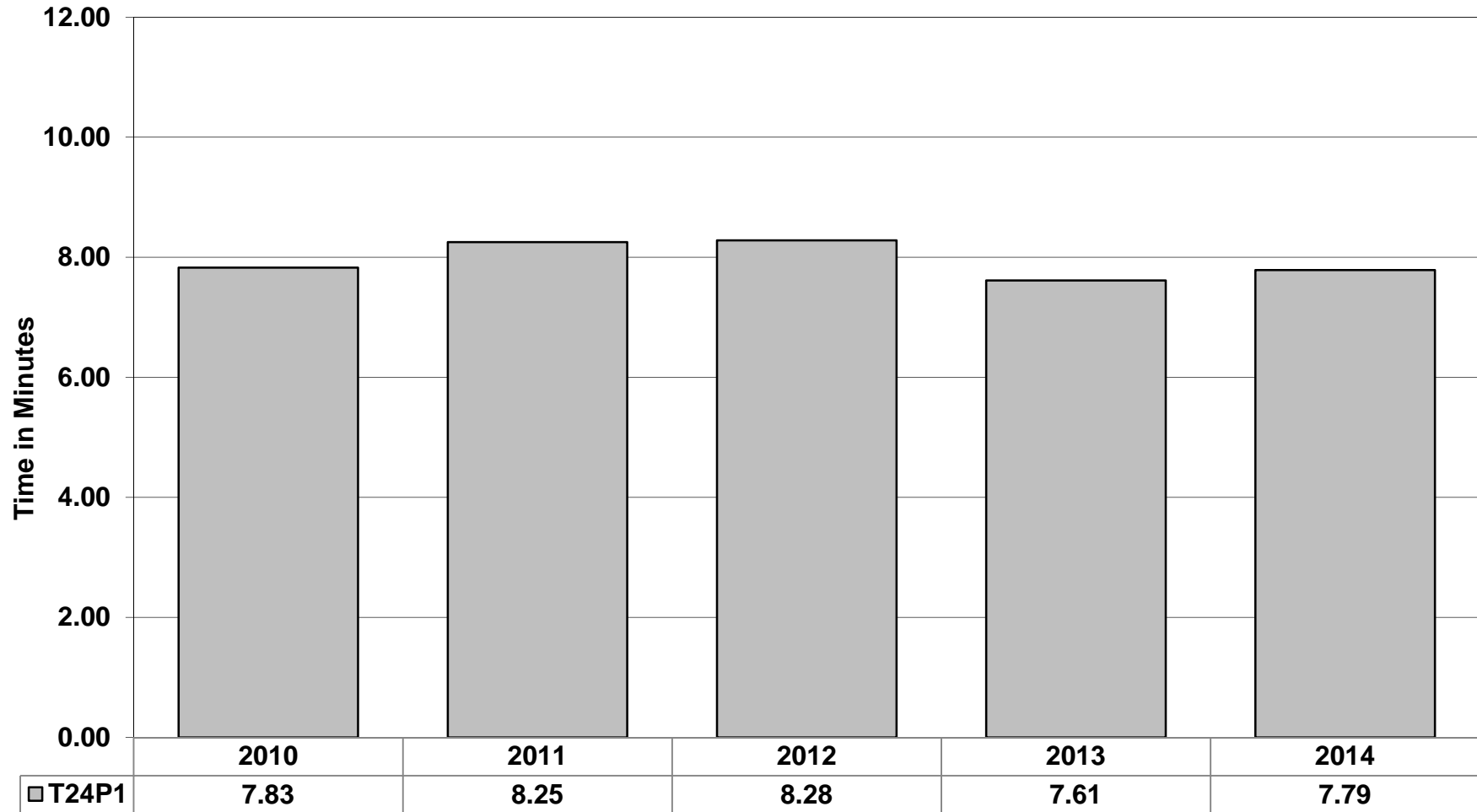
Stapleford:

**T23P1 (Stapleford) RDS Mobilisation to In Attendance Times.
(Average 2010-2014. Excludes Call Handling Times.)**



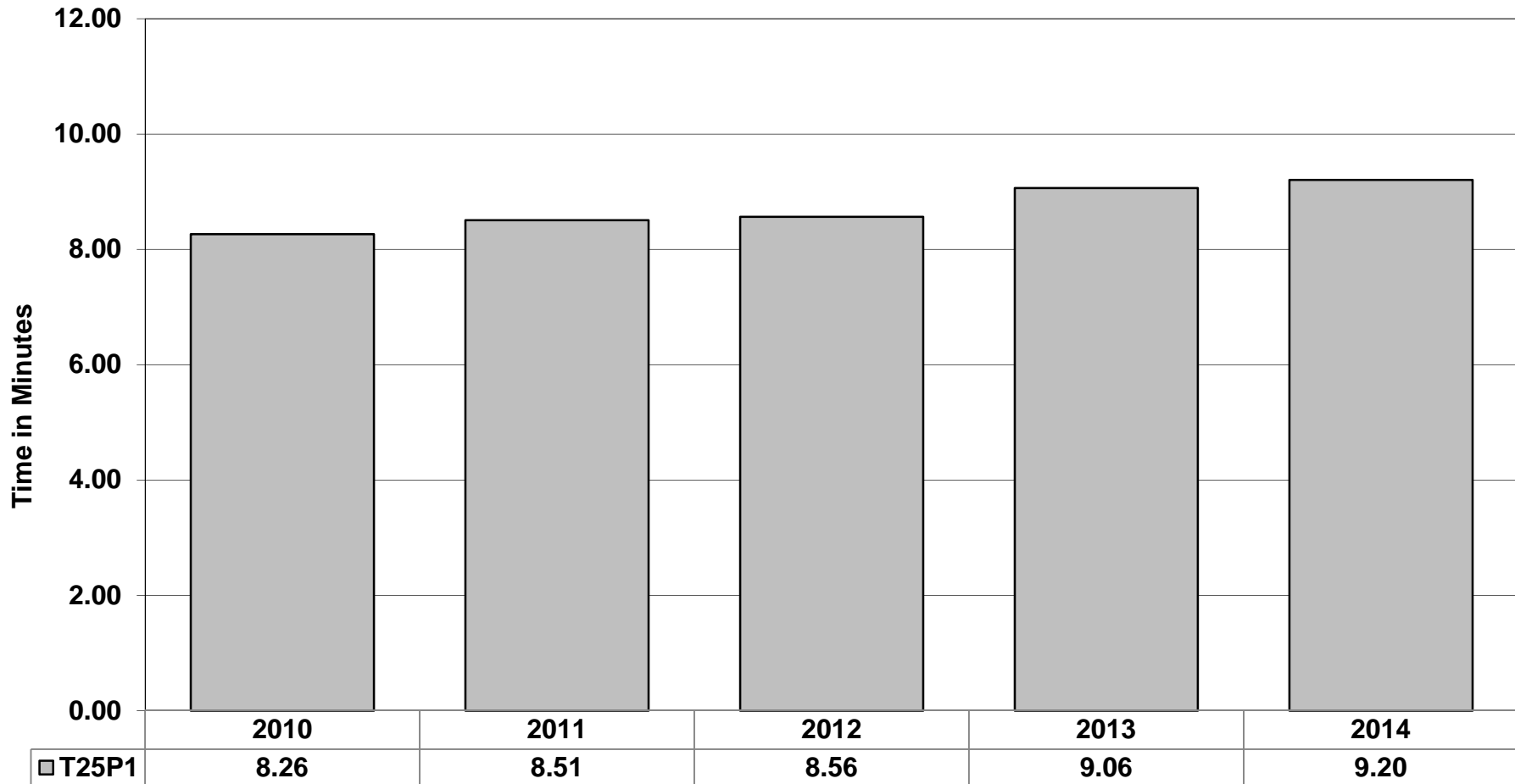
Eastwood:

**T24P1 (Eastwood) RDS Mobilisation to In Attendance Times.
(Average 2010-2014. Excludes Call Handling Times.)**



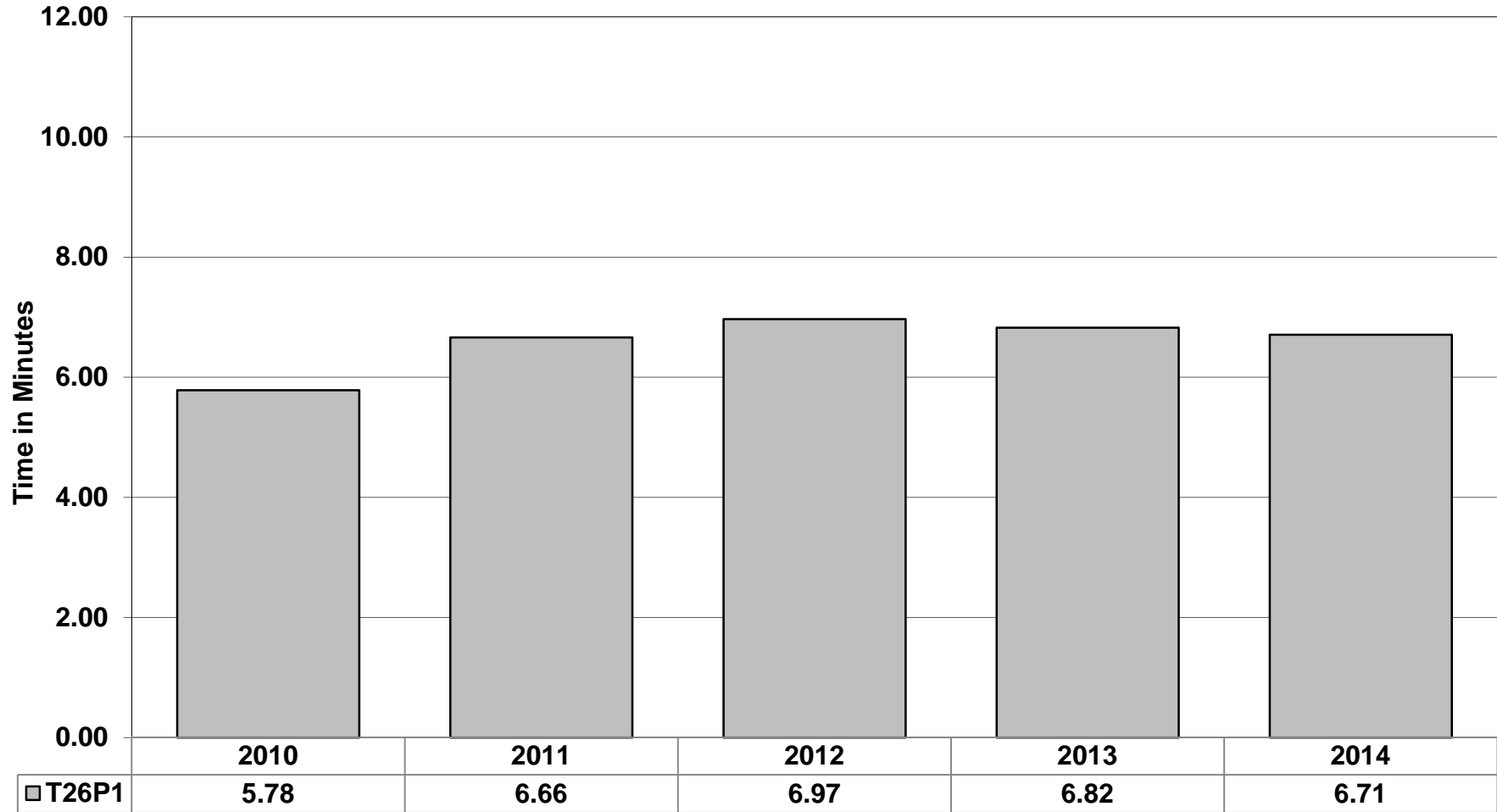
Hucknall:

**T25P1 (Hucknall) RDS Mobilisation to In Attendance Times.
(Average 2010-2014. Excludes Call Handling Times.)**

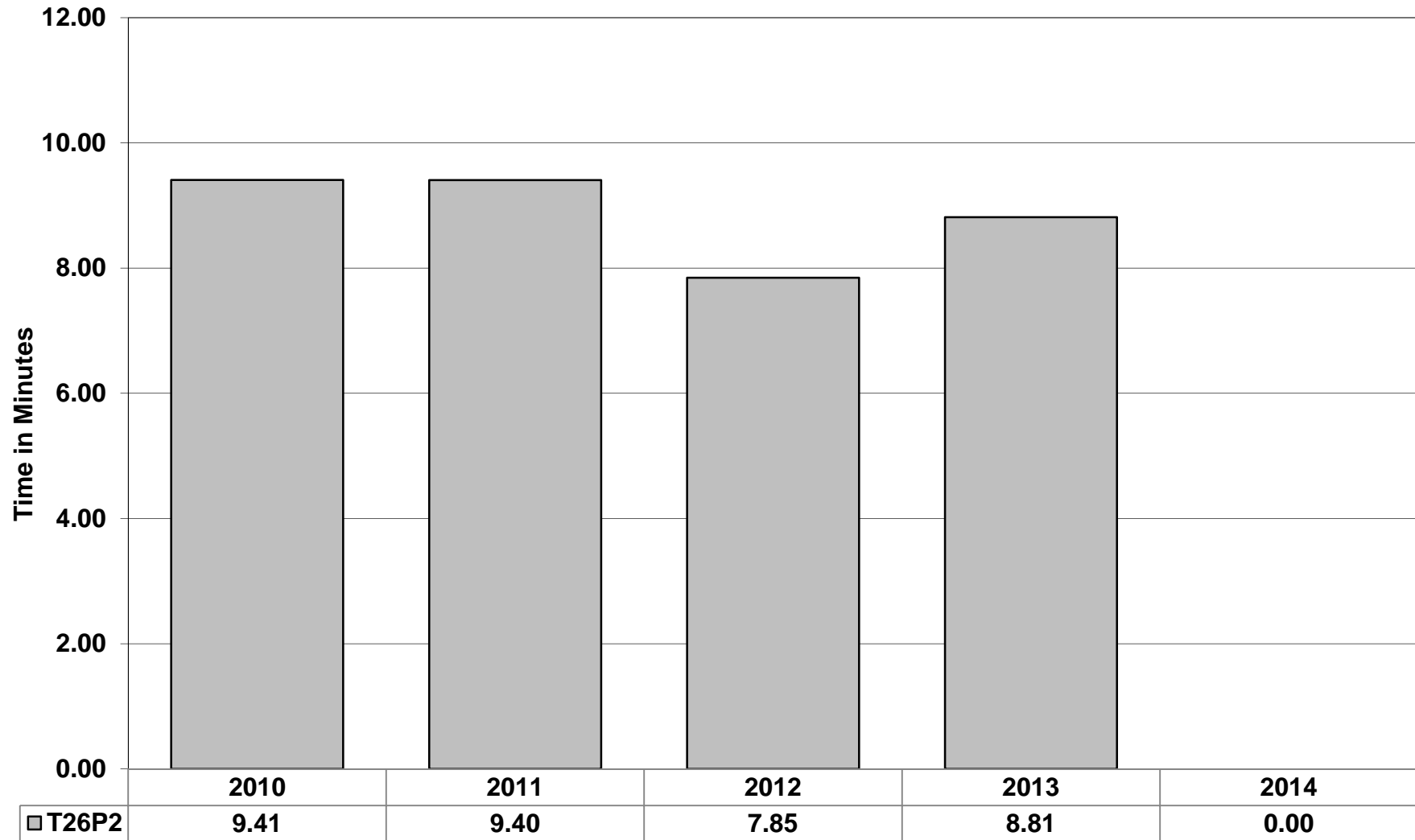


Arnold:

**T26P1 (Arnold) WDS Mobilisation to In Attendance Times.
(Average 2010-2014. Excludes Call Handling Times.)**

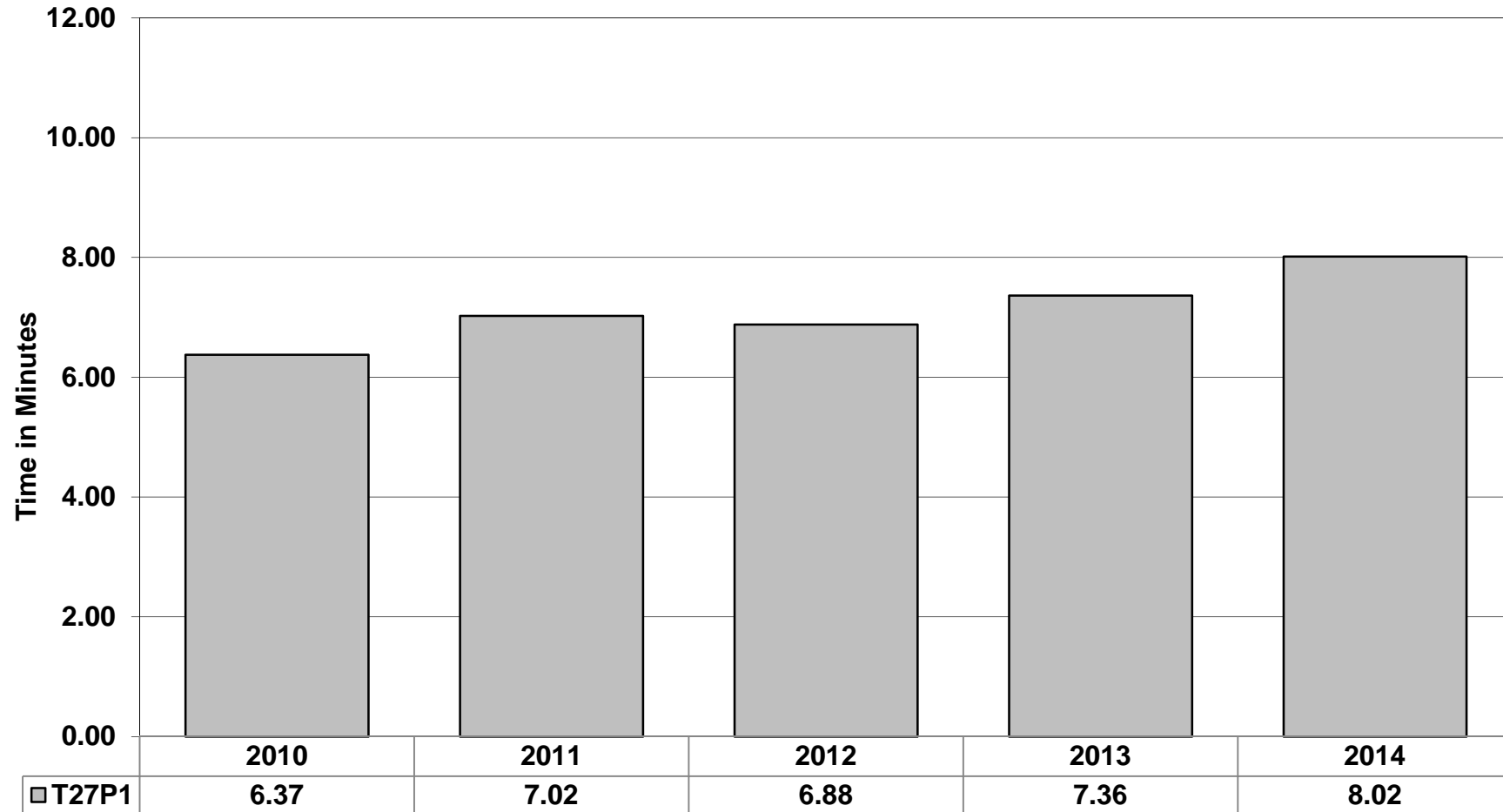


**T26P2 (Arnold) RDS Mobilisation to In Attendance Times.
(Average 2010-2014. Excludes Call Handling Times.)**

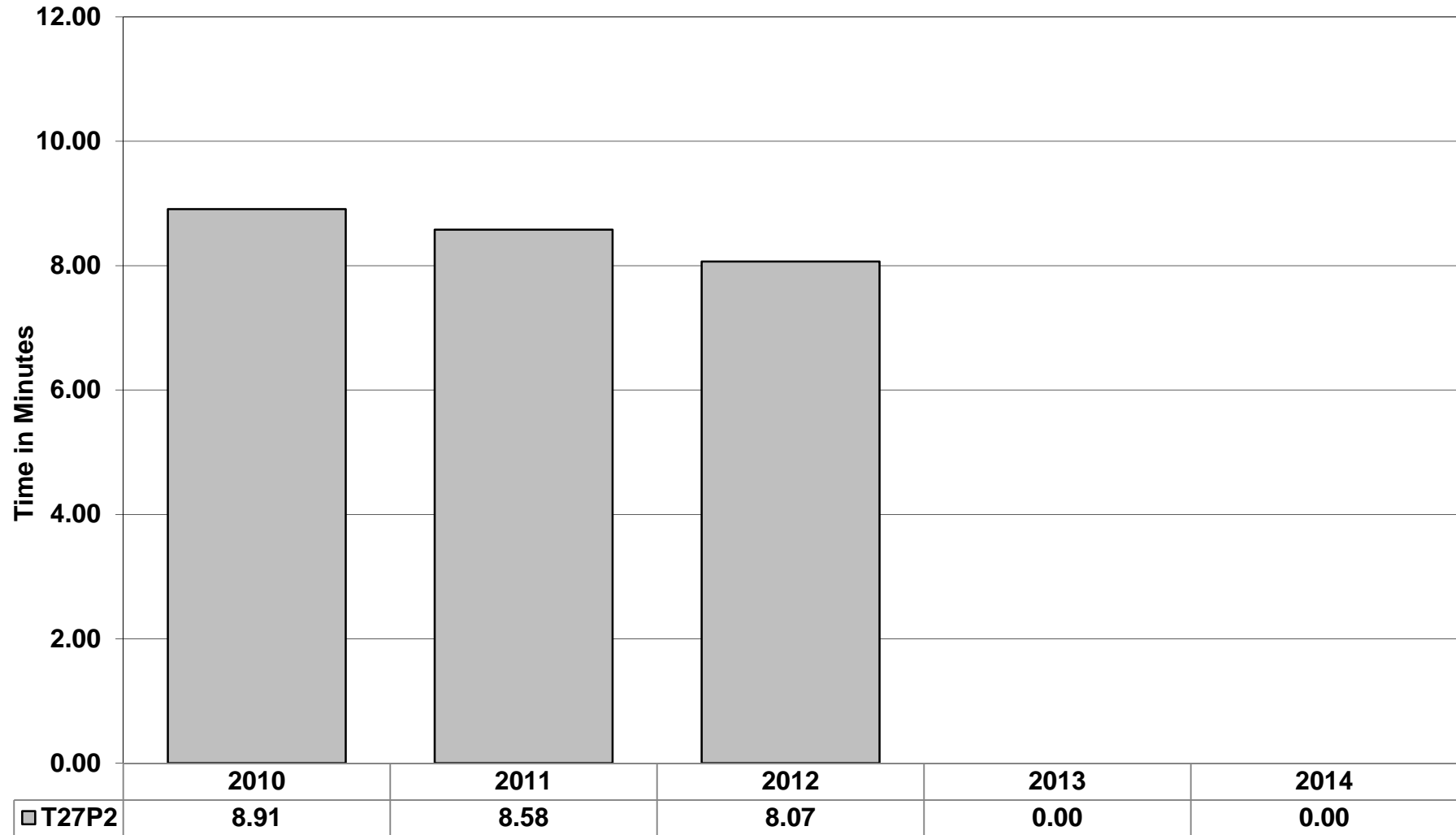


Carlton:

**T27P1 (Carlton) WDS Mobilisation to In Attendance Times.
(Average 2010-2014. Excludes Call Handling Times.)**

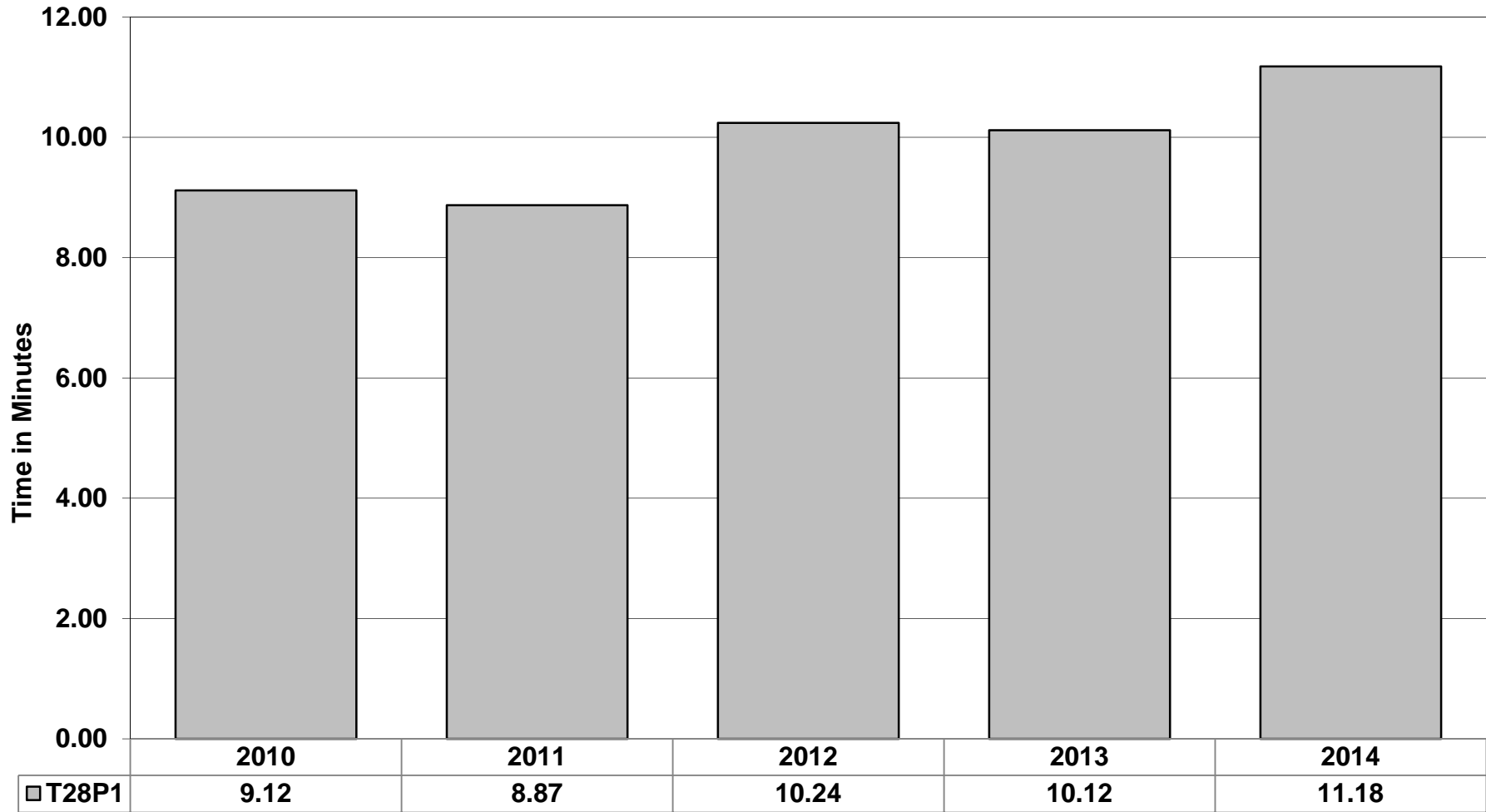


**T27P2 (Carlton) RDS Mobilisation to In Attendance Times.
(Average 2010-2014. Excludes Call Handling Times.)**



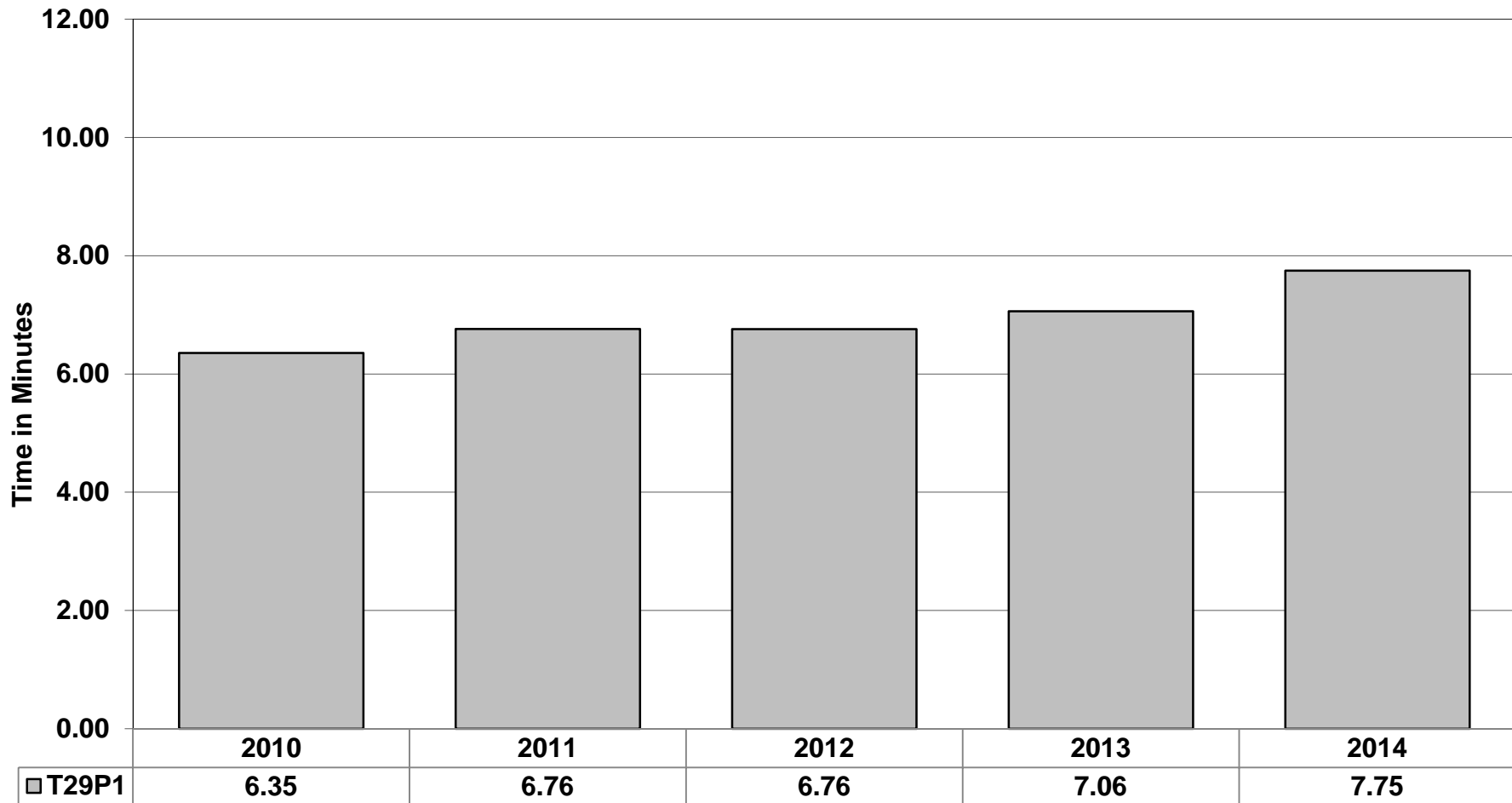
East Leake:

**T28P1 (East Leake) RDS Mobilisation to In Attendance Times.
(Average 2010-2014. Excludes Call Handling Time.)**

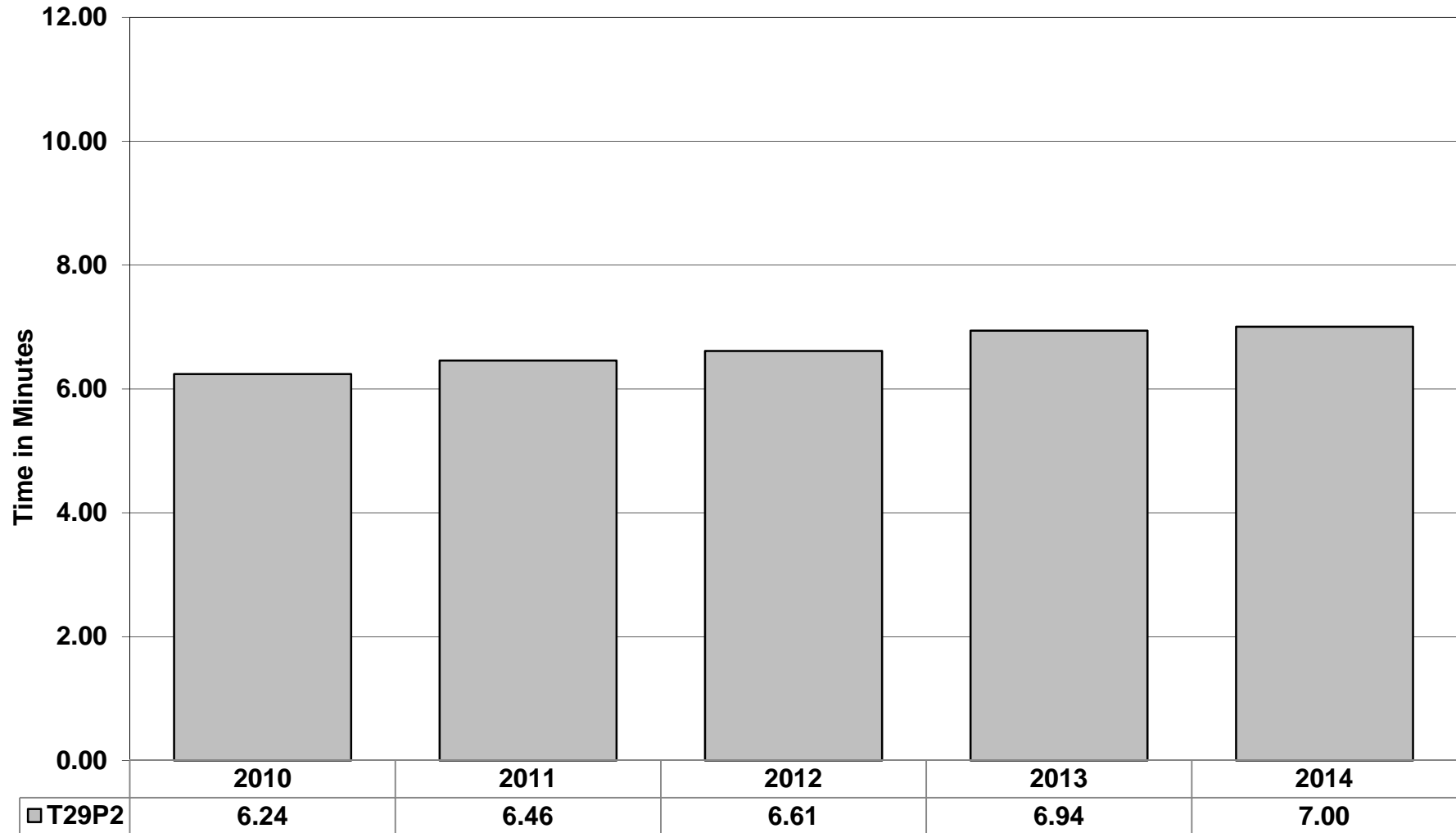


Highfields:

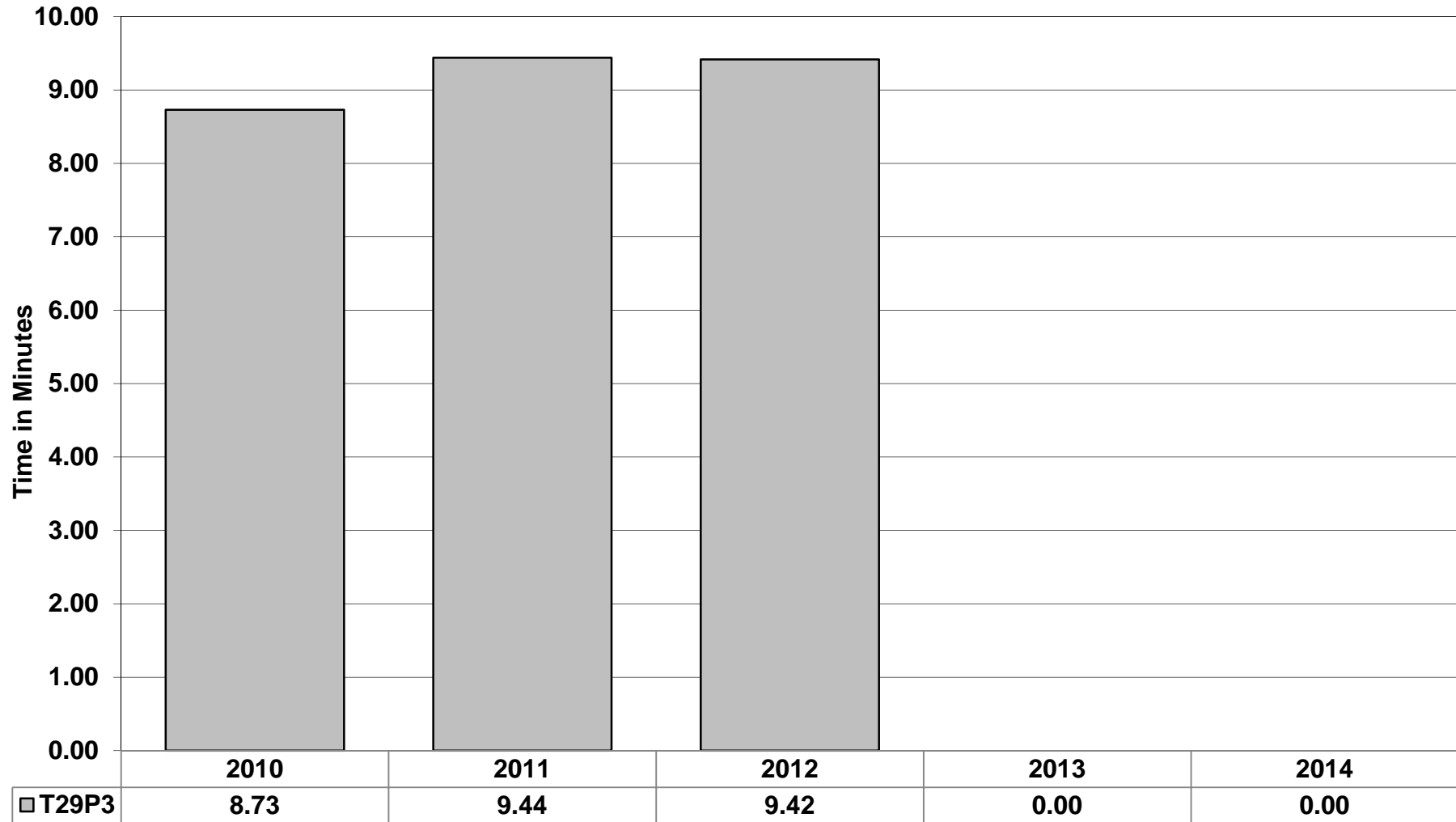
**T29P1 (Highfields) WDS Mobilisation to in Attendance Times.
(Average 2010-2014. Excludes Call Handling Times.)**



**T29P2 (Highfields) WDS Mobilisation to in Attendance Times.
(Average 2010-2014. Excludes Call Handling Times.)**



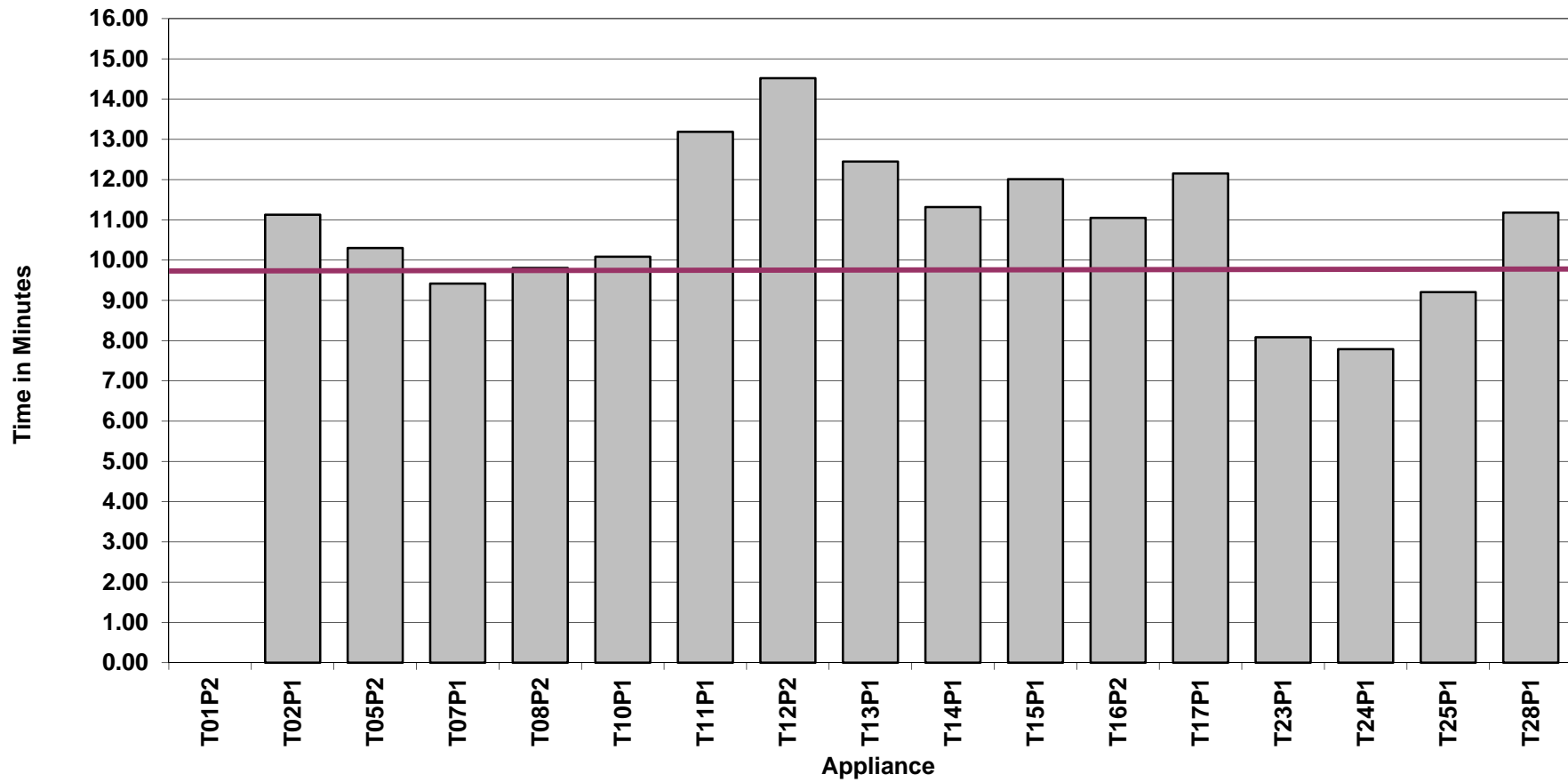
**T29P3 (Highfields) RDS Mobilisation to in Attendance Times.
(Average 2010-2014. Excludes Call Handling Times.)**



Average Attendance Times:

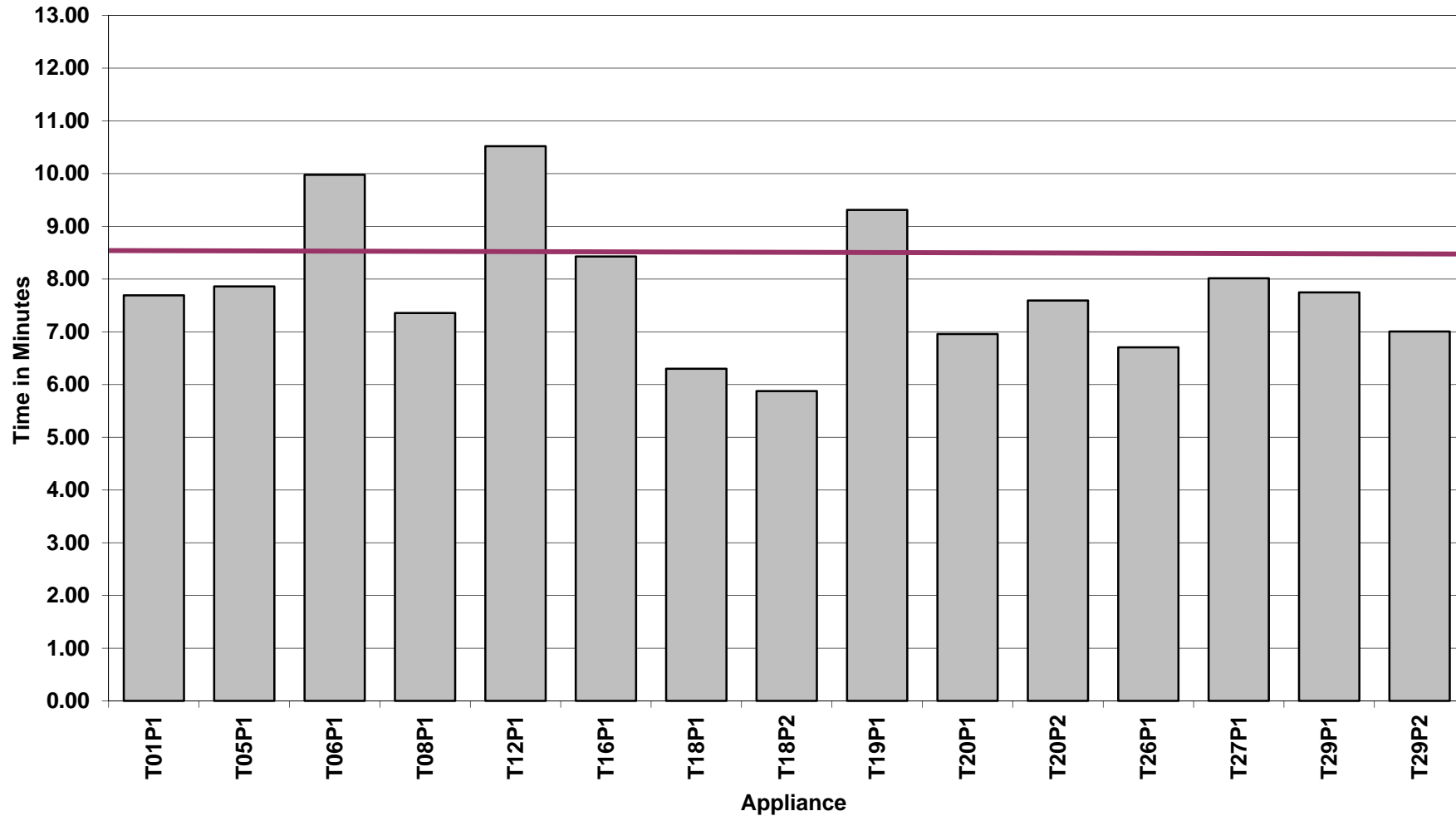
Average Attendance Times RDS 2014. (Excludes Call Handling Time)

(The red line indicates 10 minutes from time of original call taking an average 90 seconds for call handling.)

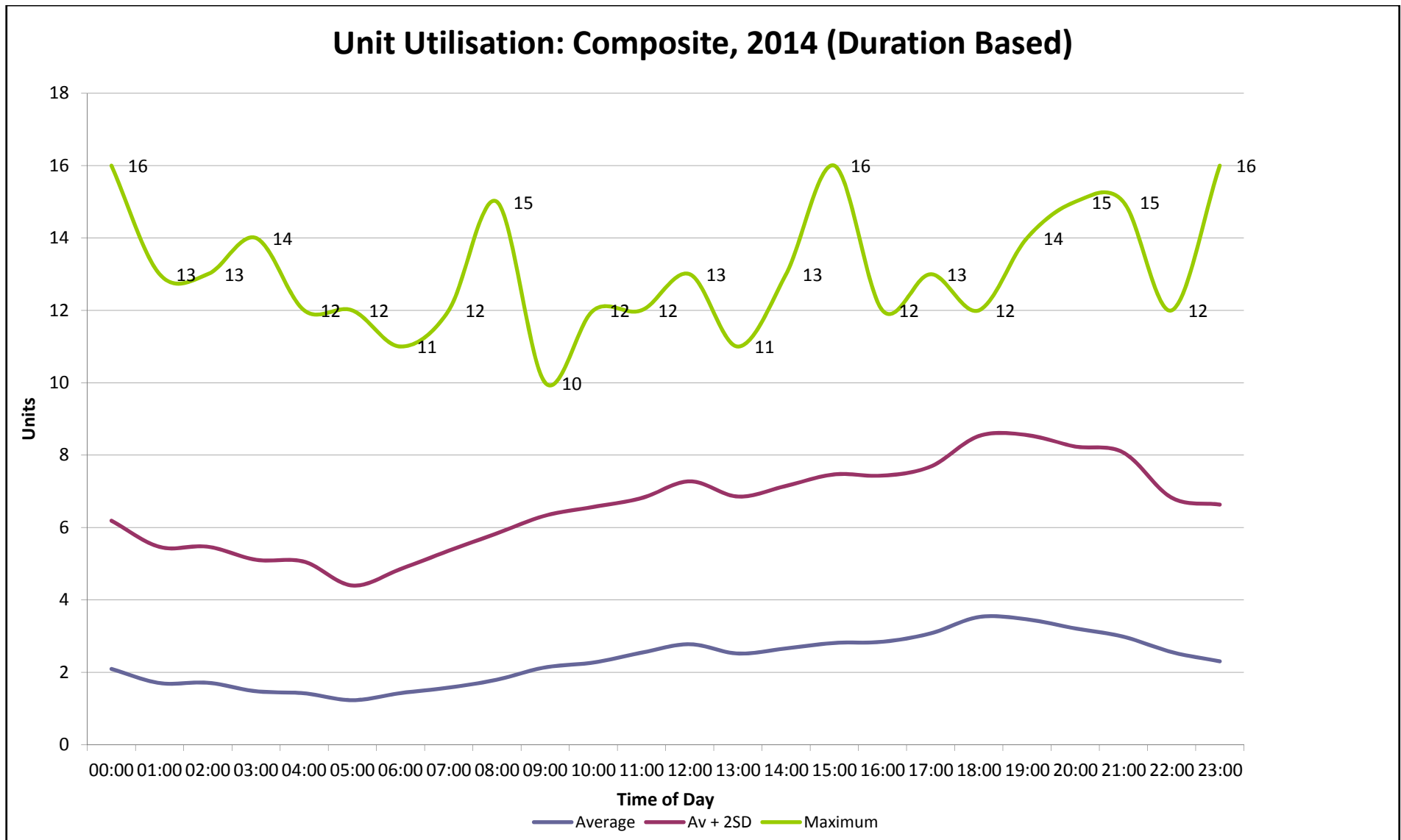


Average Attendance Times WDS 2014. (Excludes Call Handling Time)

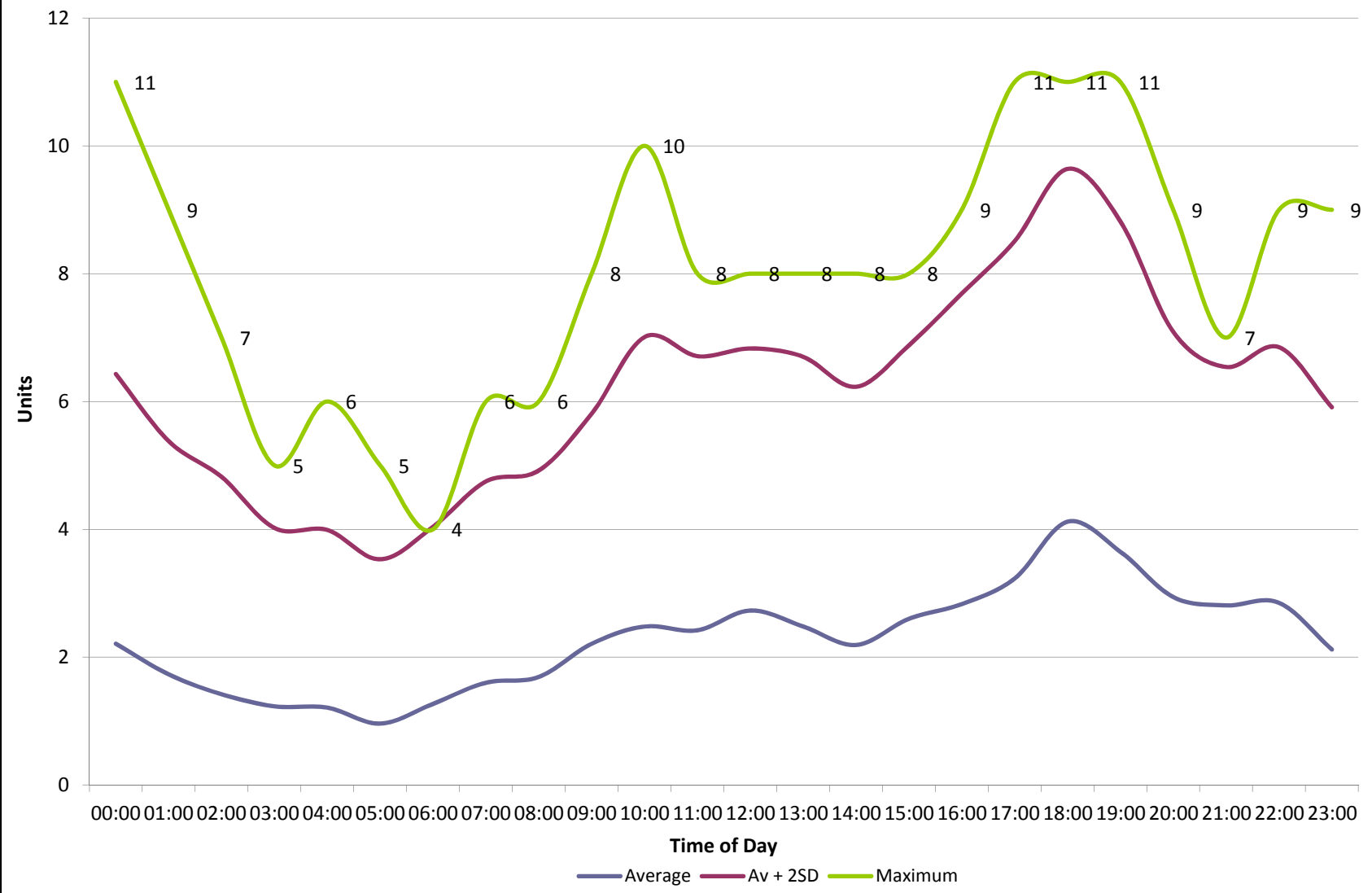
(The red line indicates 10 minutes from time of original call taking an average 90 seconds for call handling.)



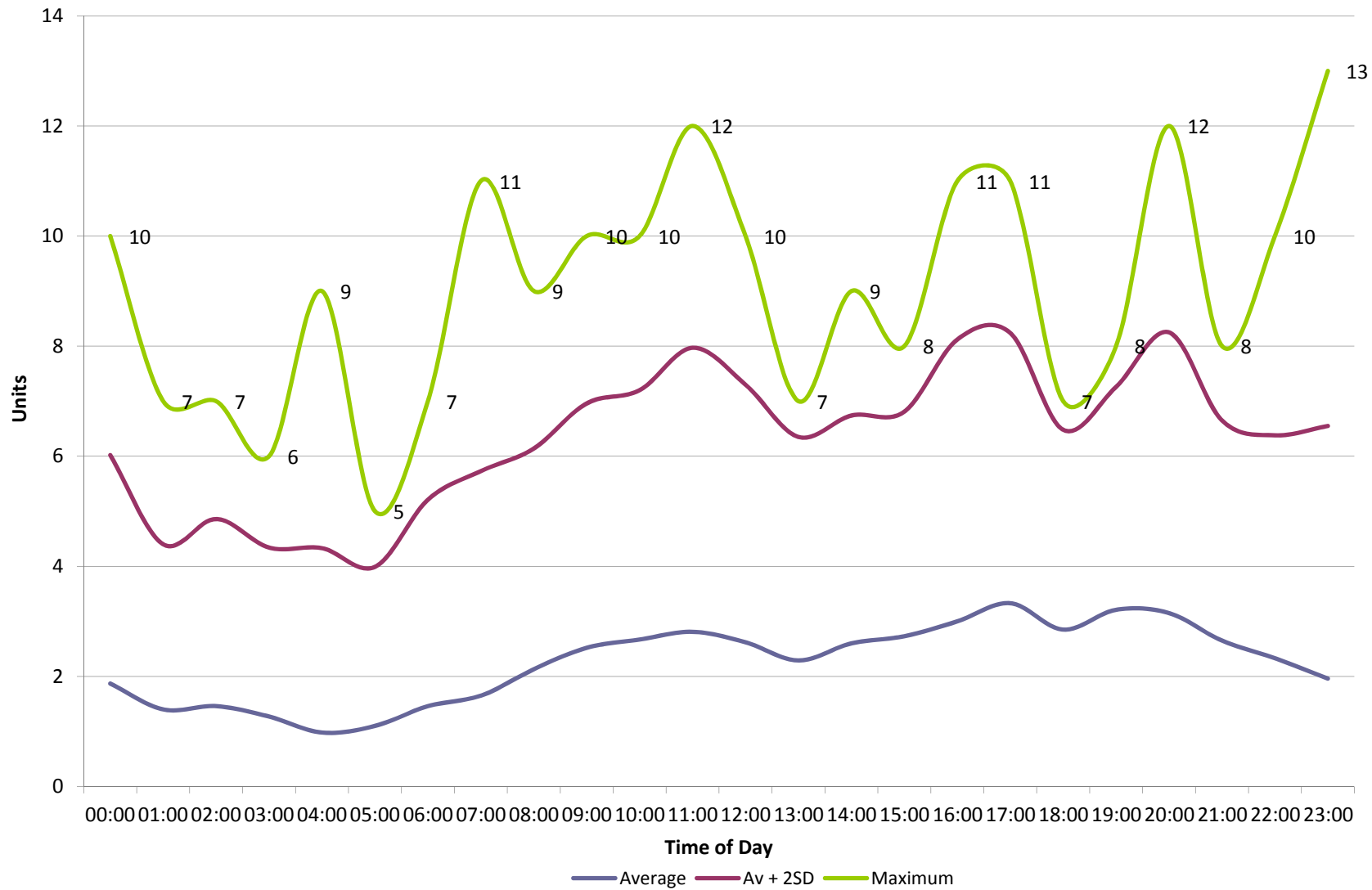
Workload Modeller Data:



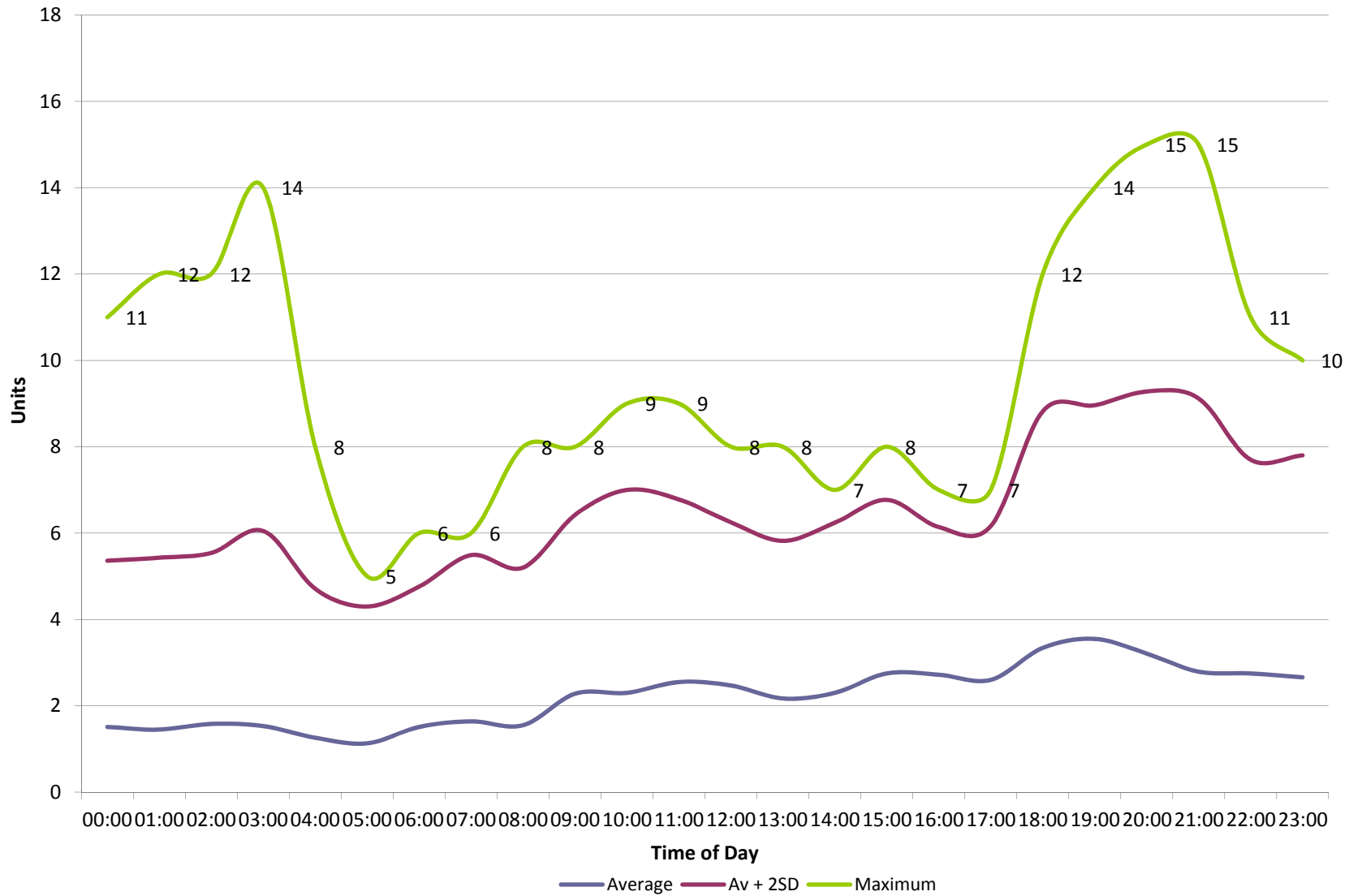
Unit Utilisation: Monday, 2014 (Duration Based)



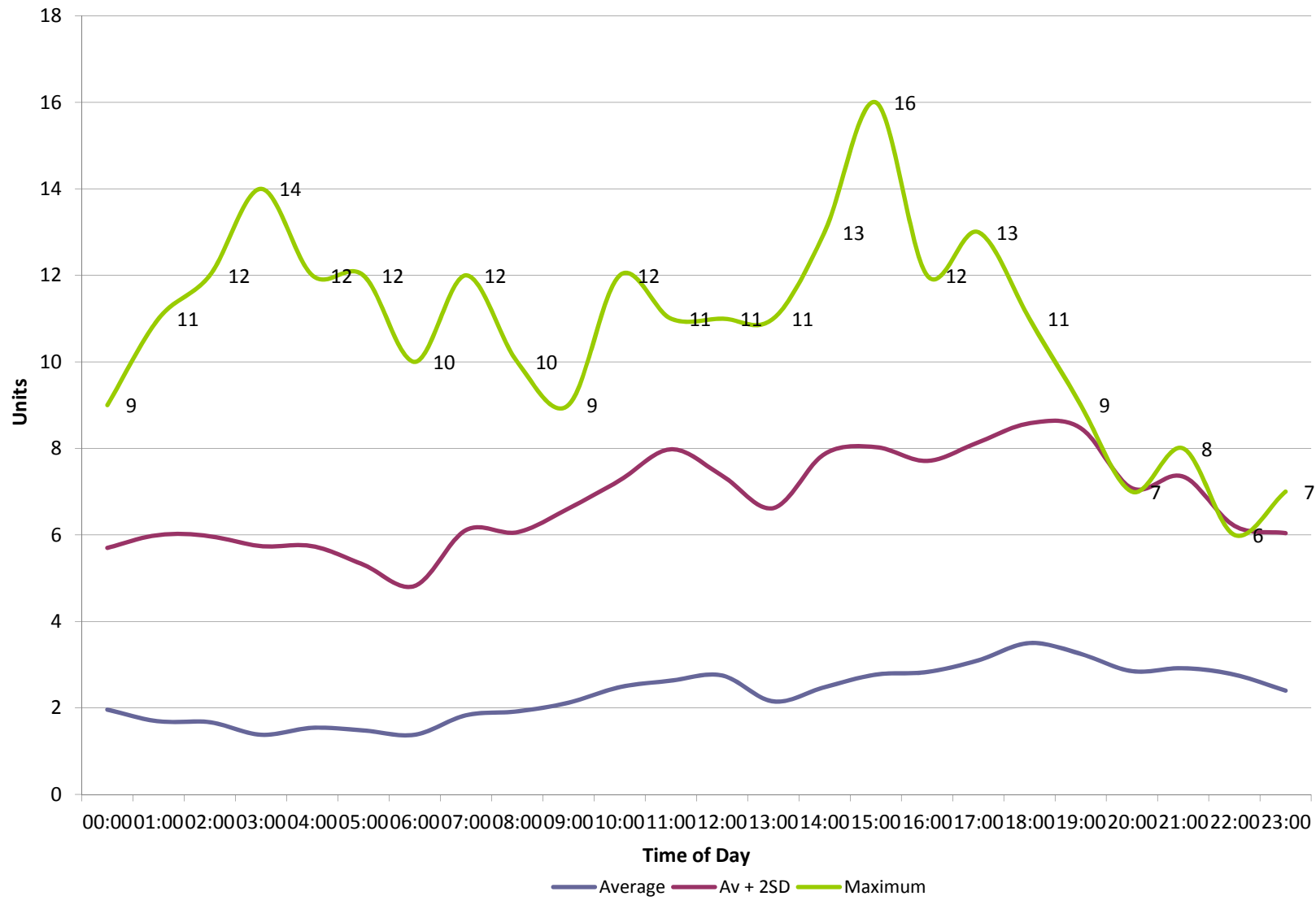
Unit Utilisation: Tuesday, 2014 (Duration Based)



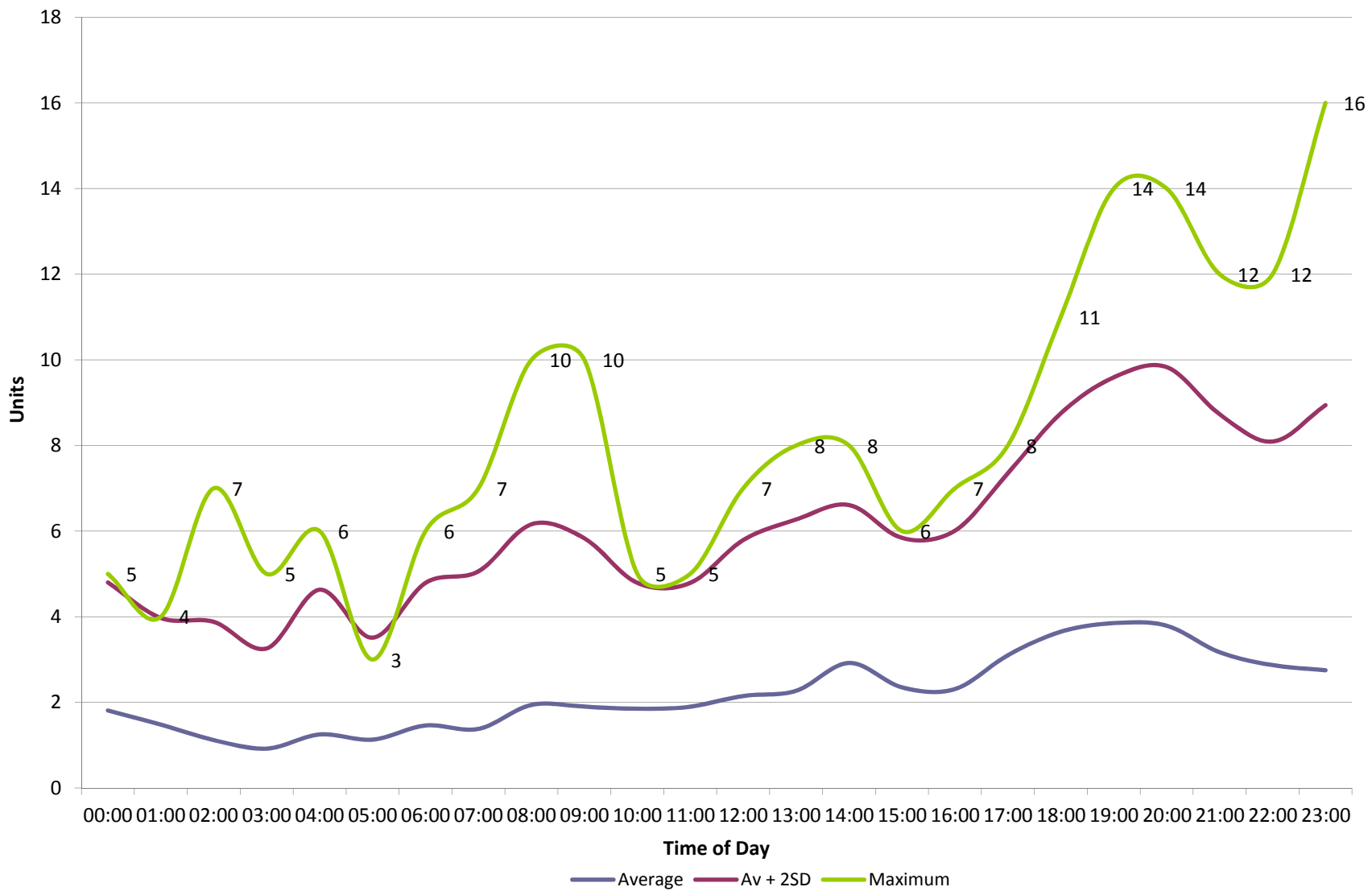
Unit Utilisation: Wednesday, 2014 (Duration Based)



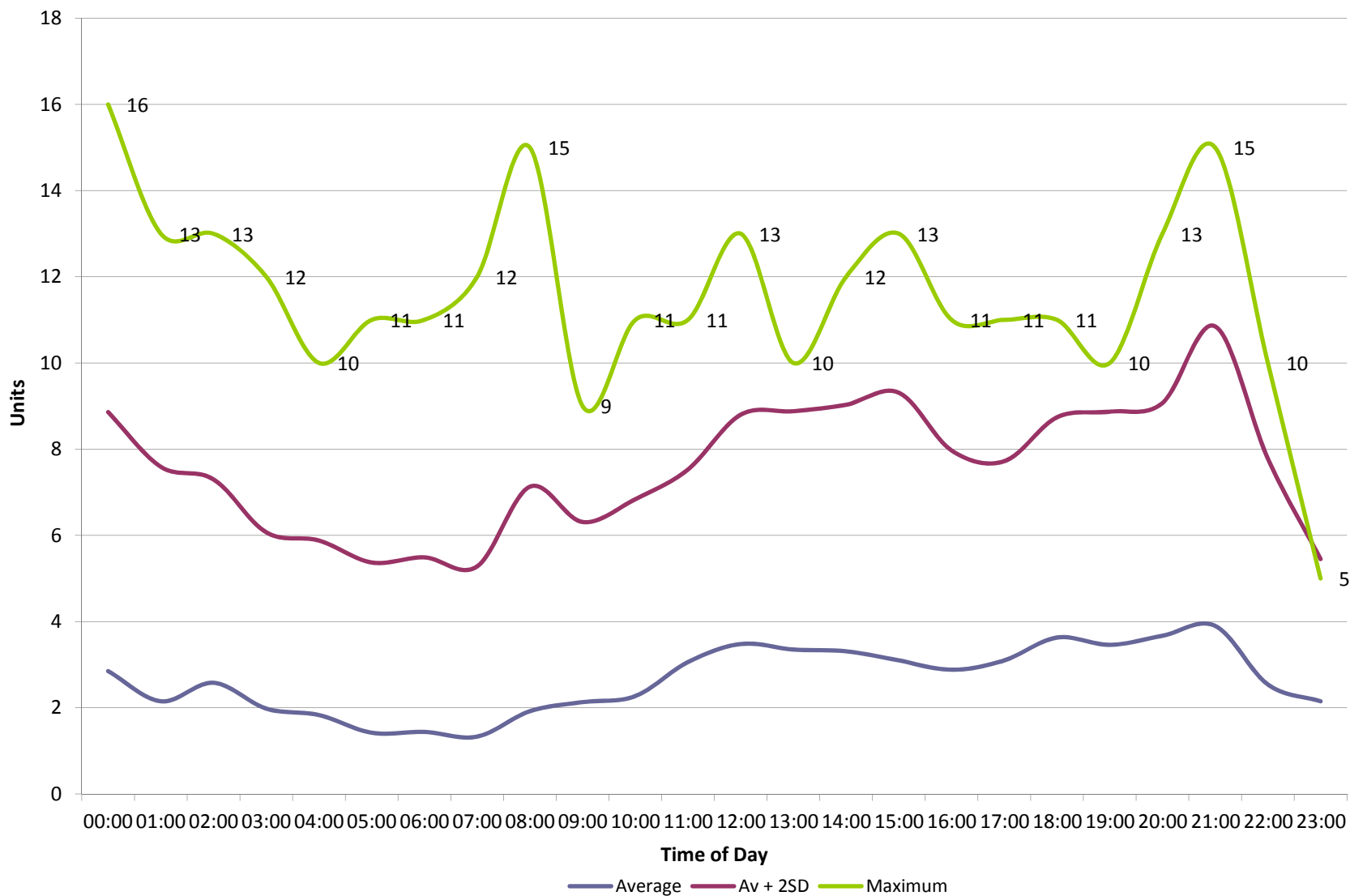
Unit Utilisation: Thursday, 2014 (Duration Based)



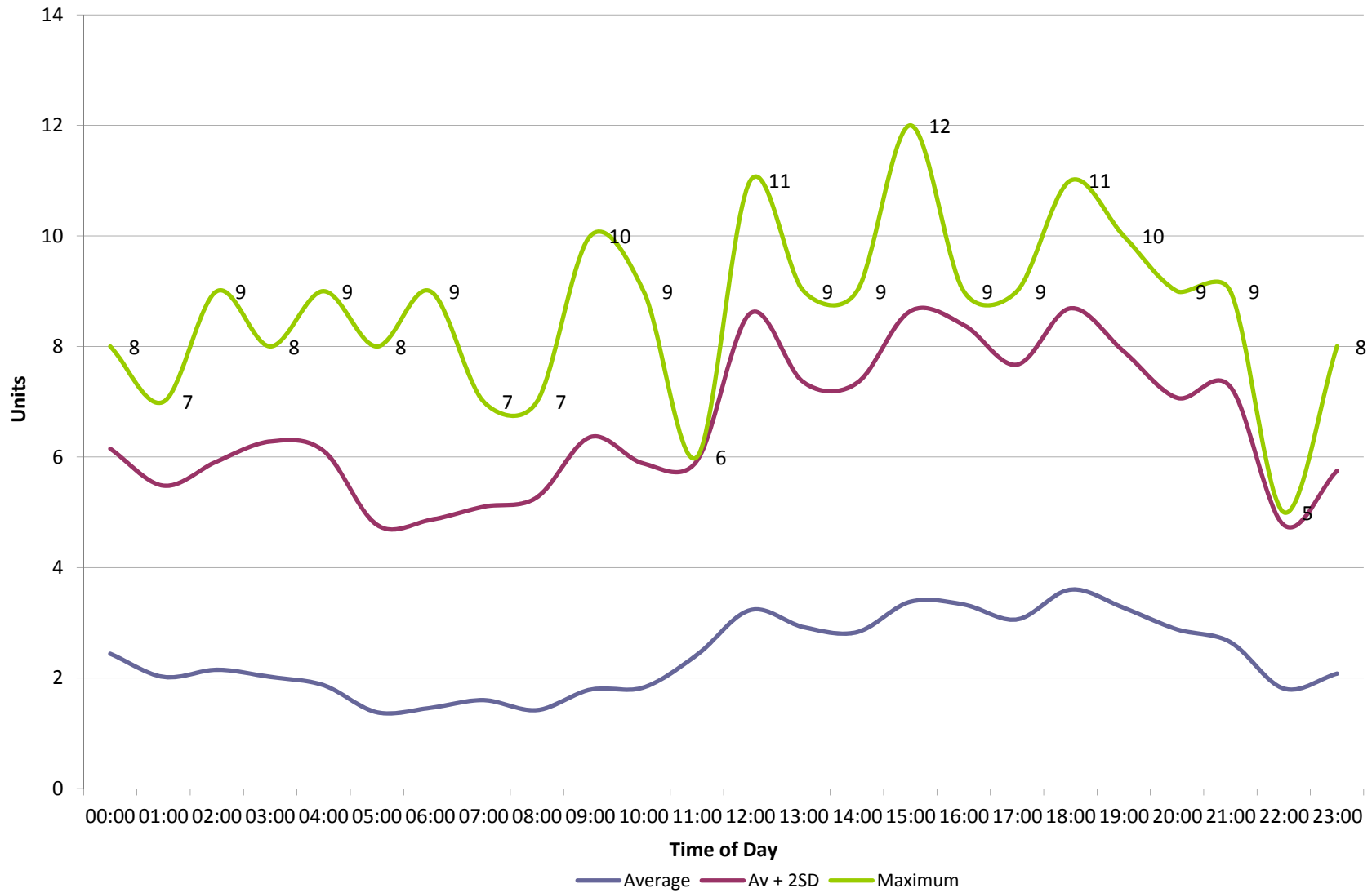
Unit Utilisation: Friday, 2014 (Duration Based)



Unit Utilisation: Saturday, 2014 (Duration Based)

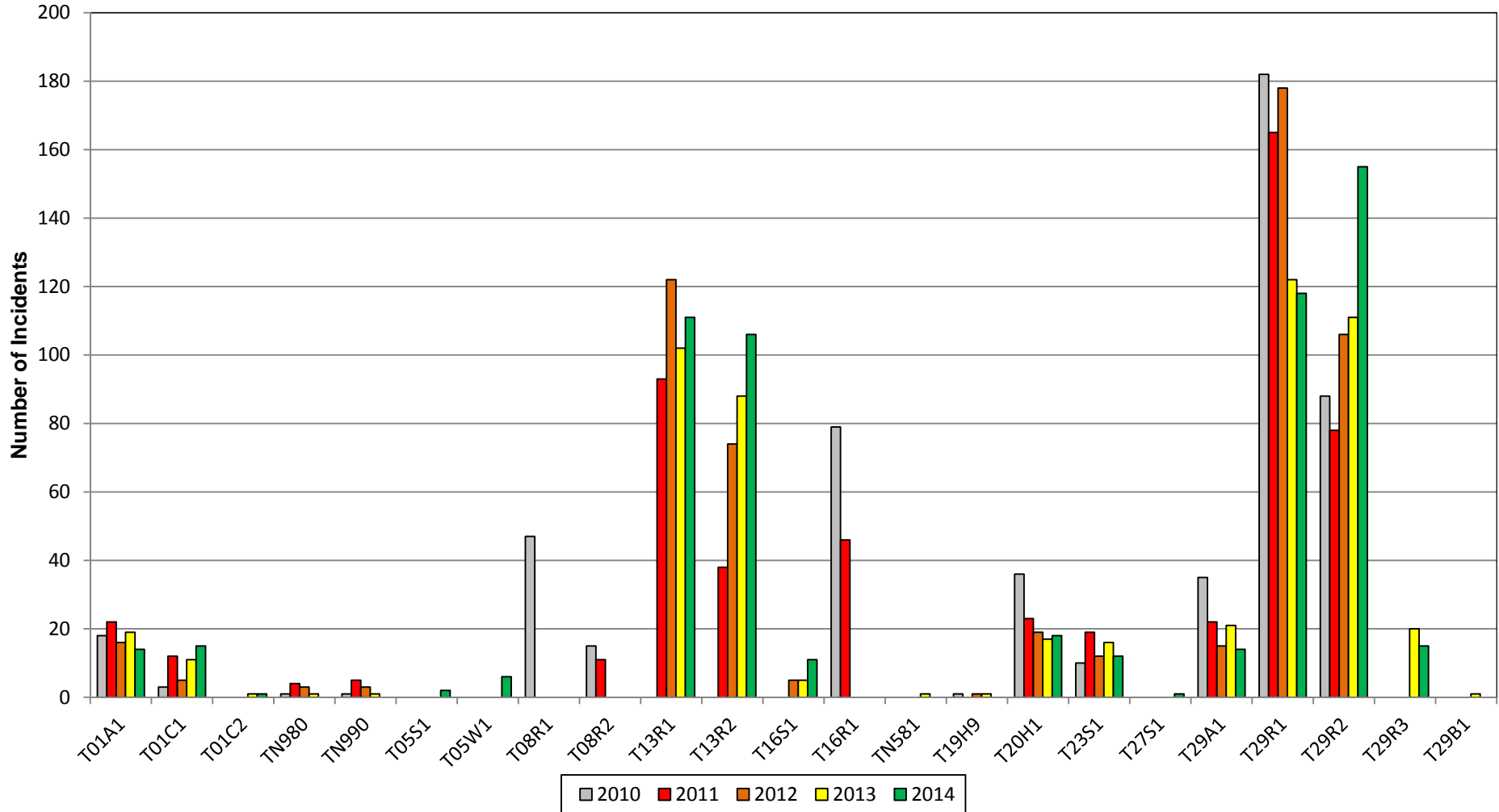


Unit Utilisation: Sunday, 2014 (Duration Based)



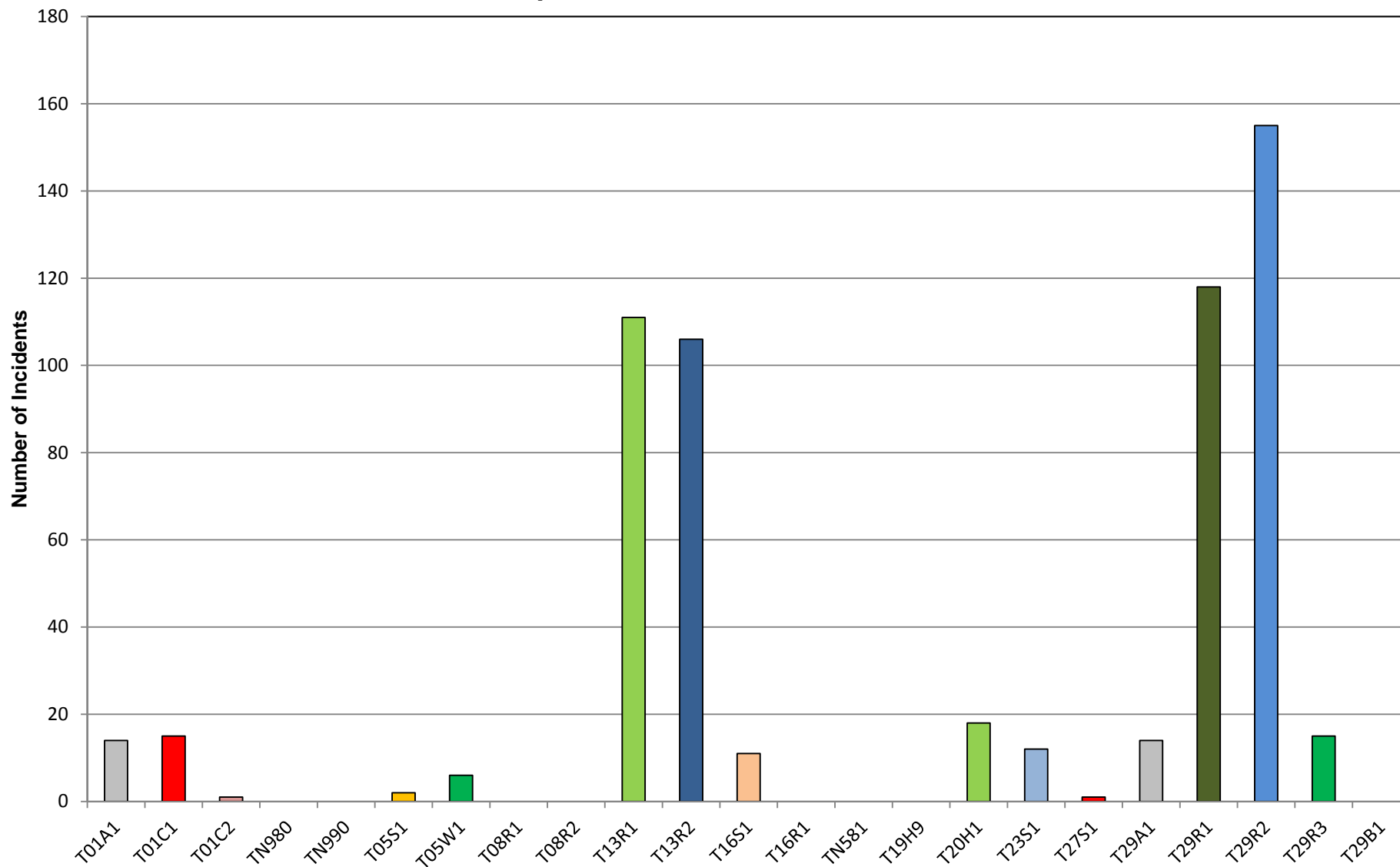
Specials Attendances:

Specials Attendances 2010-2014

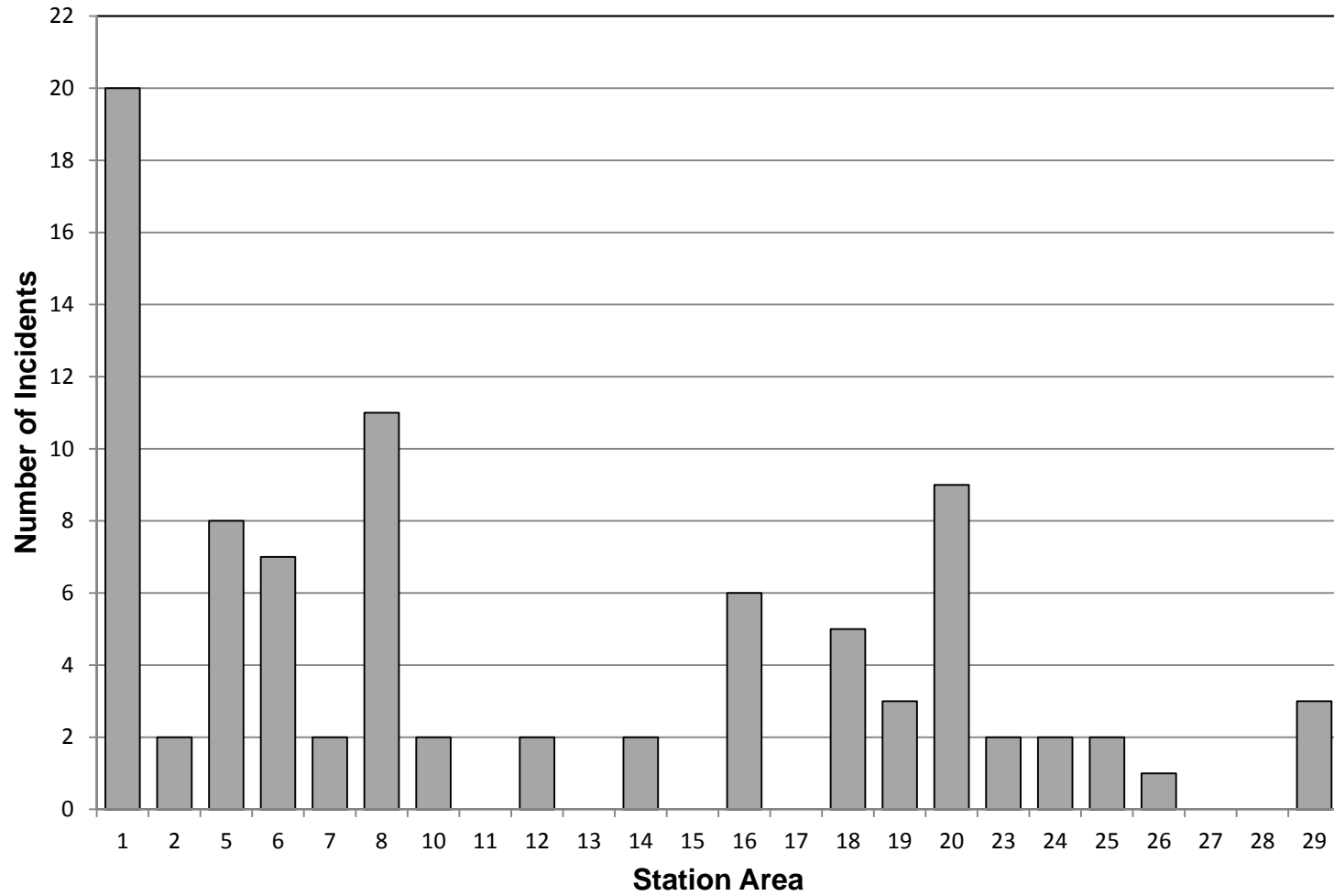


T29S1 Moved to Station 27 January 2012 Becoming T27S1

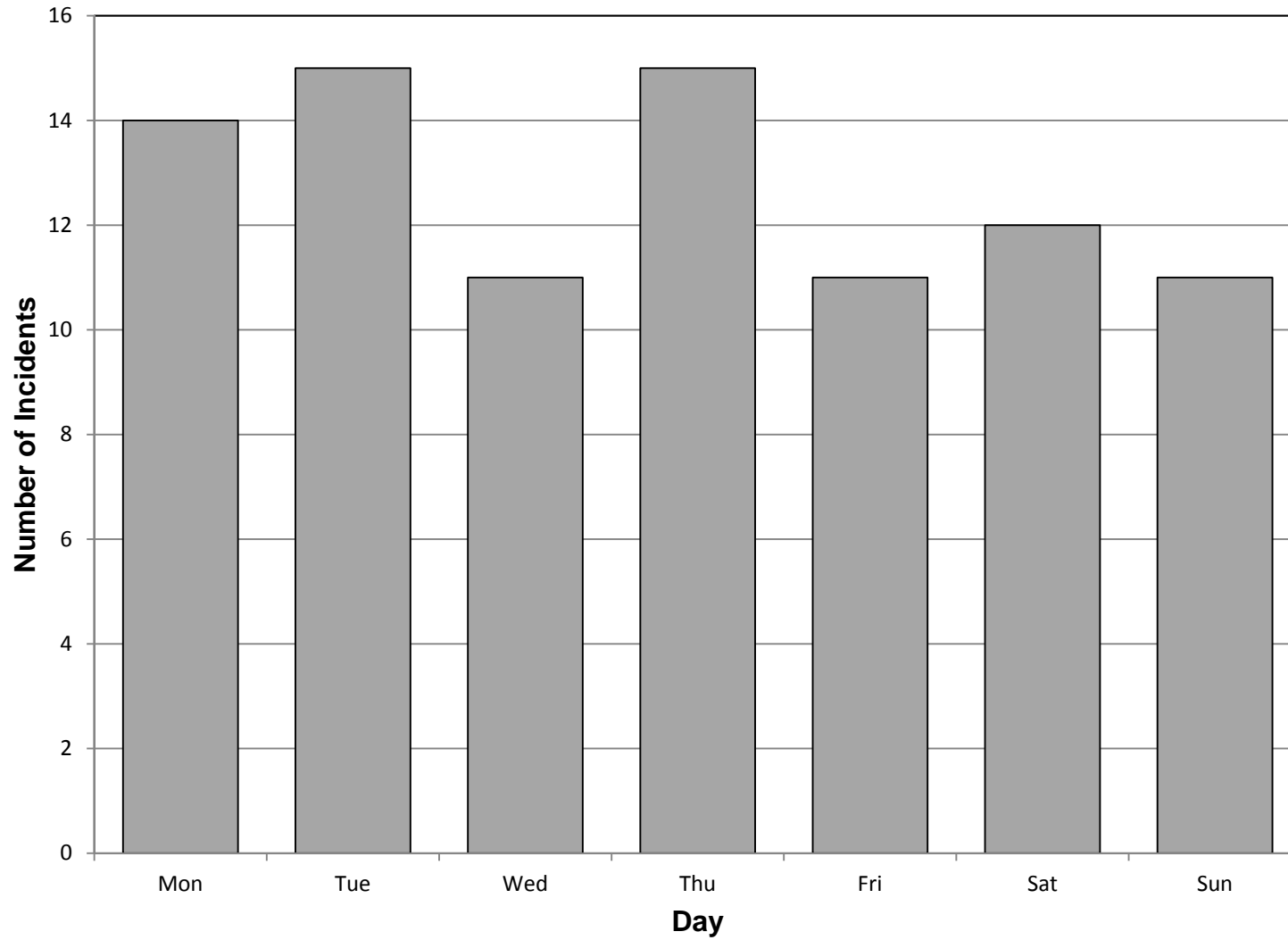
Specials Attendances 2014



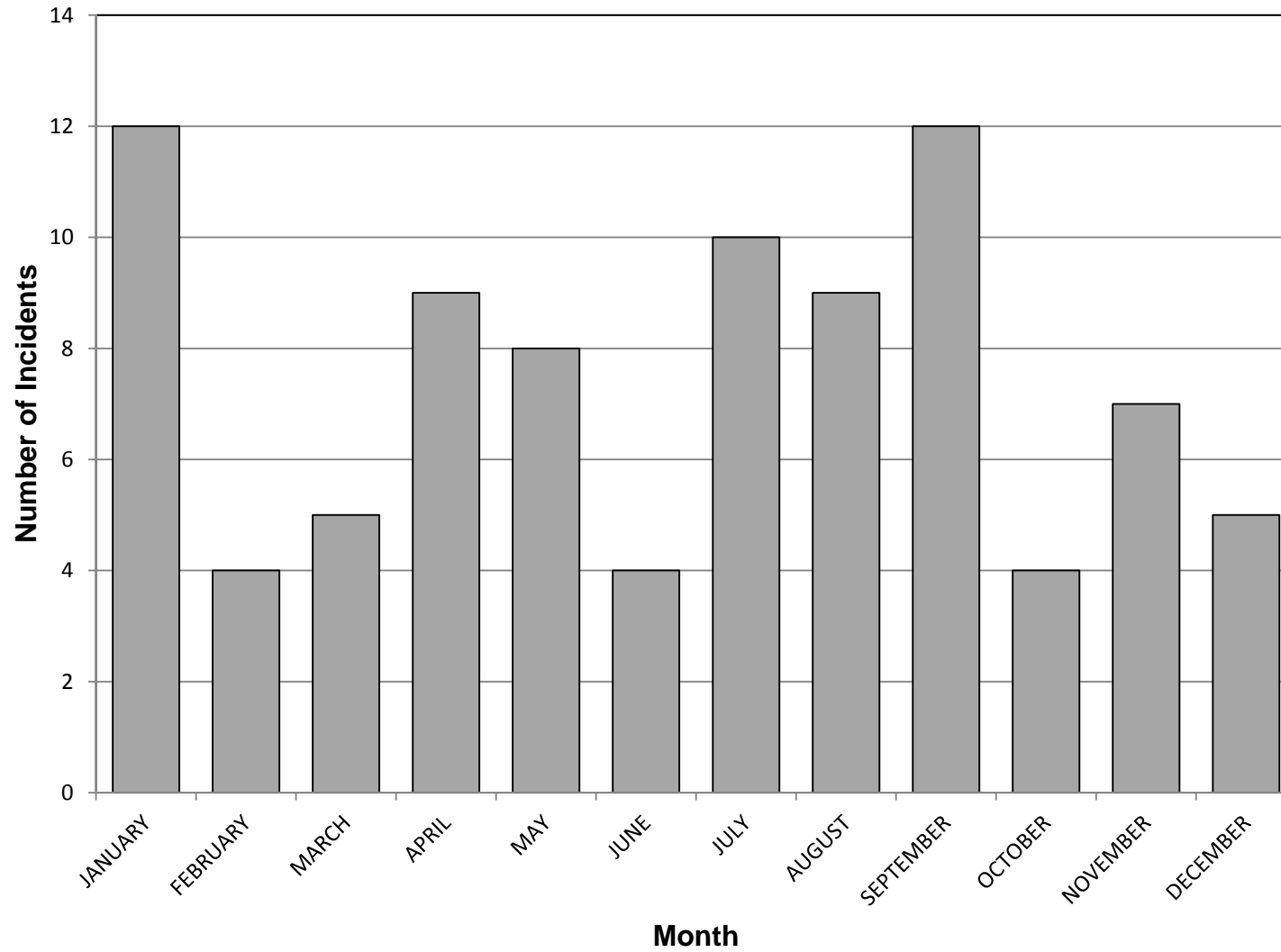
T01A1 Attendances By Station Area (2010-2014)



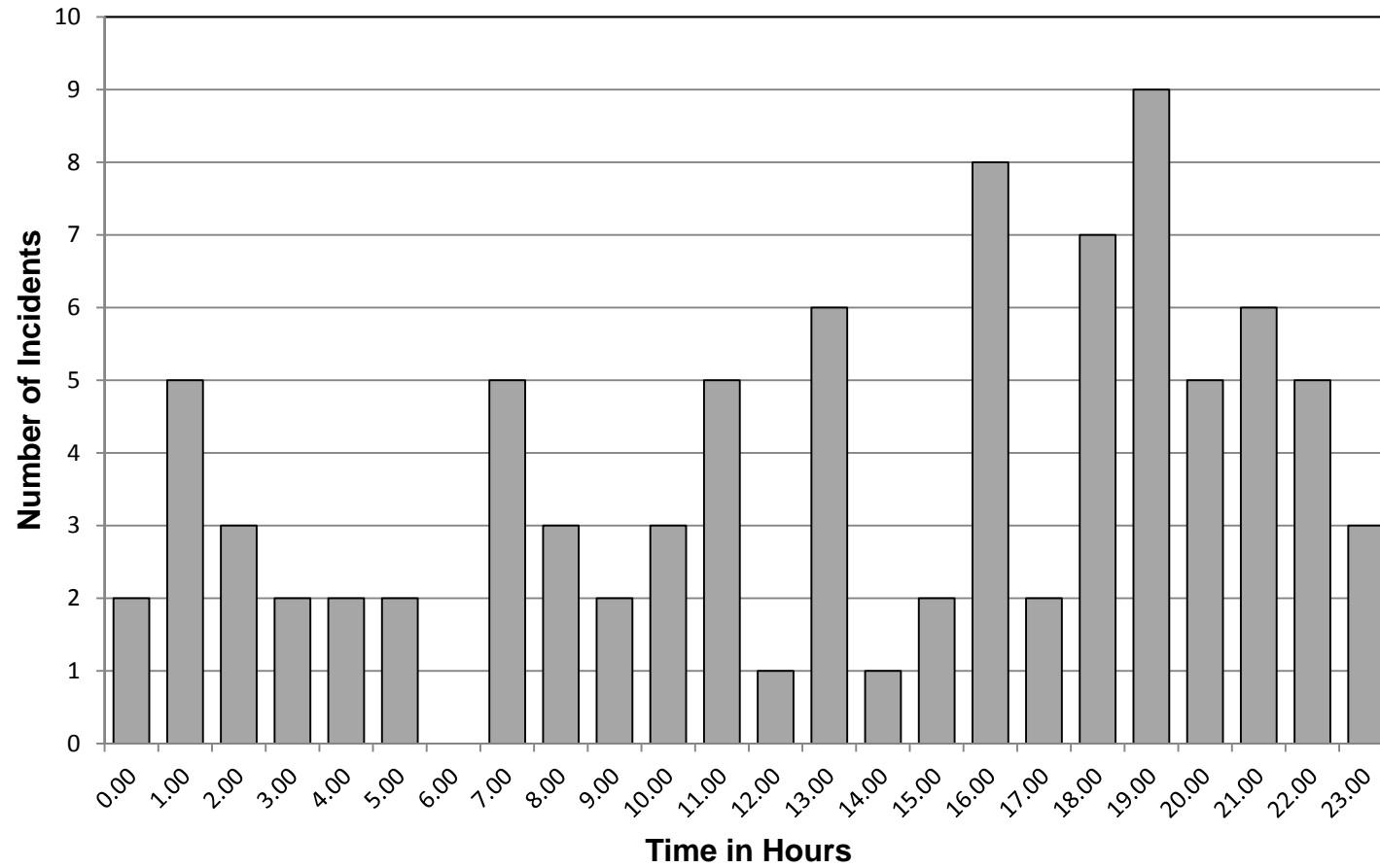
T01A1 Attendances By Day Of Week (2010-2014)



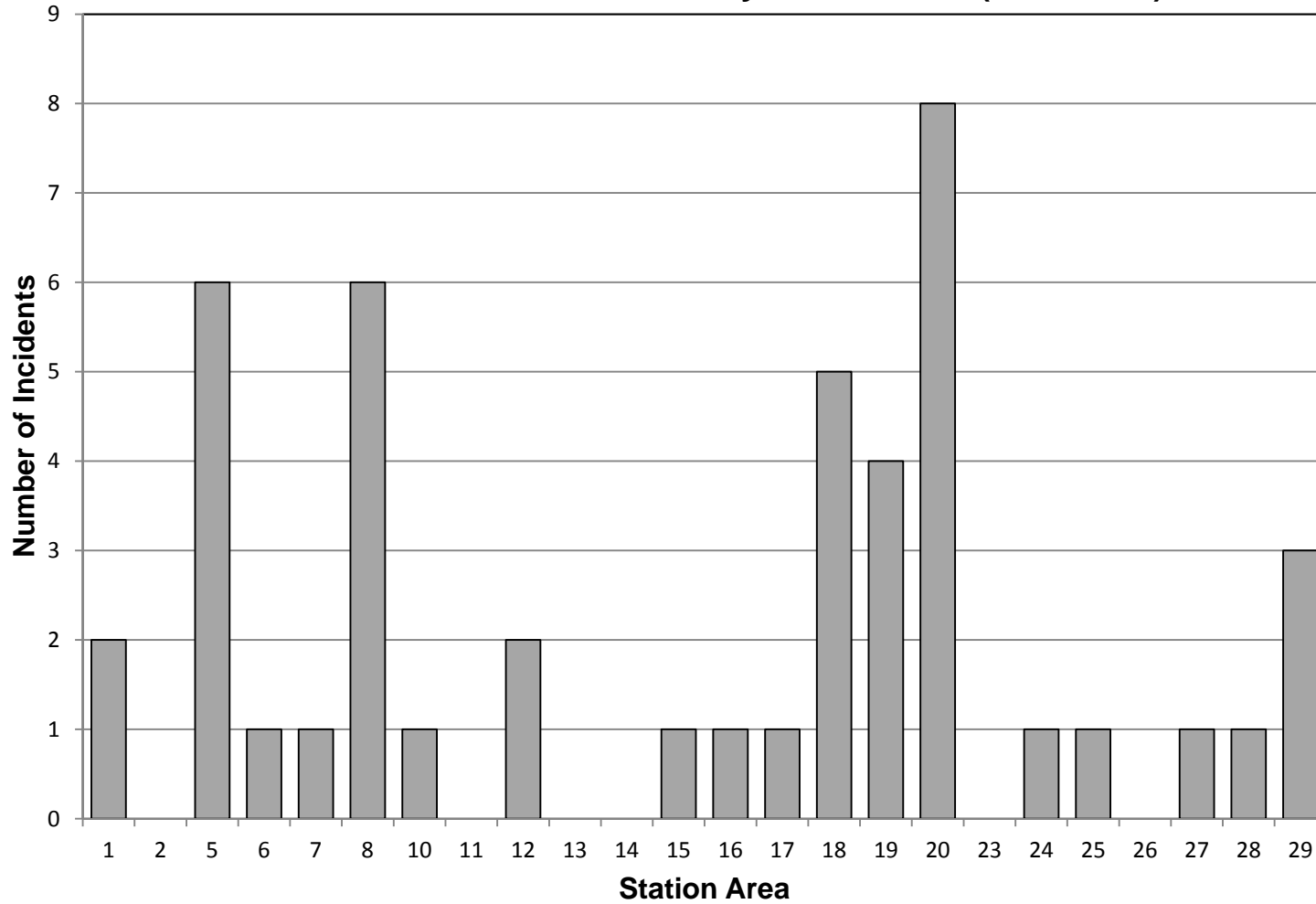
T01A1 Attendances By Month Of Year (2010-2014)



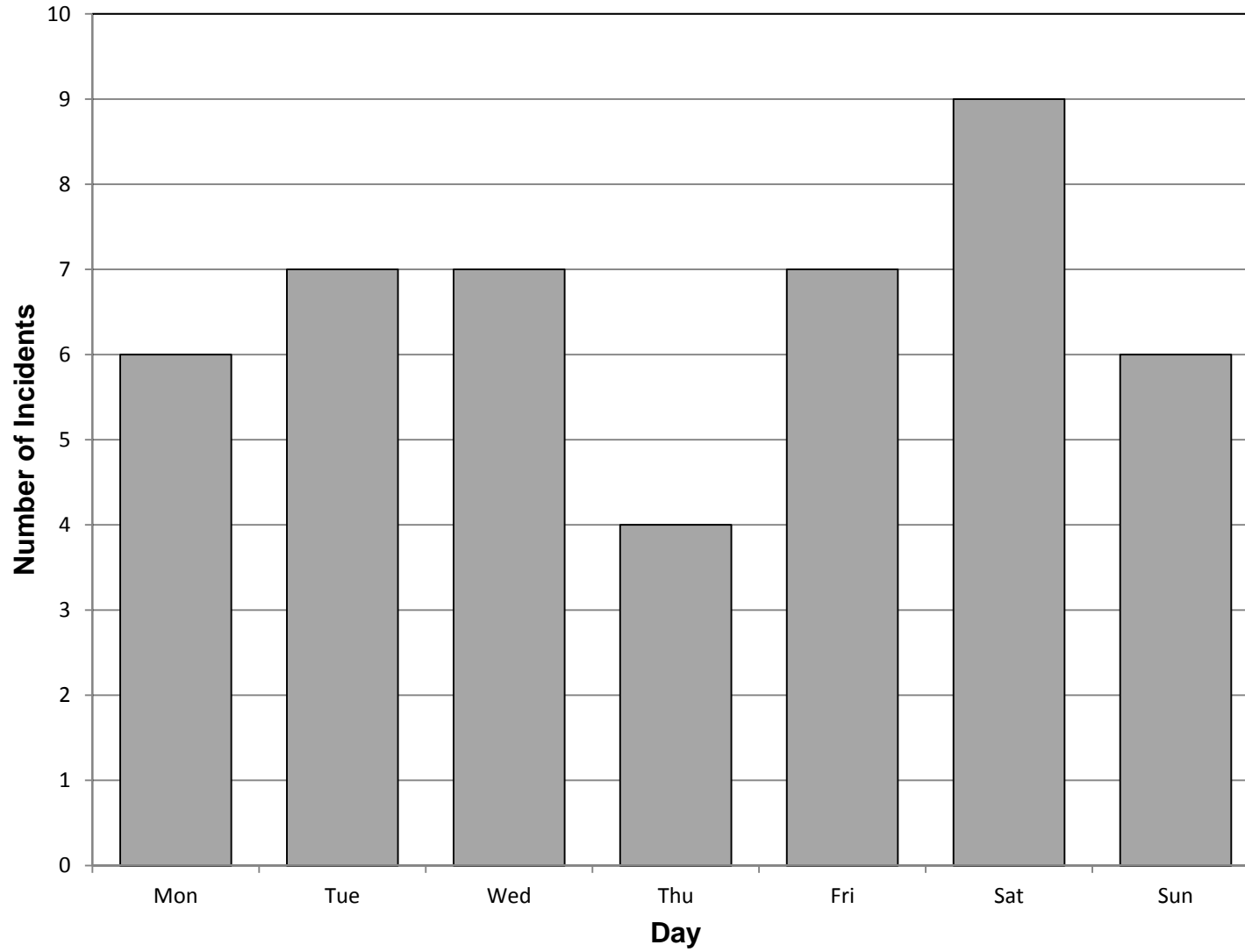
T01A1 Attendances By Hour Of Day (2010-2014)



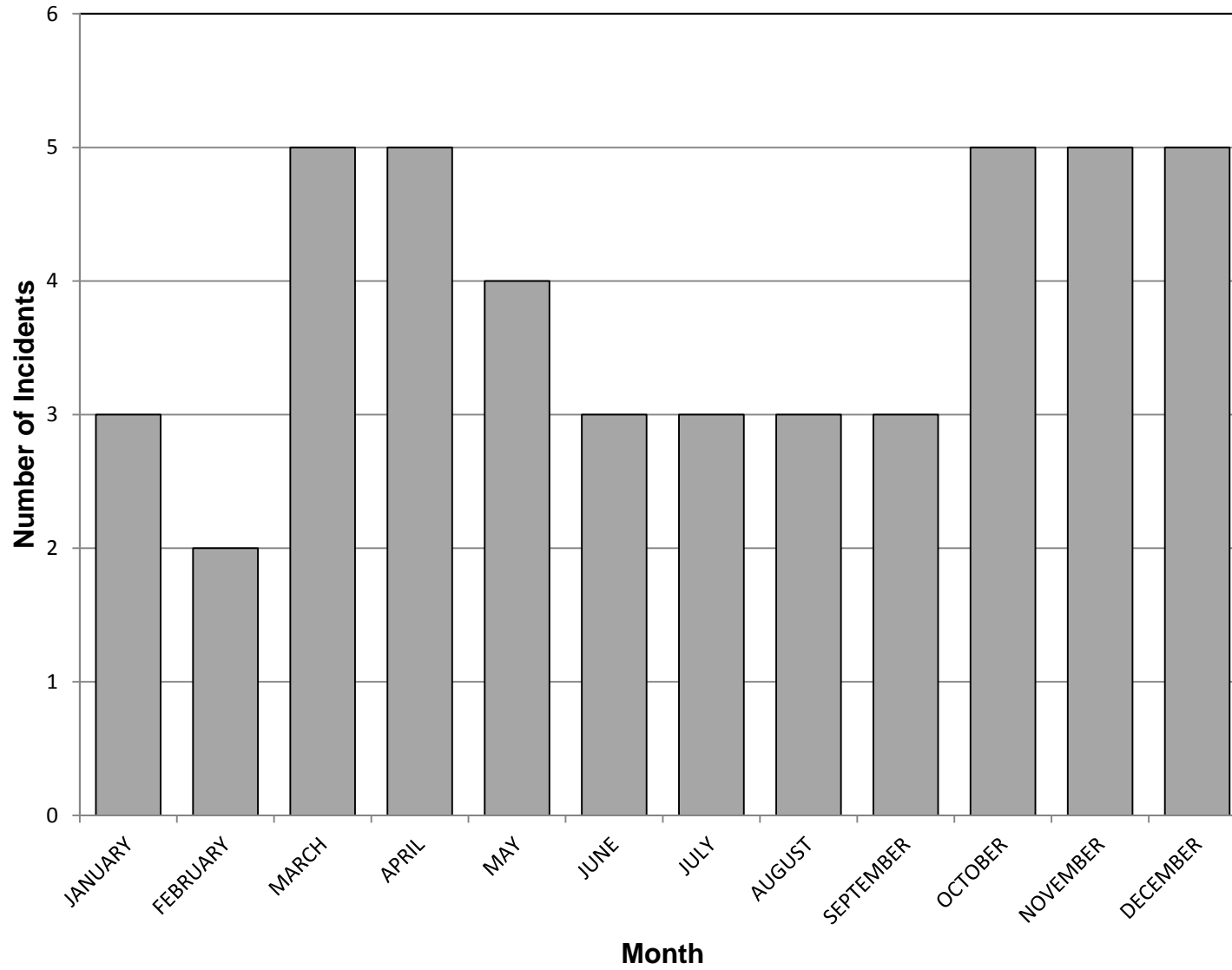
T01C1 Attendances By Station Area (2010-2014)



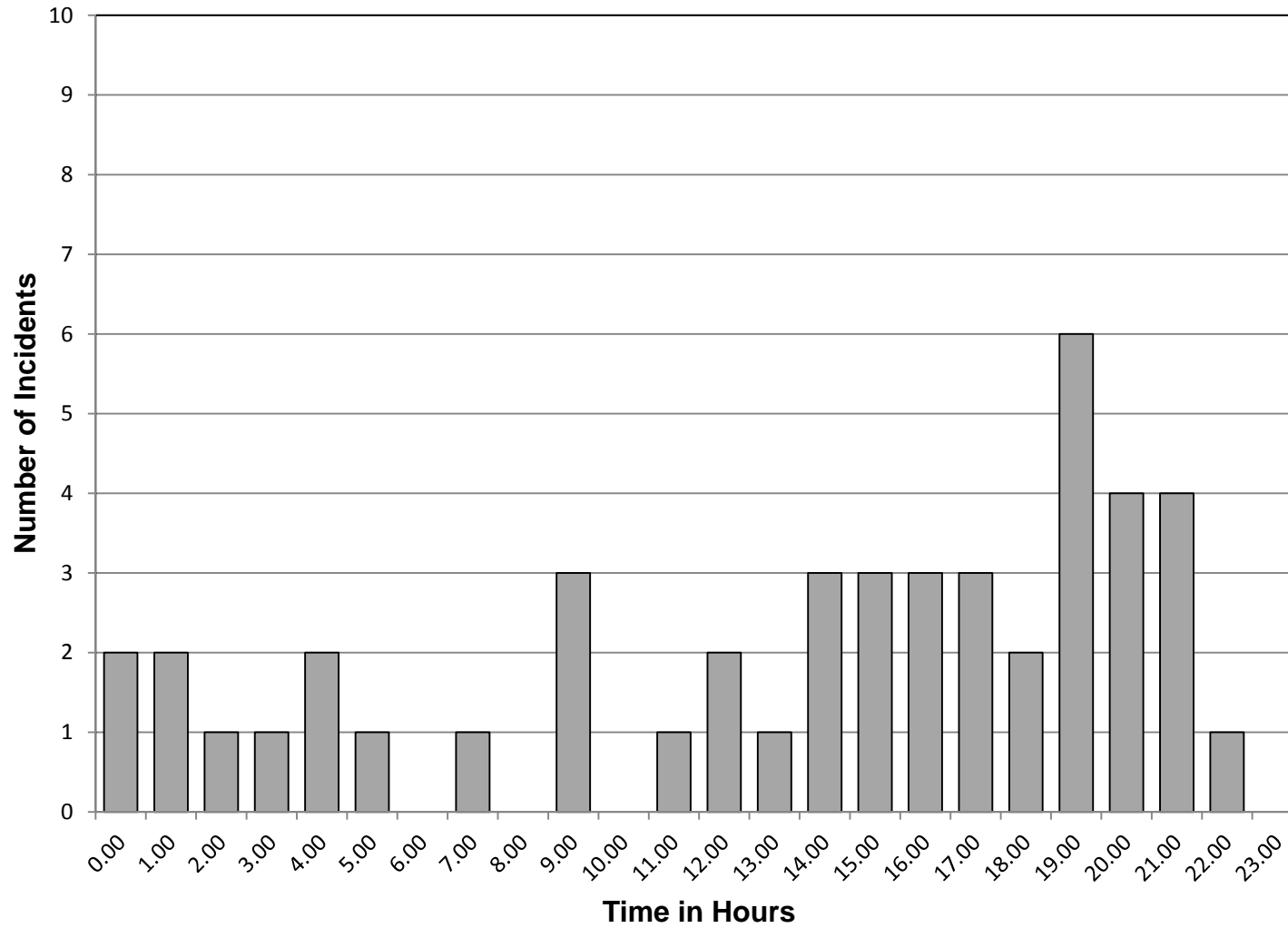
T01C1 Attendances By Day Of Week (2010-2014)



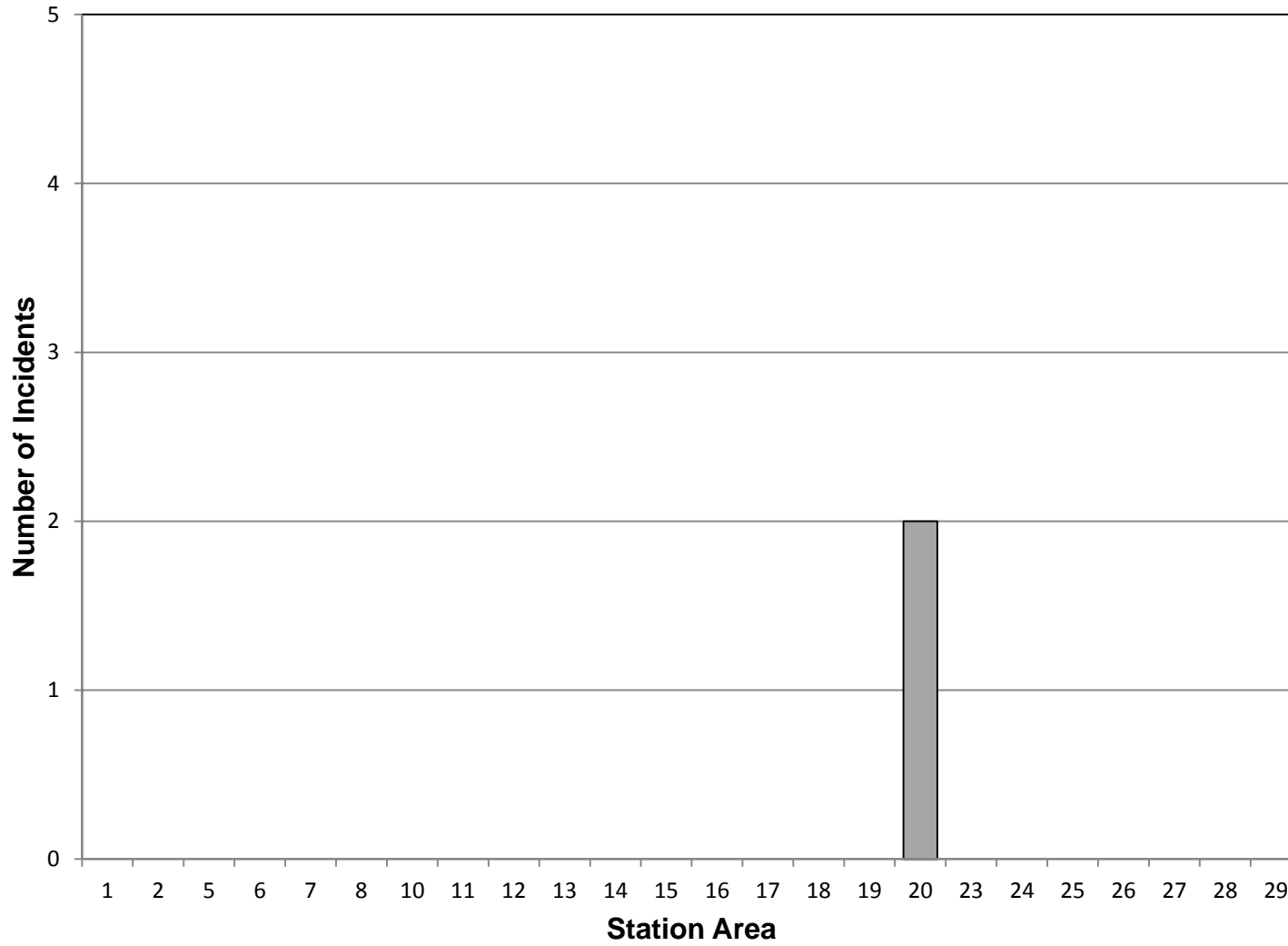
T01C1 Attendances By Month Of Year (2010-2014)



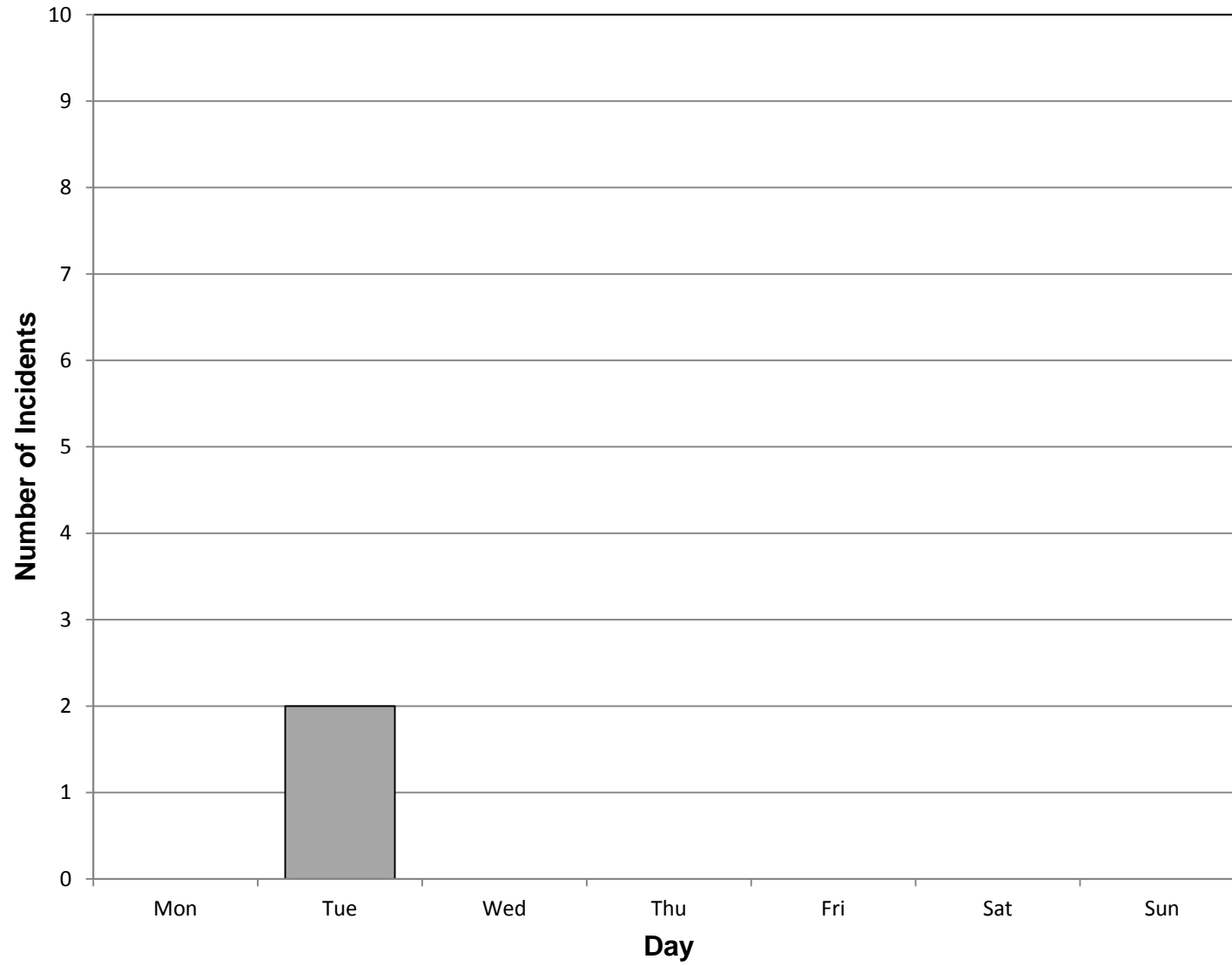
T01C1 Attendances By Hour Of Day (2010-2014)



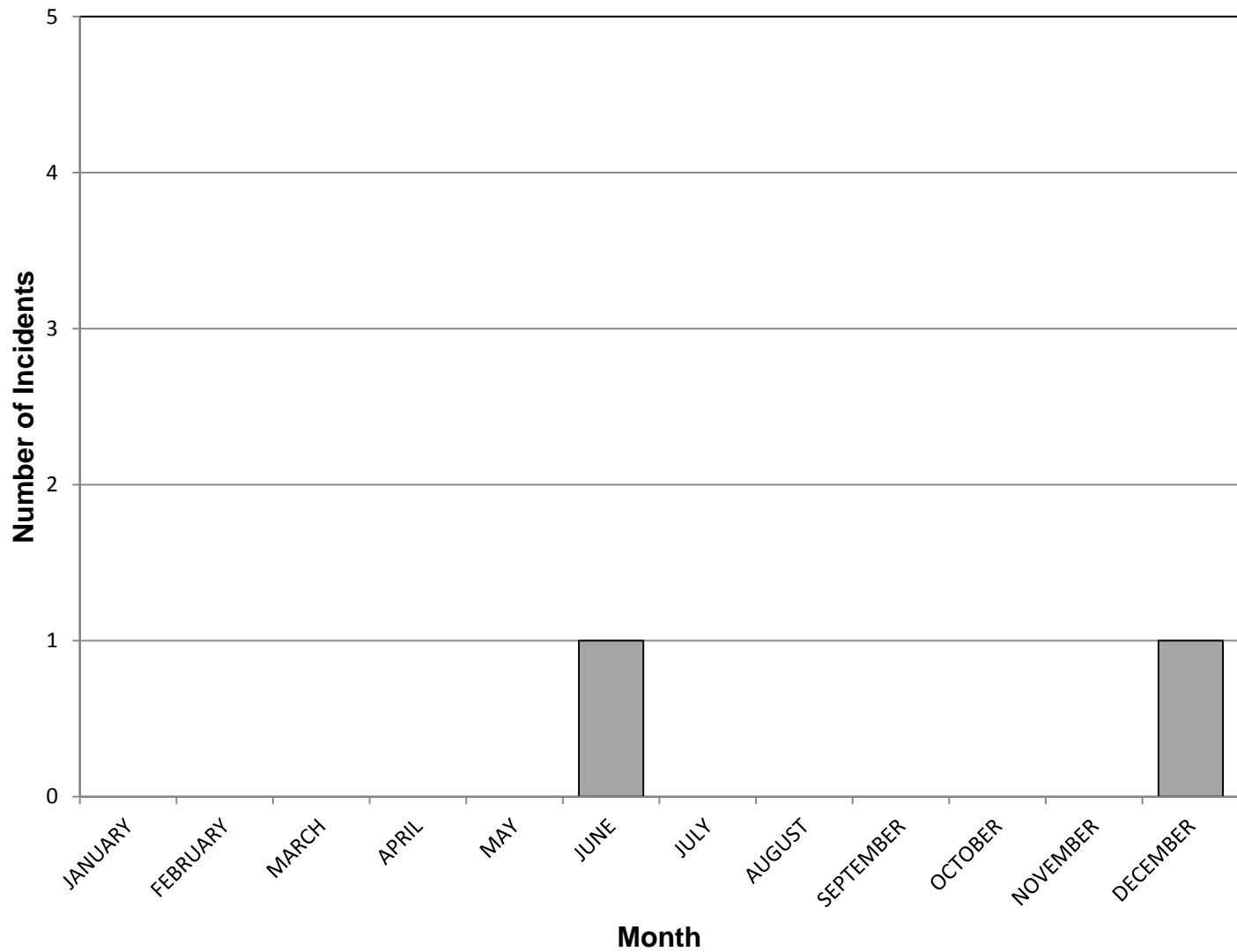
T01C2 Attendances By Station Area (2010-2014)



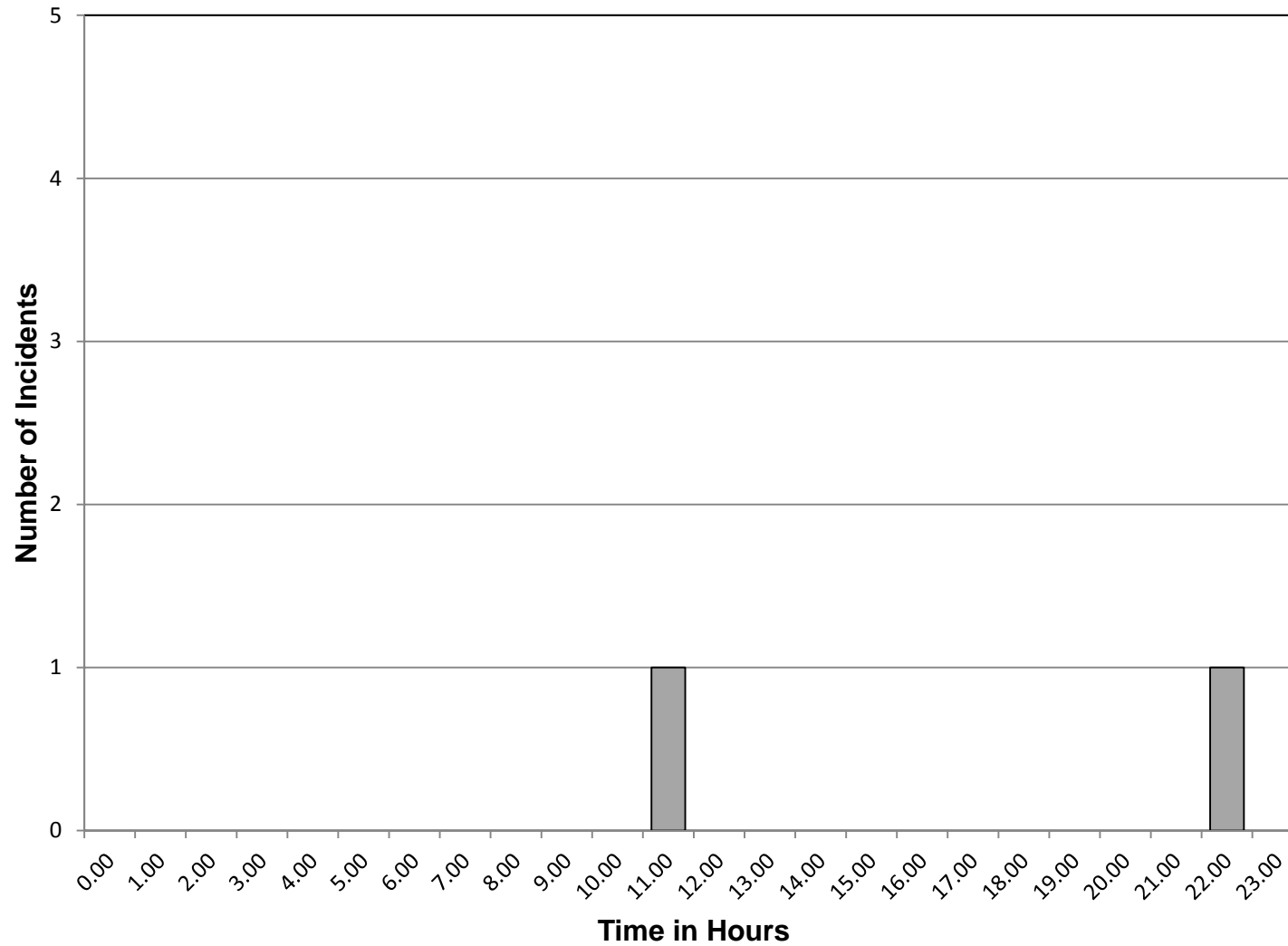
T01C2 Attendances By Day Of Week (2010-2014)



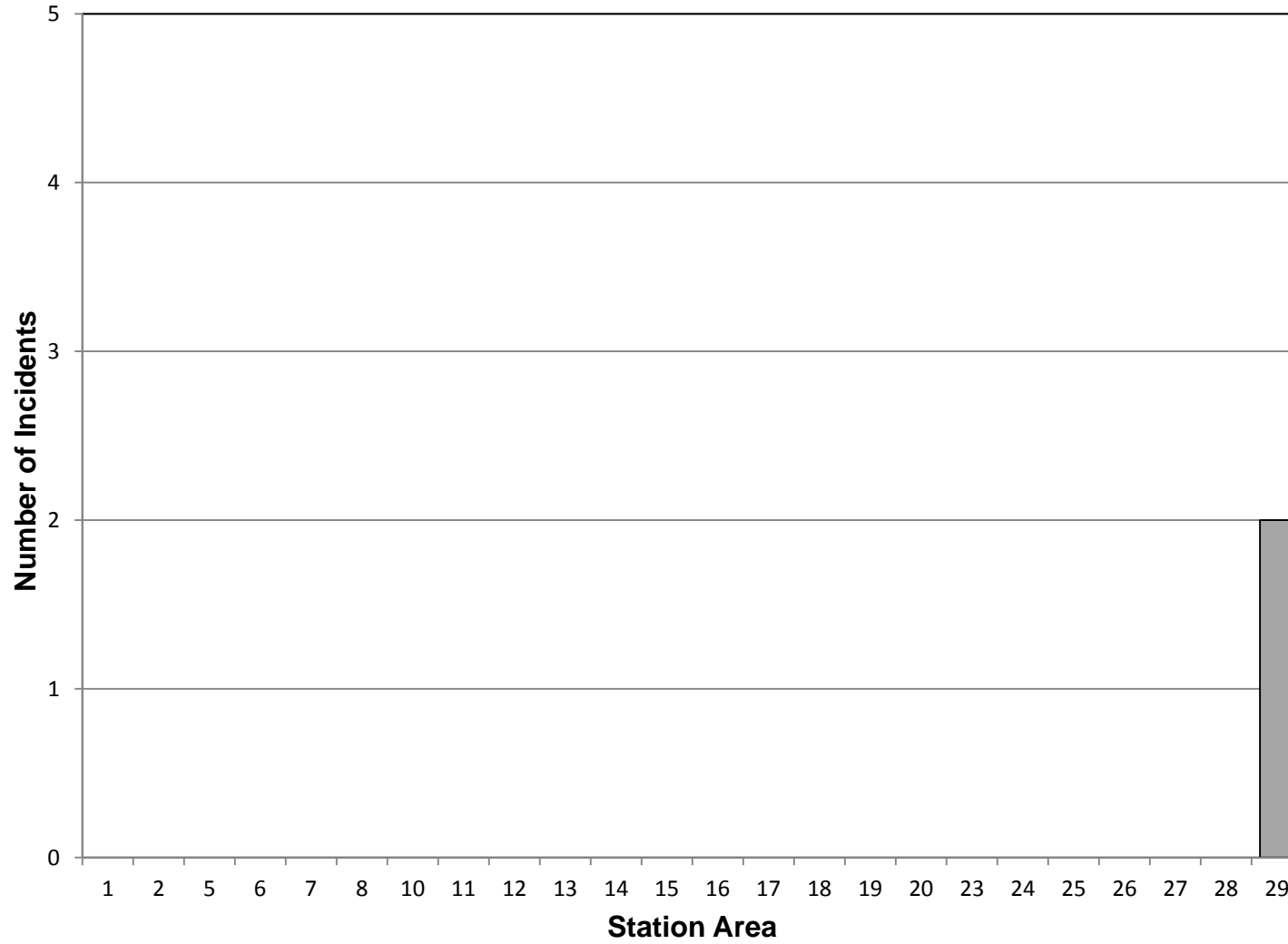
T01C2 Attendances By Month Of Year (2010-2014)



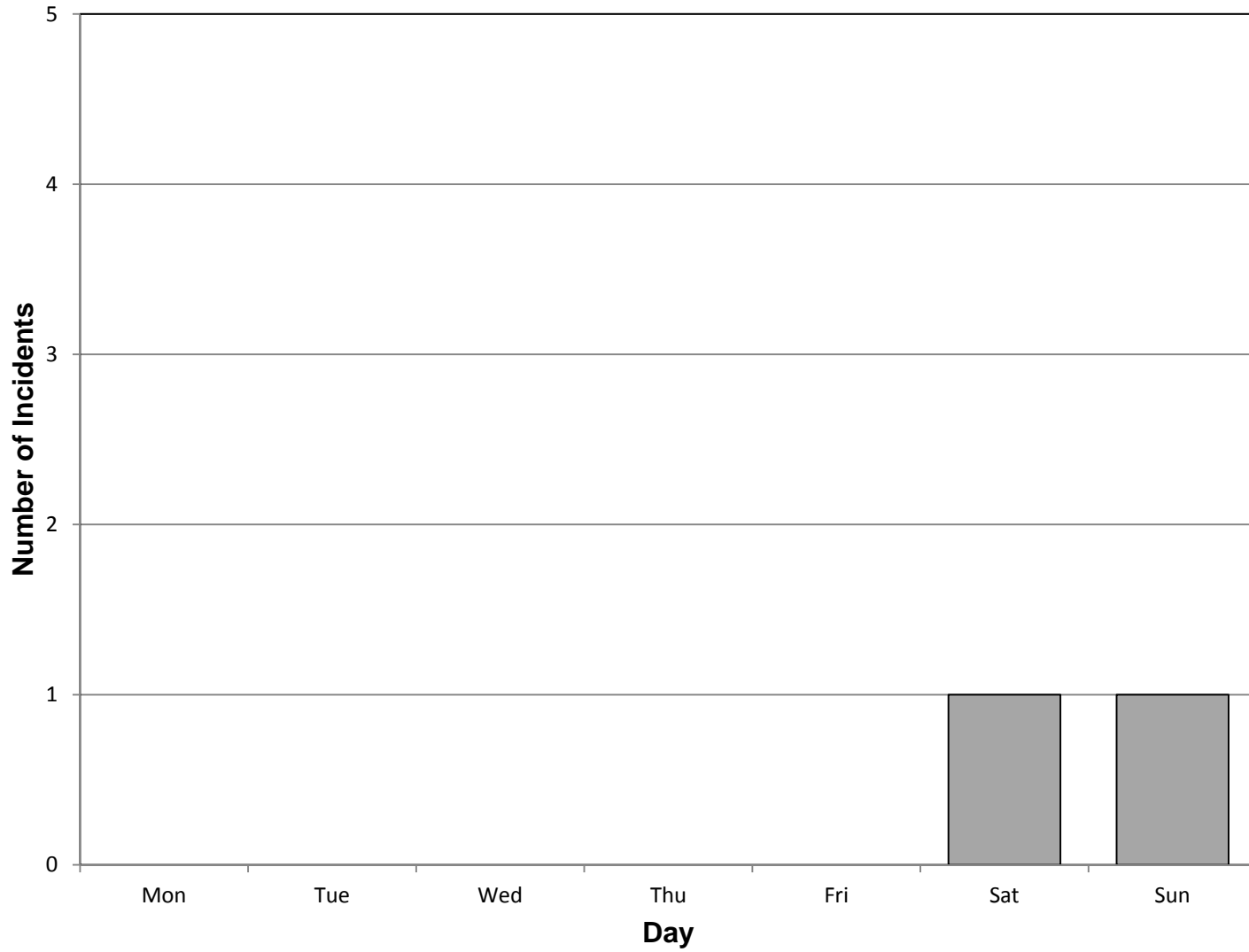
T01C2 Attendances By Hour Of Day (2010-2014)



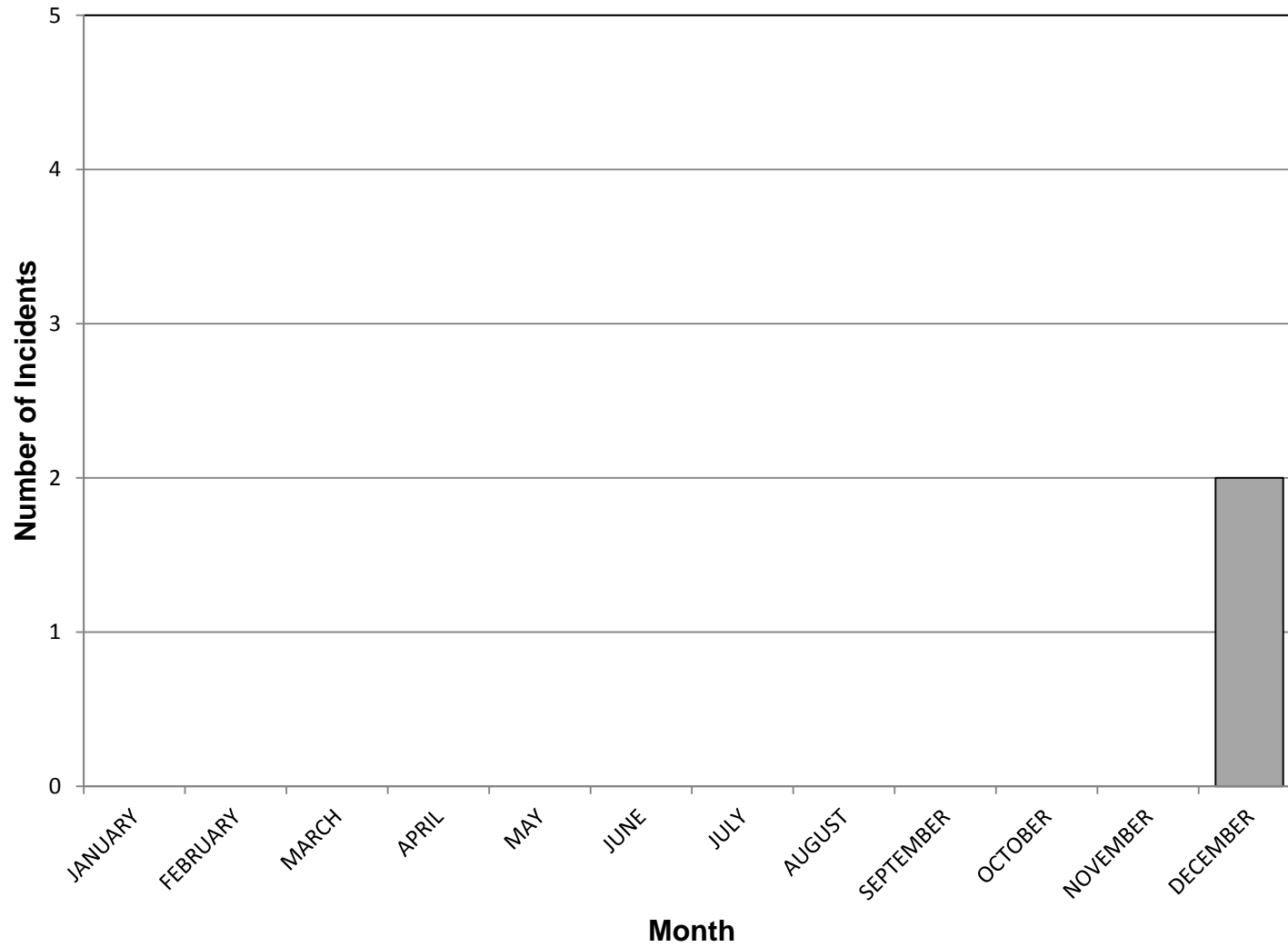
T05S1 Attendances By Station Area (2010-2014)



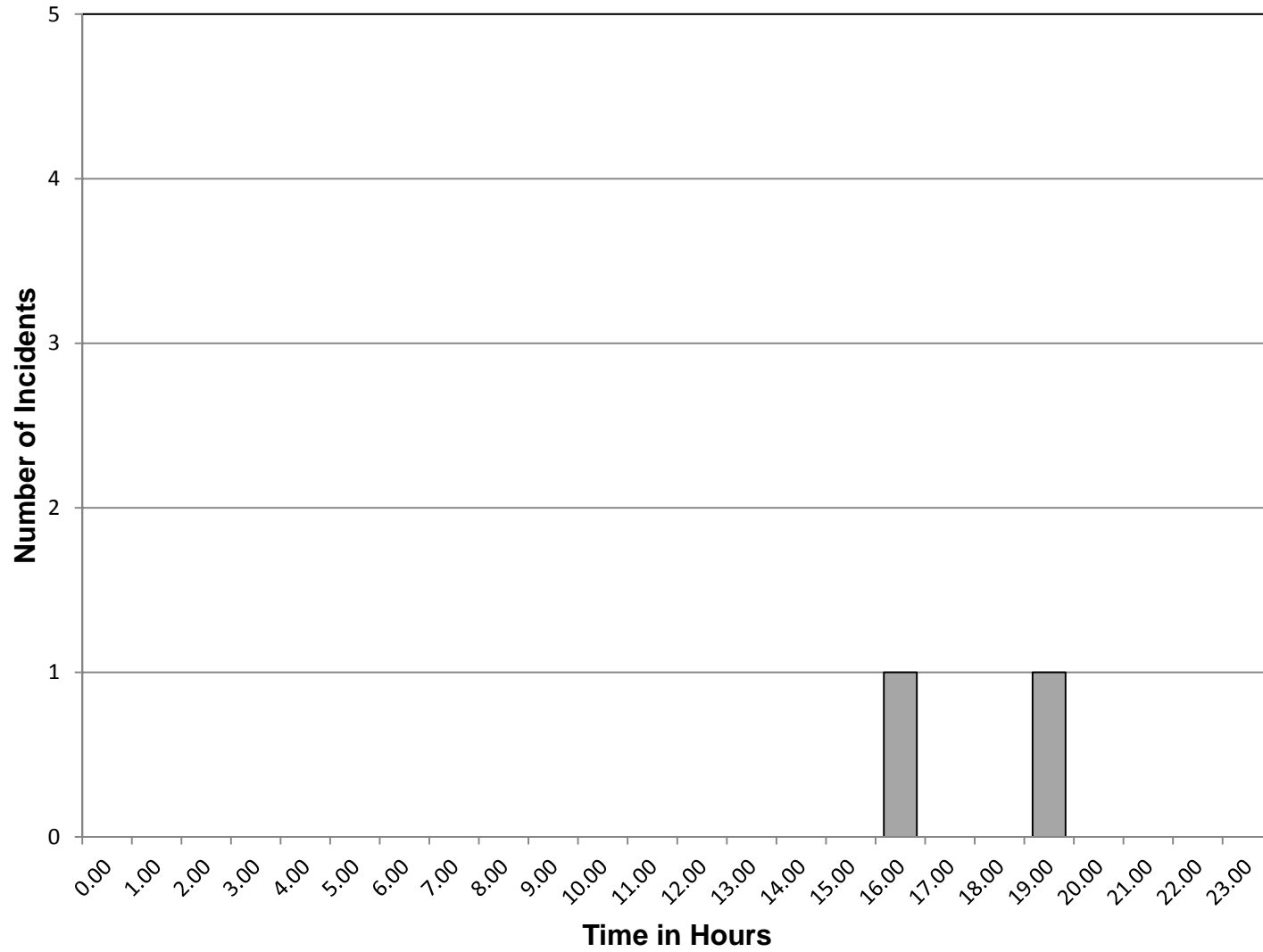
T05S1 Attendances By Day Of Week (2010-2014)



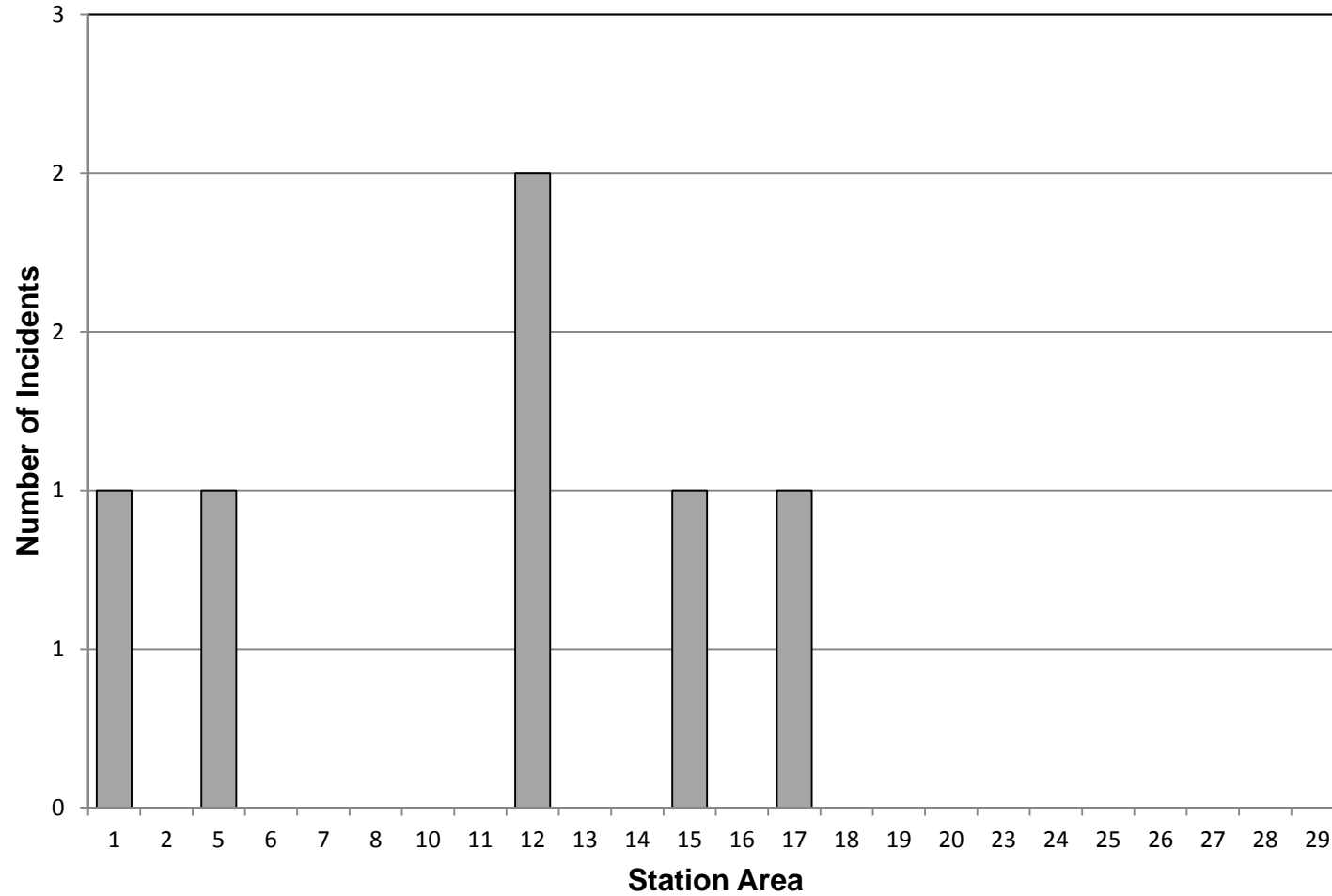
T05S1 Attendances By Month Of Year (2010-2014)



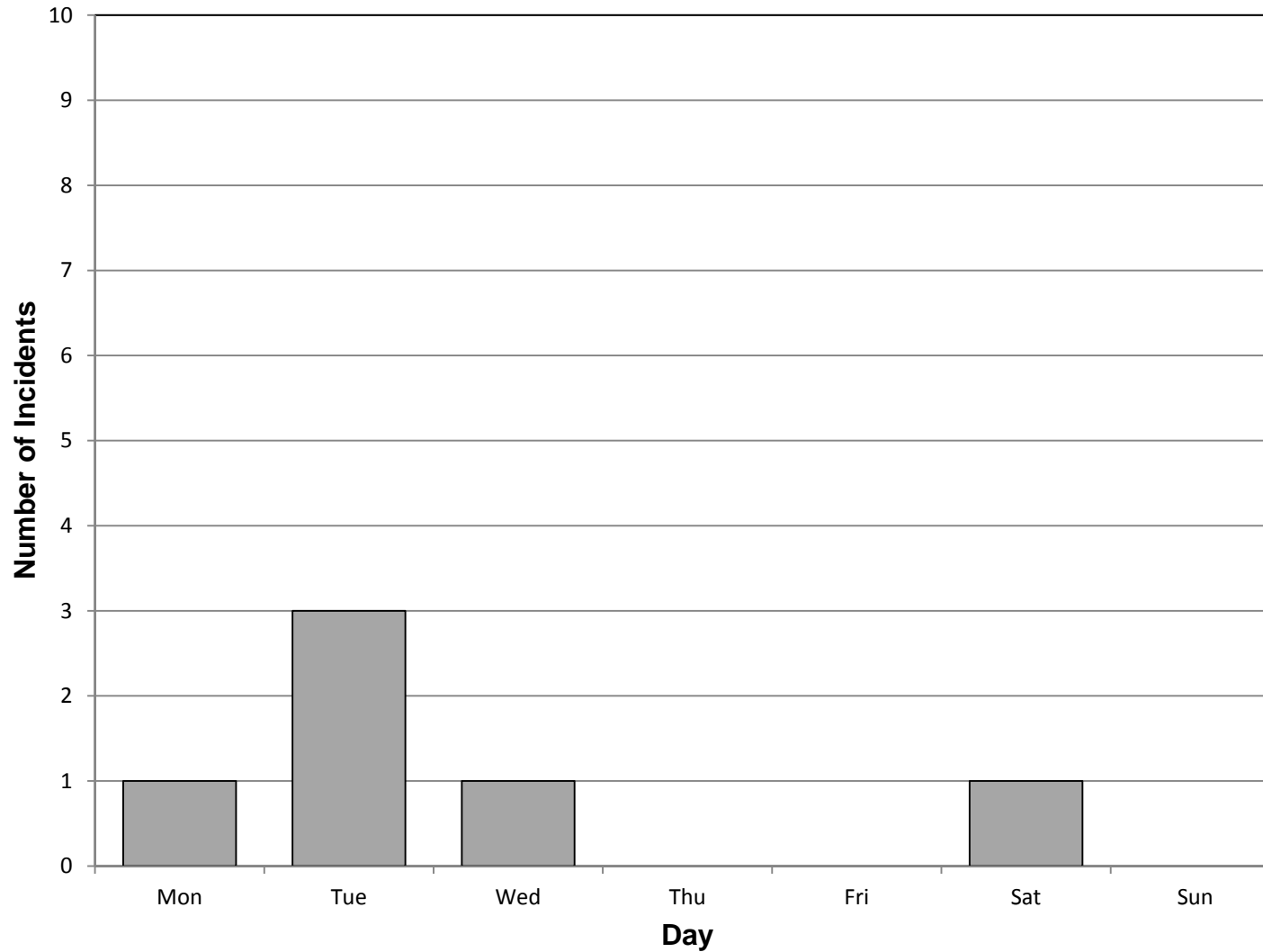
T05S1 Attendances By Hour Of Day (2010-2014)



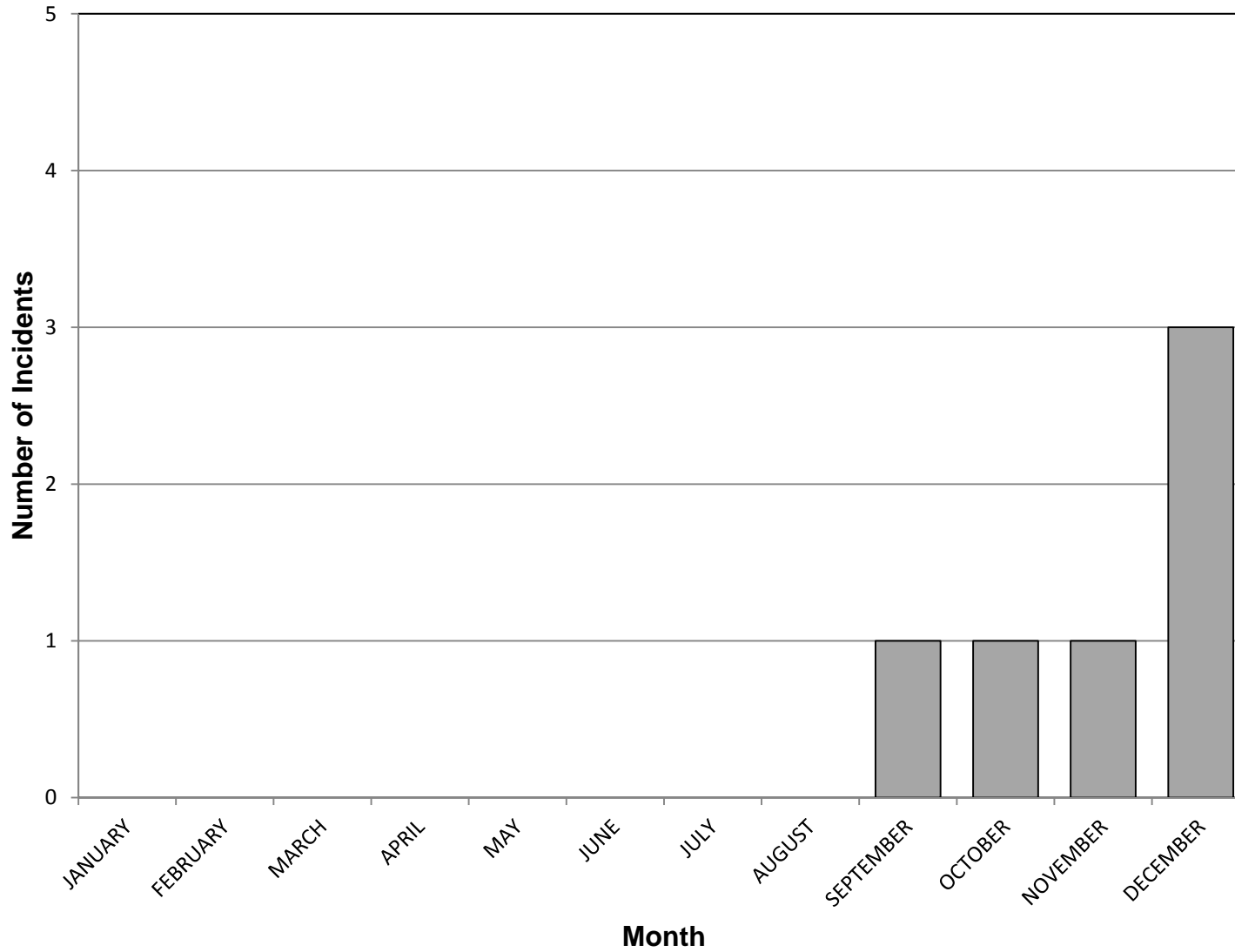
T05W1 Attendances By Station Area (2010-2014)



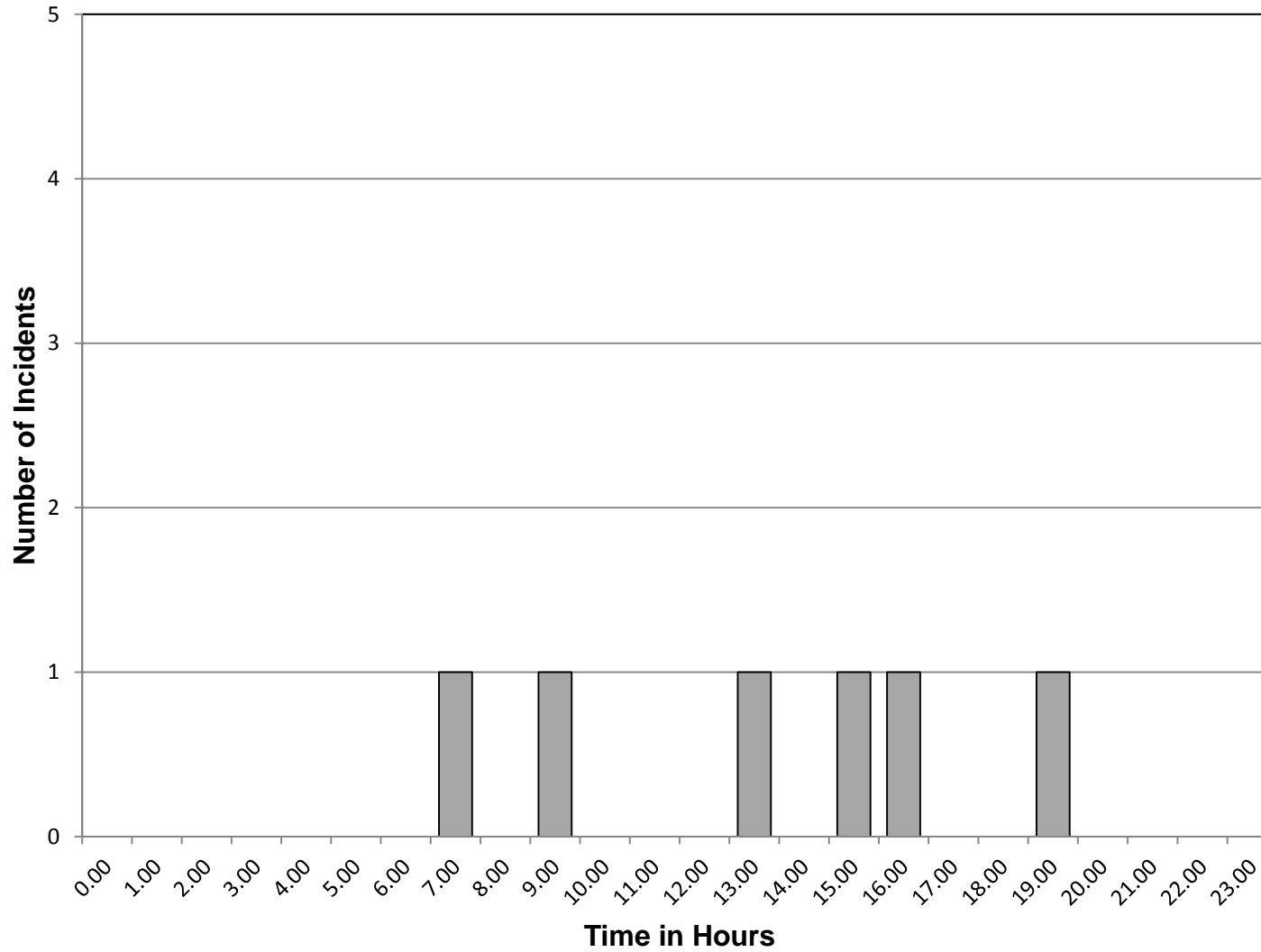
T05W1 Attendances By Day Of Week (2010-2014)



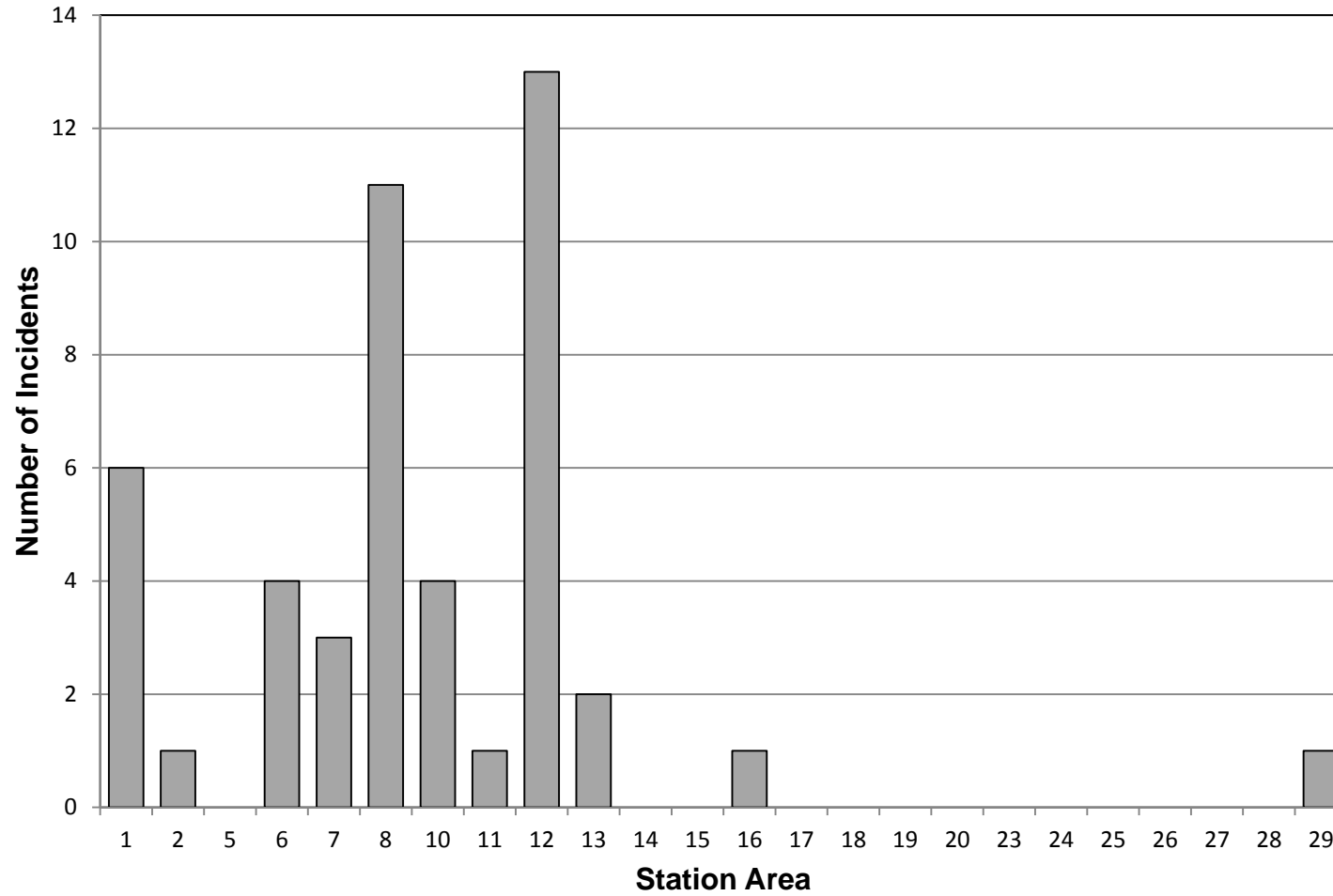
T05W1 Attendances By Month Of Year (2010-2014)



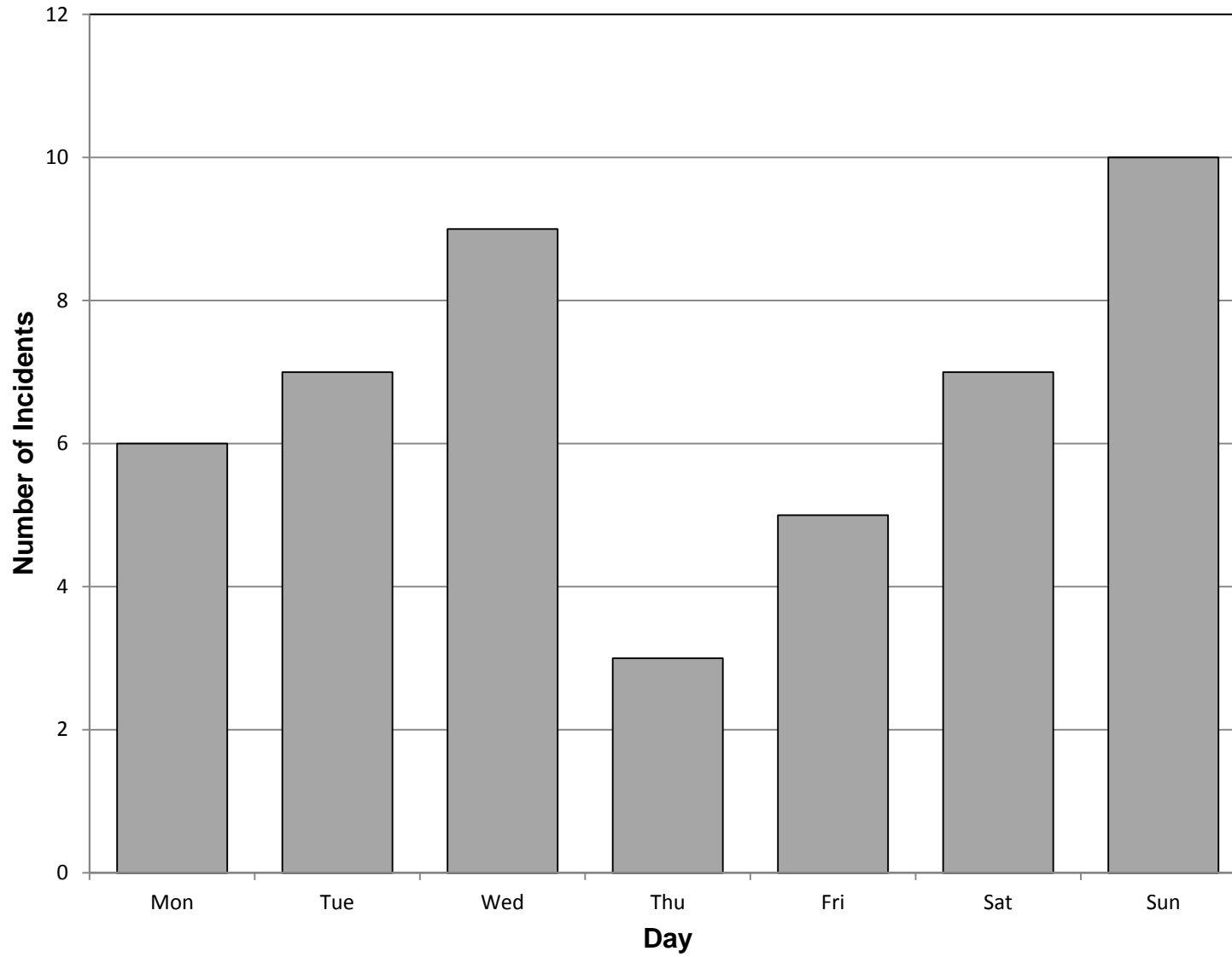
T05W1 Attendances By Hour Of Day (2010-2014)



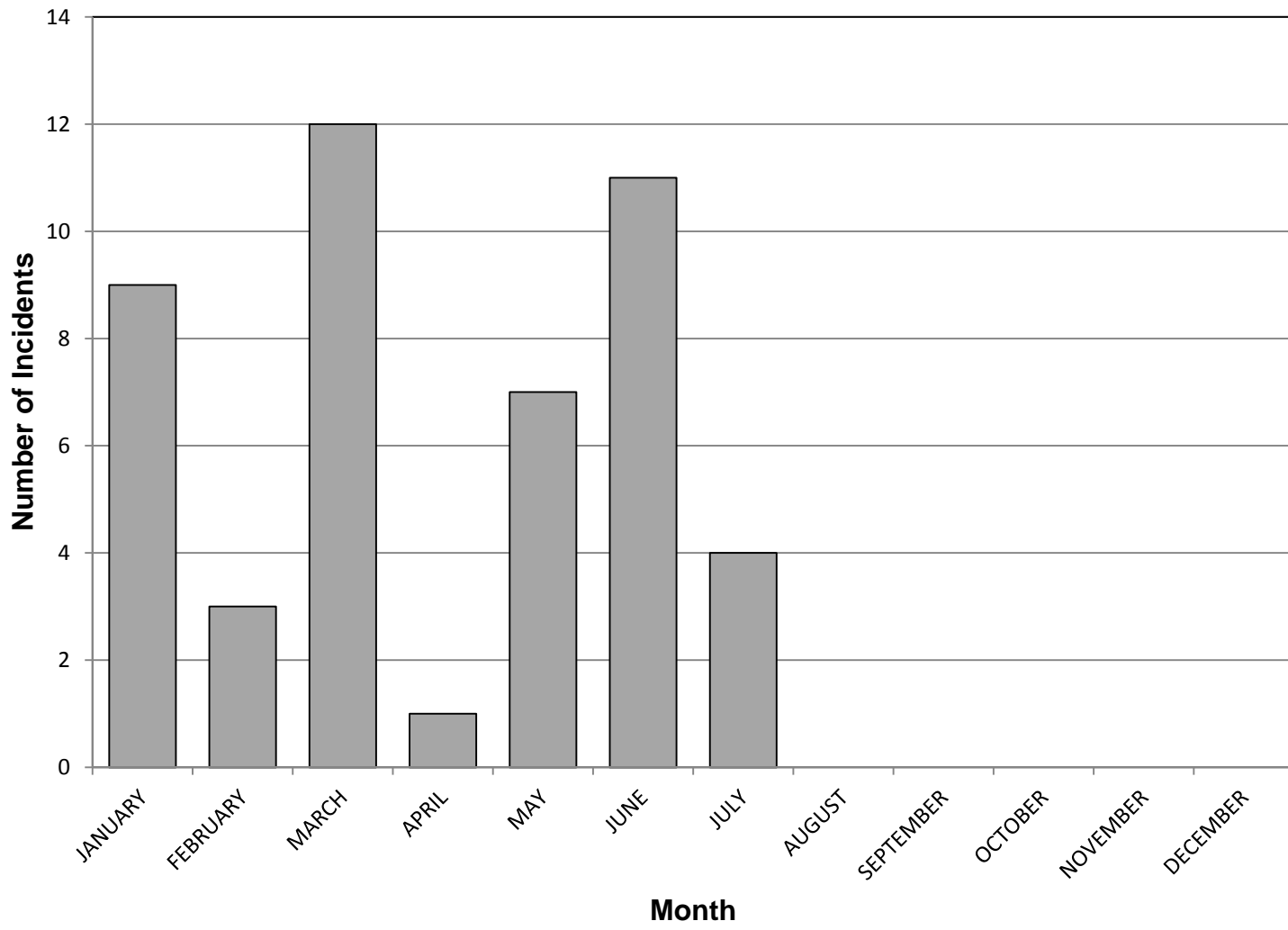
T08R1 Attendances By Station Area (2010-2014)



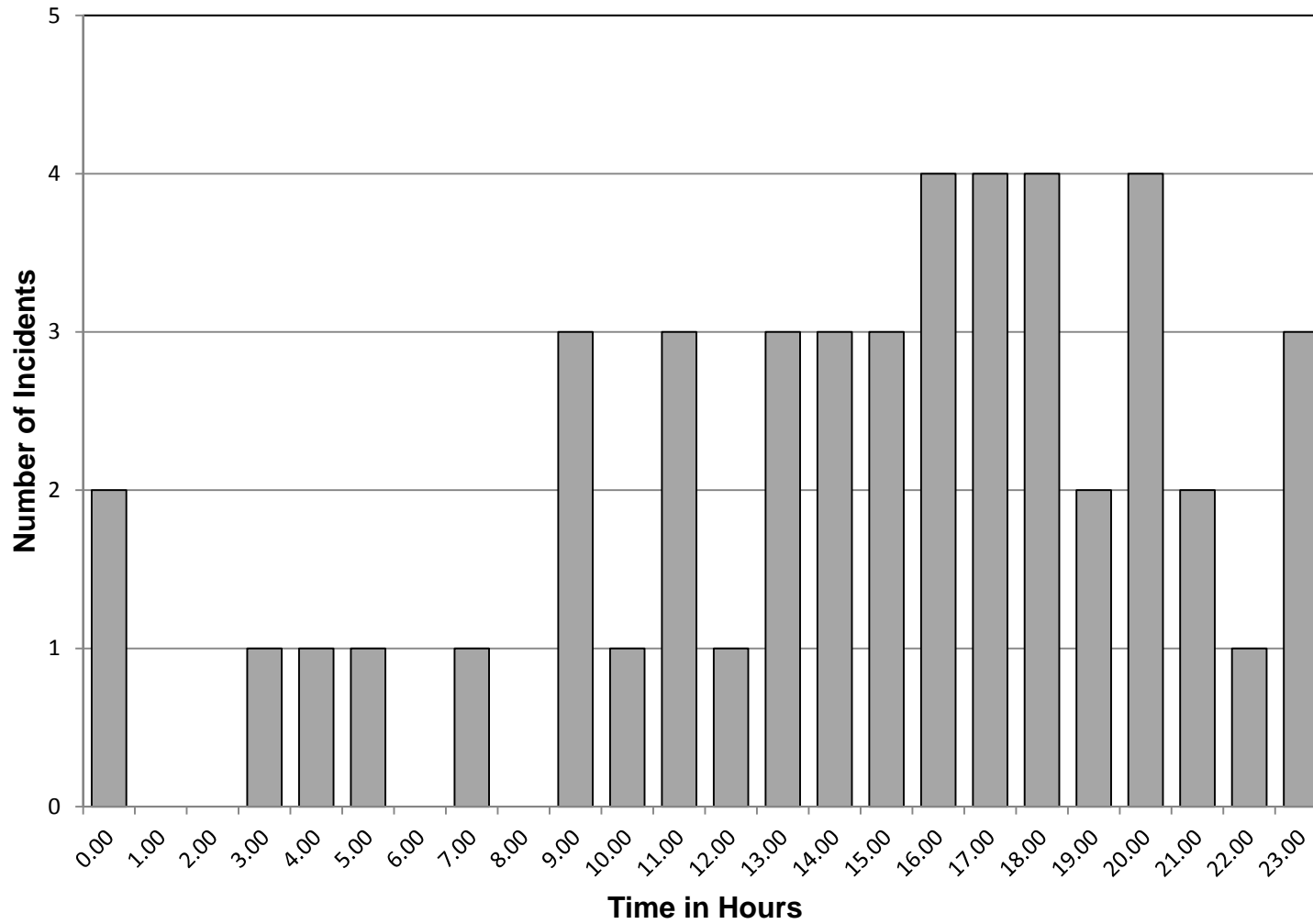
T08R1 Attendances By Day Of Week (2010-2014)



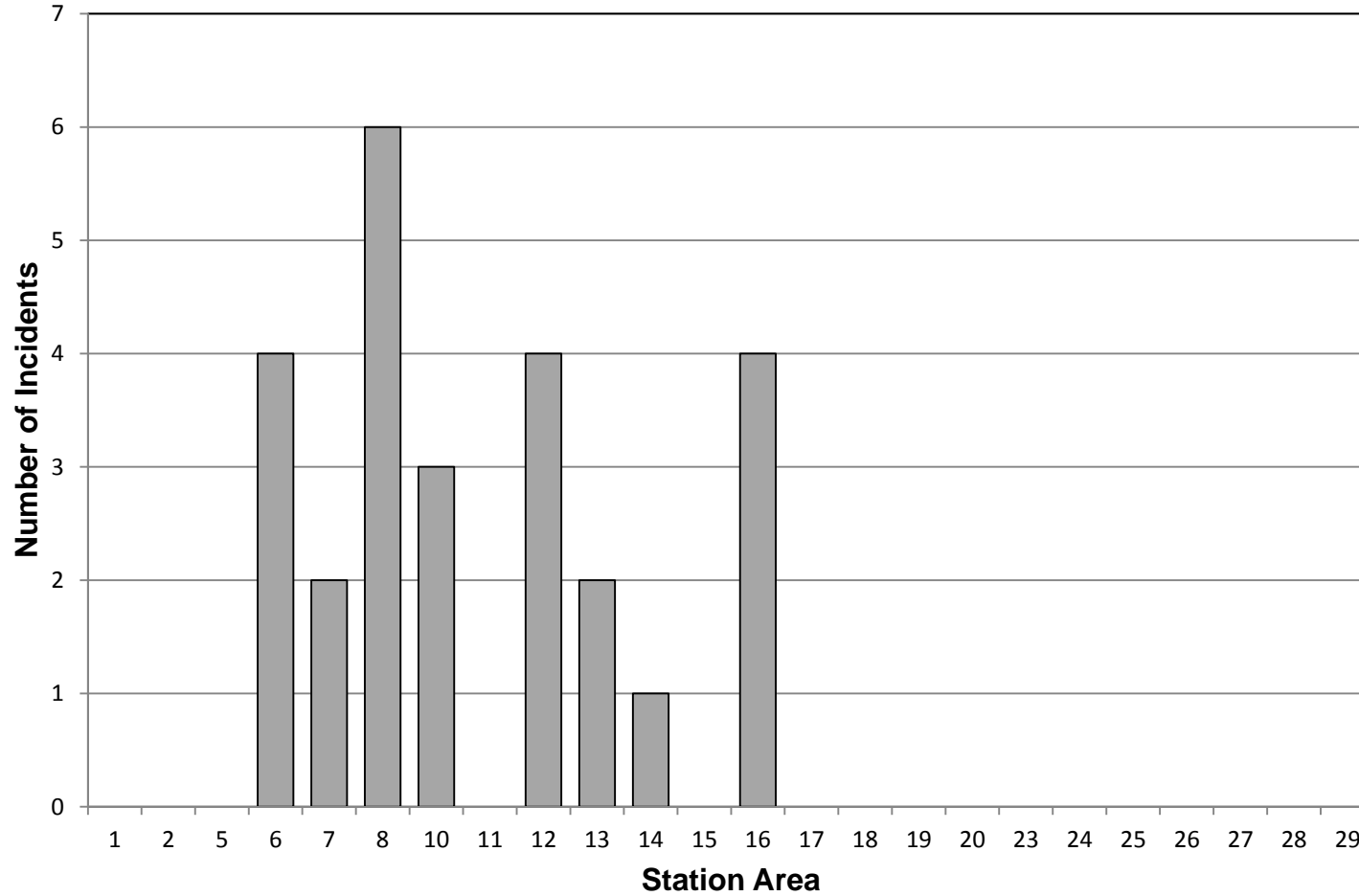
T08R1 Attendances By Month Of Year (2010-2014)



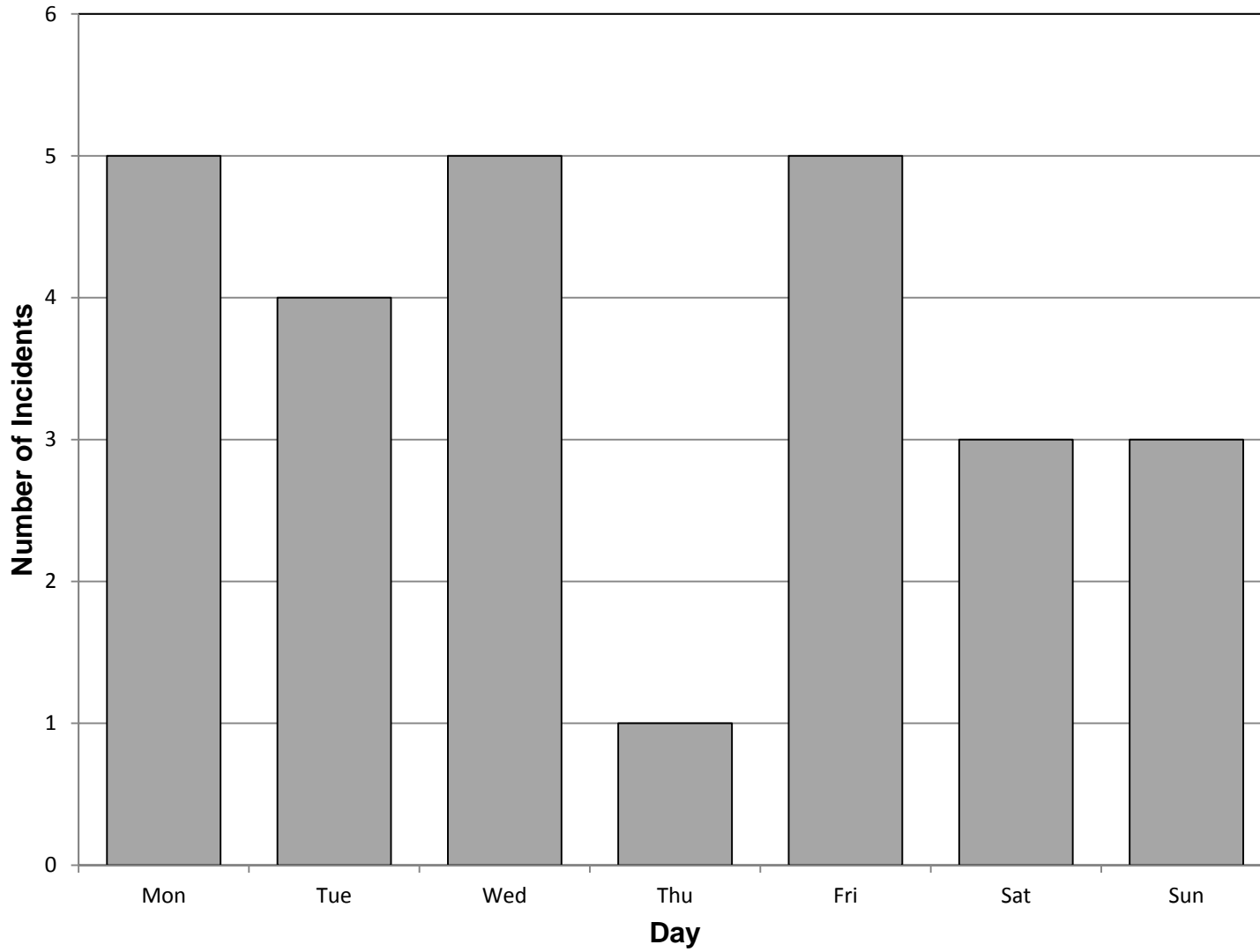
T08R1 Attendances By Hour Of Day (2010-2014)



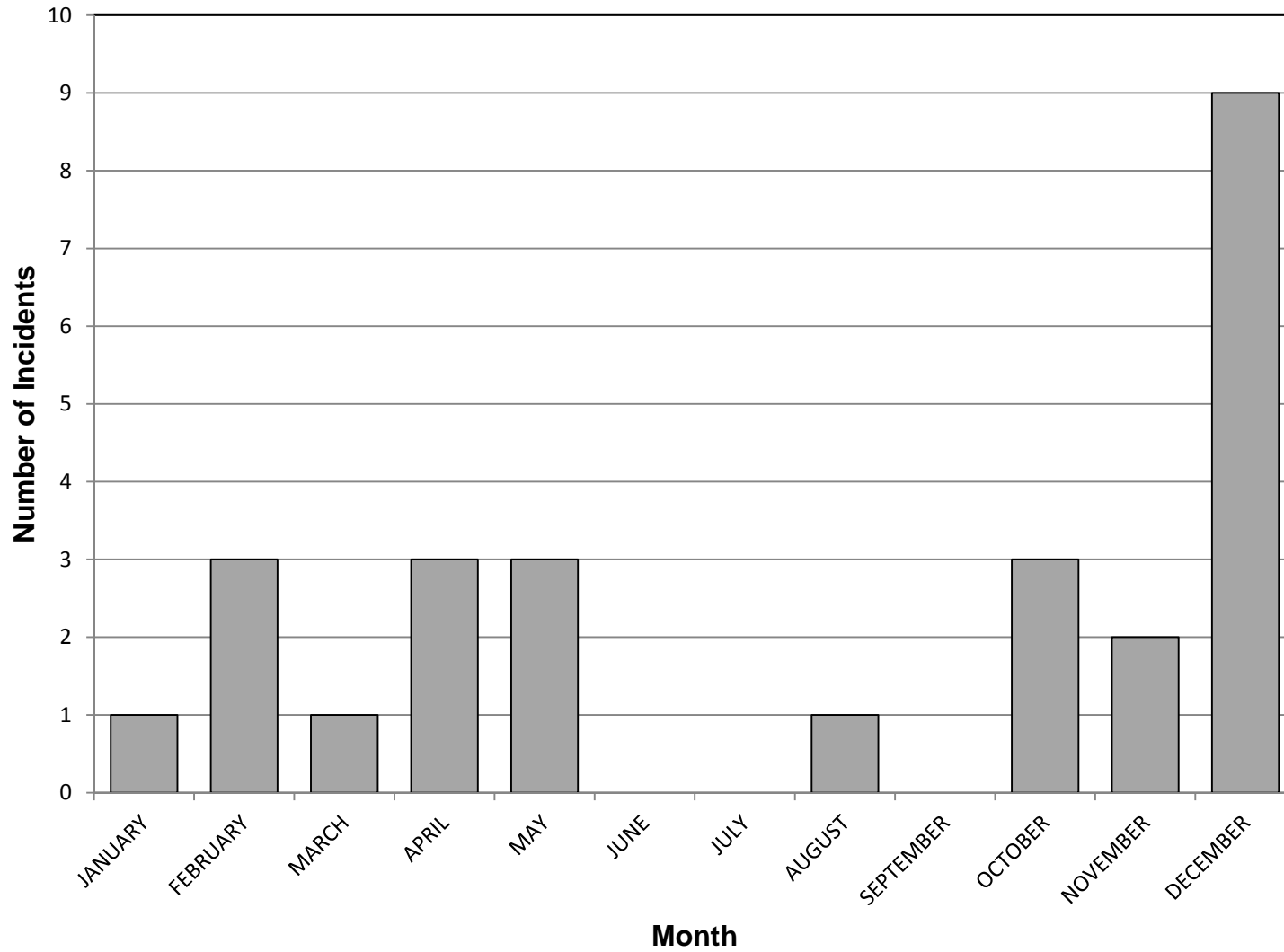
T08R2 Attendances By Station Area (2010-2014)



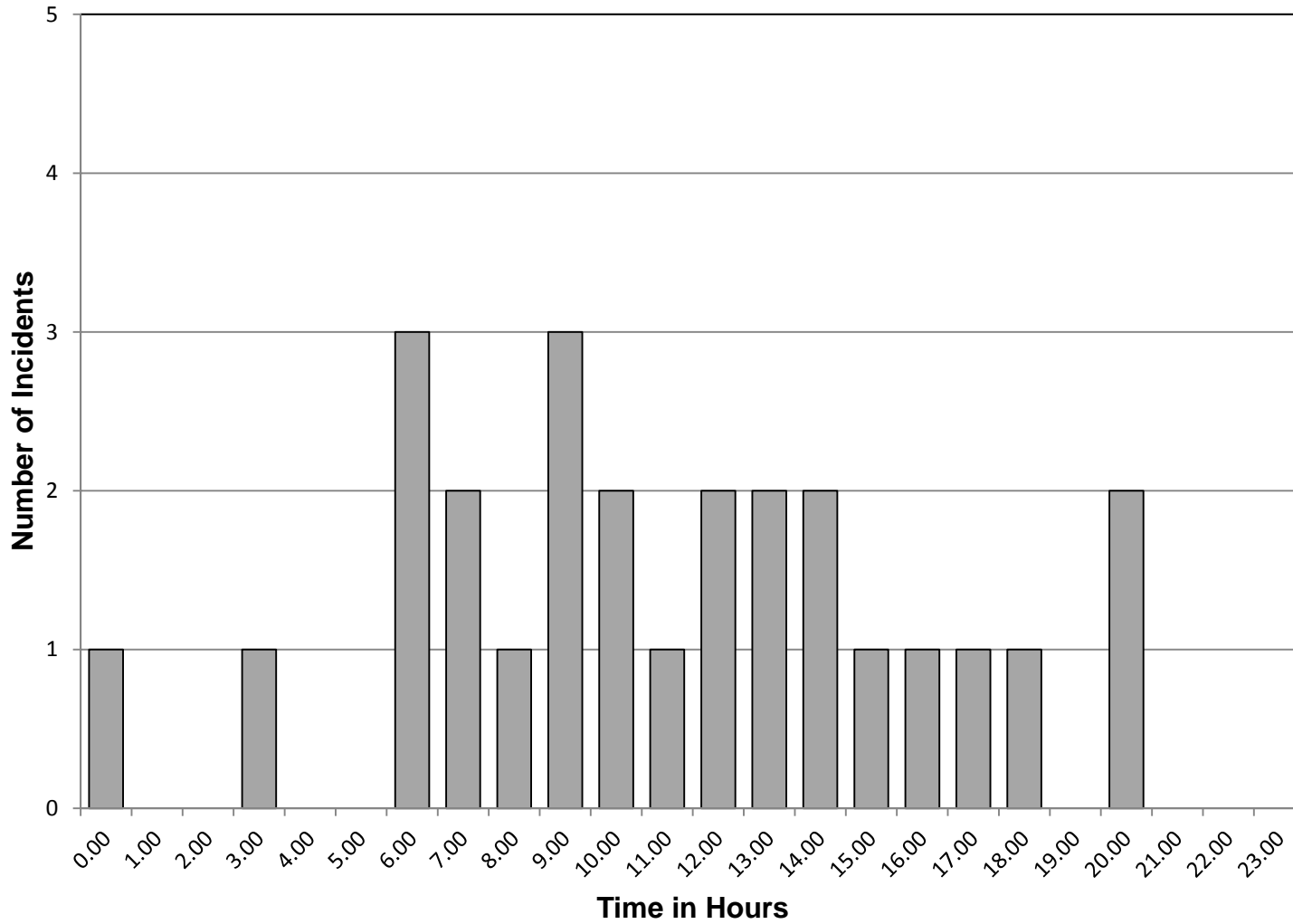
T08R2 Attendances By Day Of Week (2010-2014)



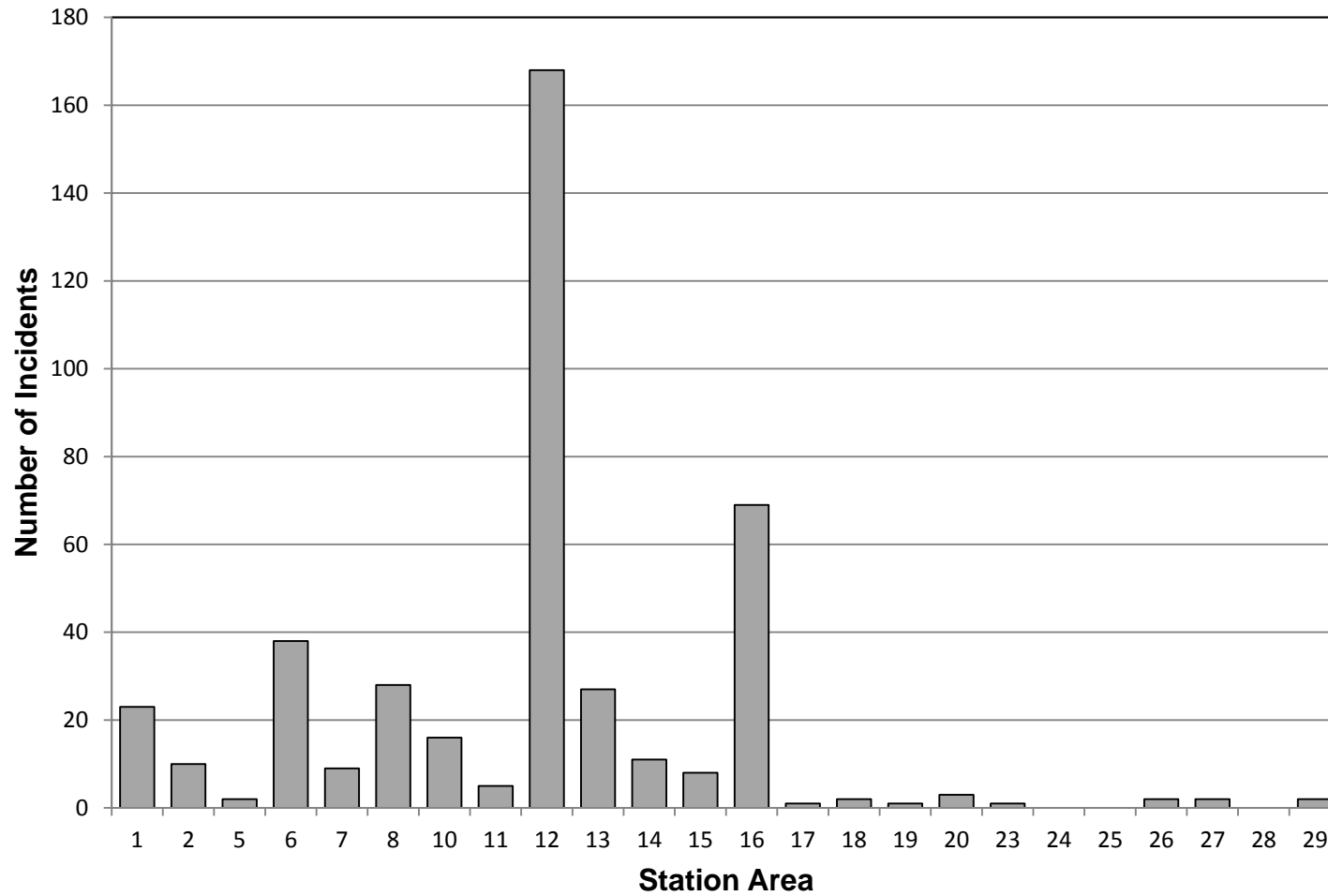
T08R2 Attendances By Month Of Year (2010-2014)



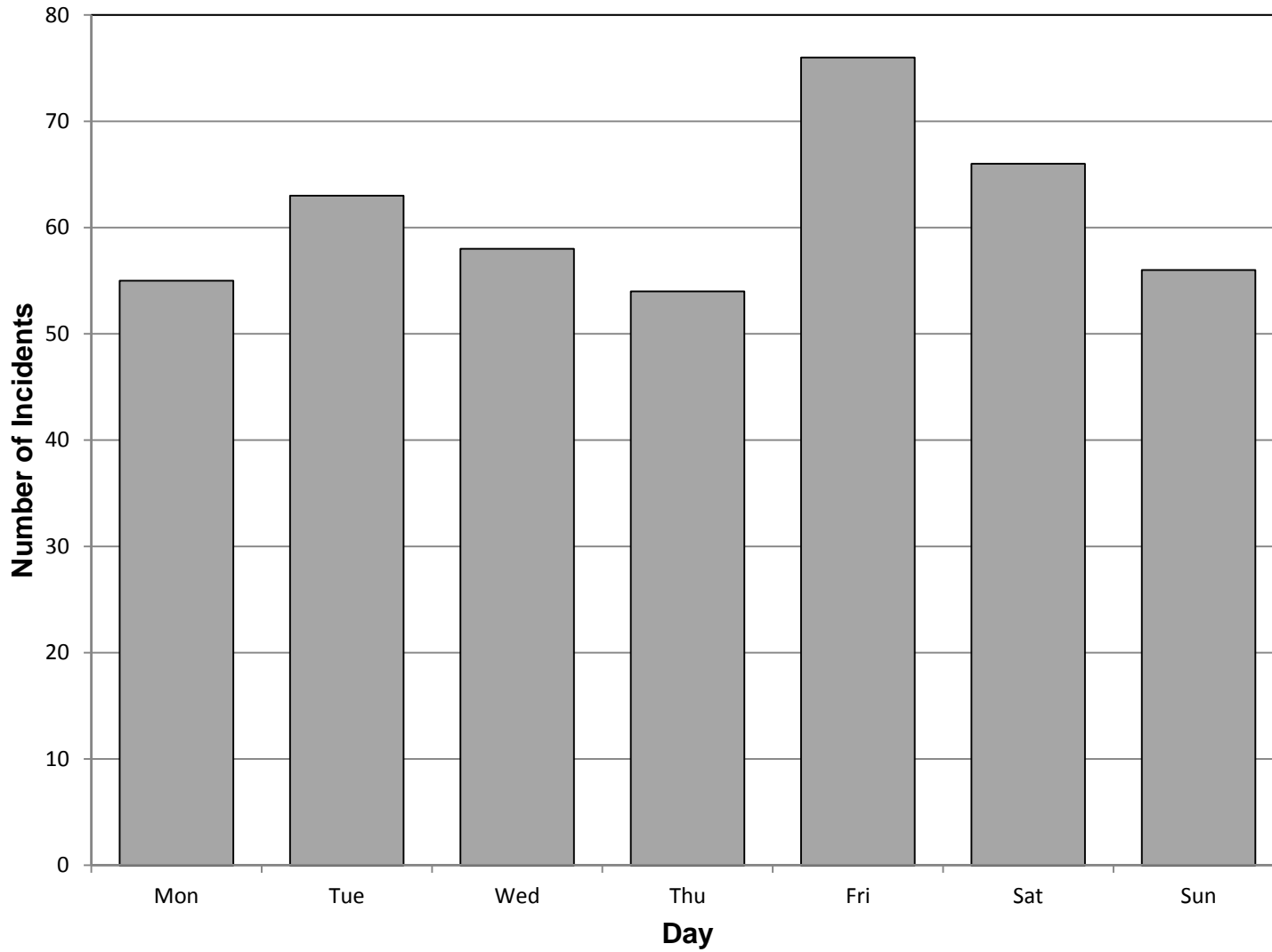
T08R2 Attendances By Hour Of Day (2010-2014)



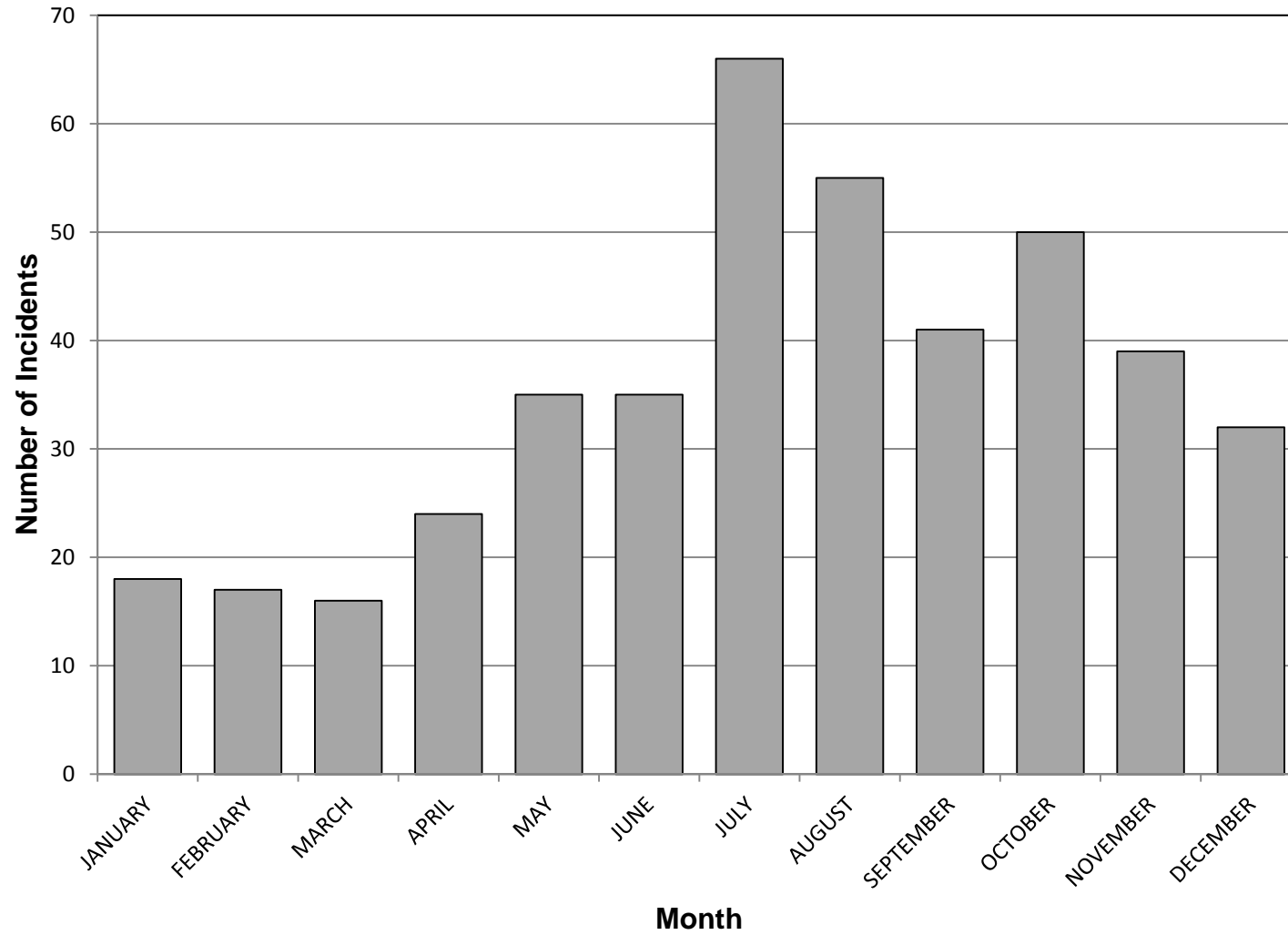
T13R1 Attendances By Station Area (2010-2014)



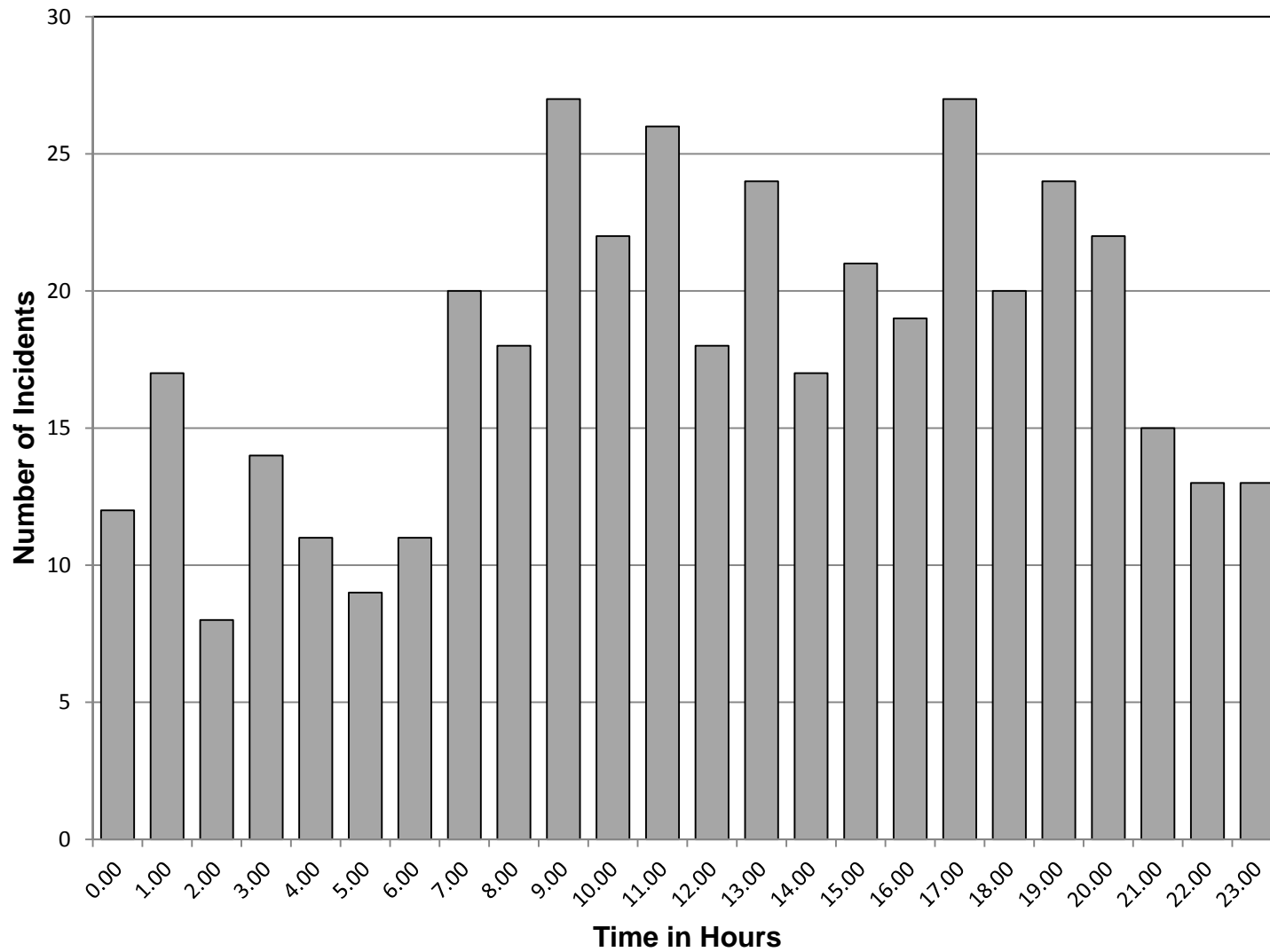
T13R1 Attendances By Day Of Week (2010-2014)



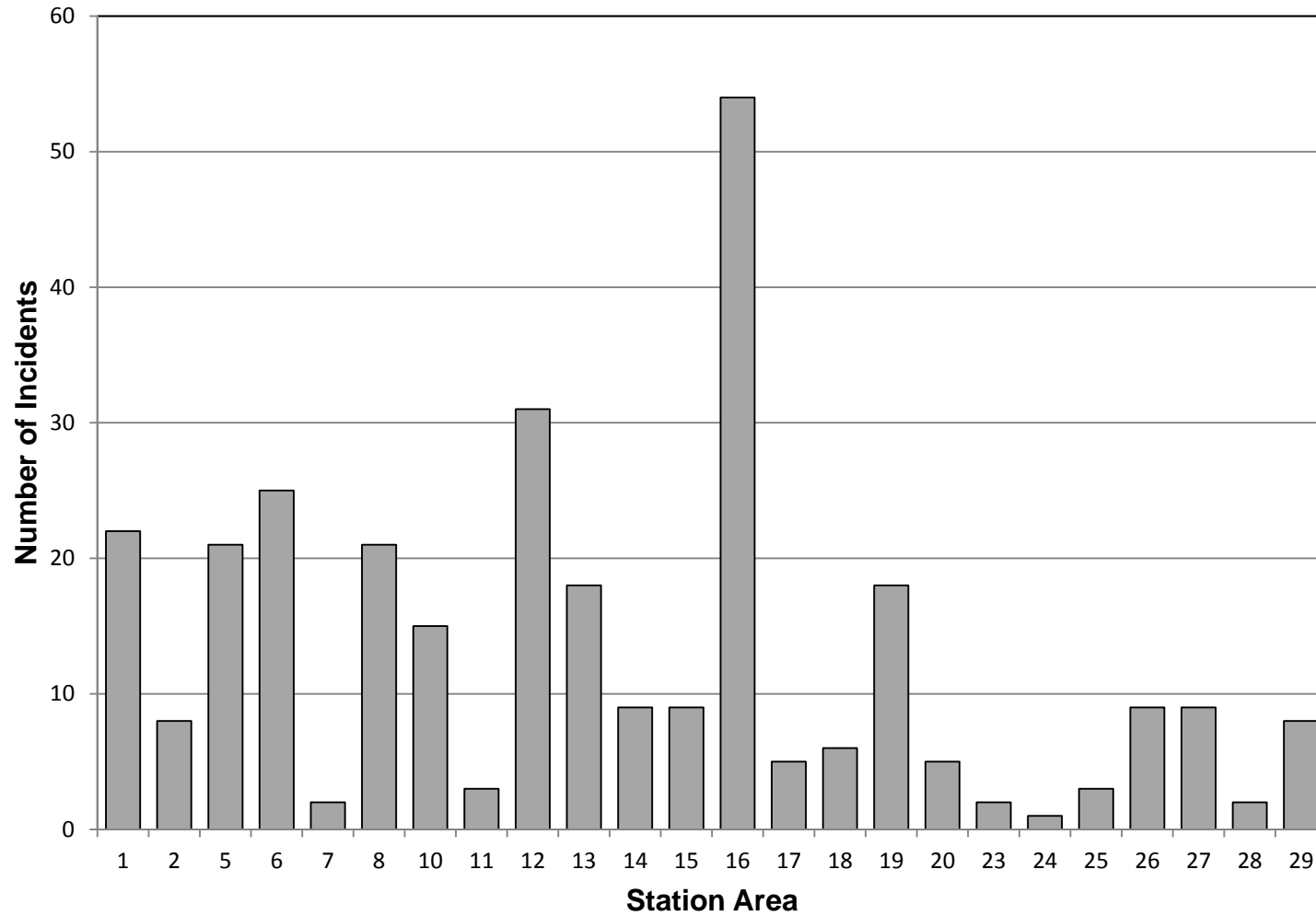
T13R1 Attendances By Month Of Year (2010-2014)



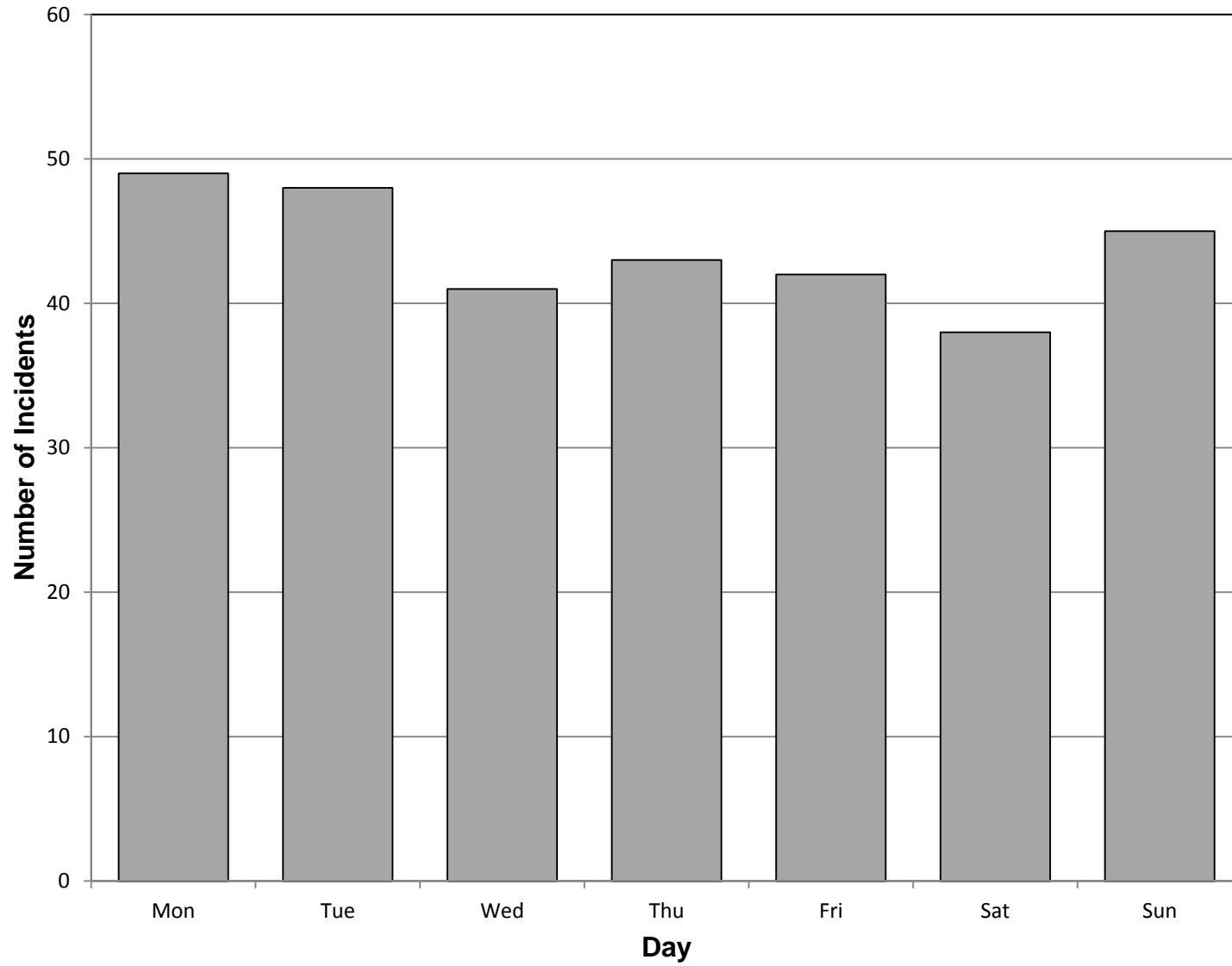
T13R1 Attendances By Hour Of Day (2010-2014)



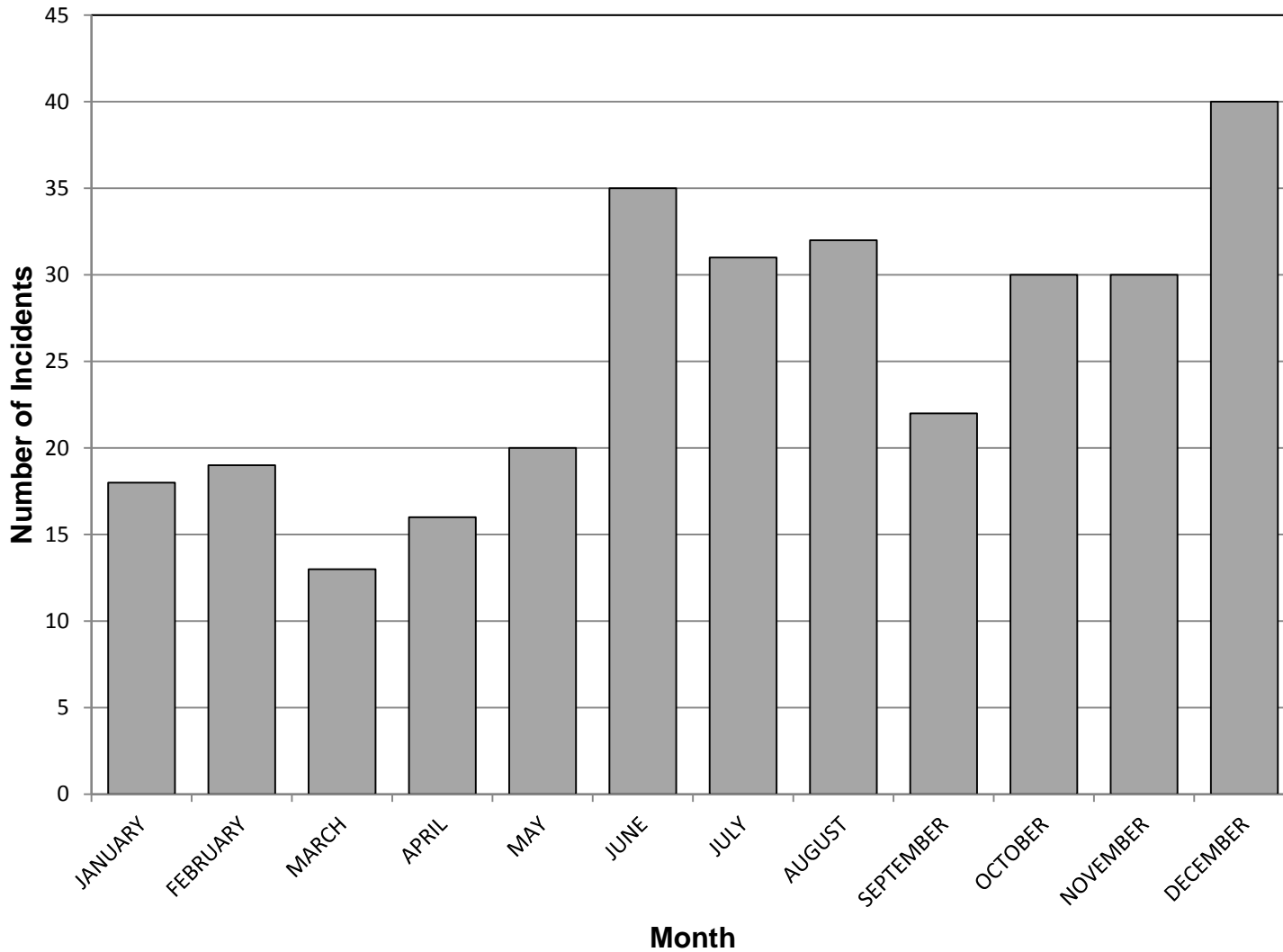
T13R2 Attendances By Station Area (2010-2014)



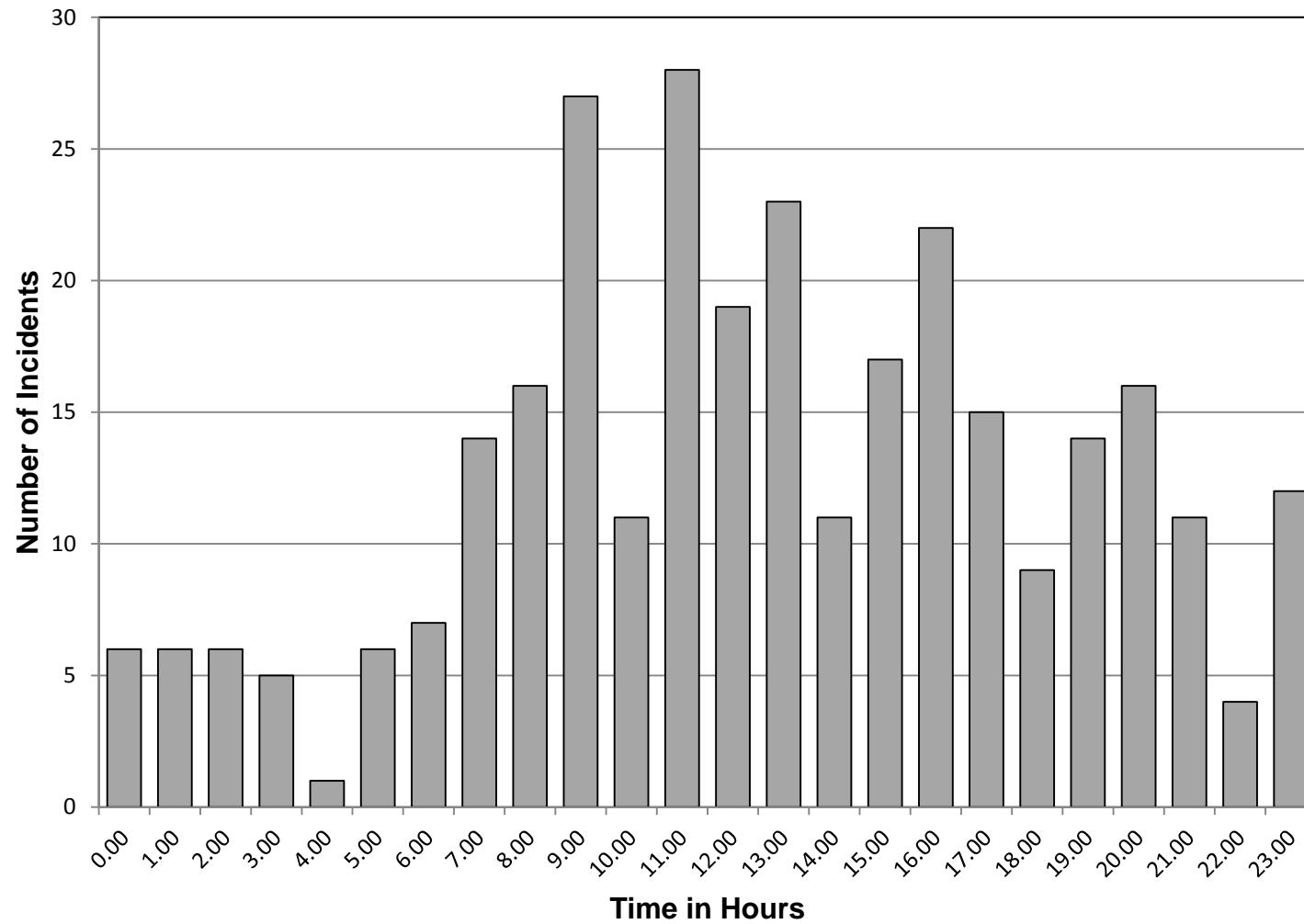
T13R2 Attendances By Day Of Week (2010-2014)



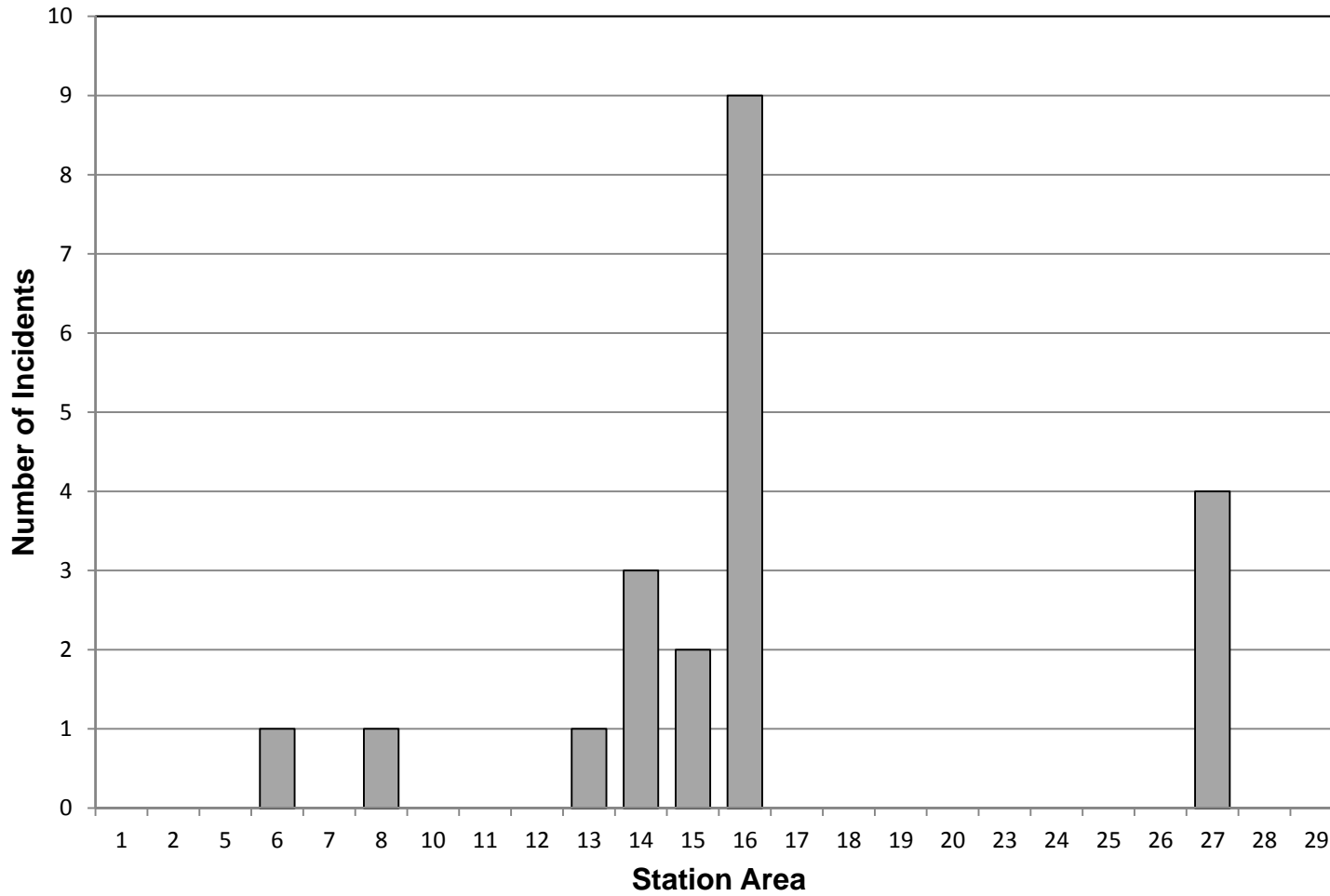
T13R2 Attendances By Month Of Year (2010-2014)



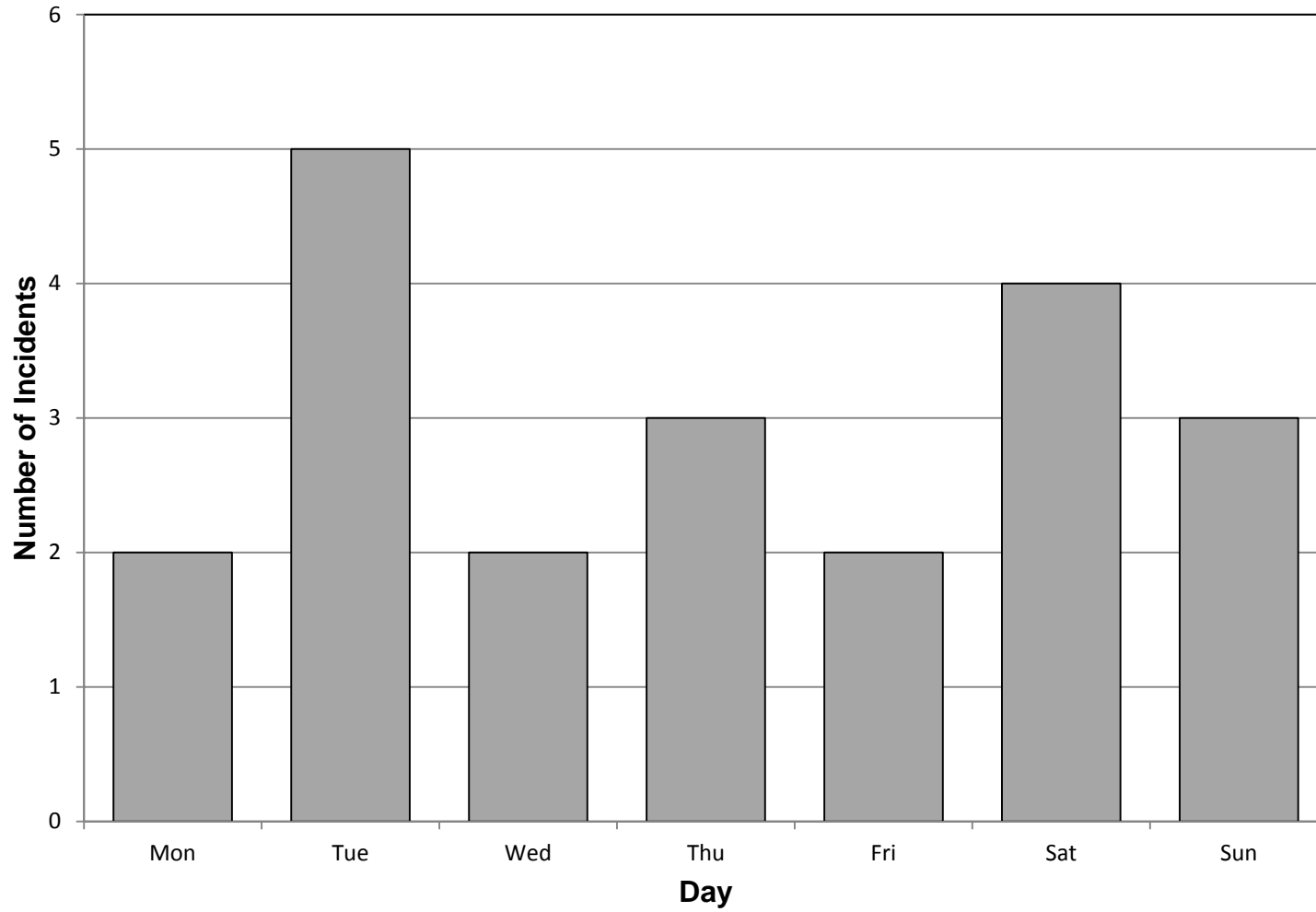
T13R2 Attendances By Hour Of Day (2010-2014)



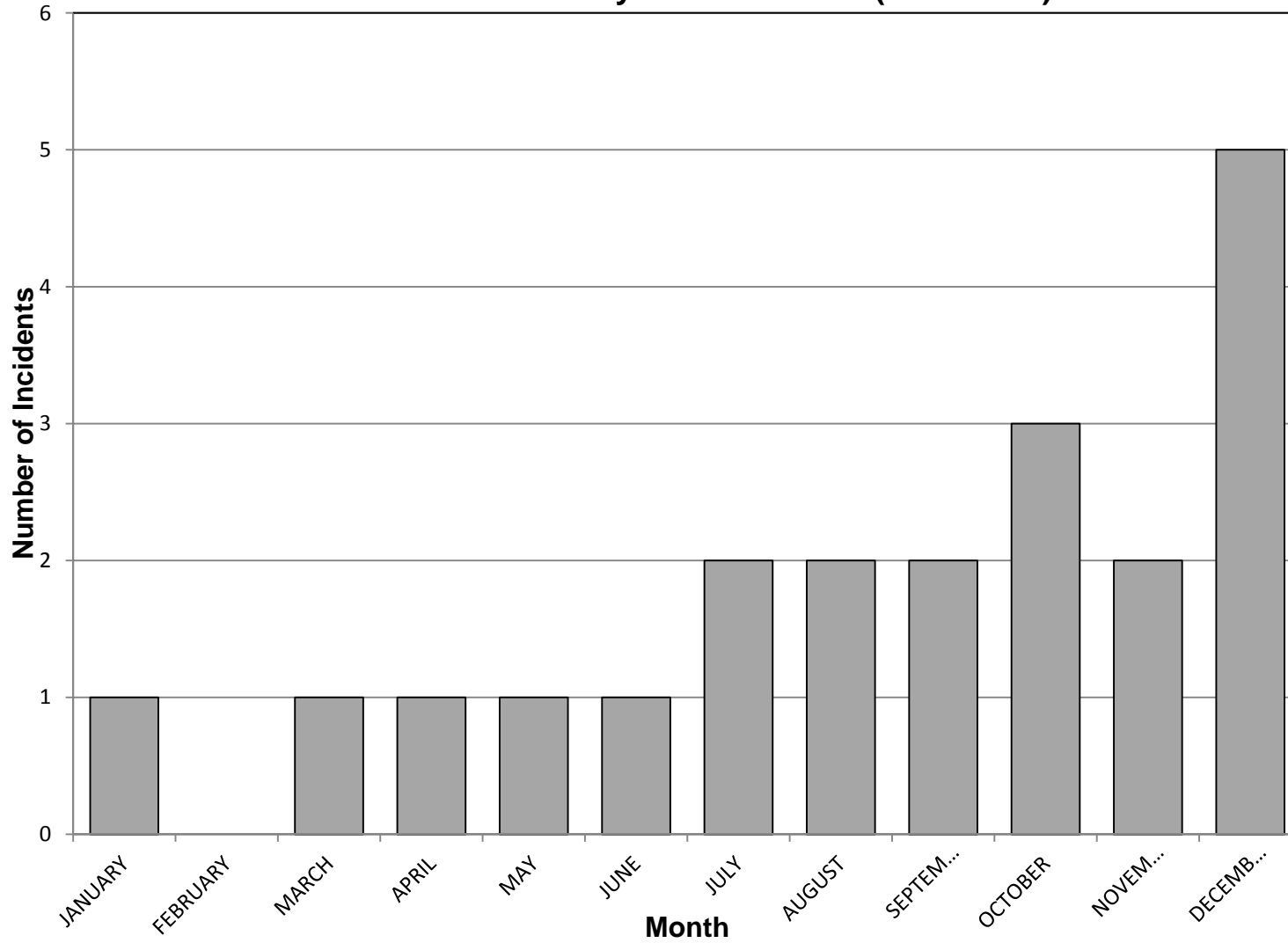
T16S1 Attendances By Station Area (2010-2014)



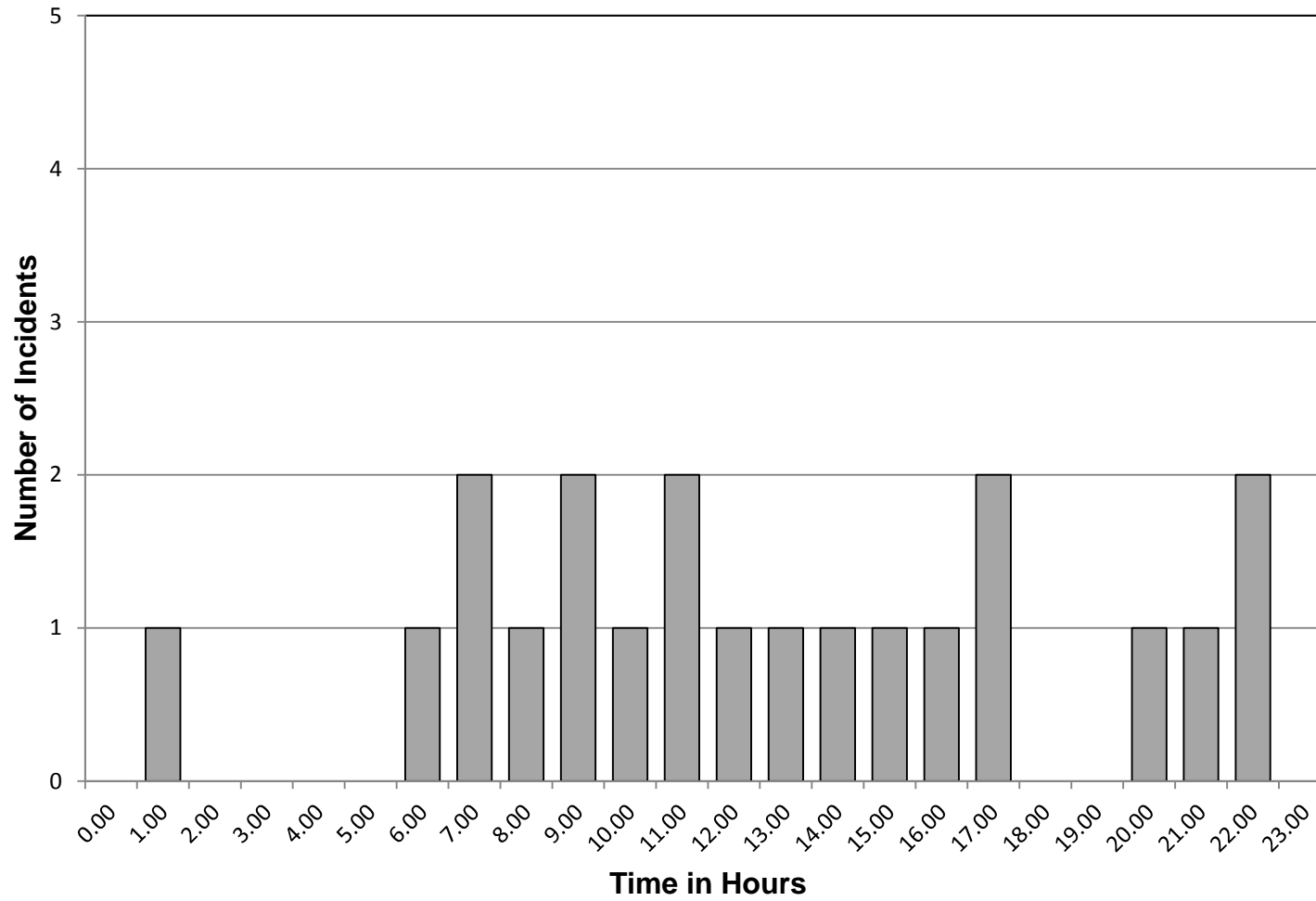
T16S1 Attendances By Day Of Week (2010-2014)



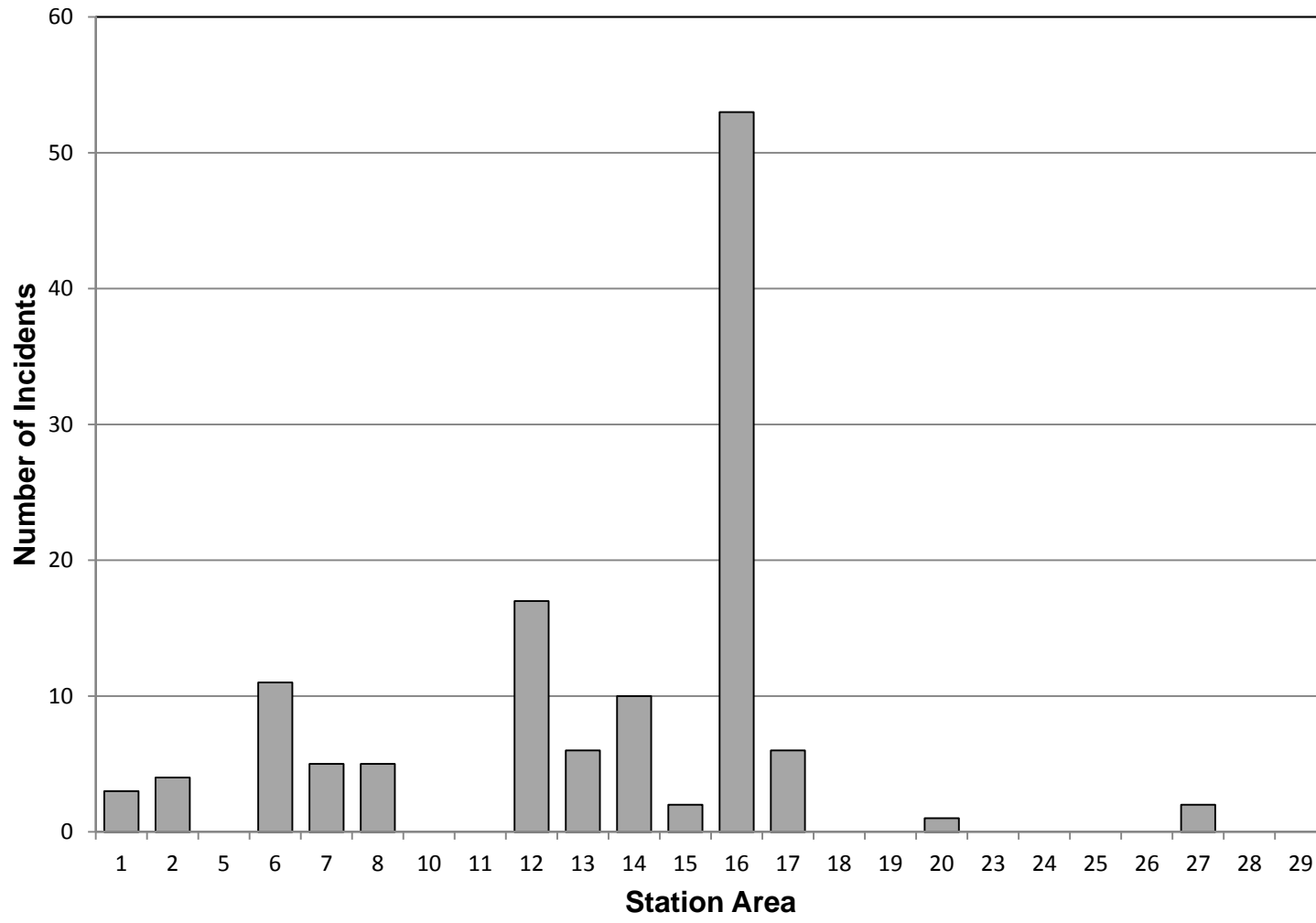
T16S1 Attendances By Month Of Year (2010-2014)



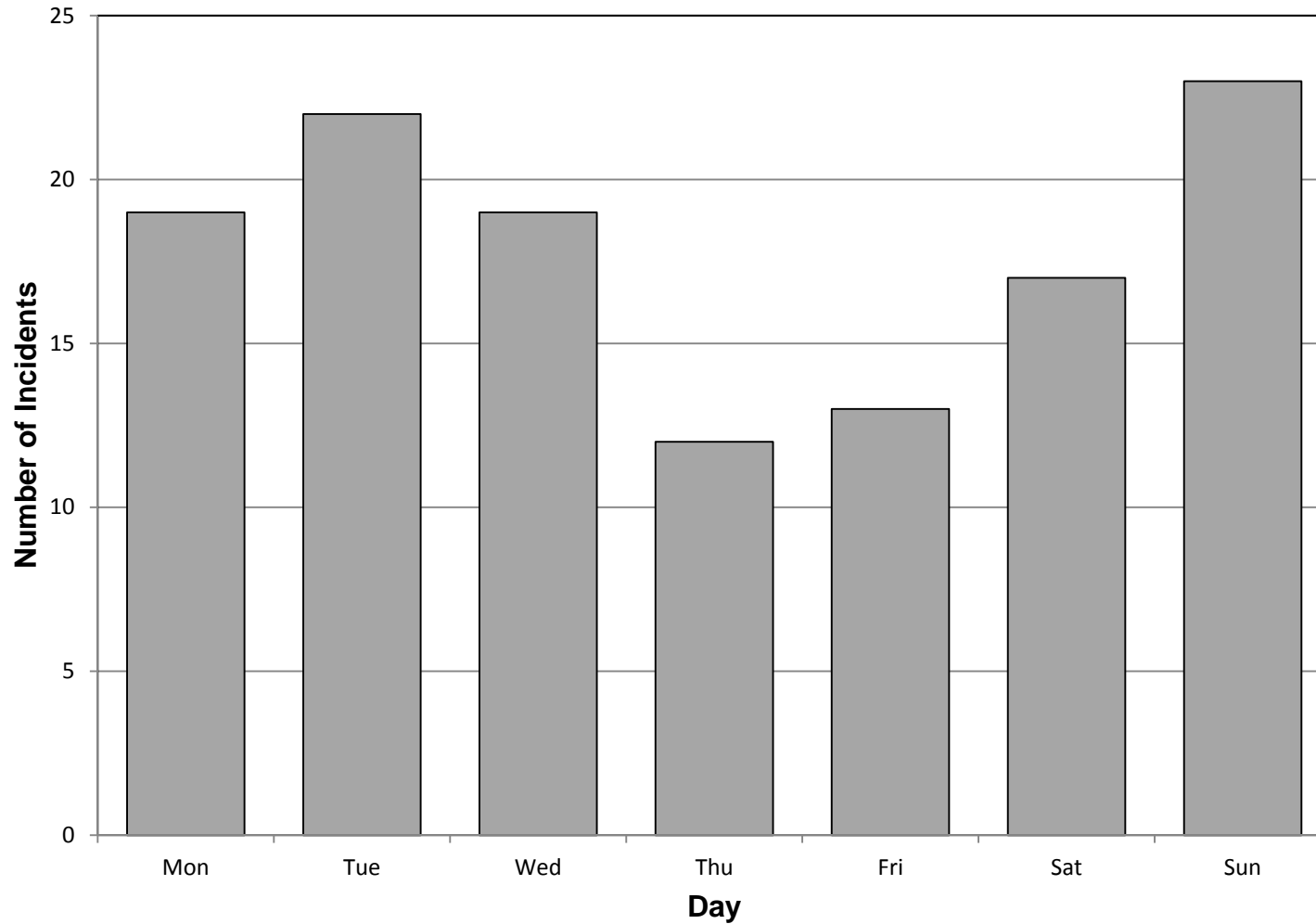
T16S1 Attendances By Hour Of Day (2010-2014)



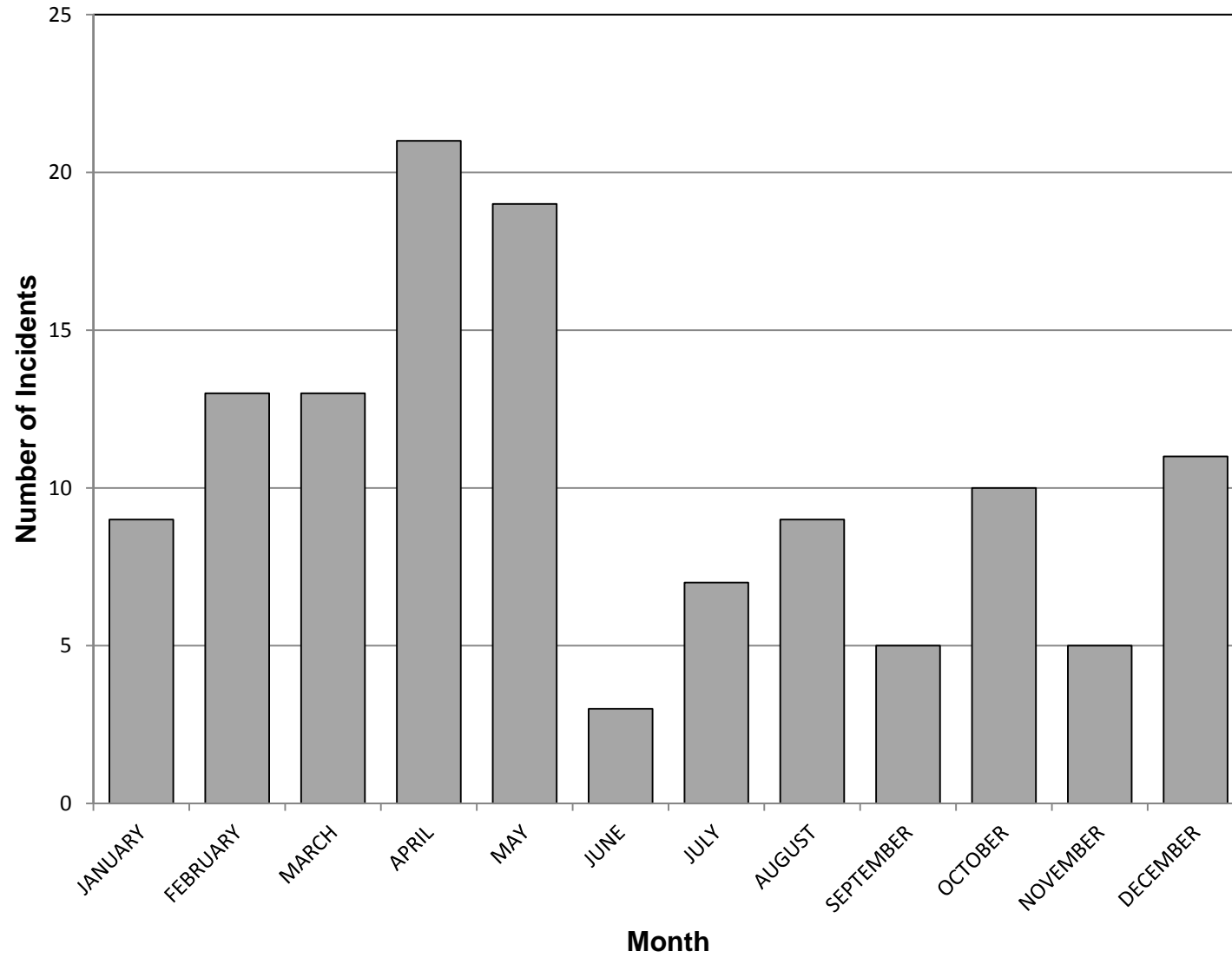
T16R1 Attendances By Station Area (2010-2014)



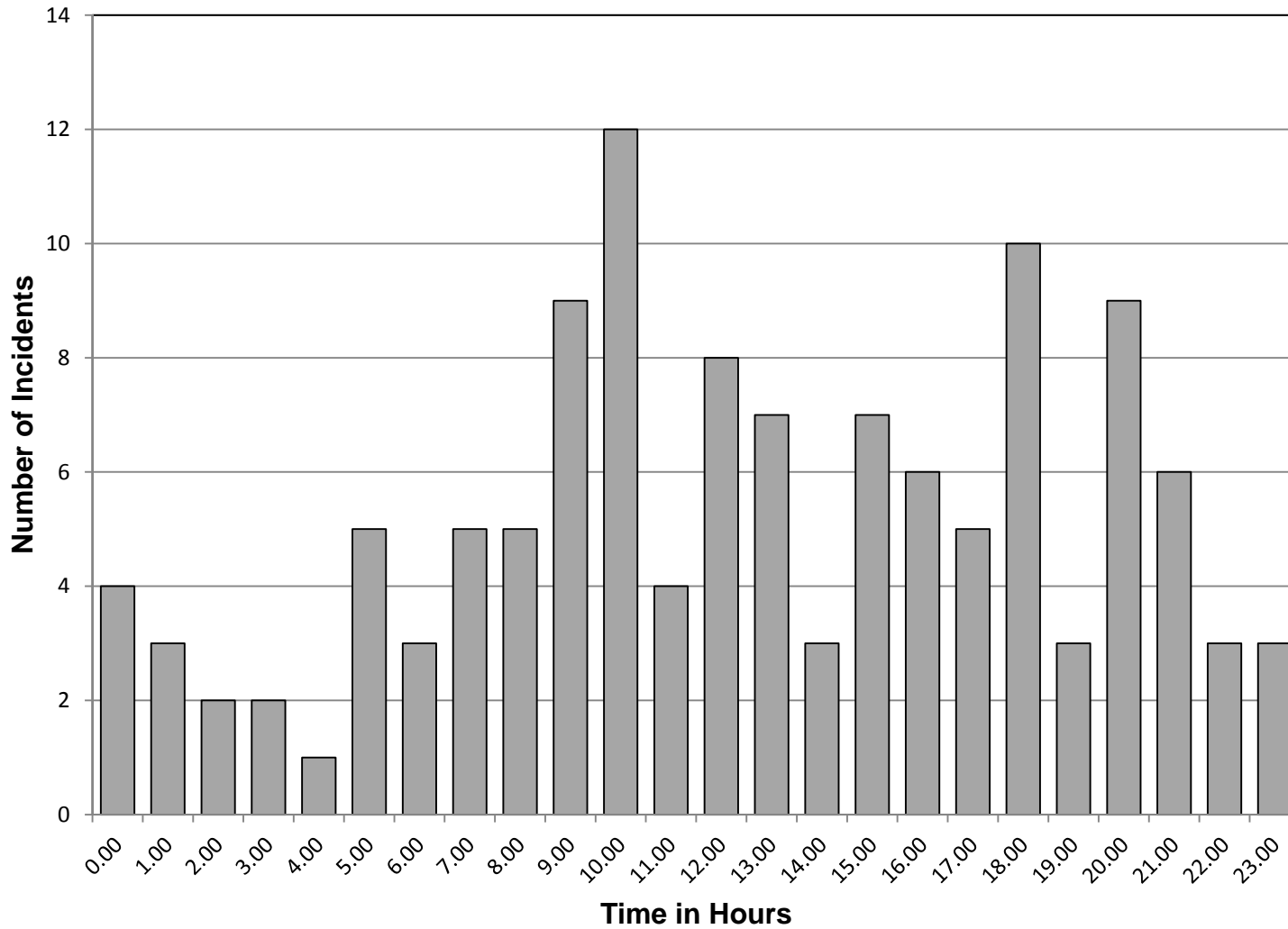
T16R1 Attendances By Day Of Week (2010-2014)



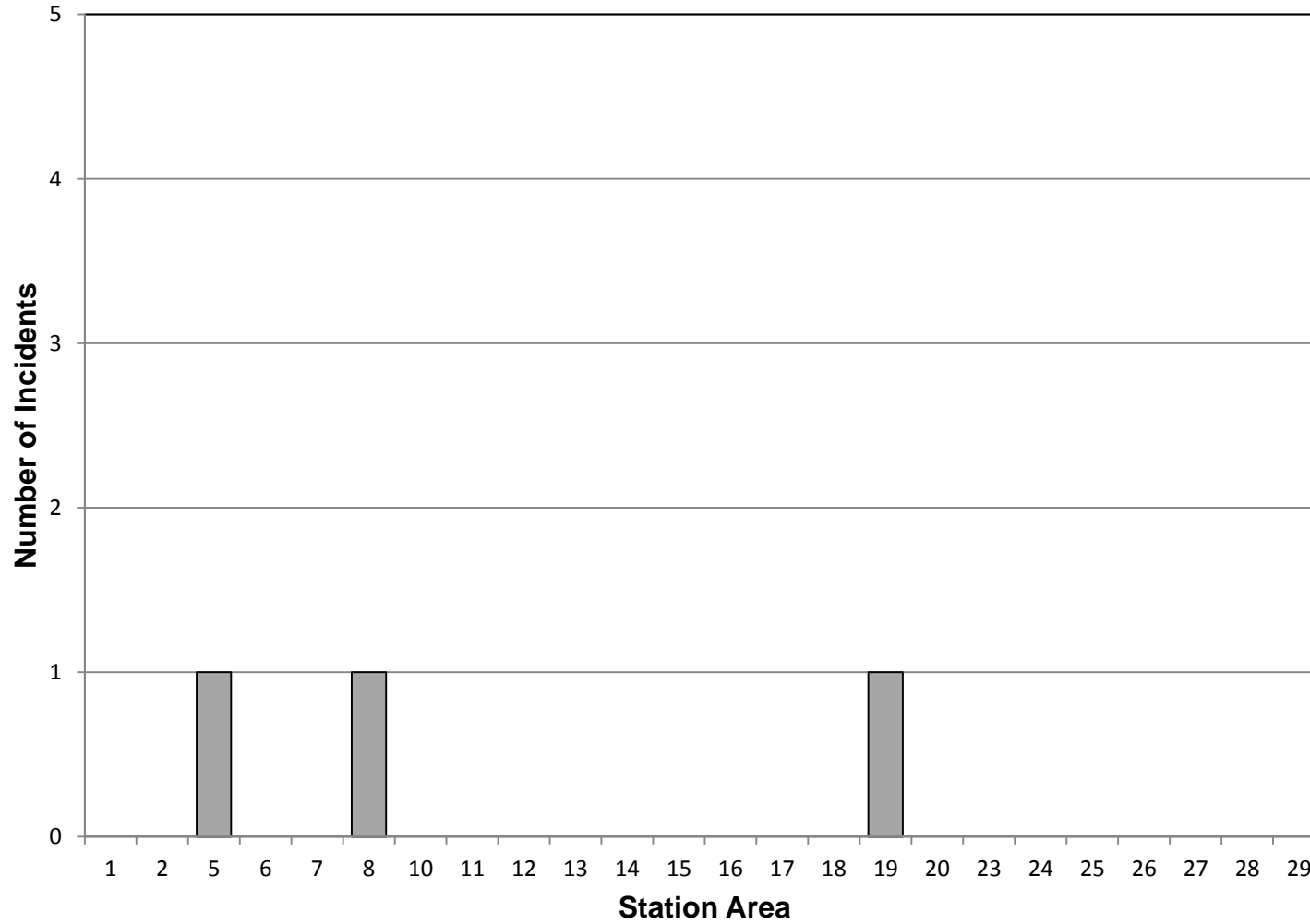
T16R1 Attendances By Month Of Year (2010-2014)



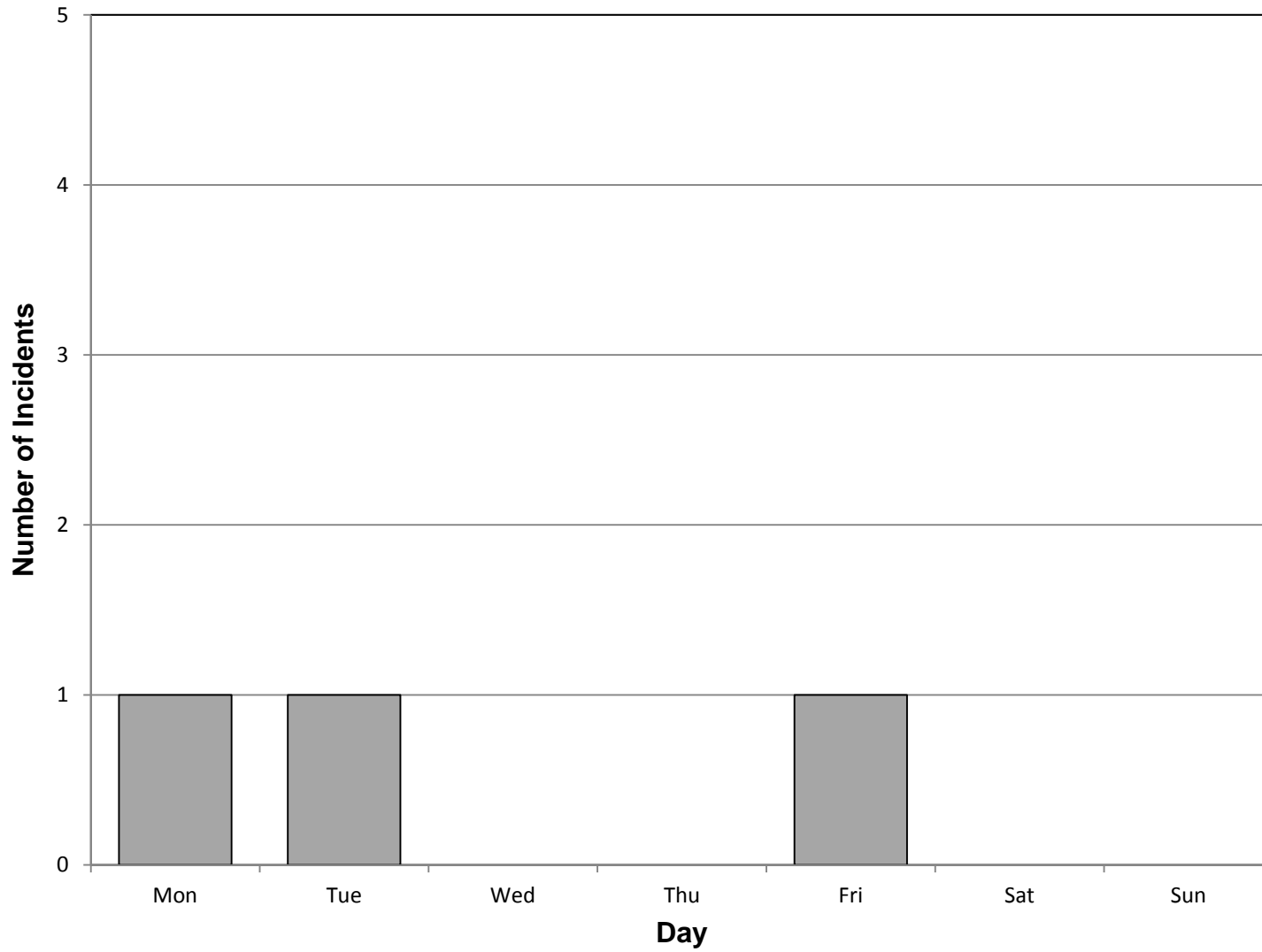
T16R1 Attendances By Hour Of Day (2010-2014)



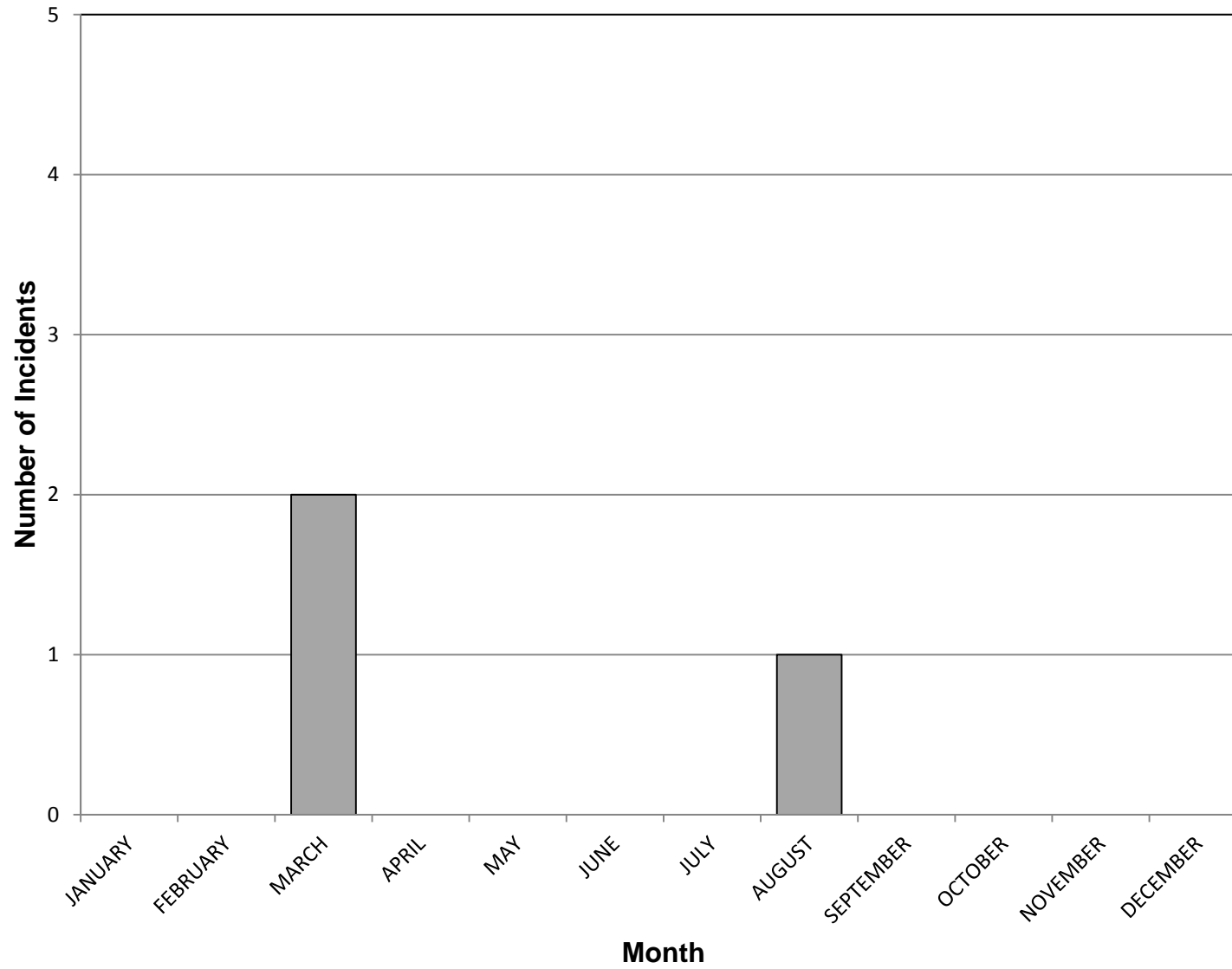
T19H9 Attendances By Station Area (2010-2014)



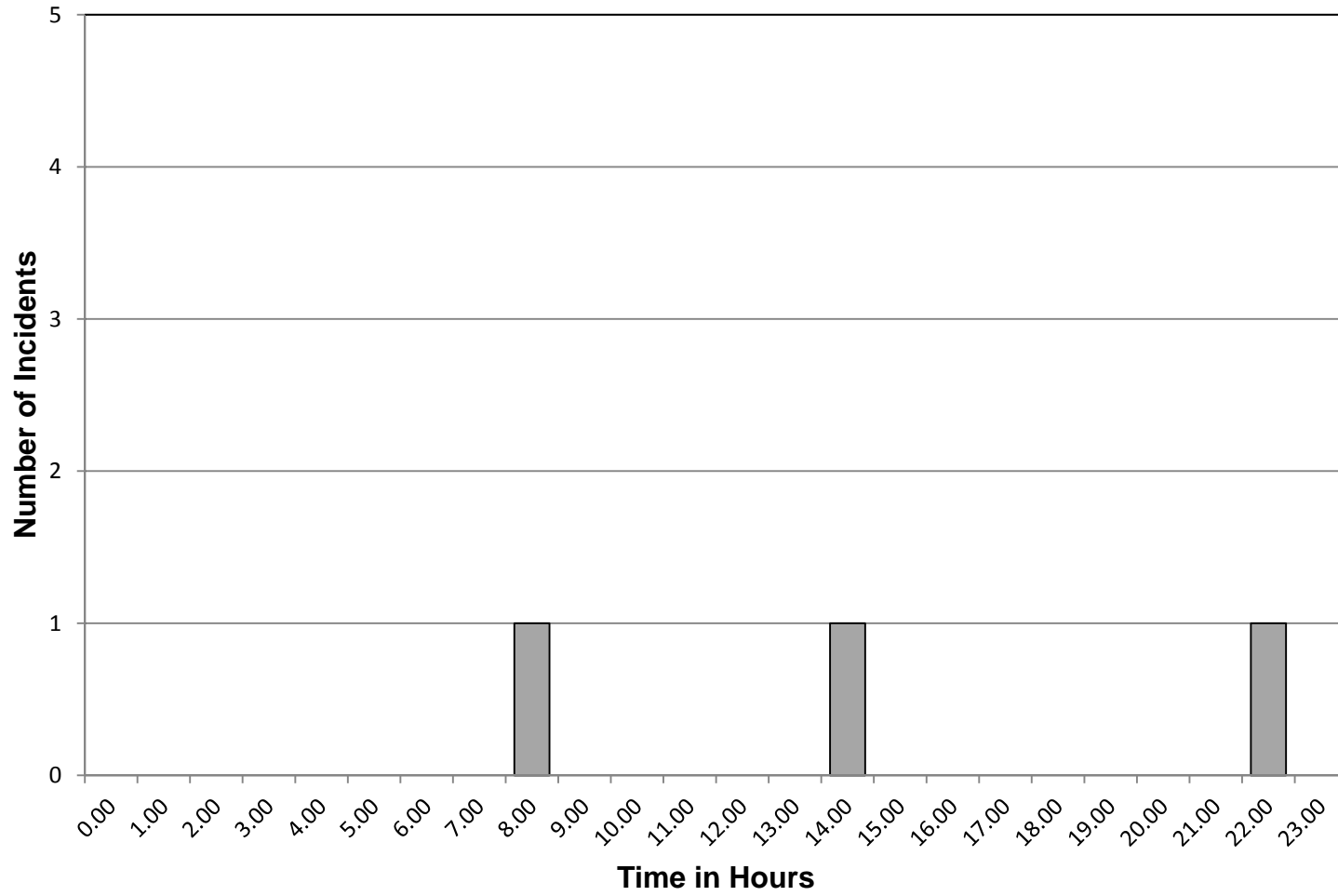
T19H9 Attendances By Day Of Week (2010-2014)



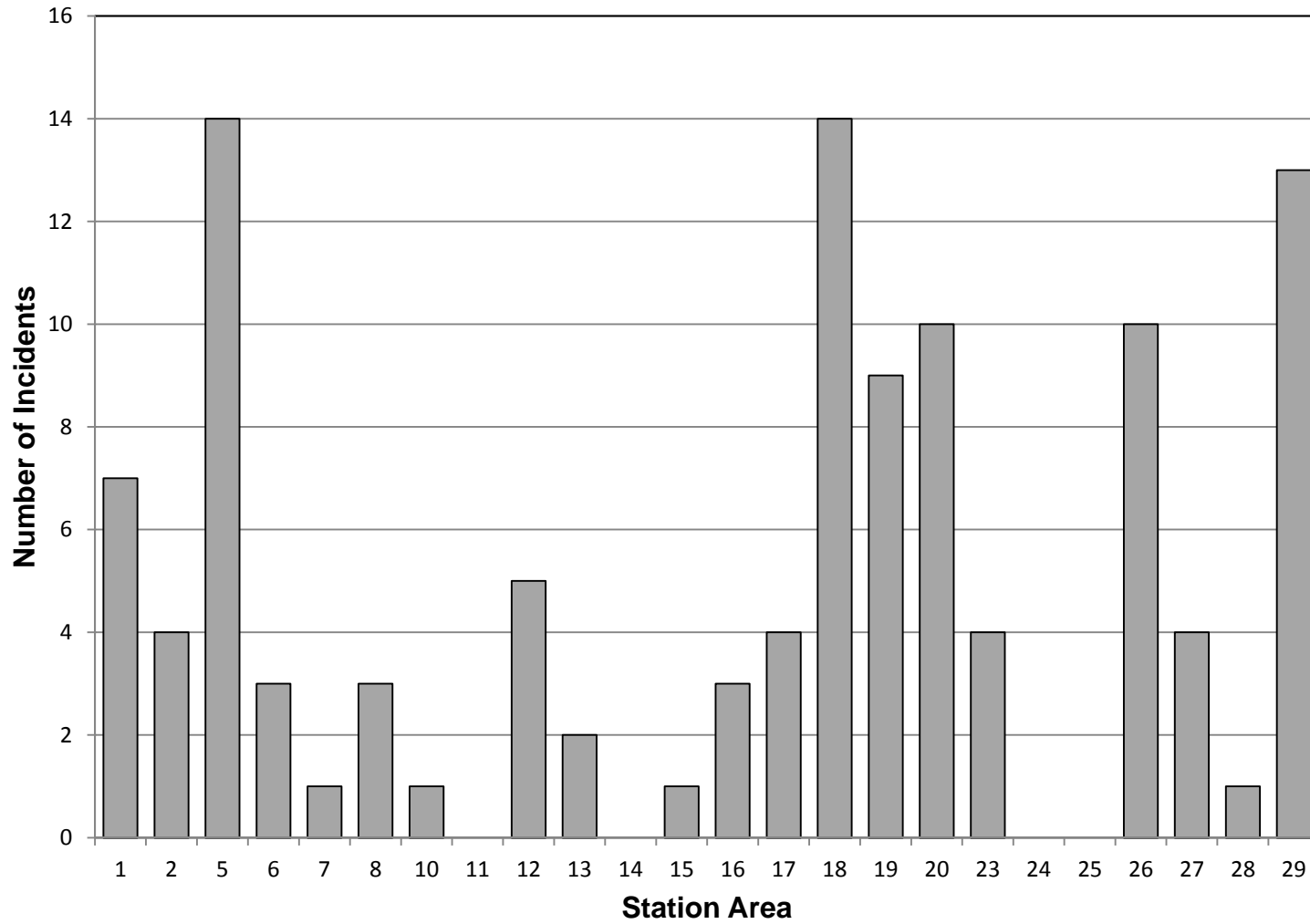
T19H9 Attendances By Month Of Year (2010-2014)



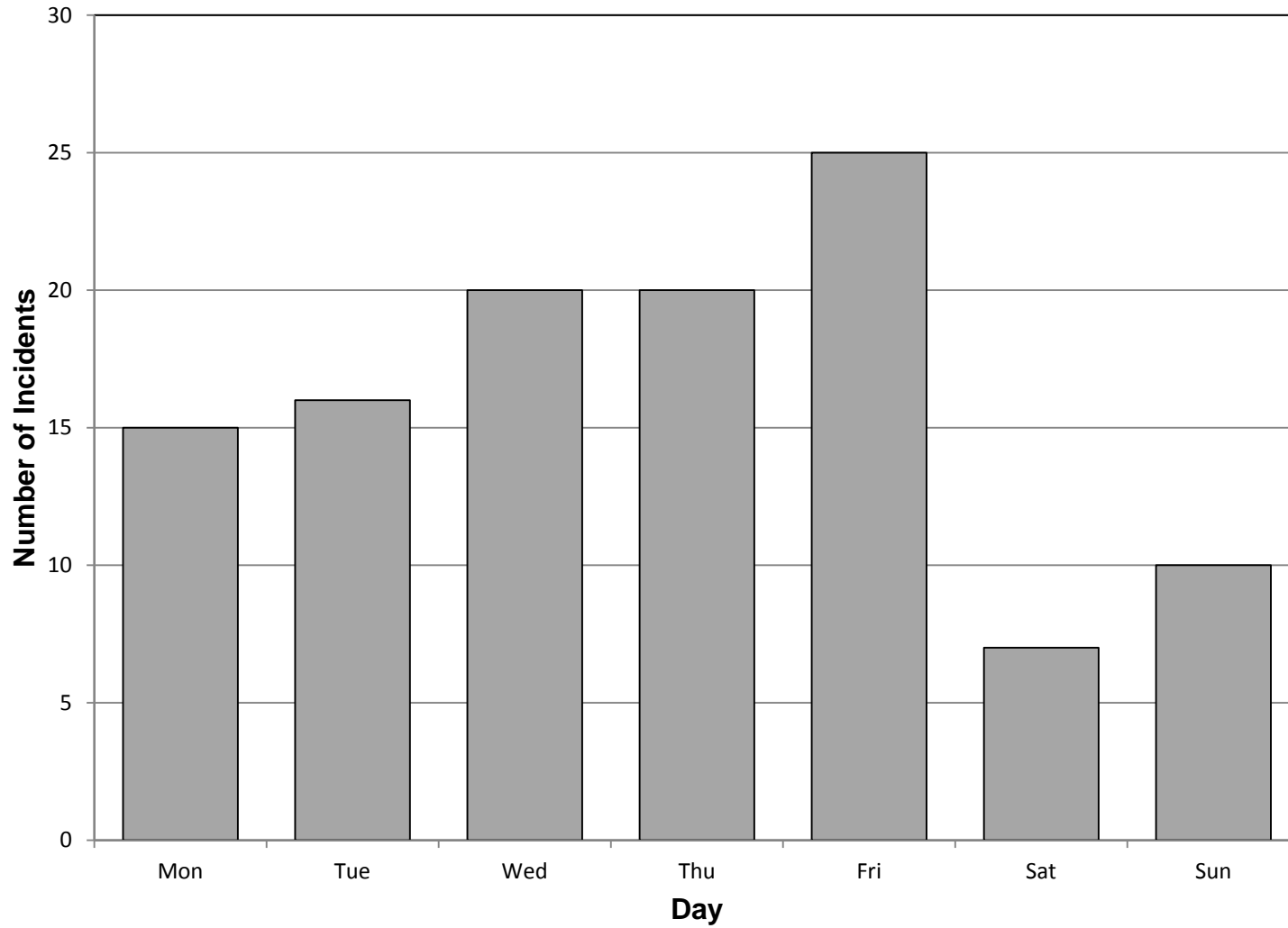
T19H9 Attendances By Hour Of Day (2010-2014)



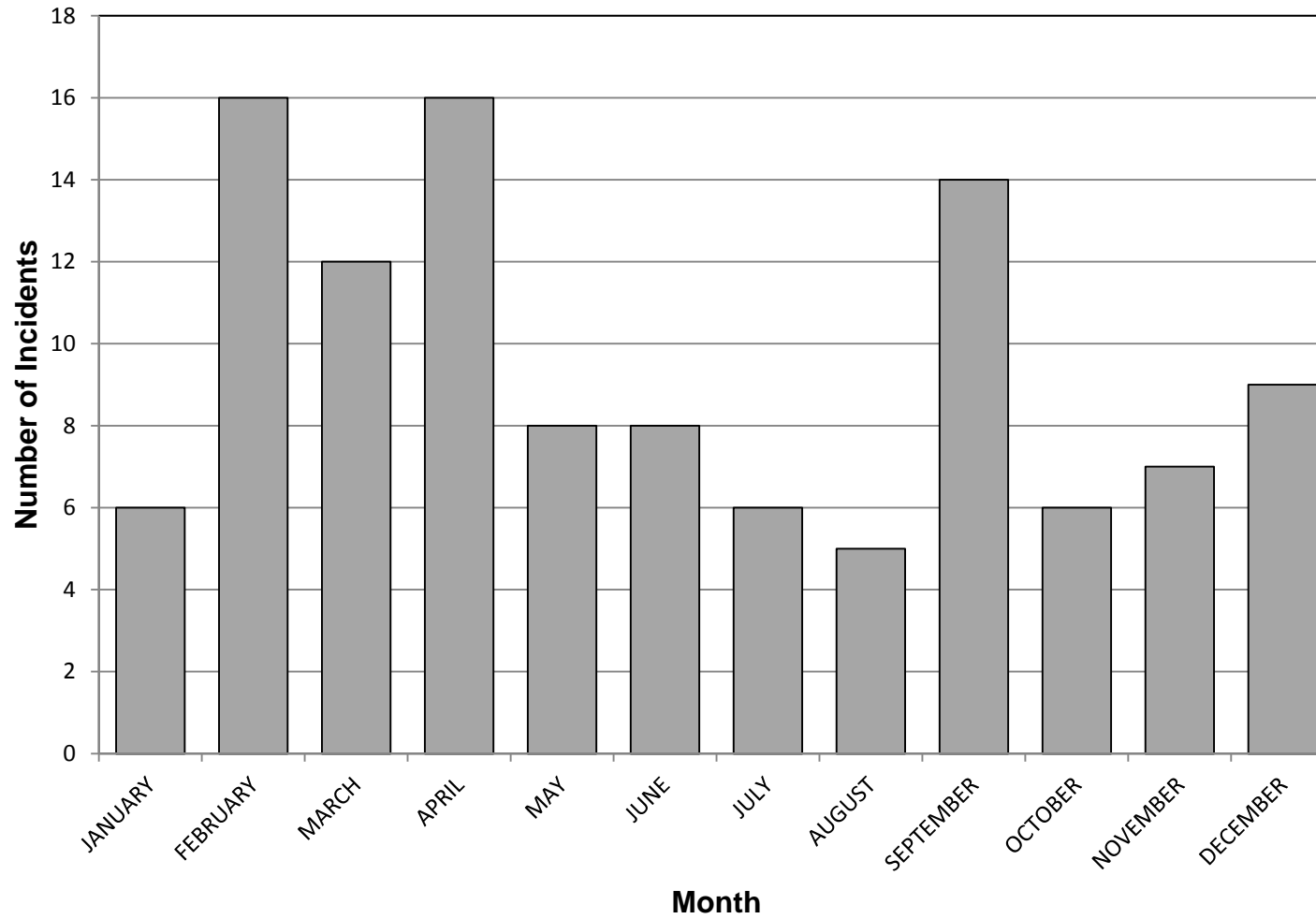
T20H1 Attendances By Station Area (2010-2014)



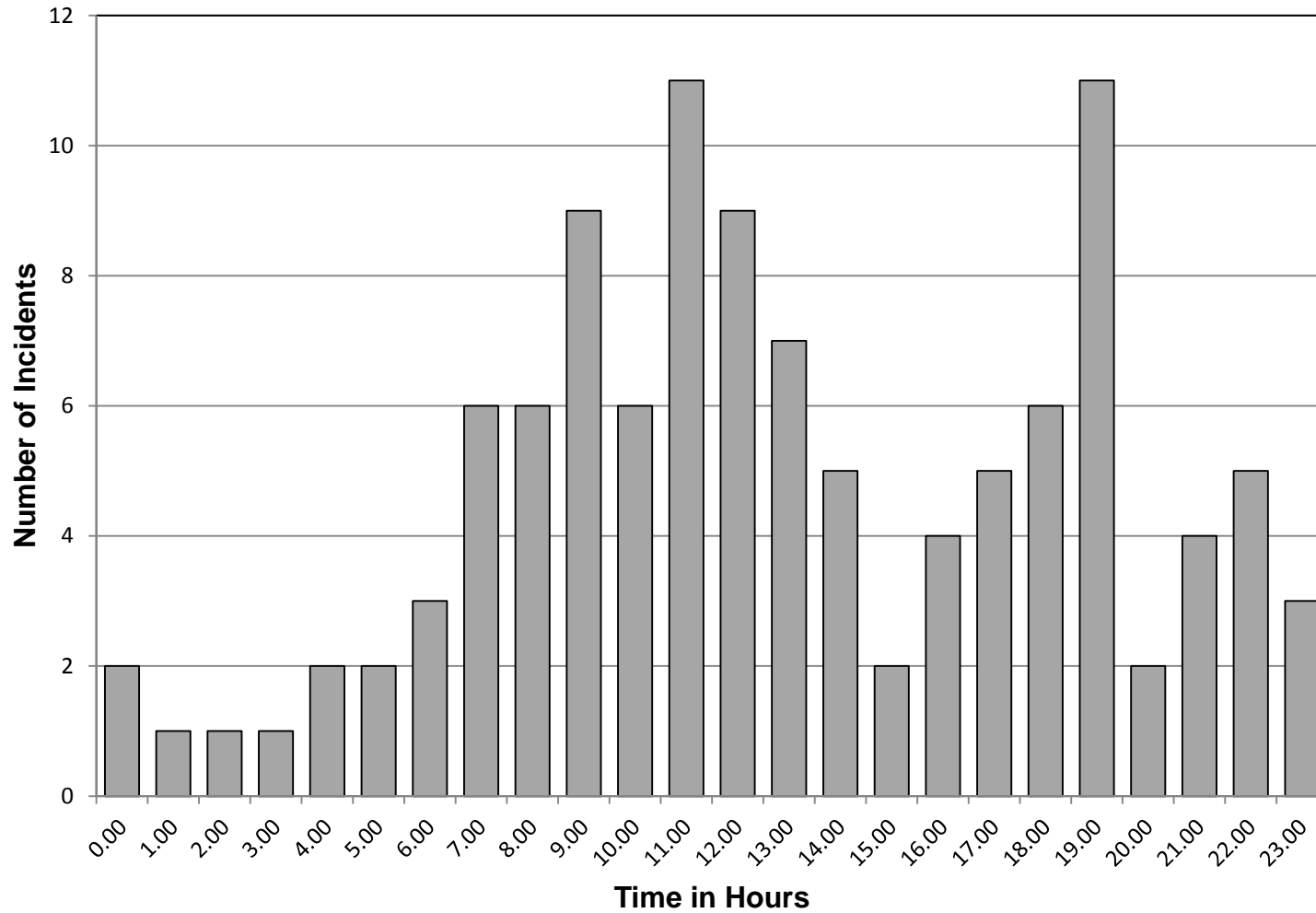
T20H1 Attendances By Day Of Week (2010-2014)



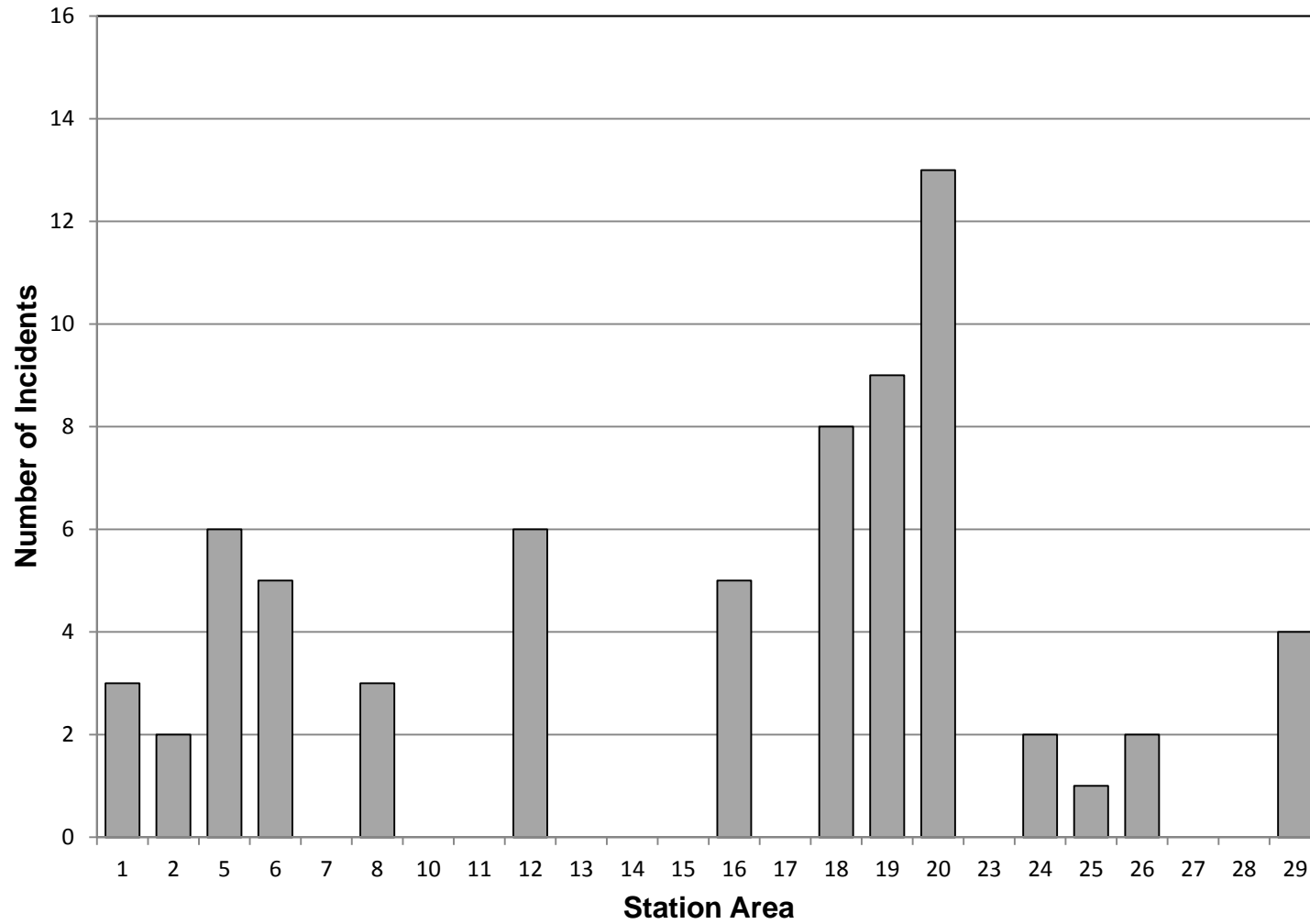
T20H1 Attendances By Month Of Year (2010-2014)



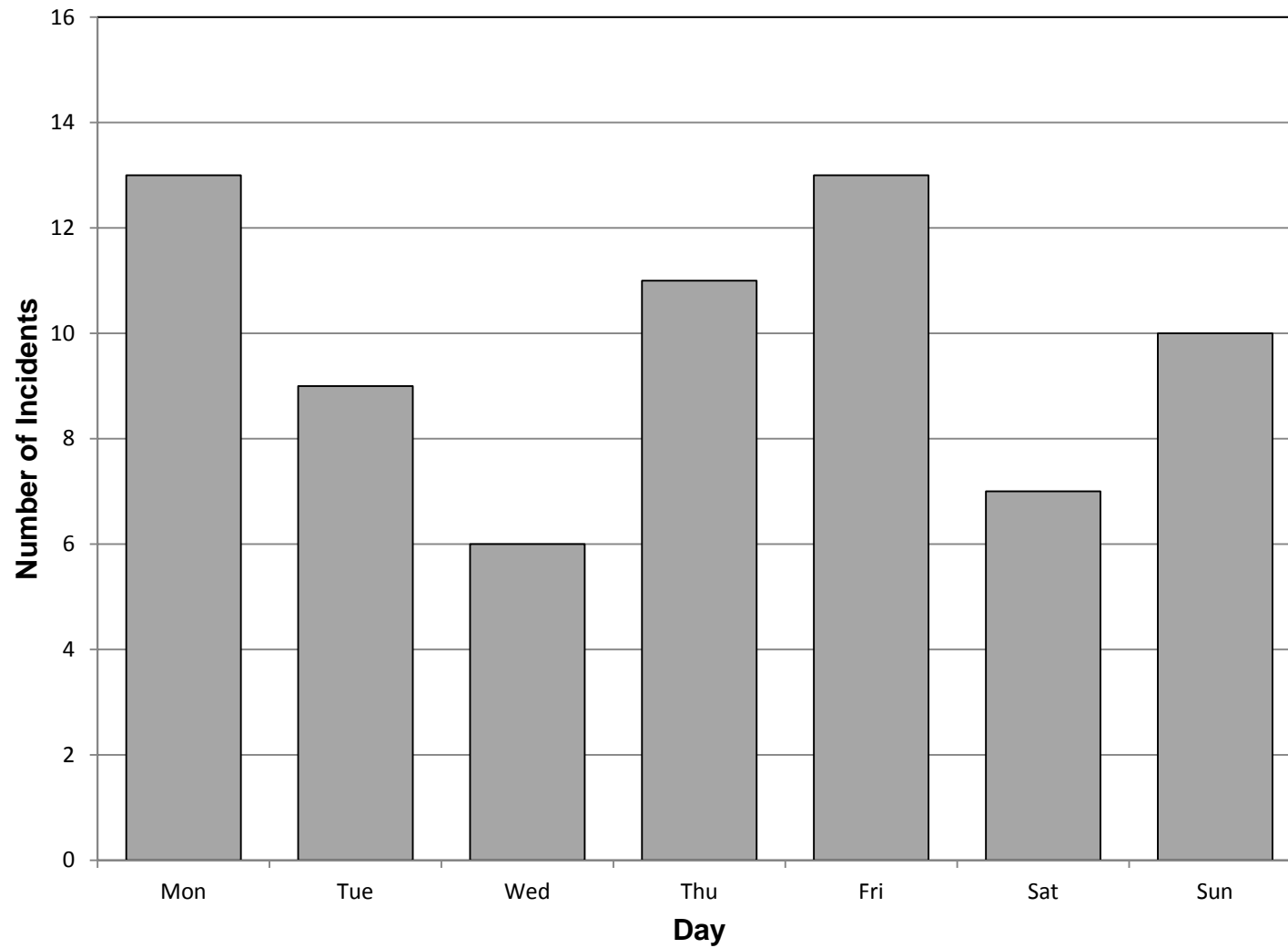
T20H1 Attendances By Hour Of Day (2010-2014)



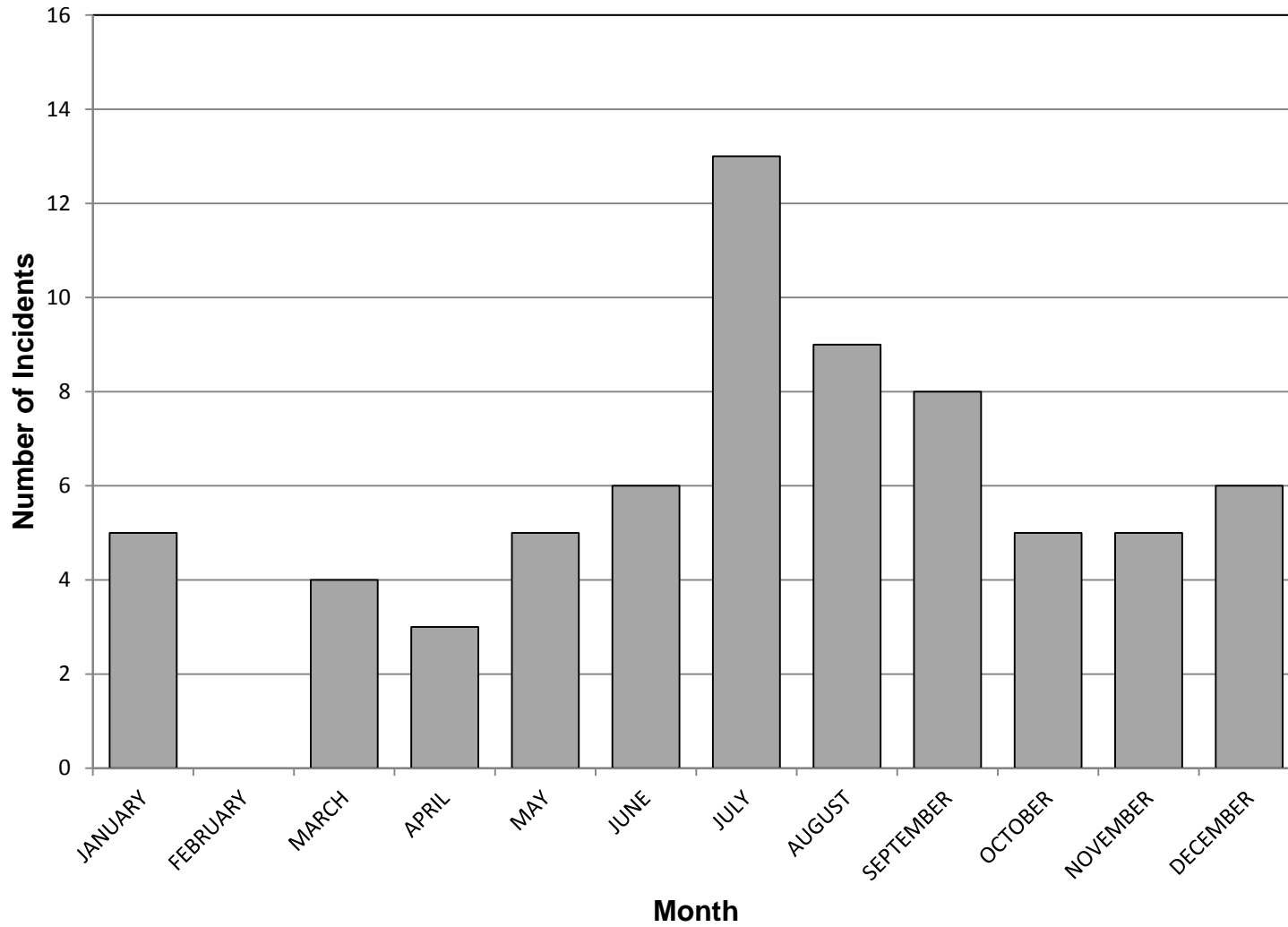
T23S1 Attendances By Station Area (2010-2014)



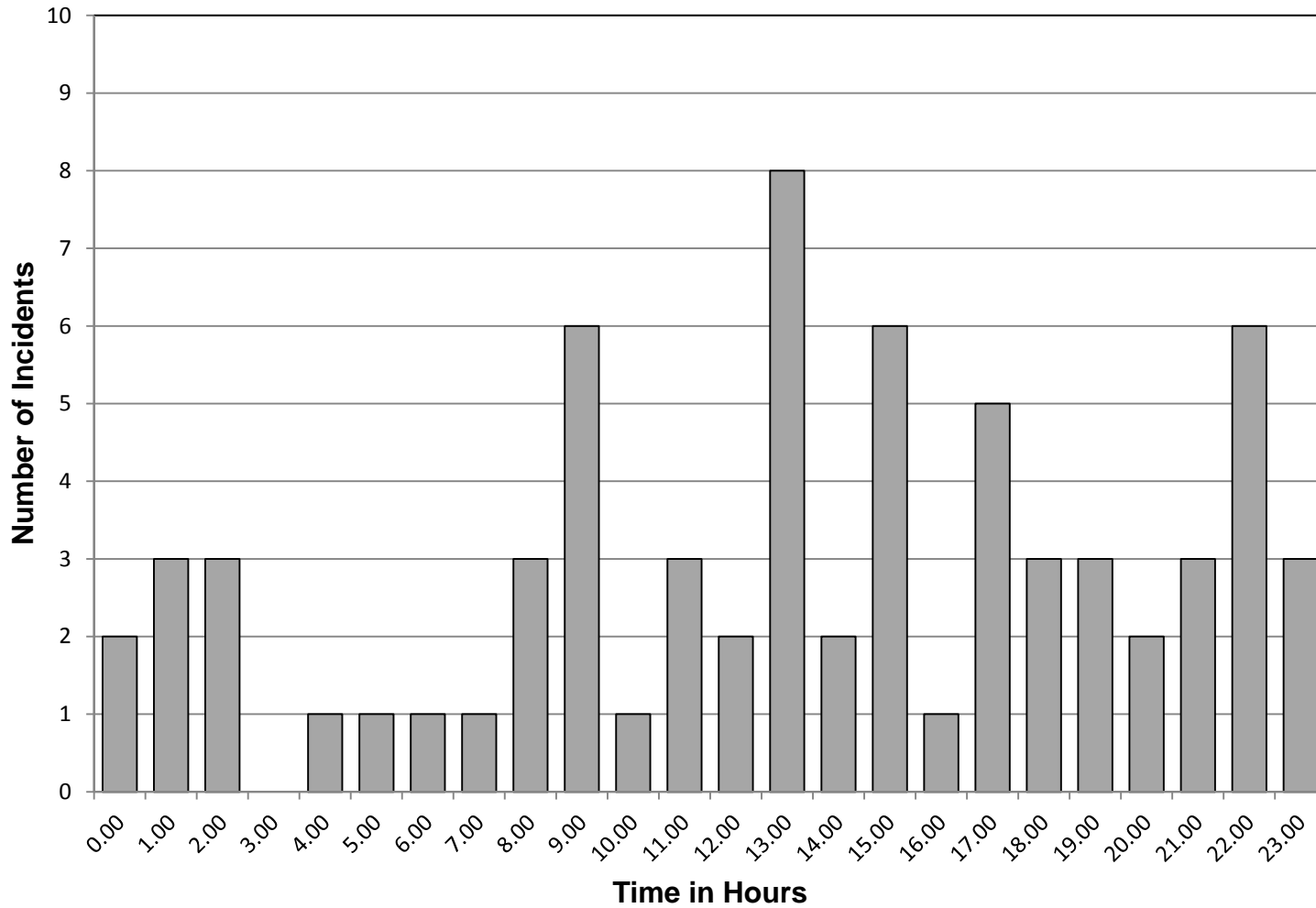
T23S1 Attendances By Day Of Week (2010-2014)



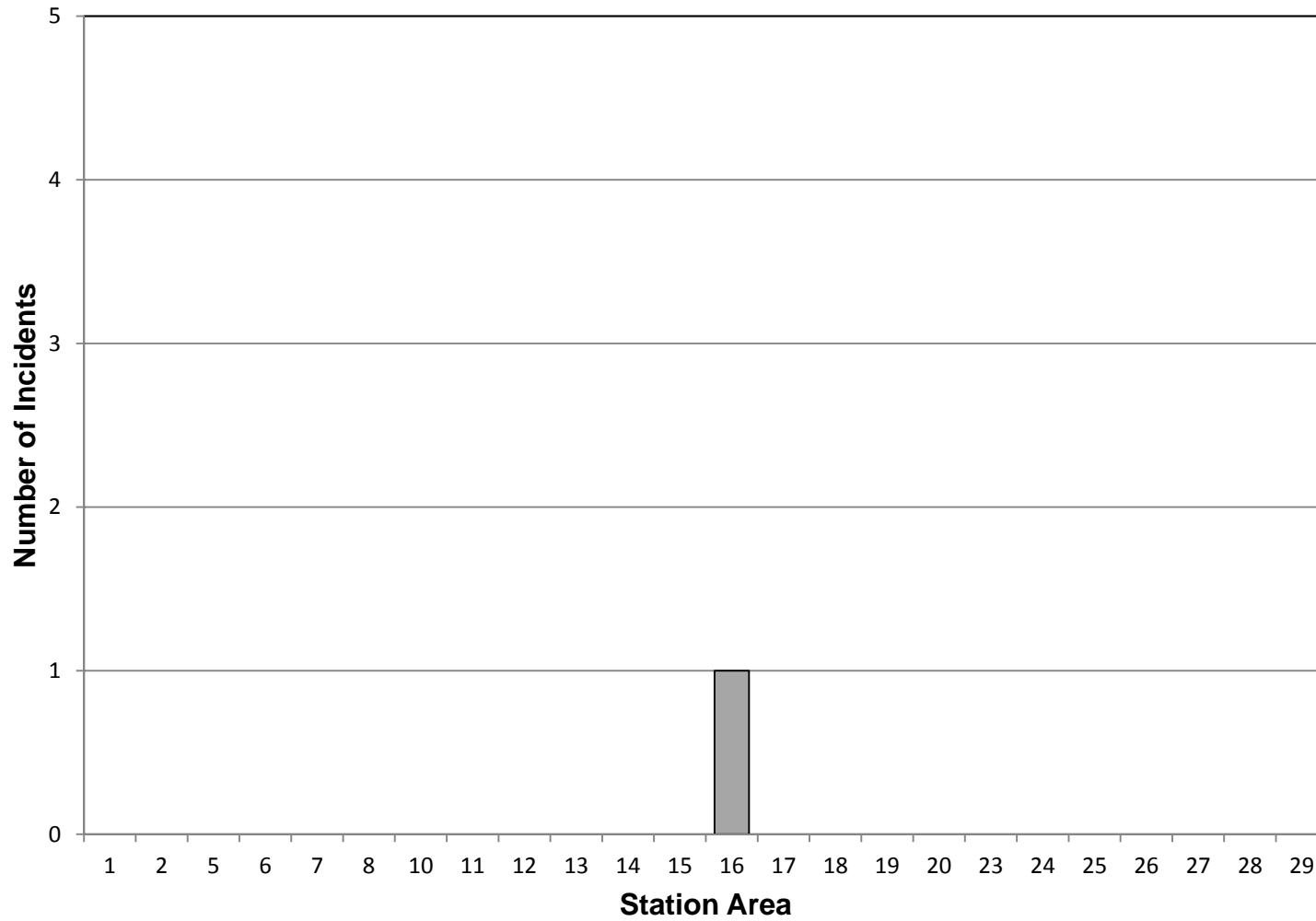
T23S1 Attendances By Month Of Year (2010-2014)



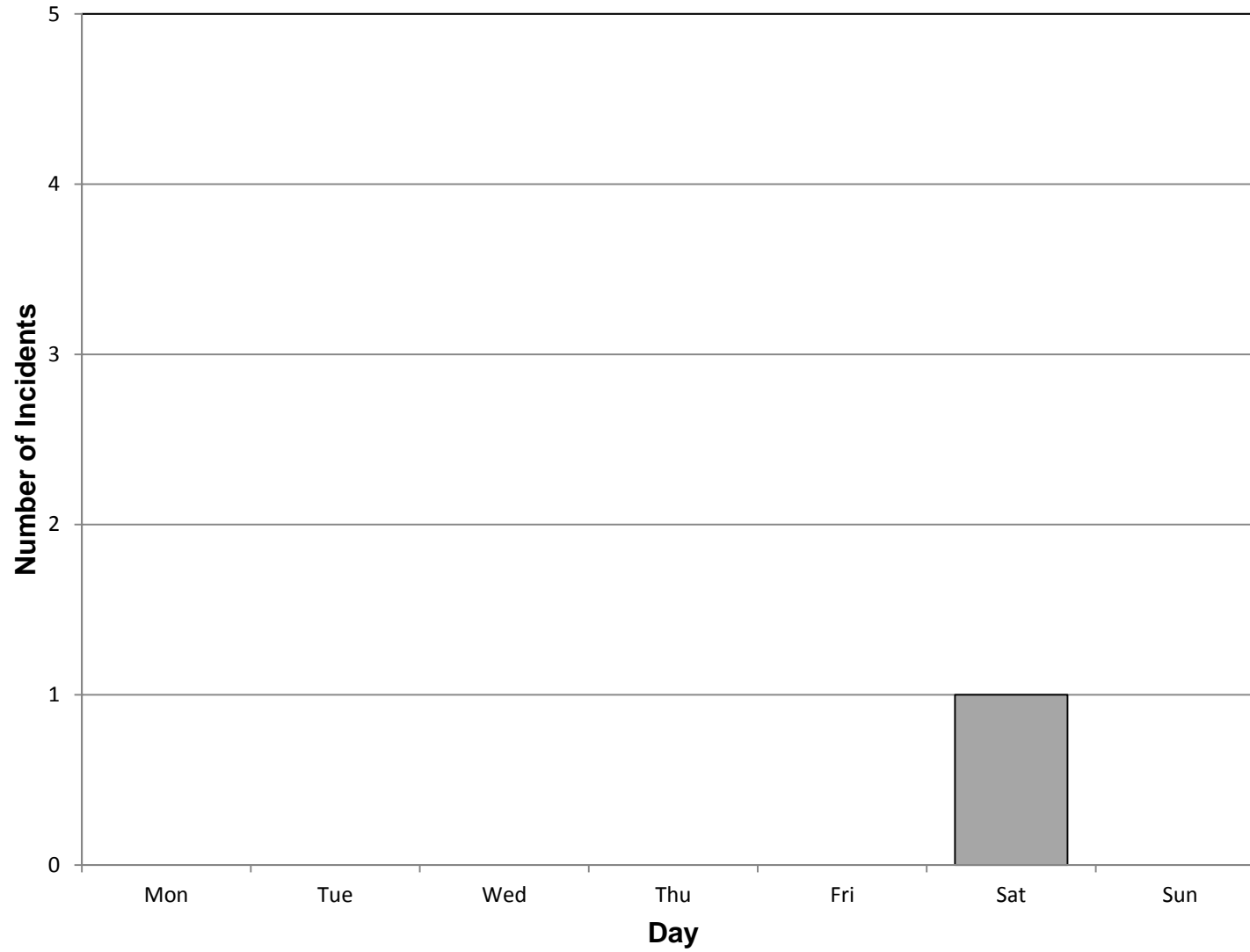
T23S1 Attendances By Hour Of Day (2010-2014)



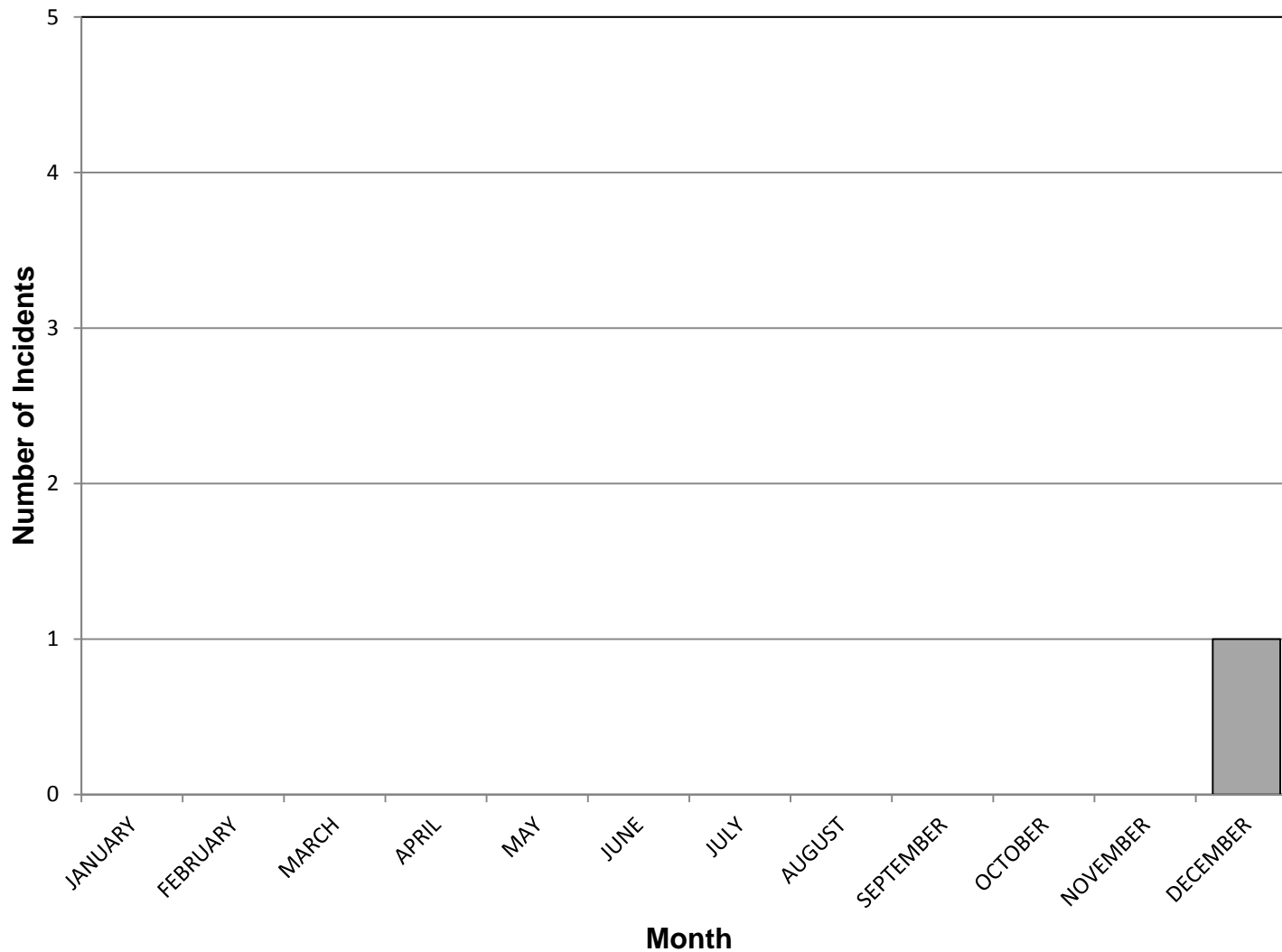
T027S1 Attendances By Station Area (2010-2014)



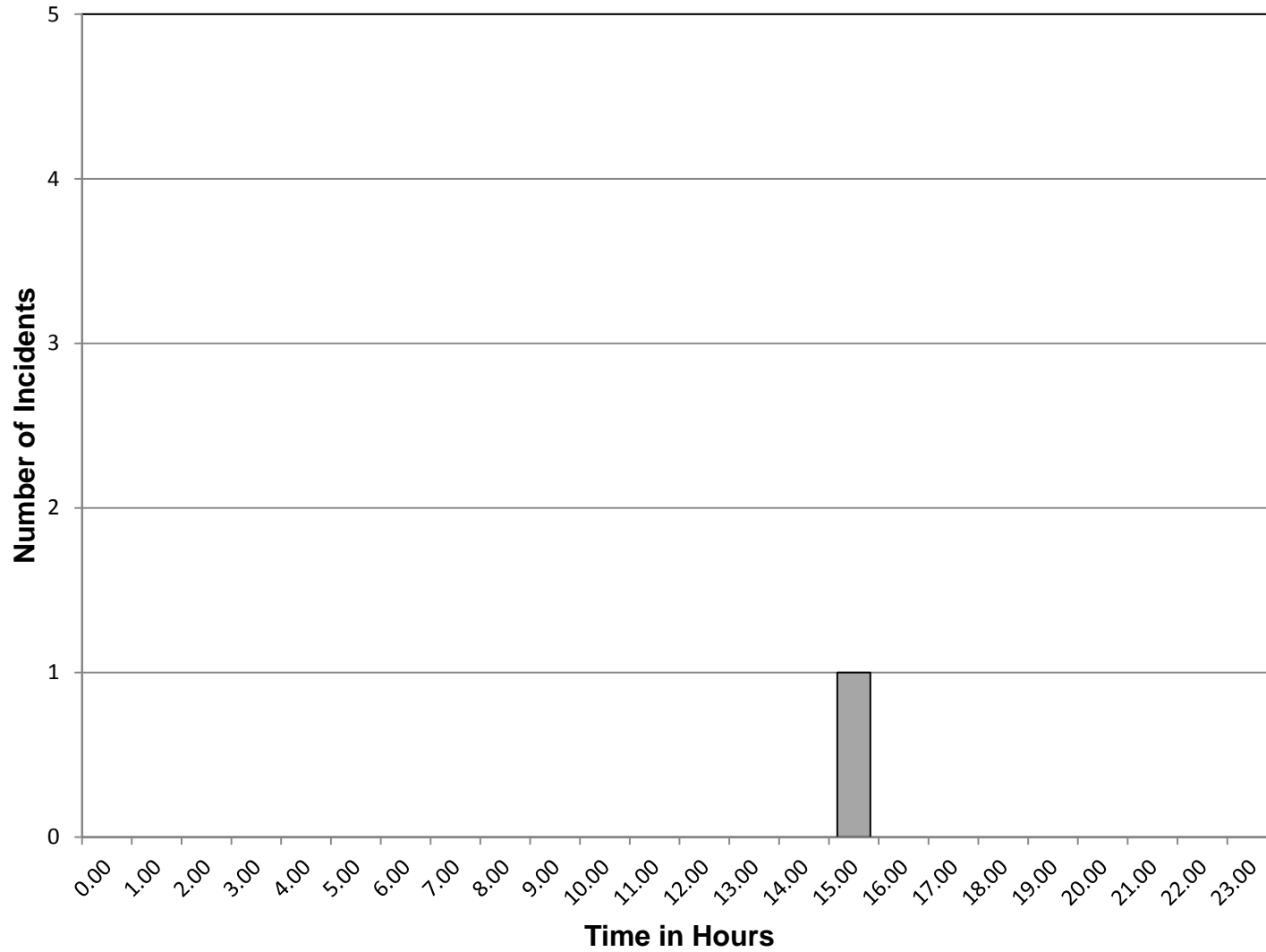
T27S1 Attendances By Day Of Week (2010-2014)



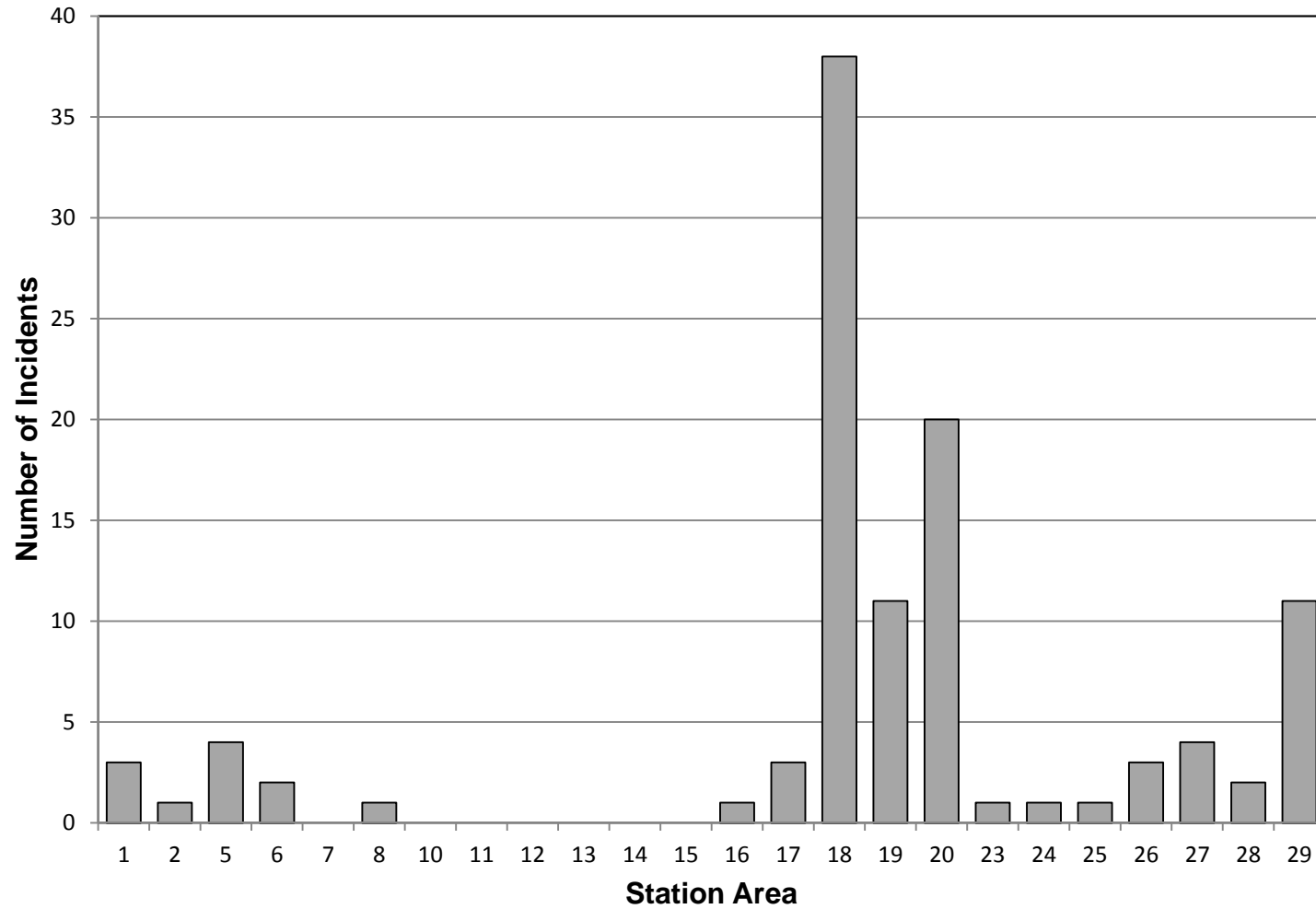
T27S1 Attendances By Month Of Year (2010-2014)



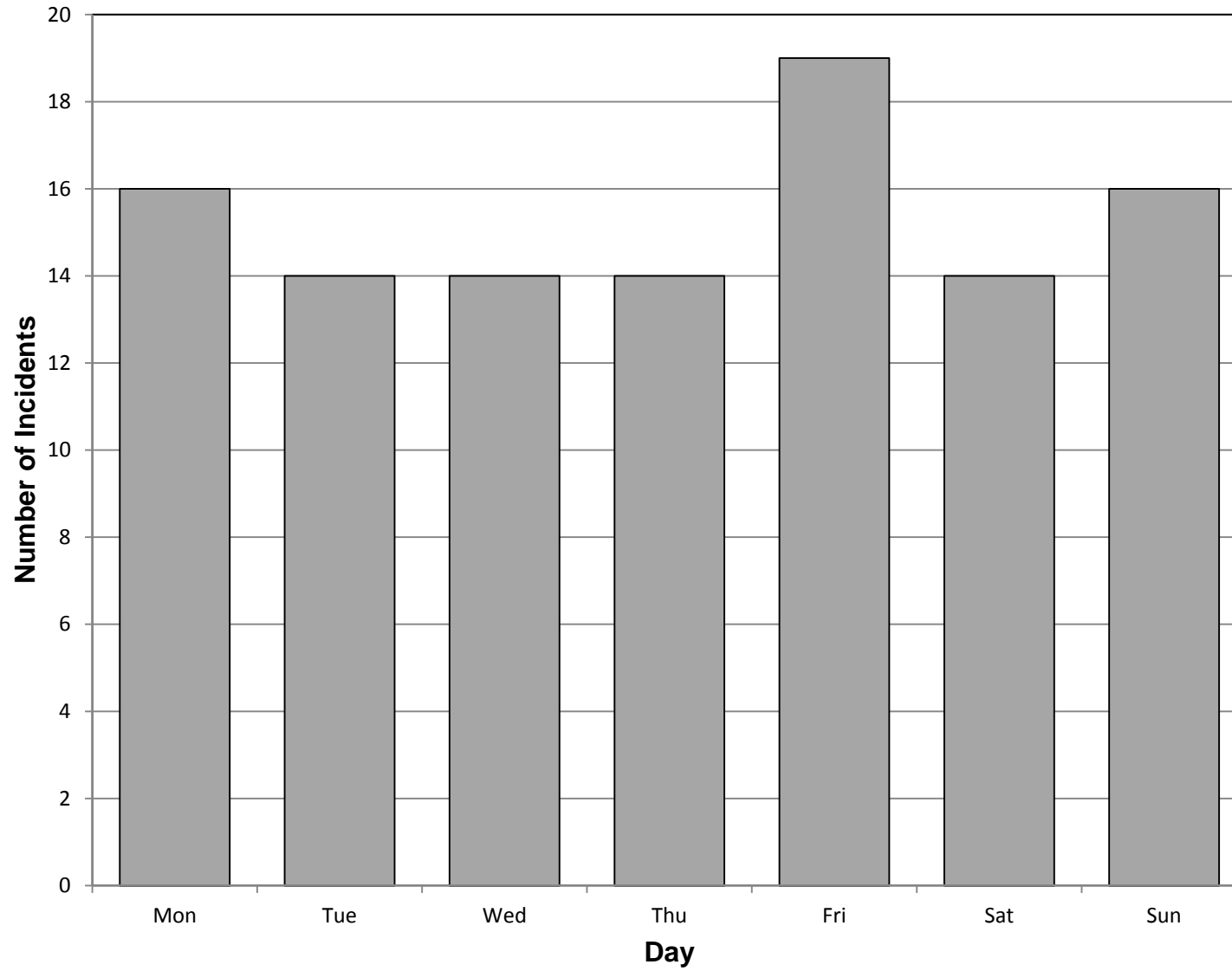
T27S1 Attendances By Hour Of Day (2010-2014)



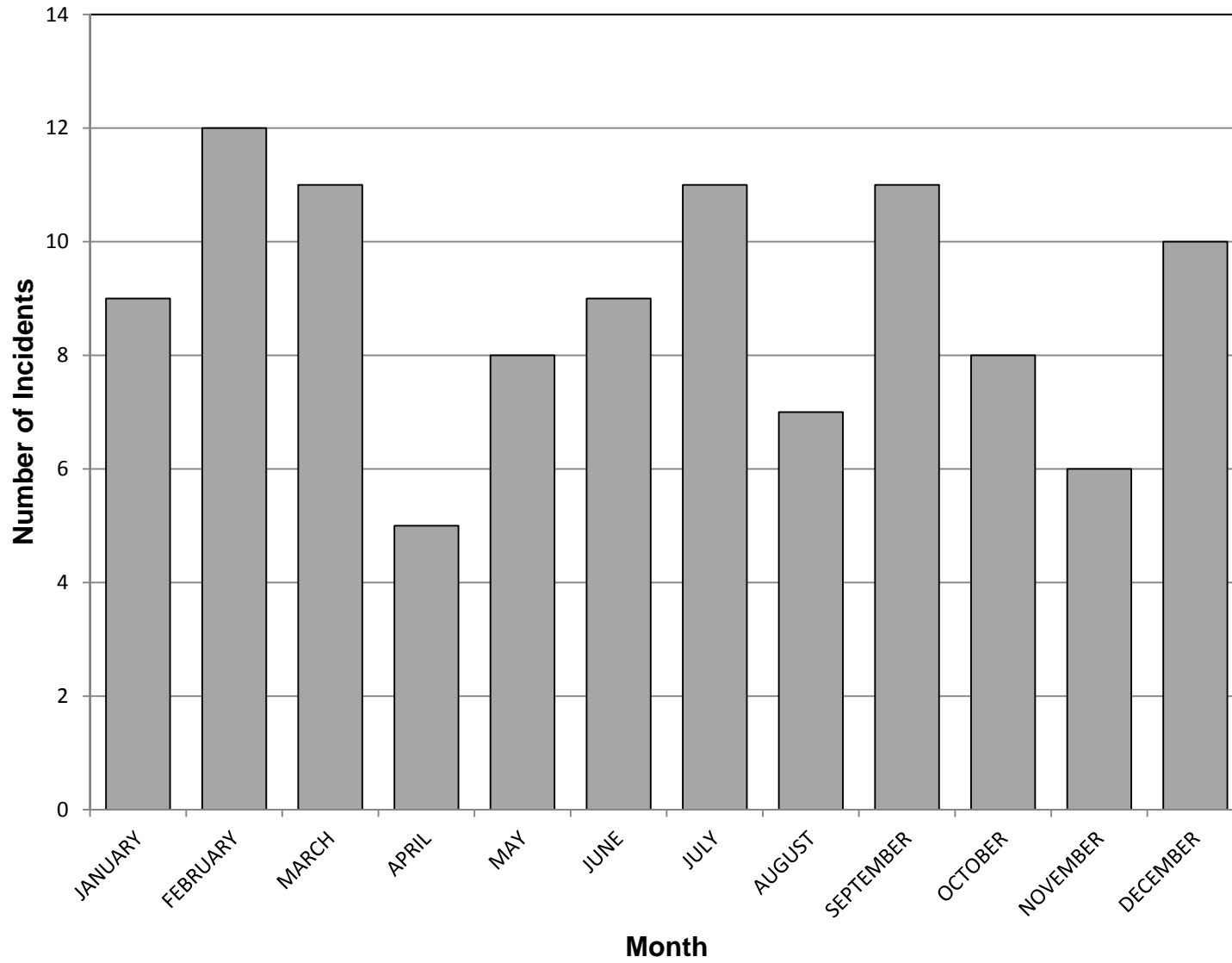
T29A1 Attendances By Station Area (2010-2014)



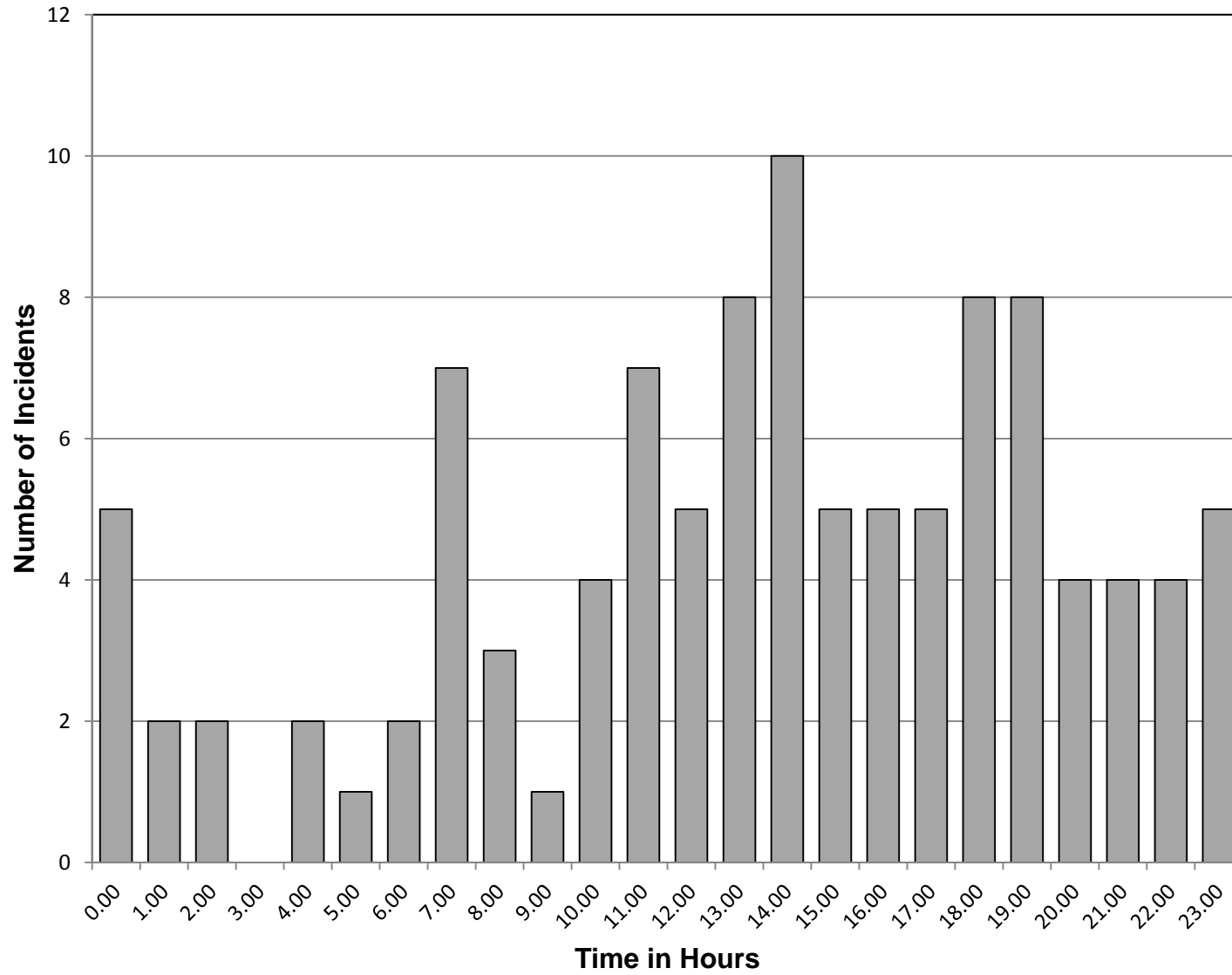
T29A1 Attendances By Day Of Week (2010-2014)



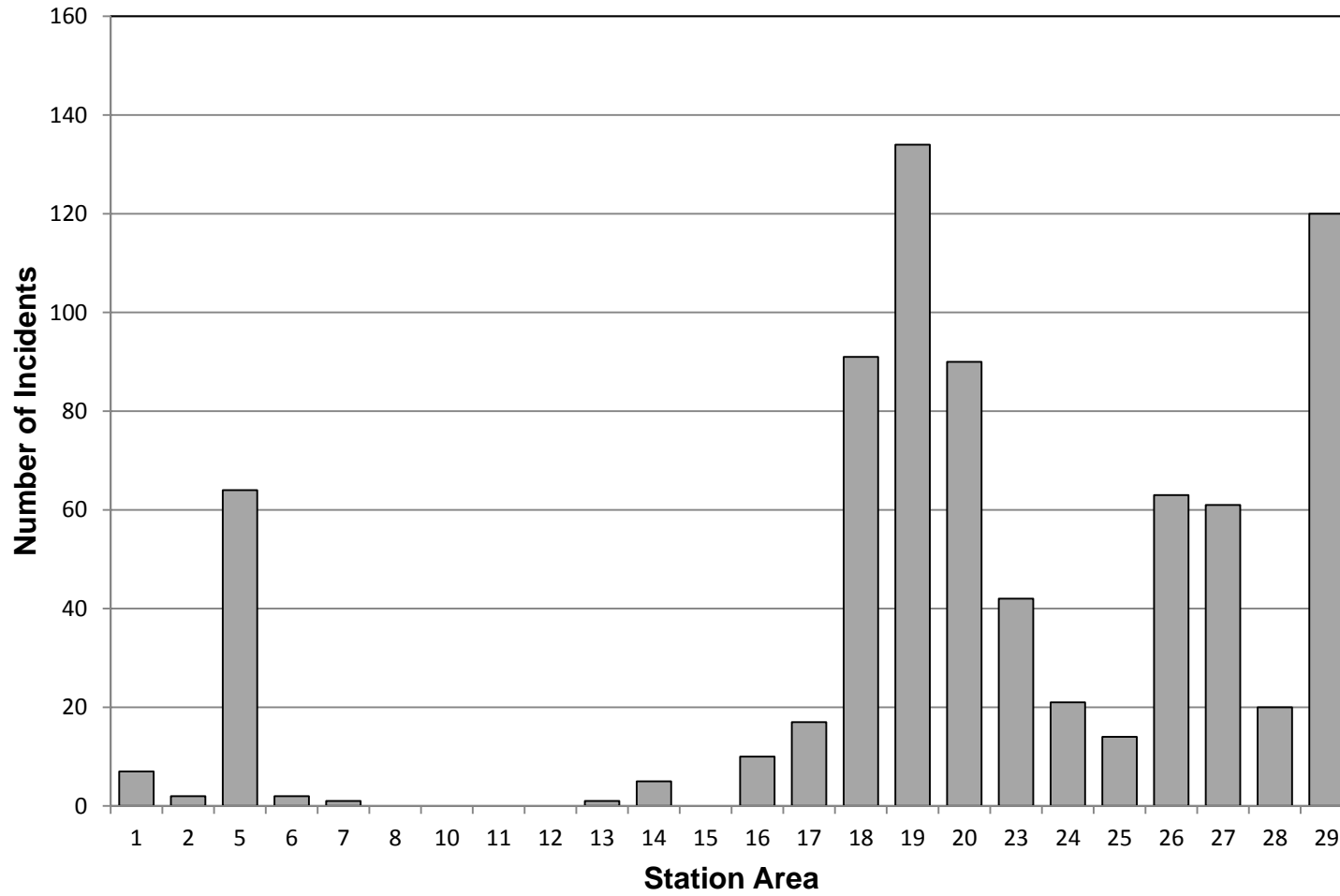
T29A1 Attendances By Month Of Year (2010-2014)



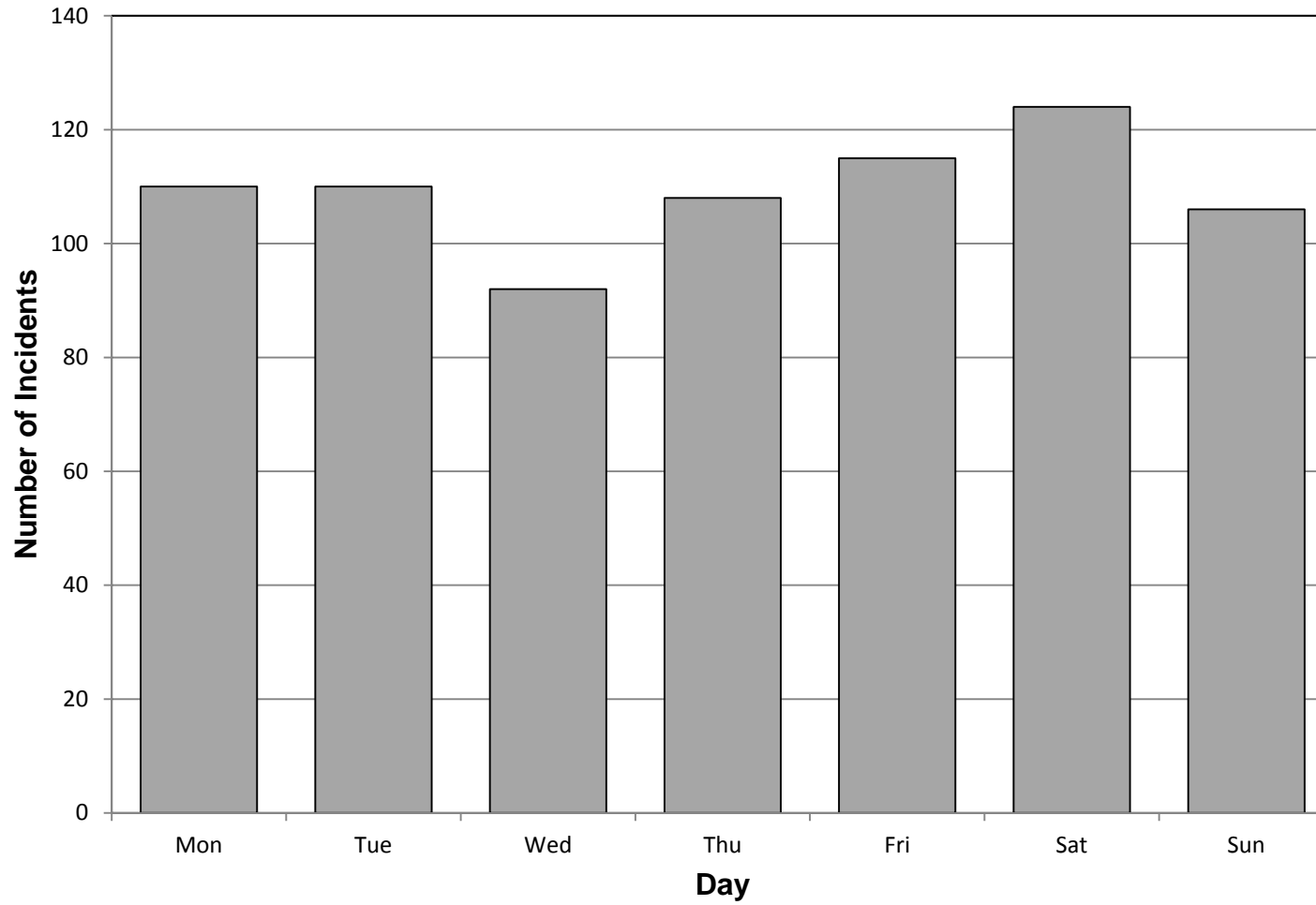
T29A1 Attendances By Hour Of Day (2010-2014)



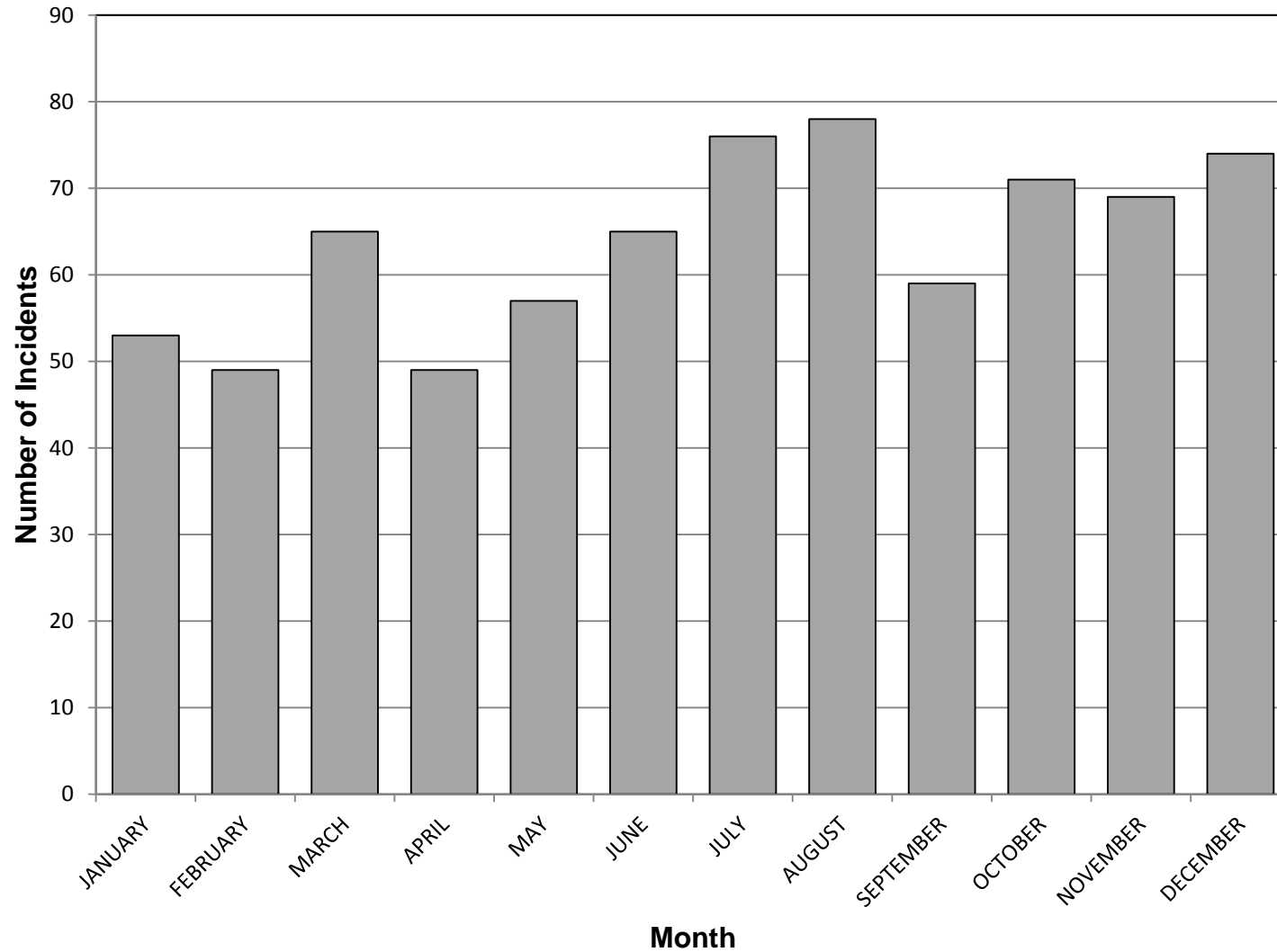
T29R1 Attendances By Station Area (2010-2014)



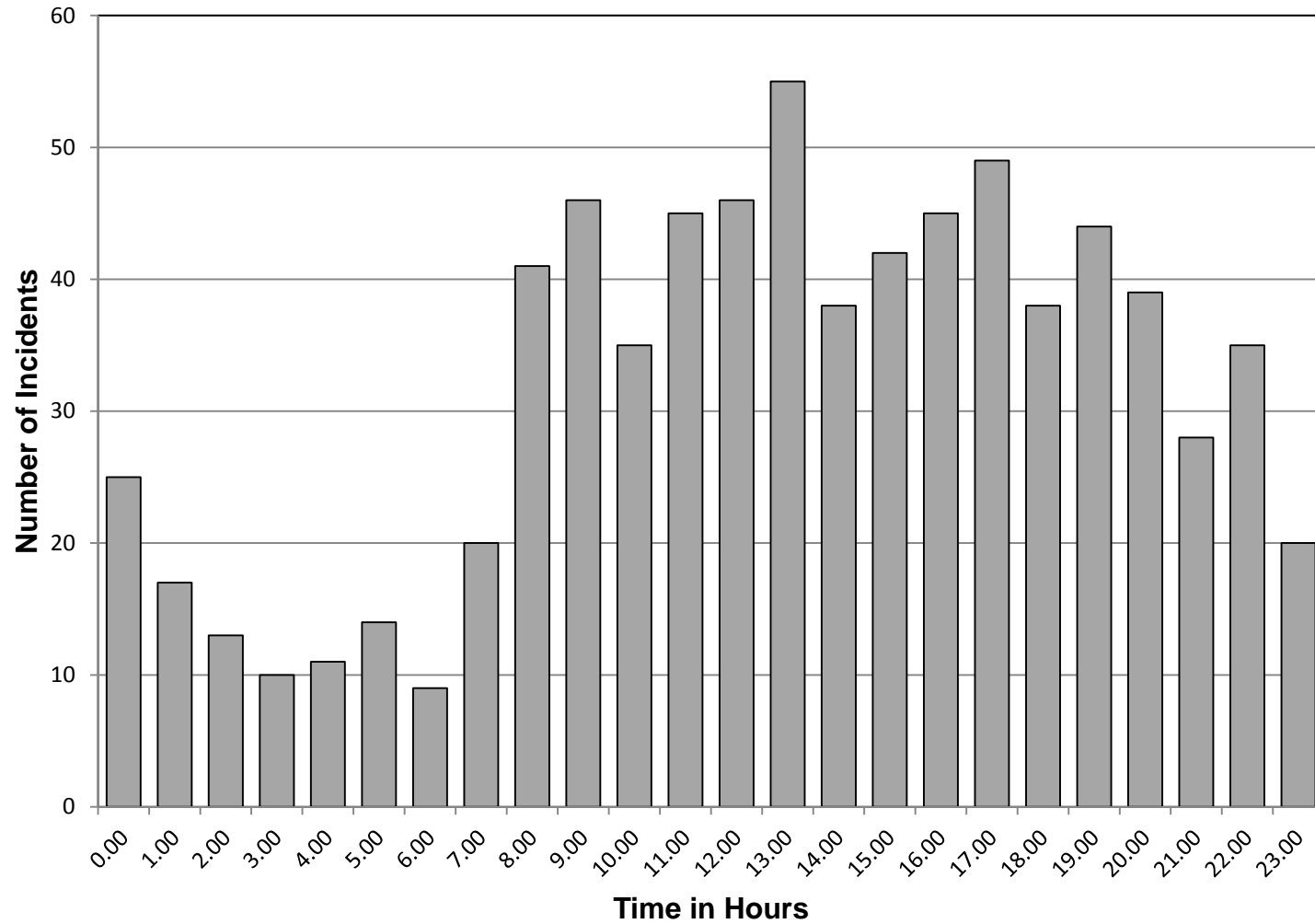
T29R1 Attendances By Day Of Week (2010-2014)



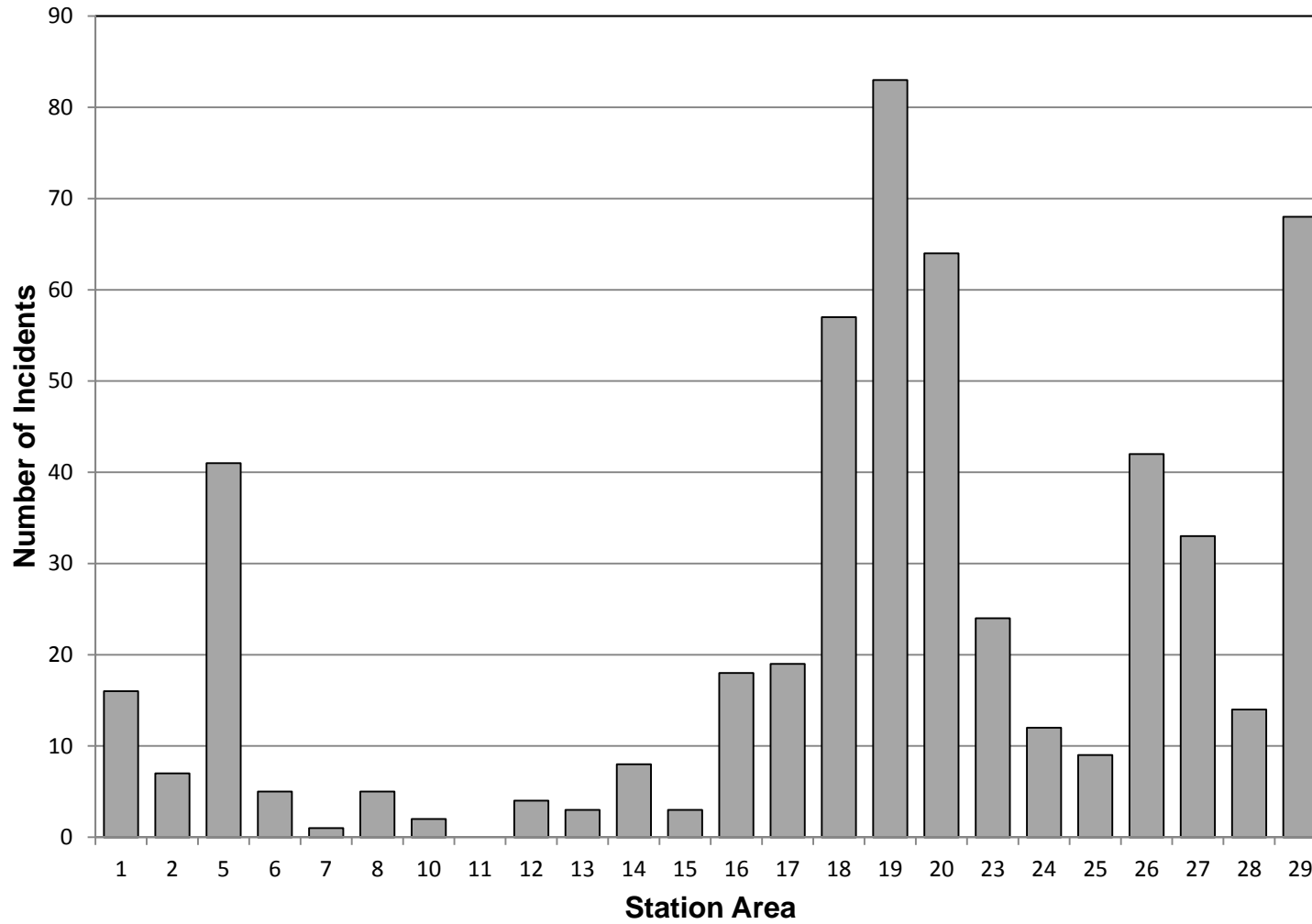
T29R1 Attendances By Month Of Year (2010-2014)



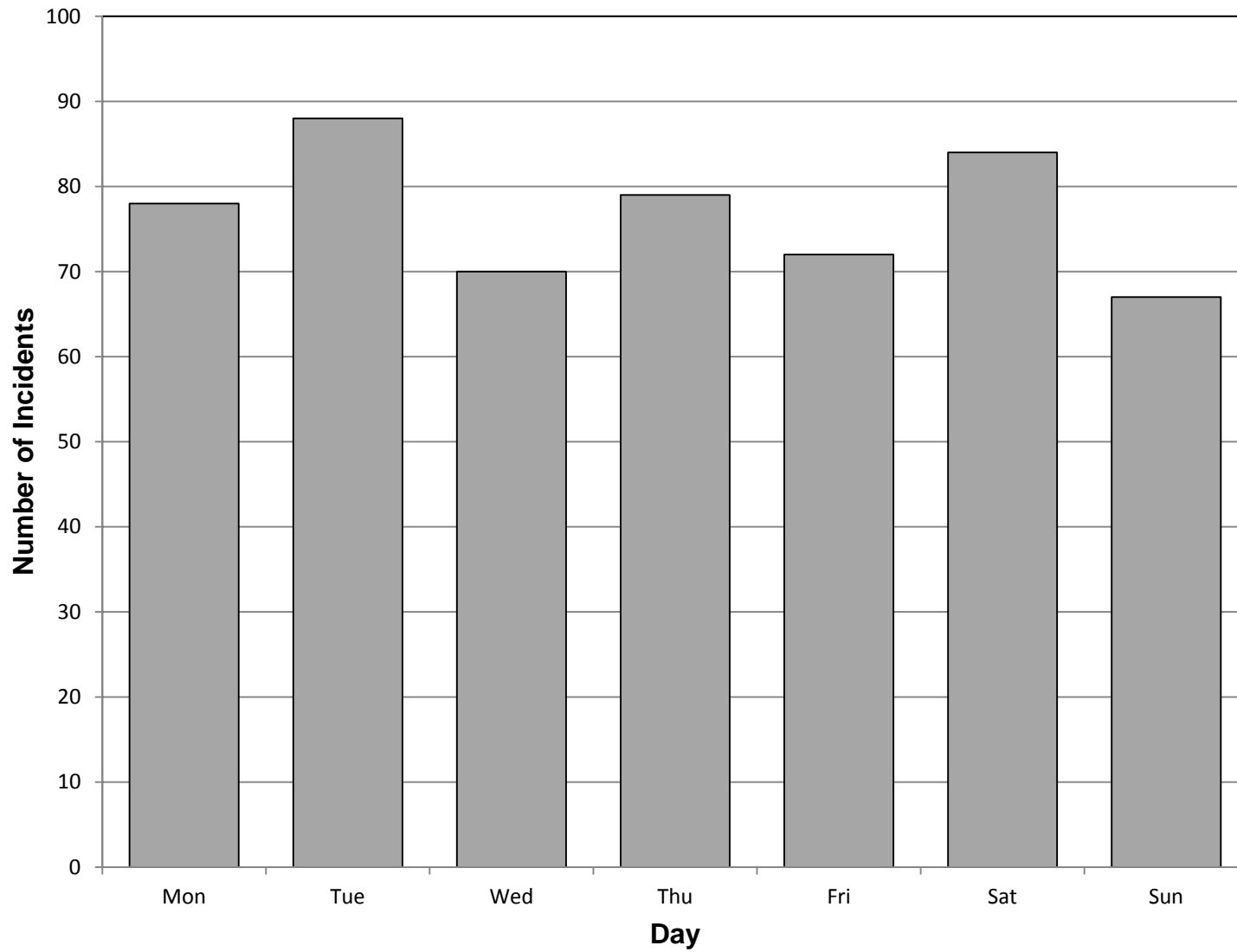
T29R1 Attendances By Hour Of Day (2010-2014)



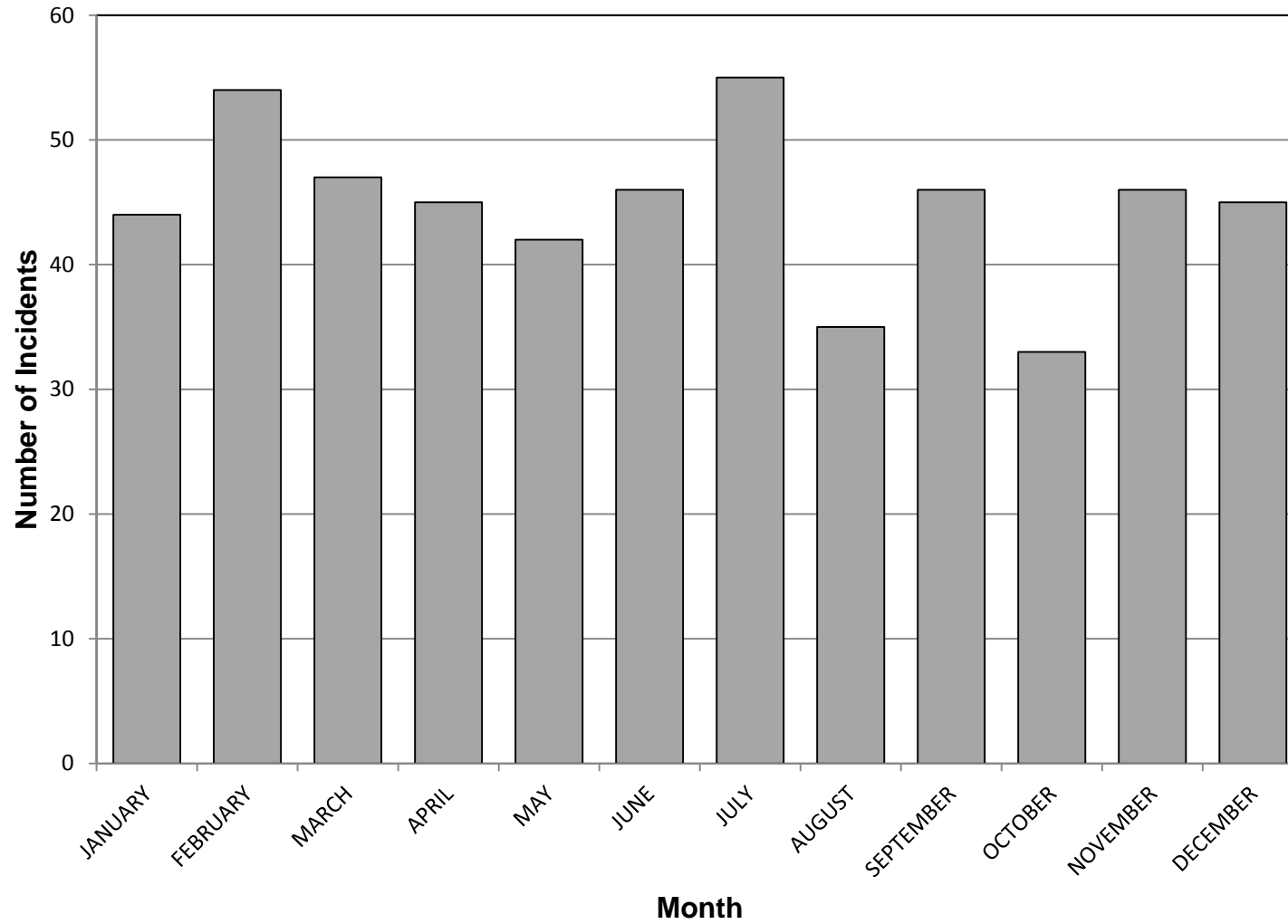
T29R2 Attendances By Station Area (2010-2014)



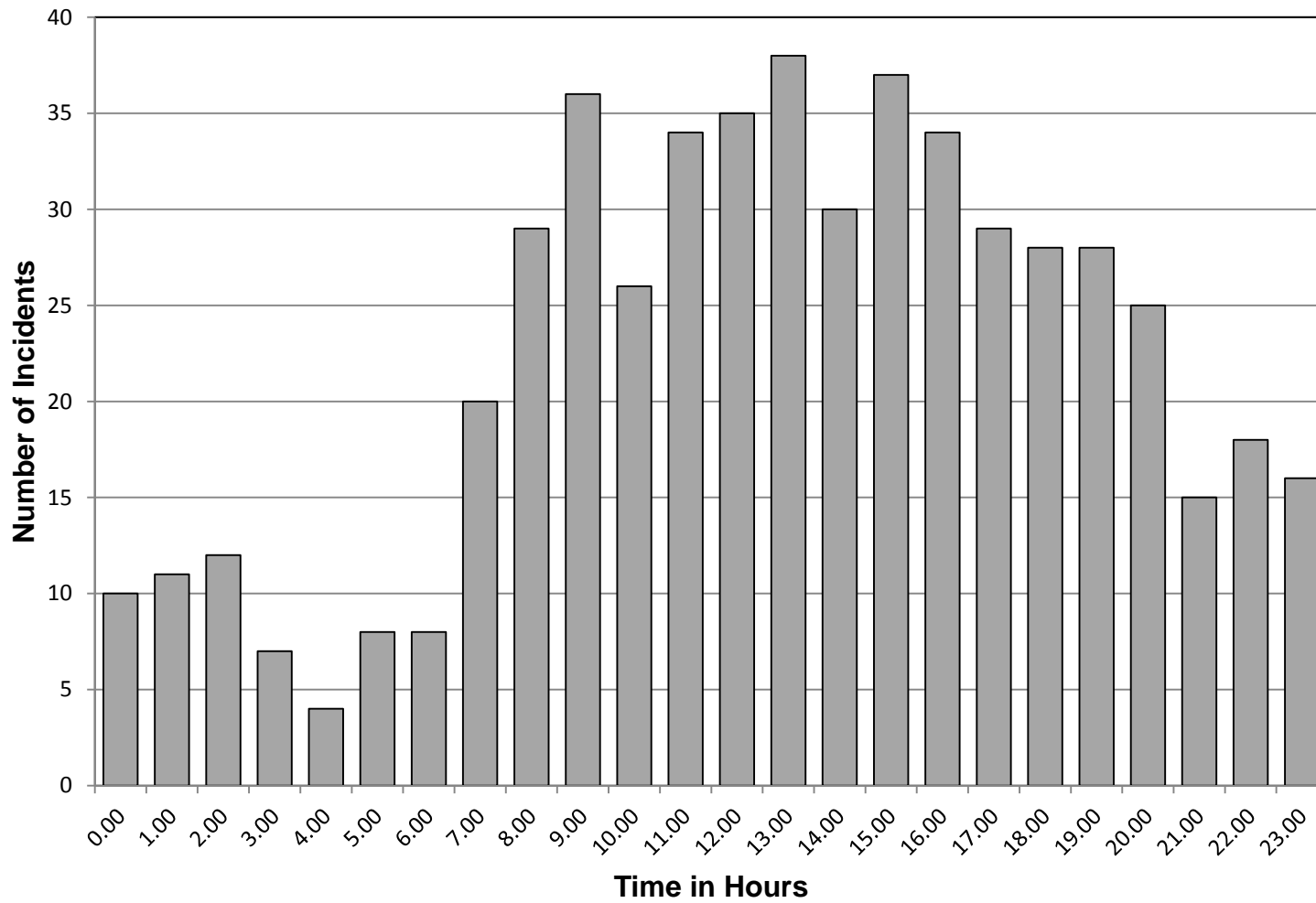
T29R2 Attendances By Day Of Week (2010-2014)



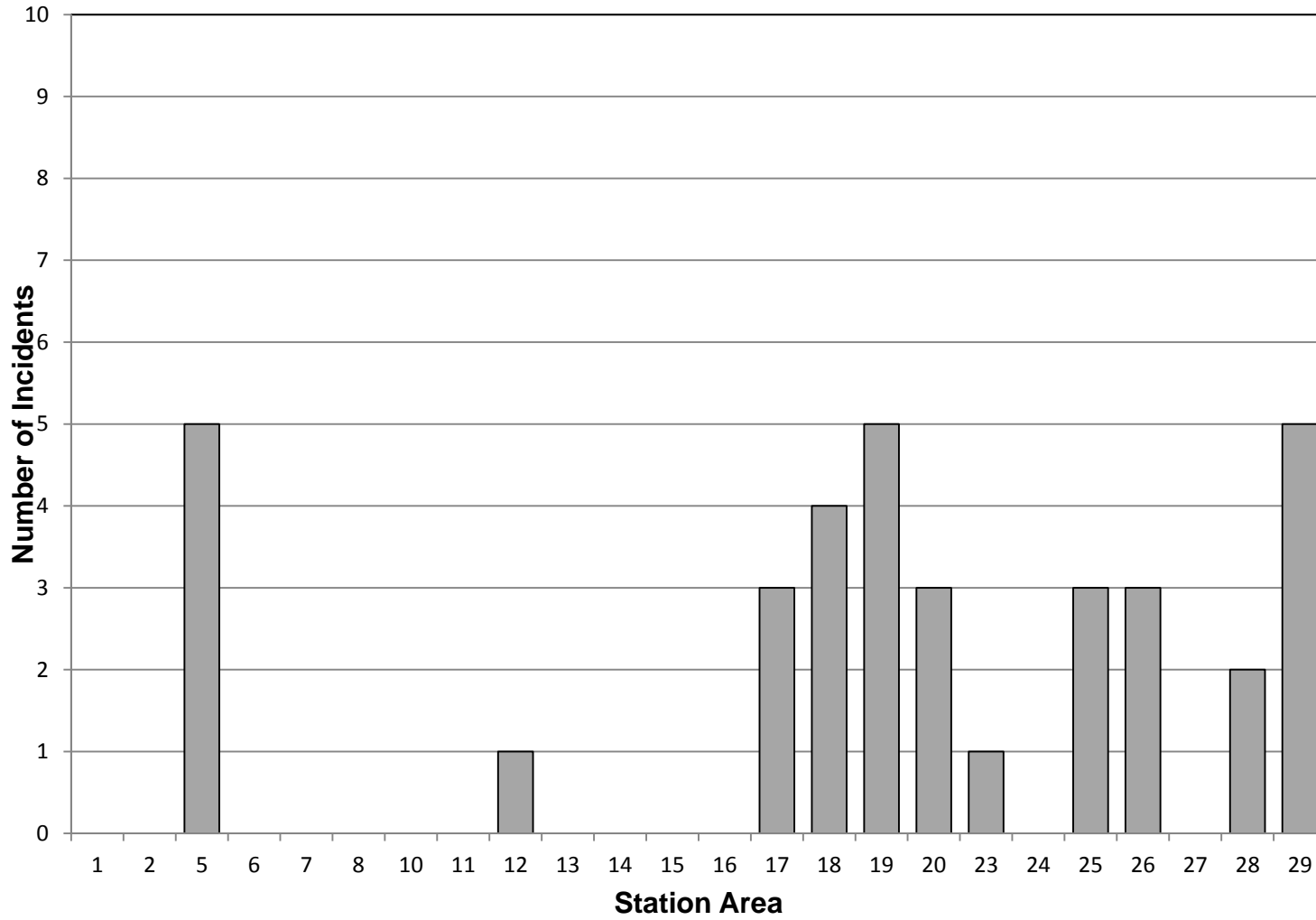
T29R2 Attendances By Month Of Year (2010-2014)



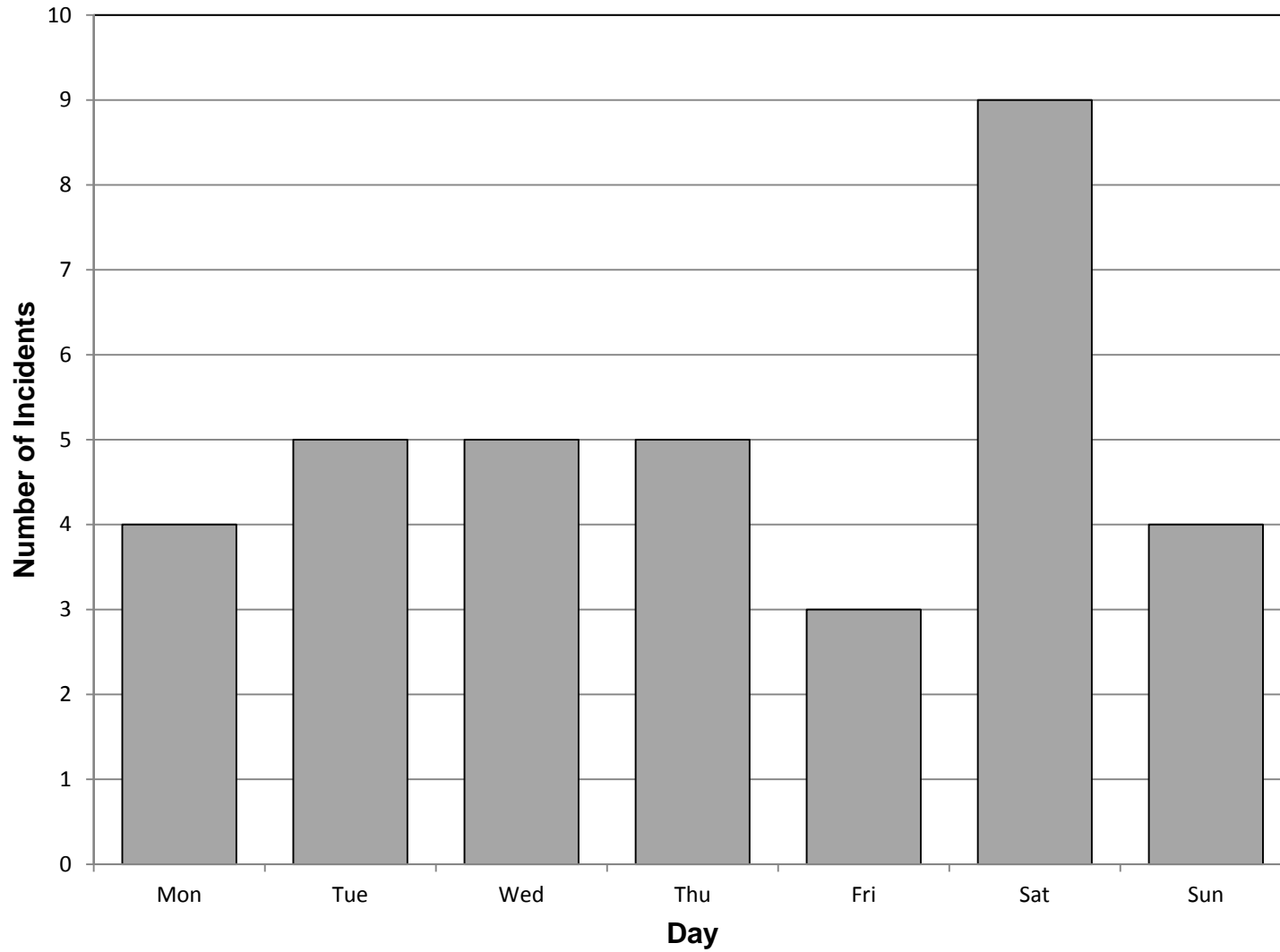
T29R2 Attendances By Hour Of Day (2010-2014)



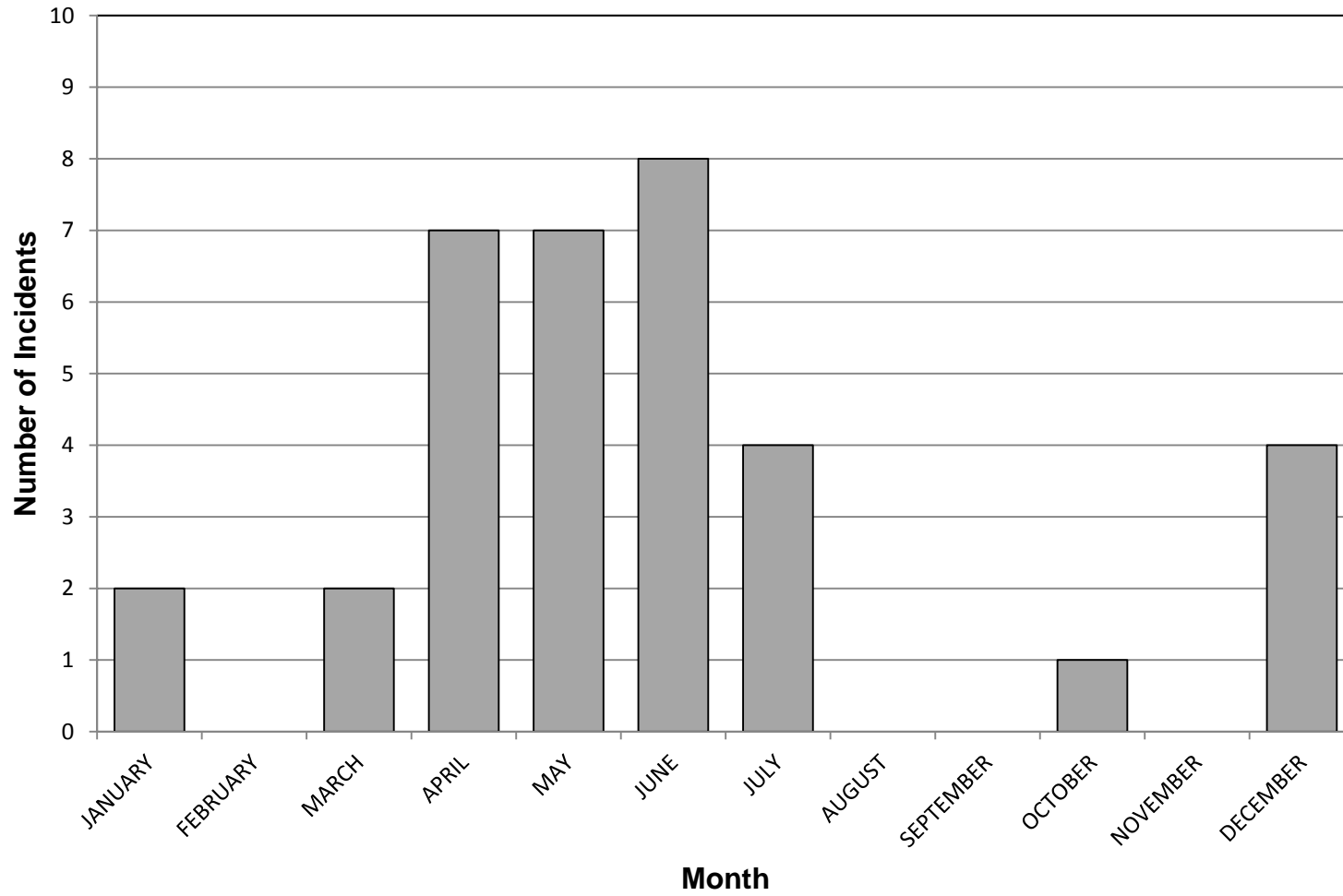
T29R3 Attendances By Station Area (2010-2014)



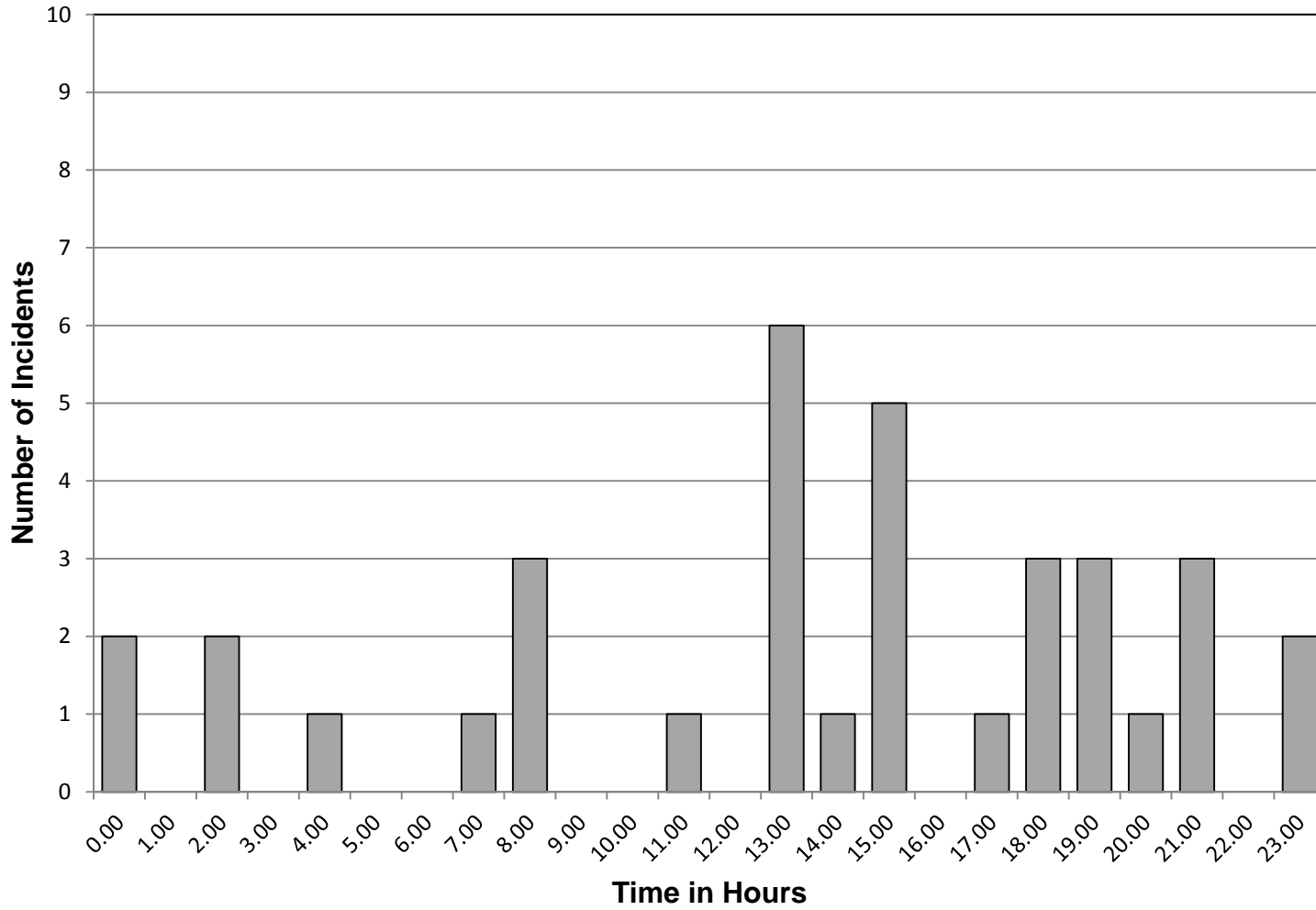
T29R3 Attendances By Day Of Week (2010-2014)



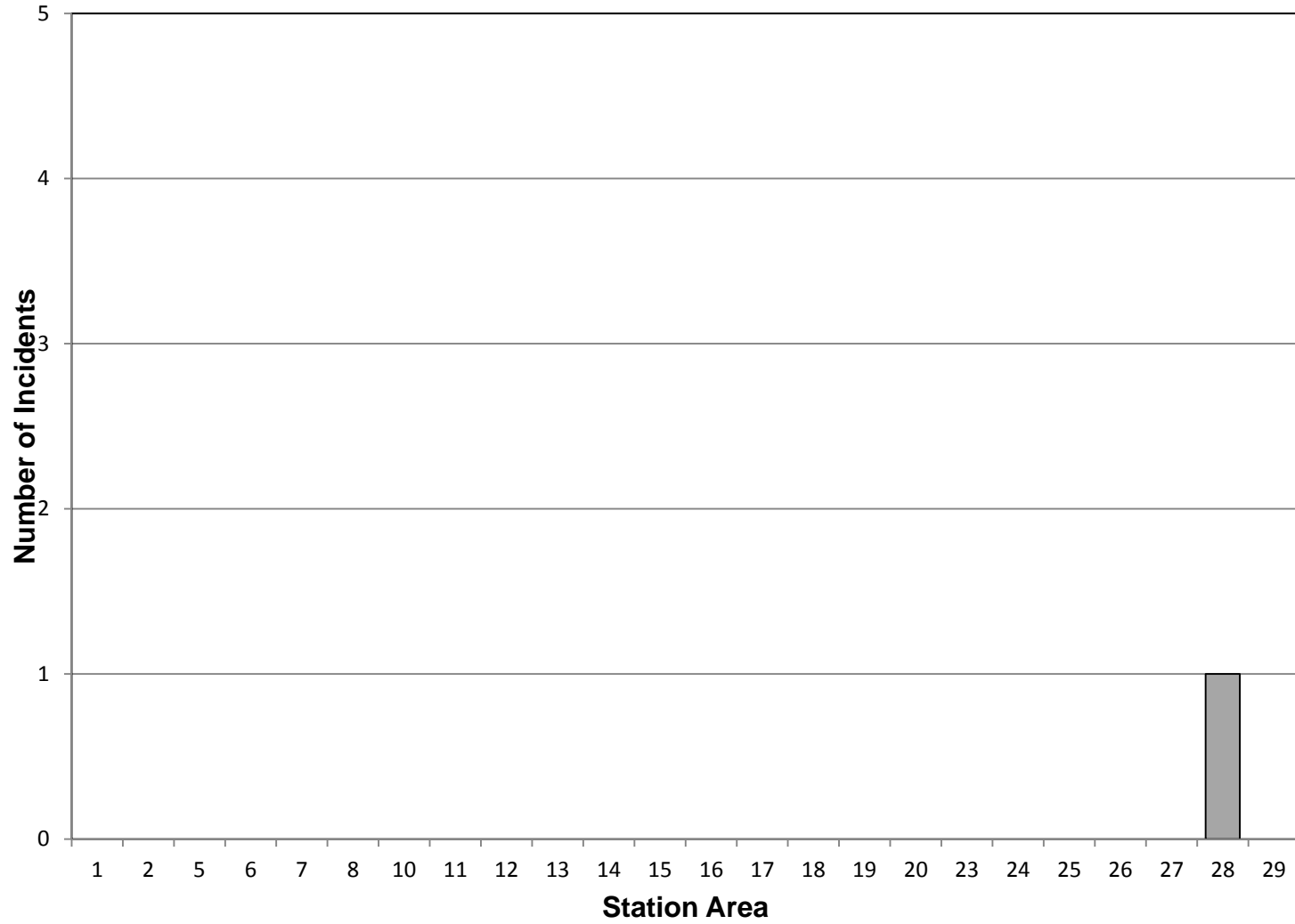
T29R3 Attendances By Month Of Year (2010-2014)



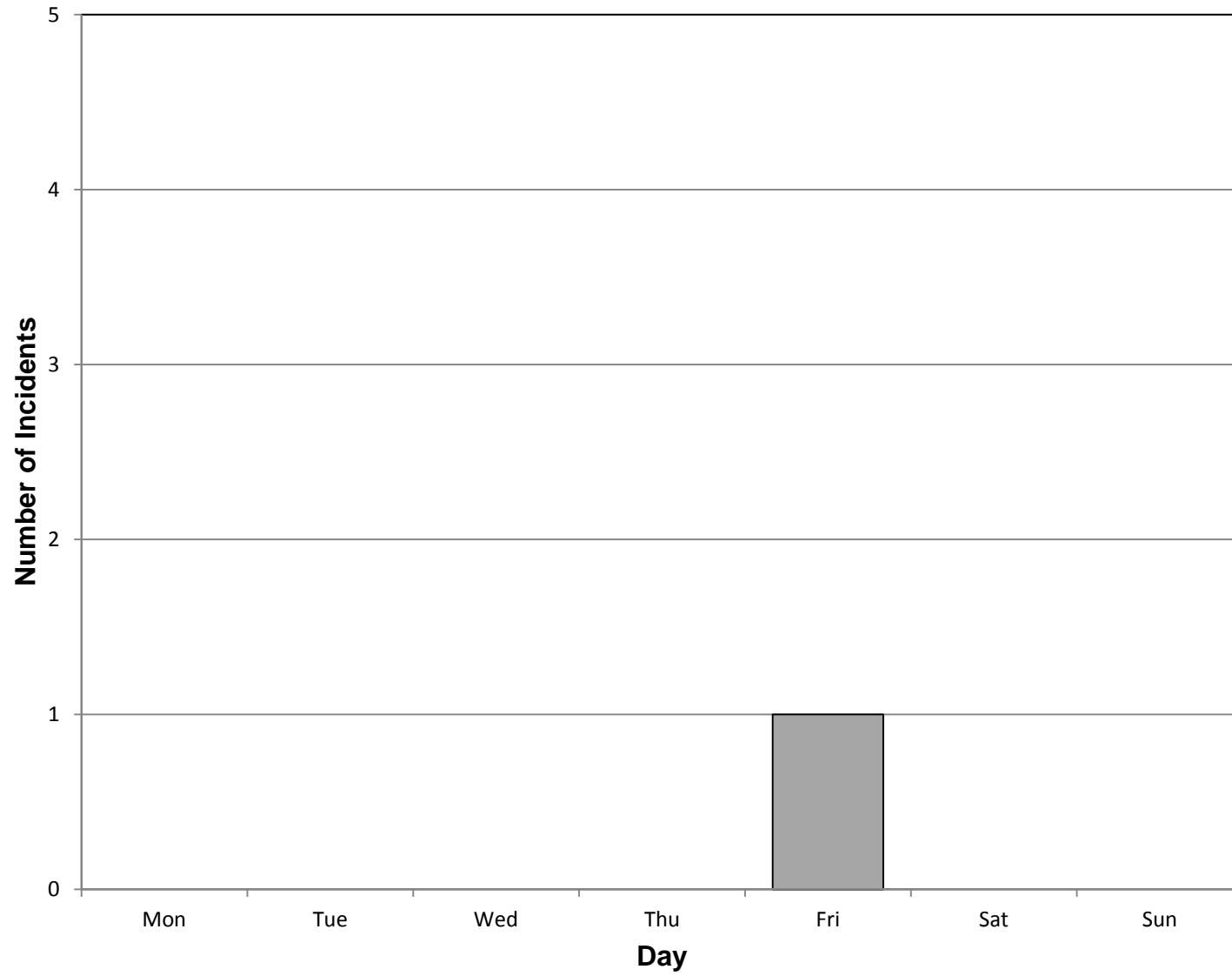
T29R3 Attendances By Hour Of Day (2010-2014)



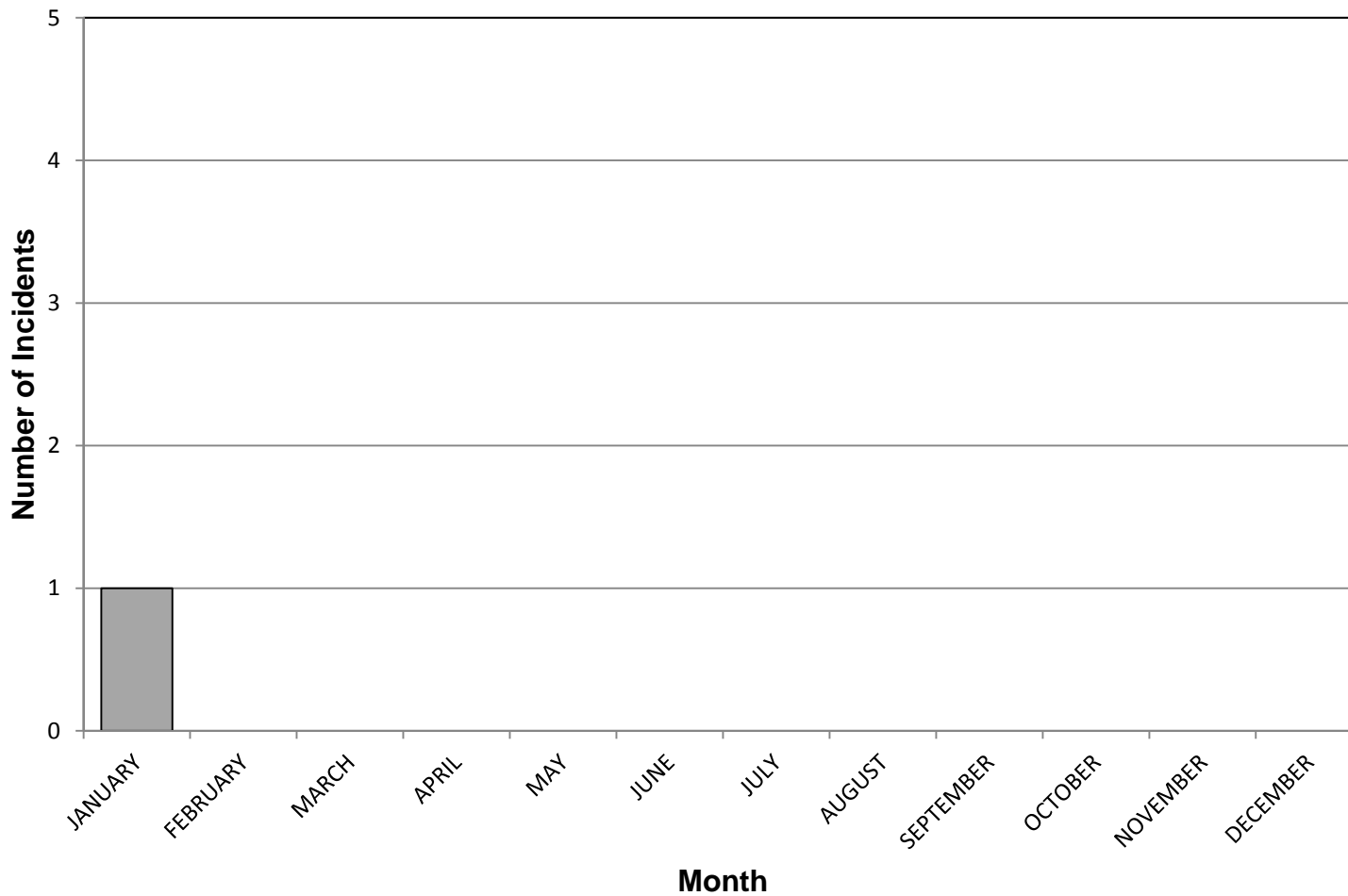
T29B1 Attendances By Station Area (2010-2014)



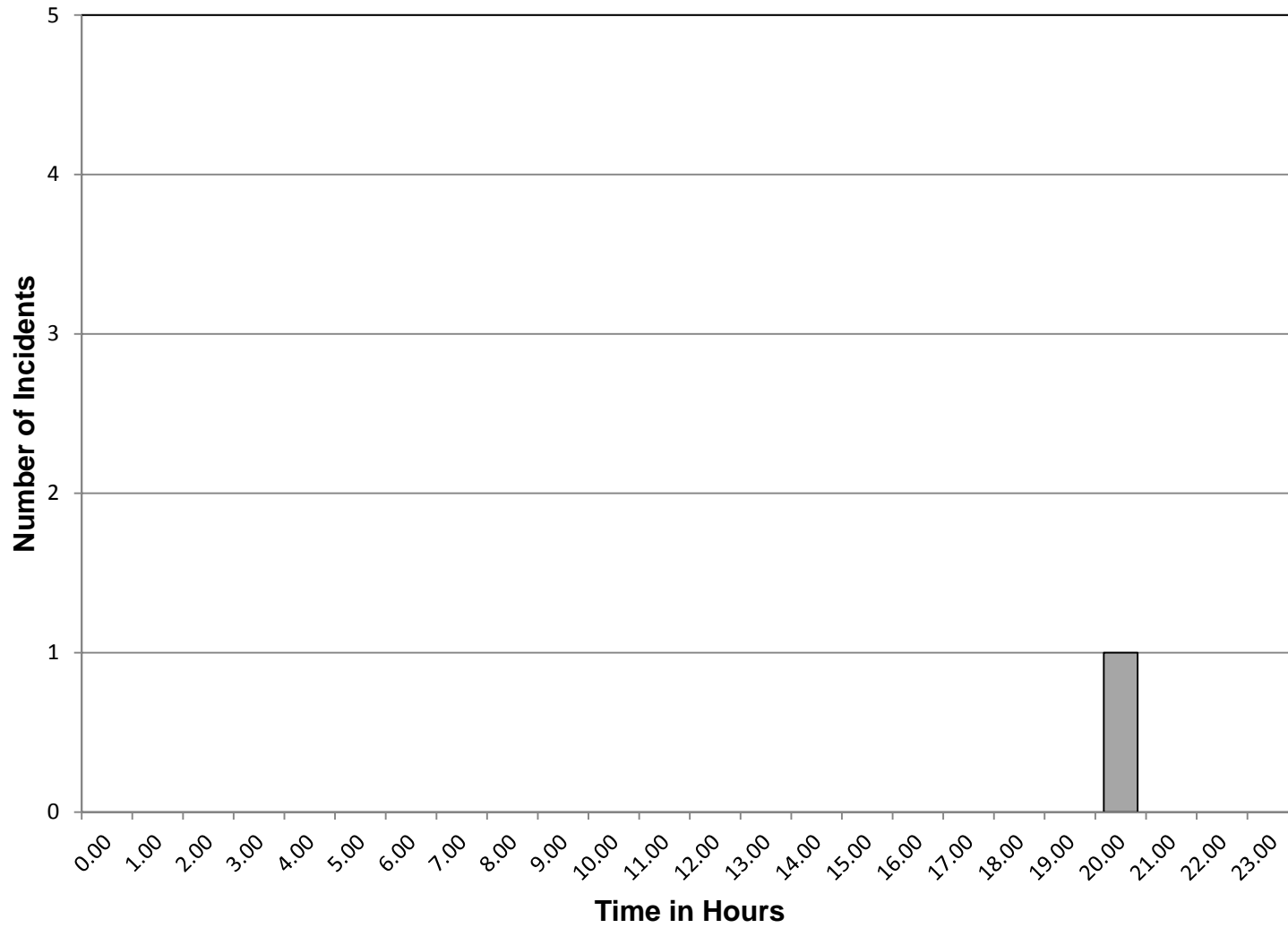
T29B1 Attendances By Day Of Week (2010-2014)



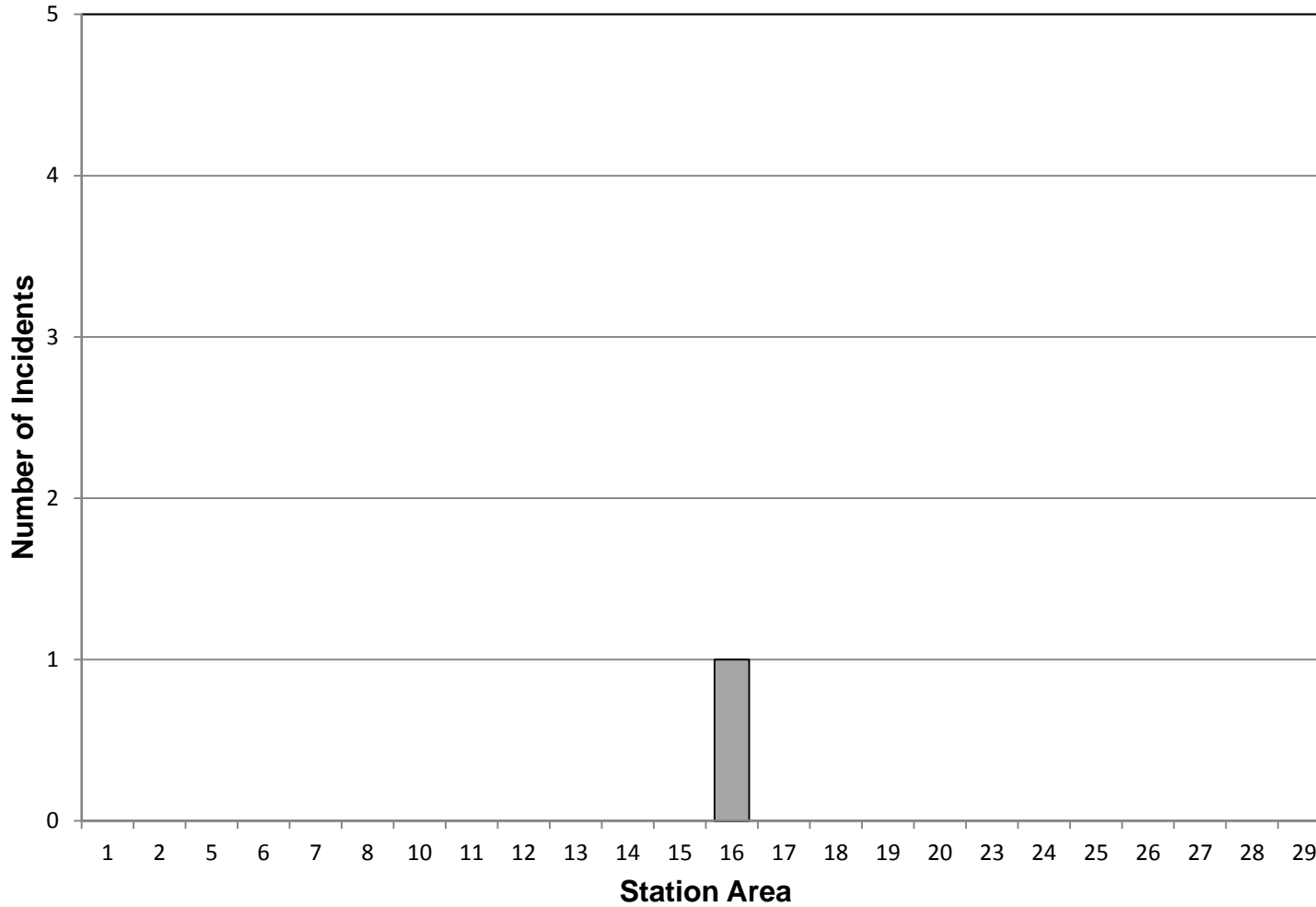
T29B1 Attendances By Month Of Year (2010-2014)



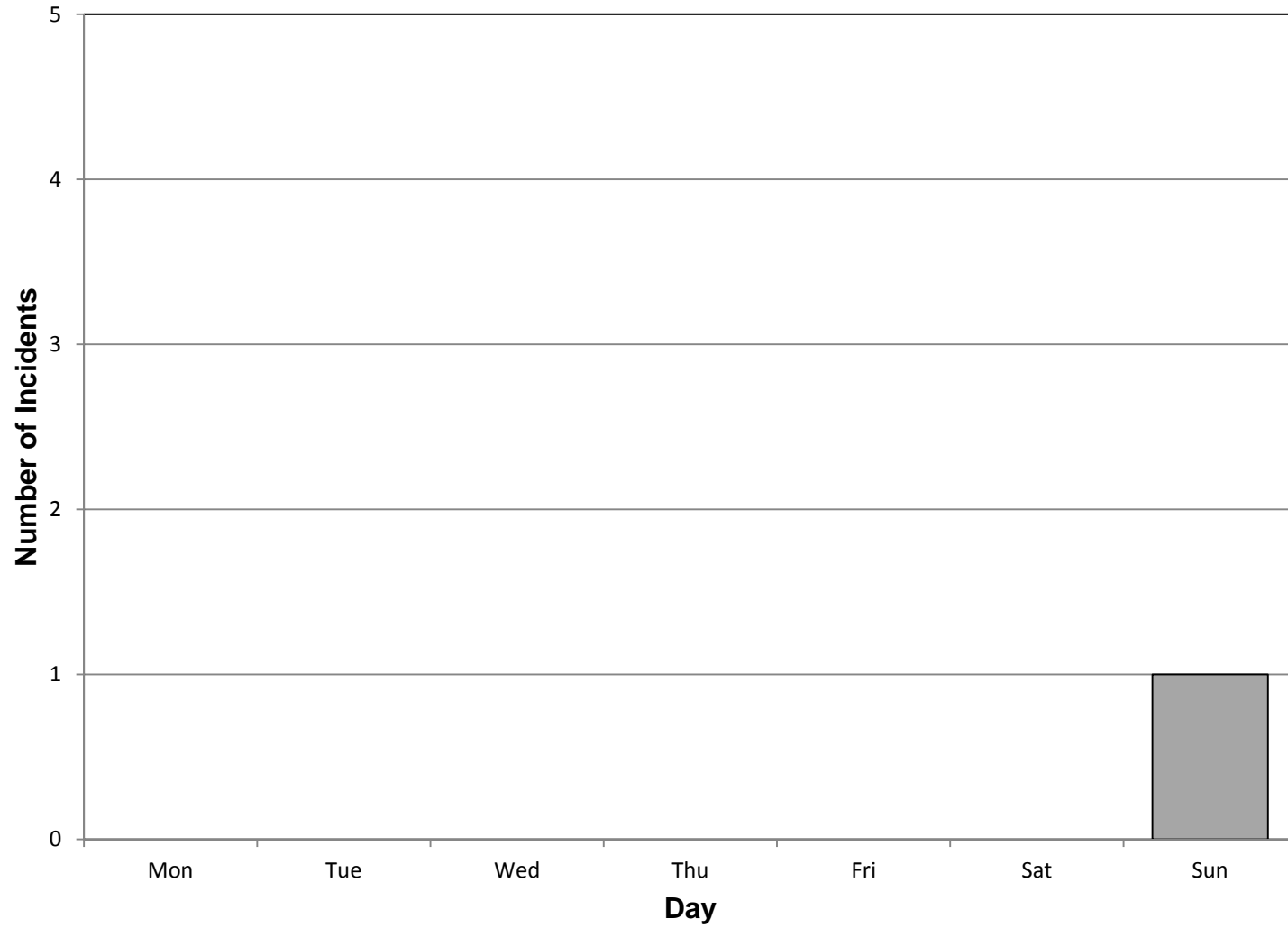
T29B1 Attendances By Hour Of Day (2010-2014)



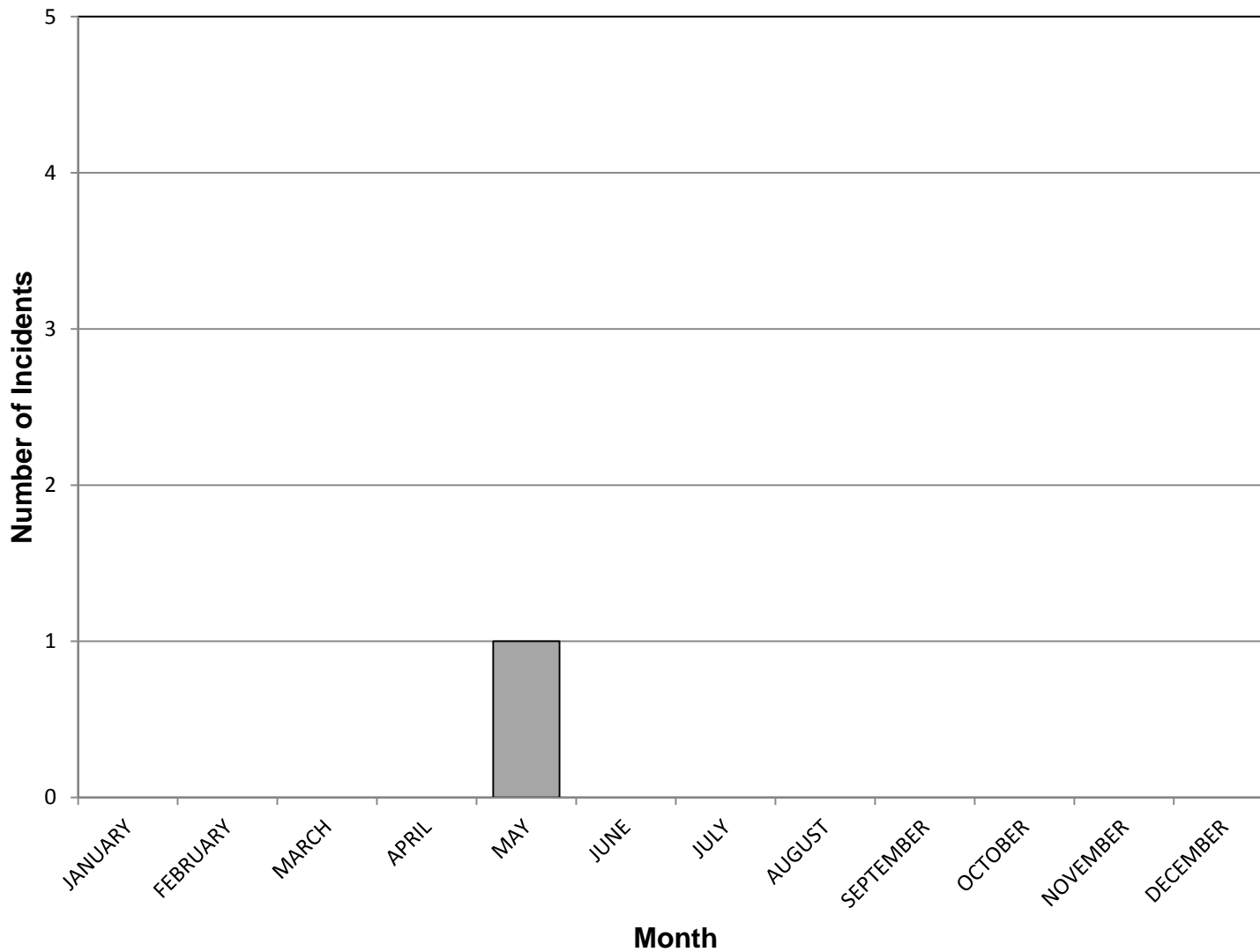
TN581 Attendances By Station Area (2010-2014)



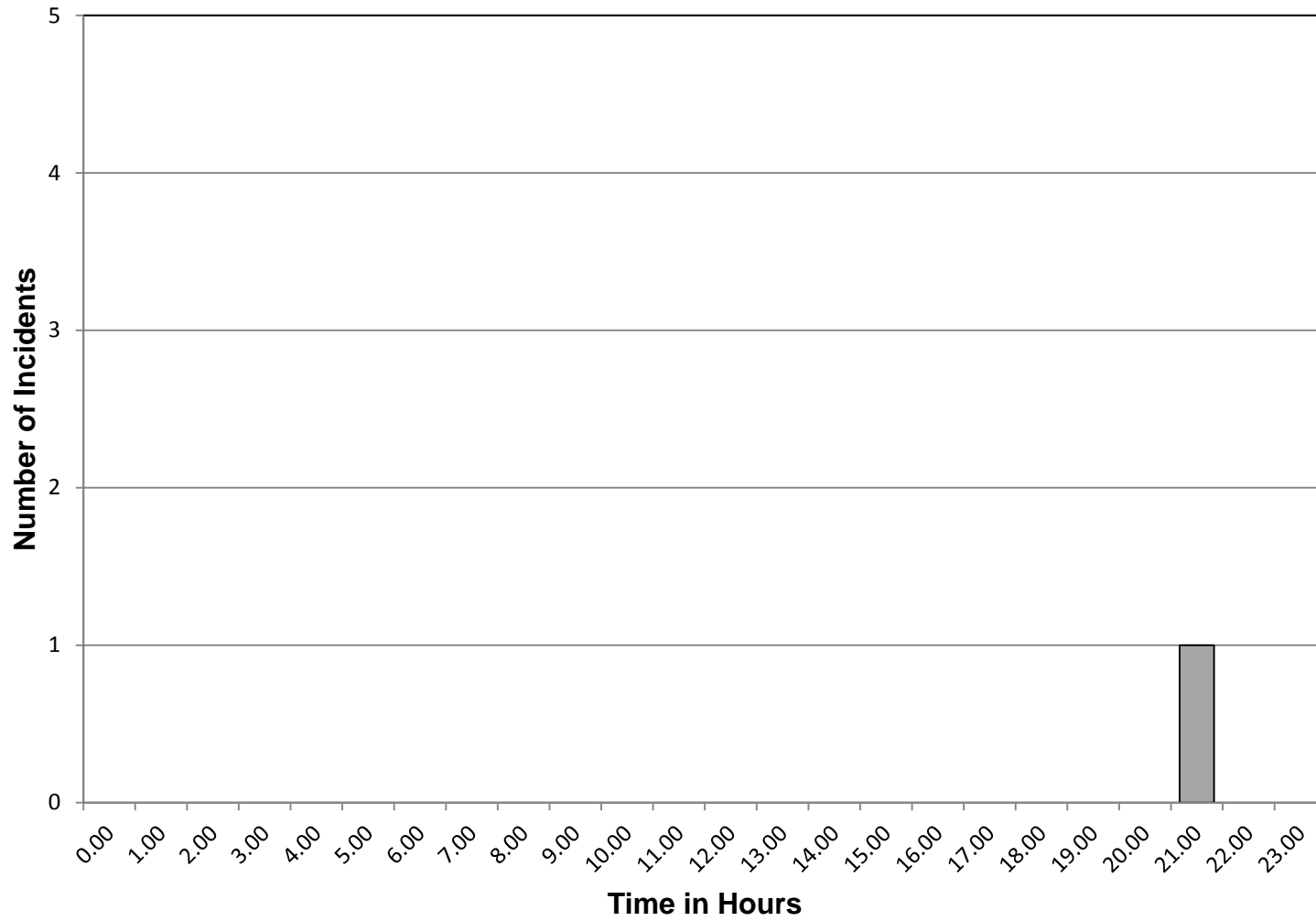
TN581 Attendances By Day Of Week (2010-2014)



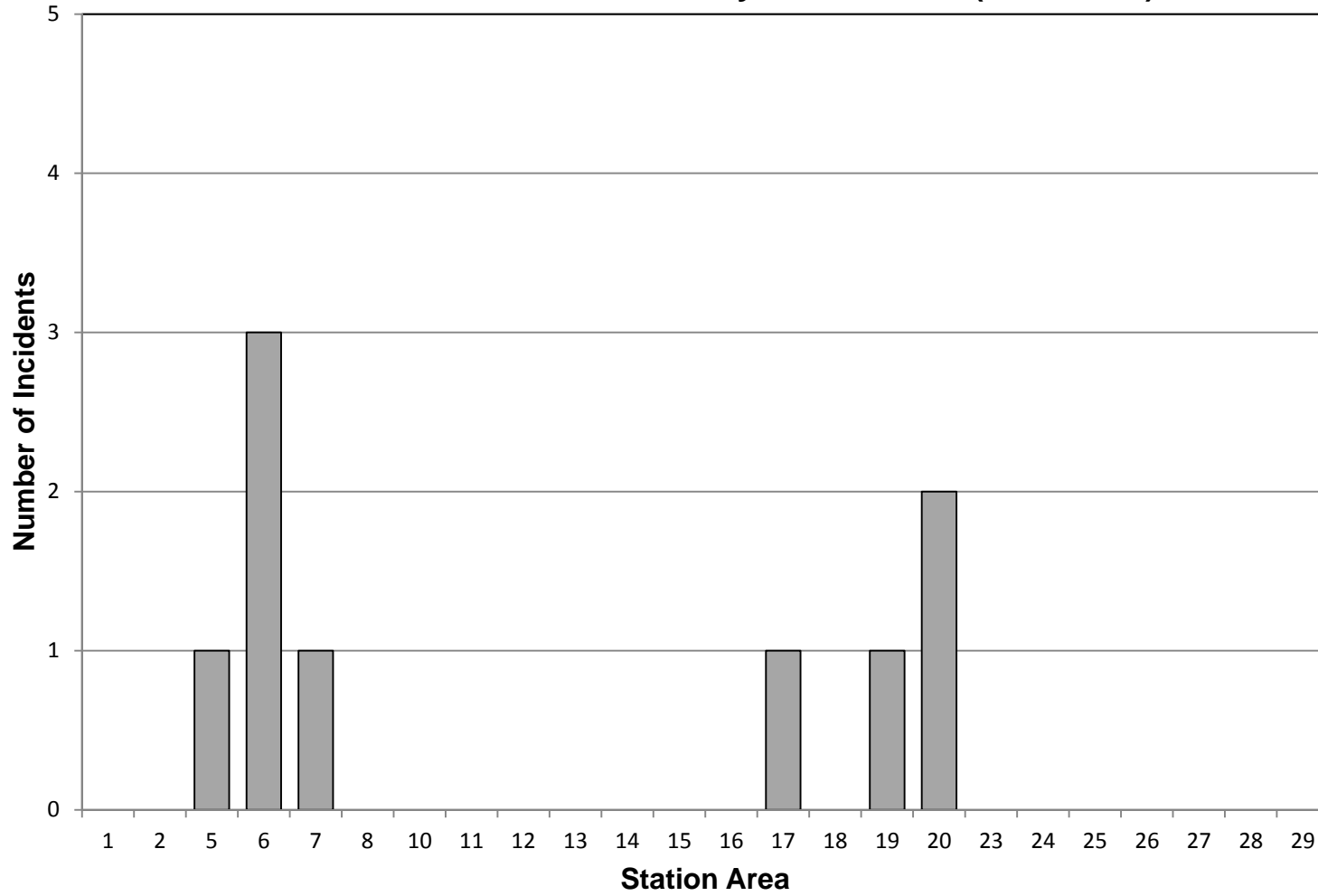
TN581 Attendances By Month Of Year (2010-2014)



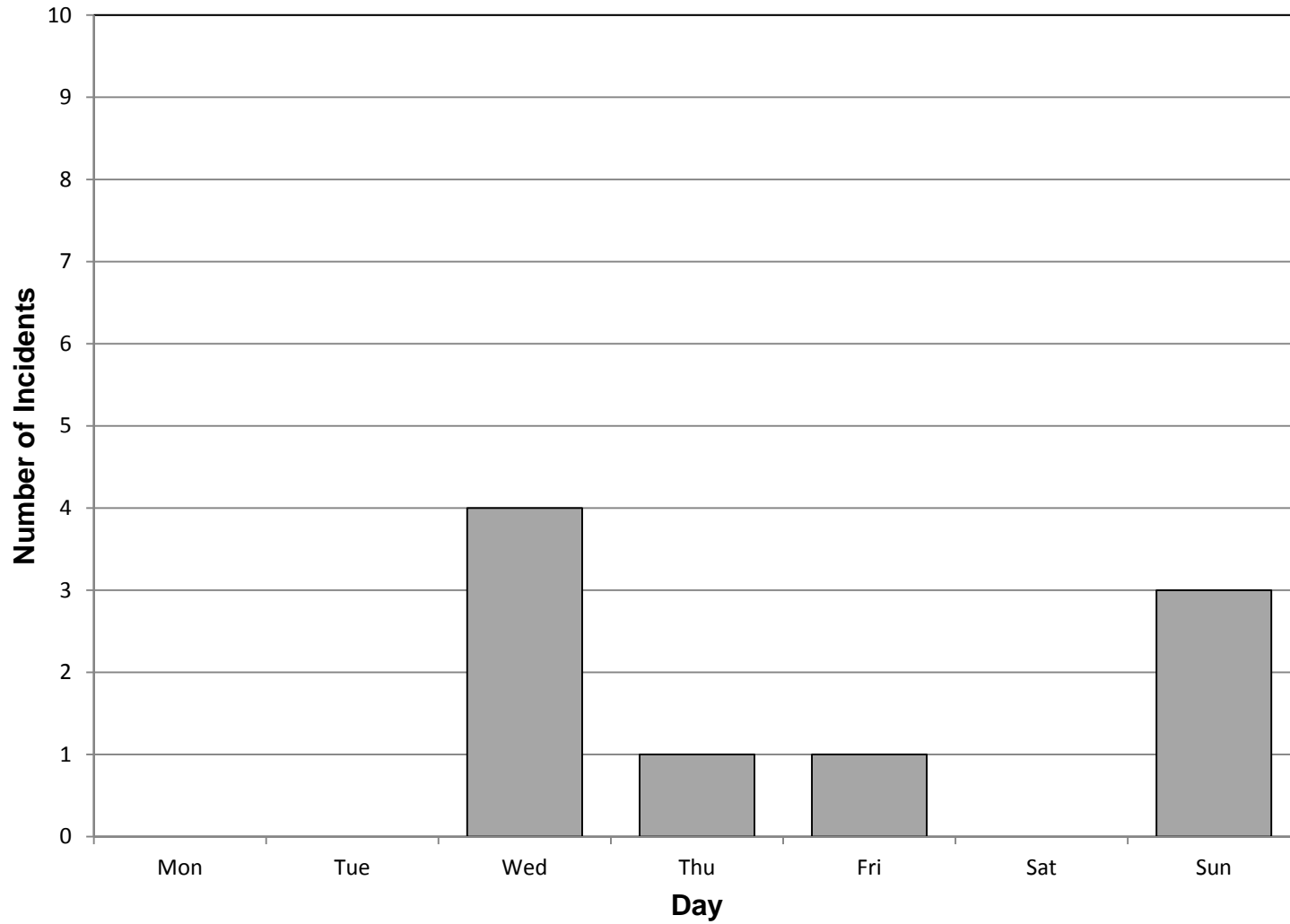
TN581 Attendances By Hour Of Day (2010-2014)



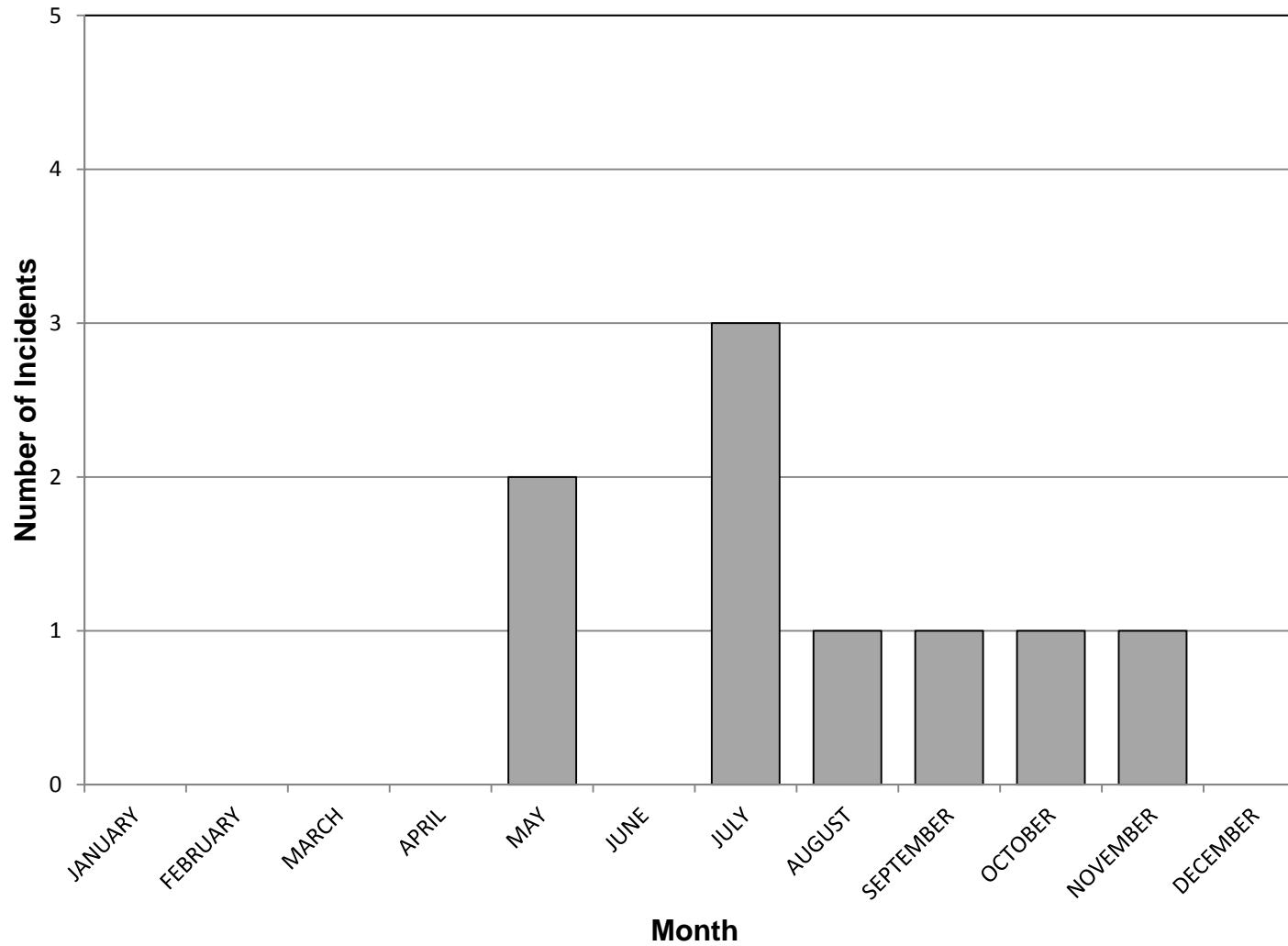
TN980 Attendances By Station Area (2010-2014)



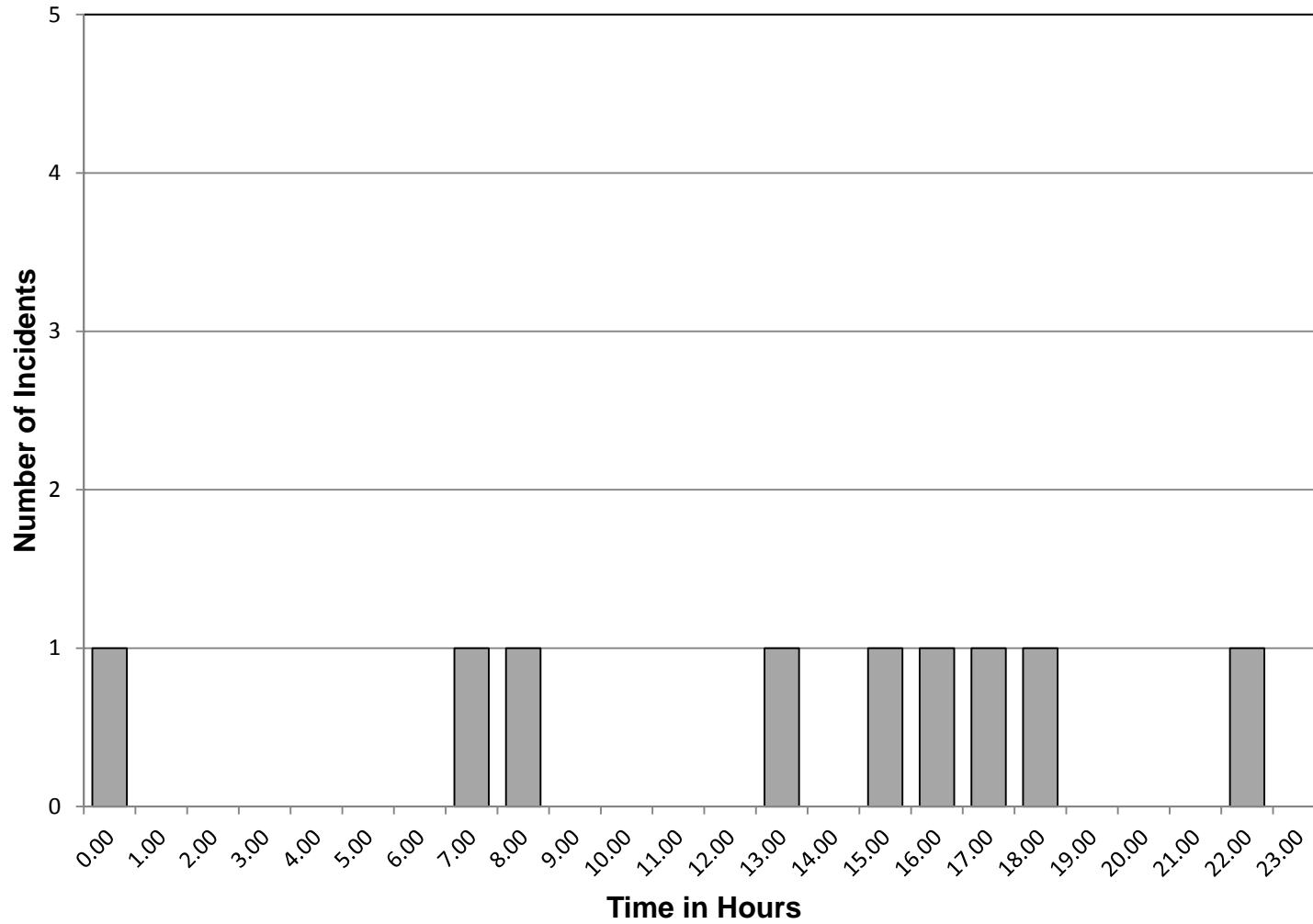
TN980 Attendances By Day Of Week (2010-2014)



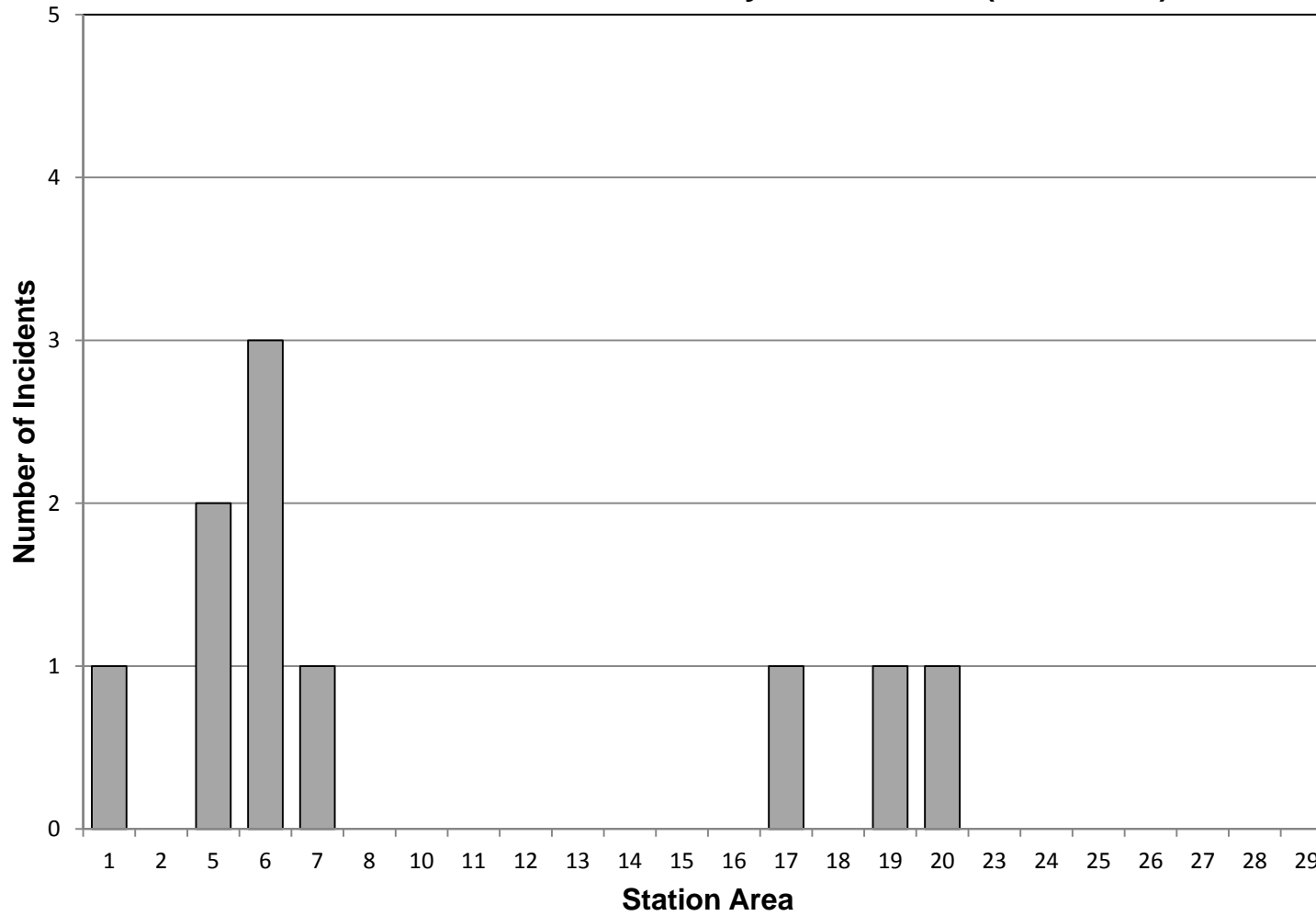
TN980 Attendances By Month Of Year (2010-2014)



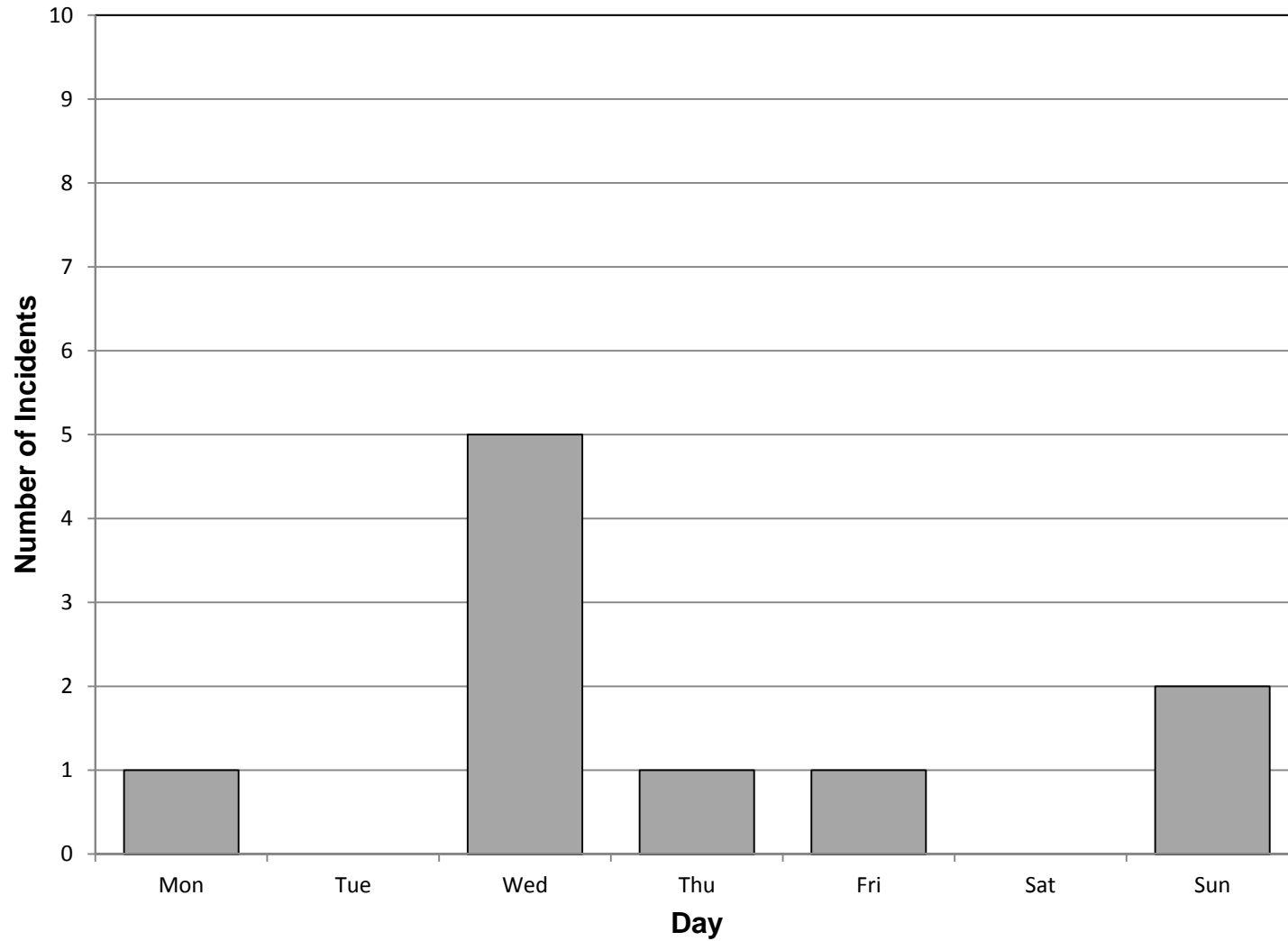
TN980 Attendances By Hour Of Day (2010-2014)



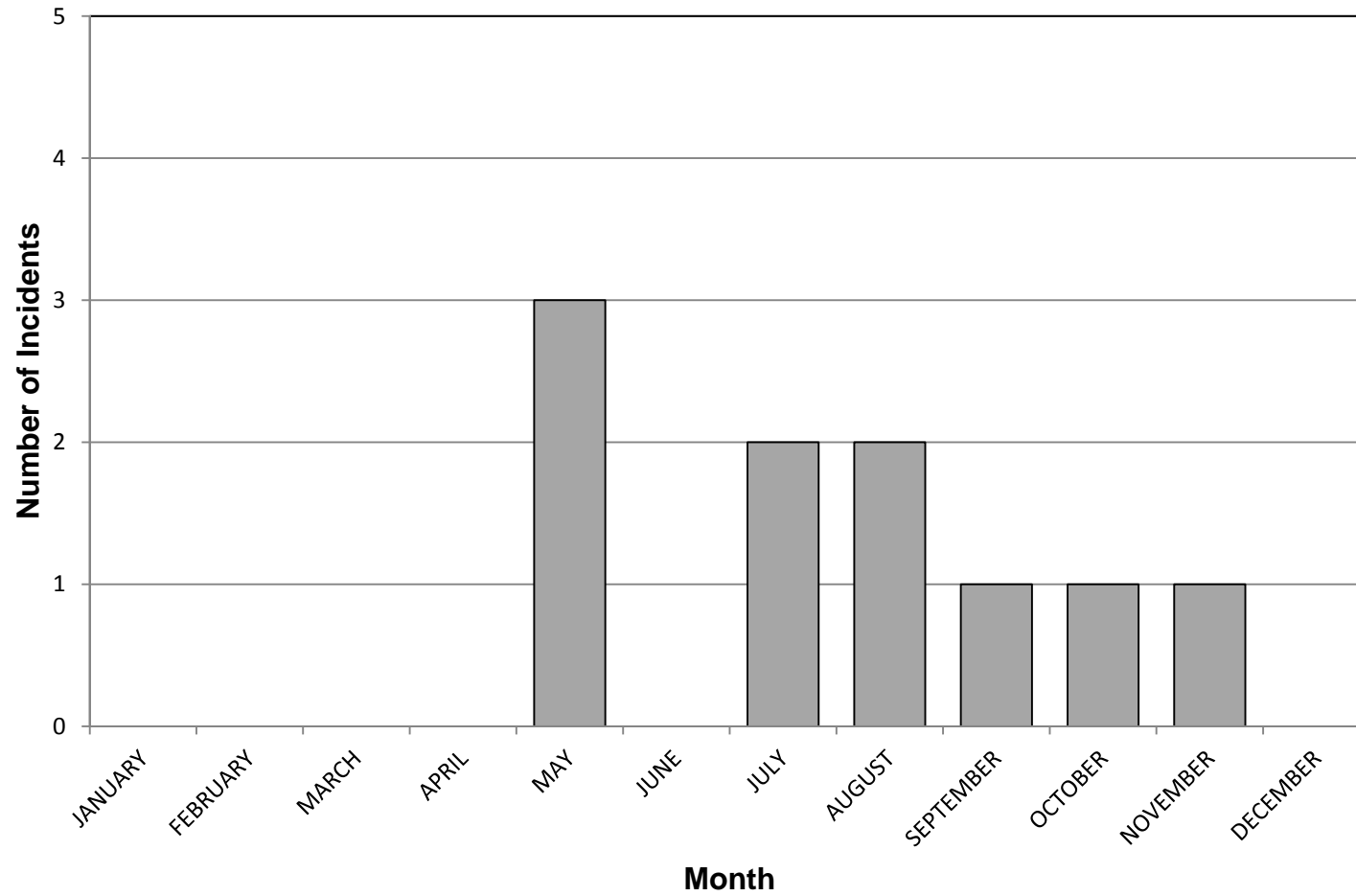
TN990 Attendances By Station Area (2010-2014)



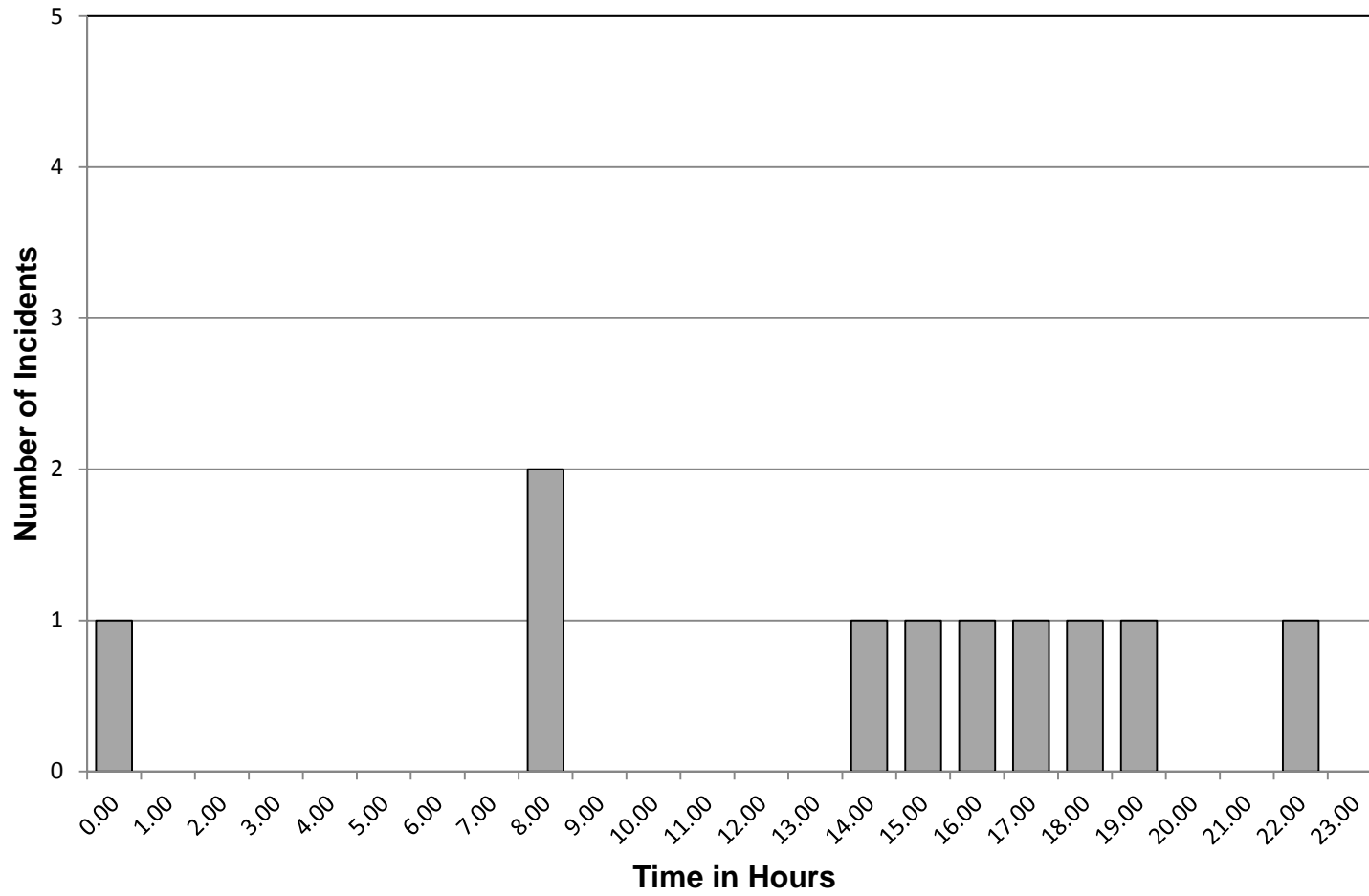
TN990 Attendances By Day Of Week (2010-2014)



TN990 Attendances By Month Of Year (2010-2014)

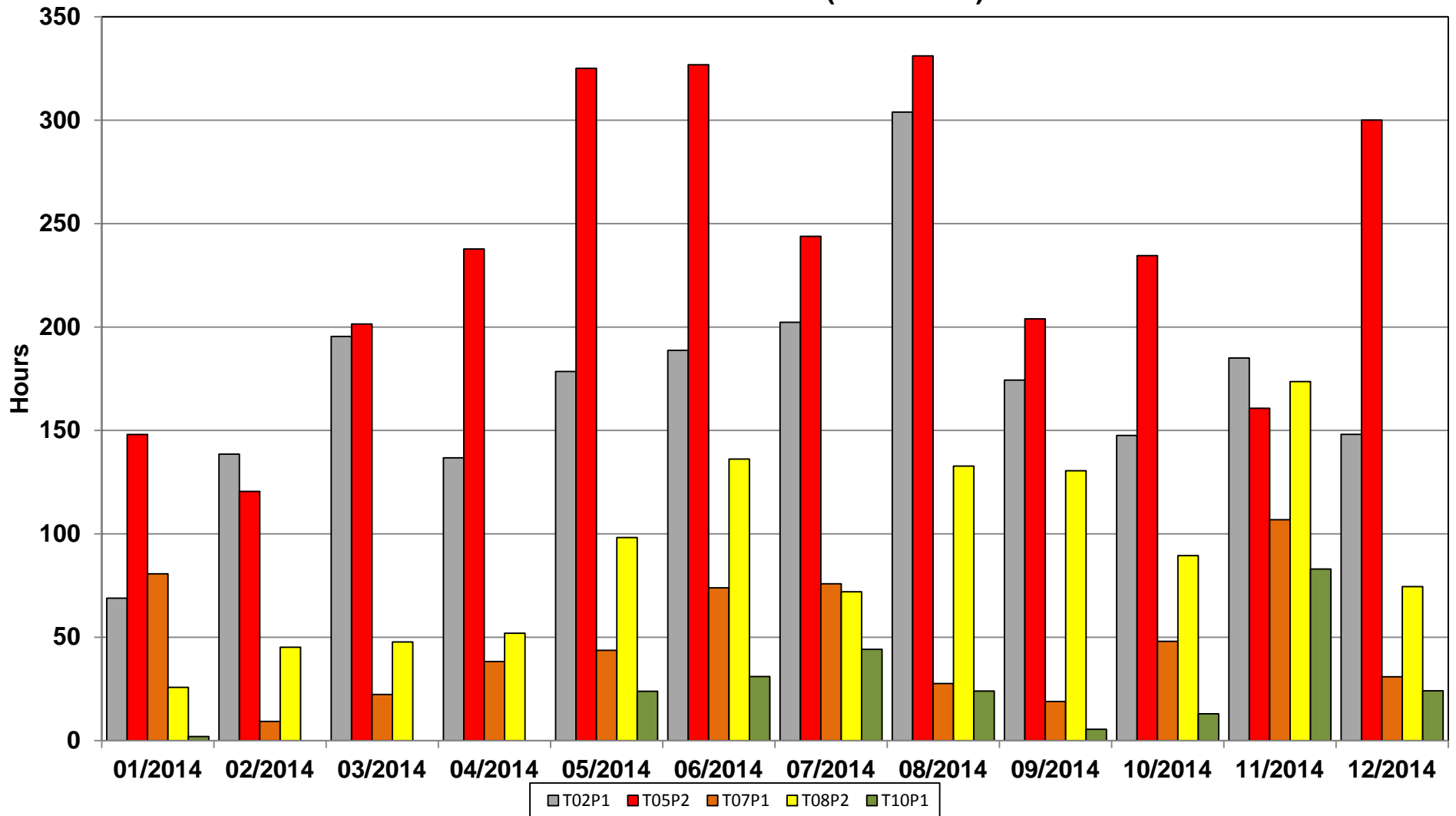


TN990 Attendances By Hour Of Day (2010-2014)

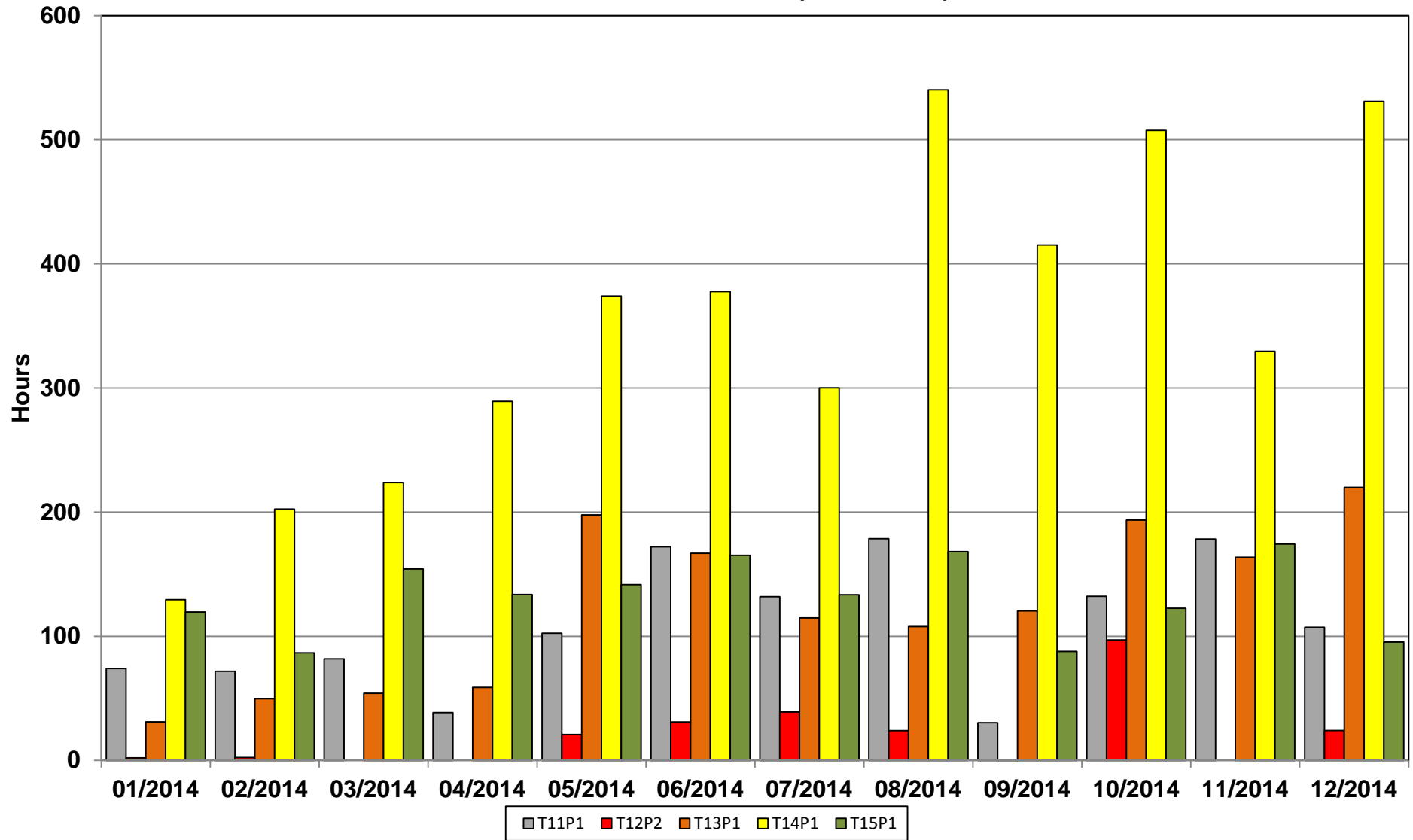


RDS Off The Run (Staffing)

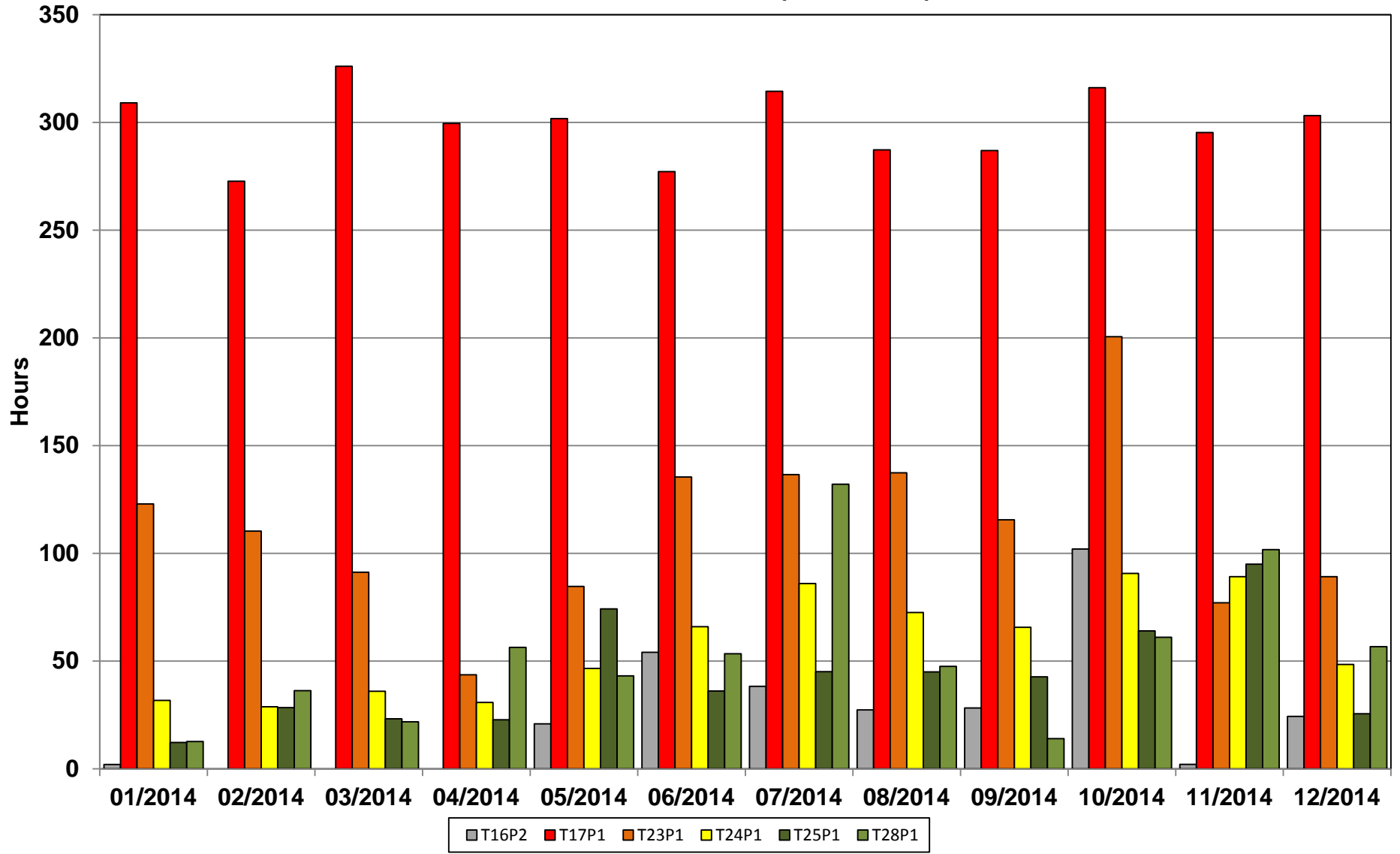
RDS OFF THE RUN 2014 (STAFFING)



RDS OFF THE RUN 2014 (STAFFING)



RDS OFF THE RUN 2014 (STAFFING)



Hours off the Run RDS Mechanical and Staffing Jan-December 2014:

Mechanical	01/2014	02/2014	03/2014	04/2014	05/2014	06/2014	07/2014	08/2014	09/2014	10/2014	11/2014	12/2014	Total
T01P2	0	0	0	0	0	0	0	0	0	0	0	0	0
T02P1	0	0	0	0	0	0	9	0	11	12	0	0	33
T05P2	0	0	1	0	1	2	11	1	0	2	0	0	18
T07P1	0	0	0	0	0	0	8	0	0	0	3	0	12
T08P2	0	2	0	2	0	0	10	0	2	0	0	0	16
T10P1	0	0	1	1	0	0	0	0	0	0	0	0	1
T11P1	0	0	0	0	0	0	8	3	0	2	0	0	13
T12P2	0	0	1	1	0	0	12	0	0	0	0	1	15
T13P1	0	0	0	0	0	0	4	0	26	0	1	0	31
T14P1	0	0	0	6	0	0	1	0	1	2	0	0	10
T15P1	0	0	0	0	0	0	10	0	0	0	0	0	10
T16P2	0	0	0	1	0	0	4	0	0	0	0	0	5
T17P1	0	0	0	0	0	0	0	0	0	0	0	8	8
T23P1	0	0	0	0	0	0	9	0	0	0	0	0	9
T24P1	0	1	0	5	2	10	0	0	15	0	2	0	35
T25P1	0	0	0	0	0	7	6	0	5	0	3	0	22
T28P1	0	0	0	0	0	0	53	0	0	0	0	0	54
Total	1	2	2	17	3	19	145	4	61	18	10	9	291

Staffing	01/2014	02/2014	03/2014	04/2014	05/2014	06/2014	07/2014	08/2014	09/2014	10/2014	11/2014	12/2014	Total
T02P1	69	139	195	137	179	189	202	304	174	148	185	148	2068
T05P2	148	121	201	238	325	327	244	331	204	235	161	300	2834
T07P1	81	9	22	38	44	74	76	28	19	48	107	31	576
T08P2	26	45	48	52	98	136	72	133	131	89	174	74	1078
T10P1	2	0	0	0	24	31	44	24	6	13	83	24	251
T11P1	74	72	82	39	102	172	132	179	30	132	178	107	1300
T12P2	2	2	0	0	21	31	39	24	0	97	0	24	240
T13P1	31	50	54	59	198	167	115	108	120	194	164	220	1479
T14P1	129	202	224	289	374	378	300	540	415	507	330	531	4220
T15P1	120	87	154	134	142	165	133	168	88	123	174	95	1583
T16P2	2	0	0	0	21	54	38	27	28	102	2	24	299
T17P1	309	273	326	300	302	277	314	287	287	316	295	303	3590
T23P1	123	110	91	44	85	135	137	137	116	201	77	89	1345
T24P1	32	29	36	31	47	66	86	73	66	91	89	48	693
T25P1	12	28	23	23	74	36	45	45	43	64	95	26	514
T28P1	13	36	22	56	43	53	132	48	14	61	102	57	637
Total	1172	1203	1479	1438	2077	2292	2110	2455	1740	2420	2215	2103	22705

Hours off the Run RDS 2013-2014 Mechanical and Staffing in Minutes Hours and Days:

	2013						2014				
	Mechanical	Staffing	Total	Total	Total		Mechanical	Staffing	Total	Total	Total
	Mins	Mins	Mins	Hours	Days		Mins	Mins	Mins	Hours	Days
T01P2	139	193417	193556	3226	134		0	0	0	0	0
T02P1	897	85428	86325	1439	60		1953	124095	126048	2101	88
T05P2	404	109136	109540	1826	76		1062	170036	171098	2852	119
T07P1	600	13416	14016	234	10		707	34579	35286	588	25
T08P2	1115	32225	33340	556	23		960	64669	65629	1094	46
T10P1	177	1908	2085	35	1		72	15039	15111	252	10
T11P1	357	53206	53563	893	37		760	77970	78730	1312	55
T12P2	593	2430	3023	50	2		898	14421	15319	255	11
T13P1	570	38846	39416	657	27		1865	88711	90576	1510	63
T14P1	44	152421	152465	2541	106		608	253202	253810	4230	176
T15P1	278	93085	93363	1556	65		595	94967	95562	1593	66
T16P2	488	1770	2258	38	2		286	17958	18244	304	13
T17P1	154	179747	179901	2998	125		484	215375	215859	3598	150
T23P1	457	70044	70501	1175	49		560	80675	81235	1354	56
T24P1	173	40617	40790	680	28		2097	41554	43651	728	30
T25P1	393	19445	19838	331	14		1304	30857	32161	536	22
T28P1	661	31779	32440	541	23		3224	38207	41431	691	29
Total	7500	1118920	1126420	18774	782		17435	1362315	1379750	22996	958

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NOTTINGHAMSHIRE
Fire & Rescue Service
Creating Safer Communities

Nottinghamshire and City of Nottingham
Fire and Rescue Authority

COMMITTEE OUTCOMES

Report of the Chief Fire Officer

Date: 27 February 2015

Purpose of Report:

To report to Members the business and actions of the Fire Authority committee meetings which took place in January and February 2015.

CONTACT OFFICER

Name : John Buckley
Chief Fire Officer

Tel : (0115) 967 0880

Email : john.buckley@notts-fire.gov.uk

Media Enquiries Contact : Bridget Aherne
(0115) 967 0880 bridget.aherne@notts-fire.gov.uk

1. BACKGROUND

As part of the revised governance arrangements the Authority has delegated key responsibilities to specific committees of the Authority. As part of those delegated responsibilities, the chairs of committees and the management leads report to the Authority on the business and actions as agreed at Fire and Rescue Authority meeting on 1 June 2007.

2. REPORT

The minutes of the following meetings are attached at Appendix A for the information of all Fire Authority members:

Community Safety Committee	9 January 2015
Finance and Resources Committee	16 January 2015
Human Resources Committee	30 January 2015
Policy and Strategy Committee	6 February 2015

3. FINANCIAL IMPLICATIONS

All financial implications were considered as part of the original reports submitted to the committees.

4. HUMAN RESOURCES AND LEARNING AND DEVELOPMENT IMPLICATIONS

All human resources and learning and development implications were considered as part of the original reports submitted to the committees.

5. EQUALITIES IMPLICATIONS

An equality impact assessment has not been undertaken because this report is not associated with a policy, function or service. Its purpose is to update the Fire Authority on the outcomes of committee business.

6. CRIME AND DISORDER IMPLICATIONS

There are no crime and disorder implications arising from this report.

7. LEGAL IMPLICATIONS

There are no legal implications arising directly from this report.

8. RISK MANAGEMENT IMPLICATIONS

The Service's performance in relation to matters addressed through the committee structure is scrutinised through a range of audit processes. The Service needs to continue to perform well in these areas as external scrutiny through Comprehensive Performance Assessment and auditors' judgement is key to future Service delivery.

9. RECOMMENDATIONS

That Members note the contents of this report.

10. BACKGROUND PAPERS FOR INSPECTION (OTHER THAN PUBLISHED DOCUMENTS)

None.

John Buckley
CHIEF FIRE OFFICER



**NOTTINGHAMSHIRE & CITY OF NOTTINGHAM FIRE & RESCUE AUTHORITY -
COMMUNITY SAFETY**

**MINUTES of the meeting held at Fire and Rescue Services HQ, Bestwood
Lodge, Arnold Nottingham NG5 8PD on 9 January 2015 from 10.00am –
11.52am**

Membership

Present

Absent

Councillor David Smith (Chair)
Councillor Brian Grocock
Councillor Ken Rigby
Councillor John Wilmott
Councillor Roger Jackson

Colleagues, partners and others in attendance:

Craig Parkin - Assistant Chief Fire Officer
Keith Jones - Head of Service Delivery
John Mills - Fire Prevention Officer
Cath Ziane-Pryor - Governance Officer

12 APOLOGIES FOR ABSENCE

None.

13 DECLARATIONS OF INTERESTS

None.

14 MINUTES

The Committee confirmed the minutes of the meeting held on 3 October 2014 as a correct record and they were signed by the Chair.

**15 FIRE INVESTIGATION: UNIVERSITY OF NOTTINGHAM - JUBILEE
CAMPUS**

Further to the report submitted to the last meeting, Craig Parkin, Assistant Chief Fire Officer introduced Keith Jones, Head of Service Delivery, and John Mills, Head of Fire Protection.

John Mills, Head of Fire Protection, informed the Committee that whilst the structural fabric of the building, 'Glulam' could bear weights in excess of many other structural

fabrics, until the building is completed and all fire safety measures installed, as with most timber frames, buildings are vulnerable to fire.

From the investigation of the fire, the following pattern of events and involvement were reported to the Committee:

- (a) the Fire and Rescue Service was alerted to an incident at the building at 7:55 pm, however, examination of CCTV attached to surrounding buildings, identified smoke emitting from the building from approximately 7:35 pm. During this period the fire became well established;
- (b) on this occasion social media, in the form of filming of the fire by onlookers from different angles, provided a useful tool for investigating the fire and identifying that it originated in the far right of the building where there was an electrical feed and contractors' equipment was stored;
- (c) whilst the building was burnt to the ground, the fire was prevented from affecting other surrounding properties. However, very little evidence remained to assist the fire investigation which involved Nottinghamshire and City of Nottingham Fire and Rescue Service, including the Regional Hydrocarbon Dog Handler, Nottinghamshire Police, and the Health and Safety Executive for Construction Sites;
- (d) the investigation was also supported by :
 - (i) University of Nottingham;
 - (ii) Morgan and Sindall Construction;
 - (iii) Burgoyne's Forensic Investigators;
 - (iv) British Research Establishment;
- (e) fire investigations are undertaken by process of elimination, considering:
 - (i) accidental;
 - (ii) deliberate/criminal;
 - (iii) electrical and/or gas supply;
- (f) Crime Stoppers received a call to say that there was human interference and while this was investigated, no evidence found to confirm this;
- (g) the regional hydrocarbon dog searched the area in which the fire was believed to have started but the very nature of a building site means that where petroleum for generators and other known accelerants which are commonly used in construction are found to be present, it is often not possible to conclude criminal activity;
- (h) electricity and gas mains supply had not been connected to the site but an electrical supply was in place for use by the contractors in the form of generators for their power tools and to charge equipment such as scissor lifts;
- (i) the building contractor, Morgan Sindall, which has an excellent reputation in the industry, were found to have adhered to all fire safety and timber framed construction requirements and even exceeded those requirements;
- (j) it is concluded that electrical supply is the most likely cause of the fire which was exacerbated by the initial recording of smoke at a time when the site was

unattended and the fires development for nearly half an hour until the Fire and Rescue Service attended;

- (k) as the GlaxoSmithKline development is to proceed and the contractor retained, Morgan Sindall representatives are to meet with the Fire Service to discuss what further measures can be put in place to improve fire safety on site during the vulnerable period of development. It is predicted that recommendations will include a 24 hour presence on site. As the contractor is on site during the day this may only apply to non-working hours and while a physical presence would be preferable, monitored security cameras would still be of benefit as tackling a fire in its early stages could prevent considerable damage.

Councillors are concerned that while sprinkler systems specifically for buildings during development are available, they are not a legal requirement and insurance companies do not appear to offer reduced premiums if such sprinkler systems are installed. This is not an issue which is confined to large-scale multi-million pound developments, but it is also relevant to domestic properties.

Councillors welcomed the report that sprinklers were a legal requirement in Wales and queried why fire safety measures should be any different for England. It is noted that the Fire Rescue Service nationally continues to lobby for the installation of sprinklers.

RESOLVED

- (1) for the report to be noted;**
- (2) to continue to support the Fire and Rescue Service in its campaign for the installation of sprinkler systems to improve fire safety and reduce risk to life and property;**
- (3) for the thanks and appreciation of the committee to be recorded to all firefighters who had attended the blaze and to all officers involved in the investigation.**

16 CASE SUMMARY: PROSECUTION UNDER REGULATORY REFORM FIRE SAFETY ORDER 2005

John Mills, Head of Fire Protection, and Keith Jones, Head of Service Delivery, informed the Committee of a recent court case involving the Fire Authority in pursuance of fire safety breaches under the Regulatory Reform Fire Safety Order 2005.

The report outlines the case of an individual (RP - responsible person) who although initially appearing to comply with the fire safety requests of the Fire and Rescue Service in regard to 2 properties which he let to hen and stag parties, ultimately challenged the Service and individuals serving within it.

The process by which the case was escalated to Crown Court is summarised as follows:

- (i) following an expression of fire safety concerns by a member of the public who had attended the building, officers inspected the premises in 2010 and

the RP was provided with an informal Notice Of Deficiencies which identified areas of fire safety concern and was supported by advice on cost effective solutions to rectify issues at both properties;

- (ii) during 2011 there was a fire at one of the premises and the attending fire crew provided further advice;
- (iii) as a result of this incident and as part of the 'risk-based inspection program', the premises were again inspected in 2012 and fire safety standards were found to have significantly deteriorated. The RP claimed that the 2005 order did not apply to his premises and declined to address the fire safety issues identified. As a result a formal Enforcement Notice was issued. As neither party were willing to alter their stance, the issue was escalated to the Magistrates Court;
- (iv) an initial Magistrates Court hearing was held and an appeal hearing was cancelled. When eventually heard, the Fire Service requested and was awarded court costs totalling £2,500 although this sum is yet to be received;
- (v) during February 2013 the property was re-inspected and it was found that the required works had not been completed to an acceptable standard. Further visits to the premises were denied;
- (vi) the RP requested that the Magistrates Court reopen his appeal against the enforcement notice and following several adjournments this request was denied. Court costs totalling £4,444 were awarded to the Fire Service but are yet to be received;
- (vii) during February 2014 the RP appeared in Nottingham Crown Court and the matter was adjourned to September 2014 for a full trial, at this point the RP changed his plea to guilty on several charges and the Fire Service decided not to pursue the remaining charges due to public interest;
- (viii) during November 2014 Nottingham Crown Court fined the RP £22,000 and he was ordered to pay the Fire and Rescue Service £78,000 towards costs, none of which have been received.

The following points were highlighted and Councillor's questions responded to:

- (a) Officers are not aware that any of the required changes have been made yet but it is understood that the properties are no longer in use;
- (b) the Service does everything in its power to educate, inform and support businesses to improve safety and for the majority of instances this help is accepted and acted upon;
- (c) although pursuing prosecution has proved expensive and full costs have not been awarded to the authority, it is vital that the enforcement program is not undermined and is strictly followed;
- (d) where costs and fines have been awarded, the Service will pursue the payment, this may result in a prison sentence for non-payers;

- (e) the business was not shut down following the initial complaint as it is reasonable to allow time for the safety improvements to be made. It was only when the resistance of the RP to make the improvements that the case was escalated;
- (f) it is not feasible for Local Authorities or the Fire and Rescue Service to inspect all business premises due to capacity. The Fire and Rescue Service does have an ongoing risk based inspection programme relating to 'life risk' and where incidents where 'sleeping risk' premises have been attended by a crew, the priority of a follow up inspection of the site is heightened;
- (g) every premises must have a 'Responsible Person' who takes responsibility for safety. However, the public also have a responsibility report safety concerns.

It is noted that the Service's processes in these type of cases have been highlighted regionally as good practice.

RESOLVED

- (1) to note the report and the workload that this case type creates for the organisation;**
- (2) for Councillors in attendance to be kept informed of the progress of retrieving the costs awarded to the Authority by the courts in this case.**

17 COMMUNITY SAFETY REVIEW

Craig Parkin, Assistant Chief Fire Officer, presented the report which updates Councillors on the Community Safety Review within the organisation, and a revised performance management and reporting process for reporting to this Committee.

The following points were highlighted:

- (a) The review was conducted under four key themes of:
 - (i) Research and information gathering;
 - (ii) Identification of community safety priorities;
 - (iii) Departmental structure options;
 - (iv) Performance monitoring and reporting;
- (b) the Community Safety Team has been restructured so that more resources are focused in the community and in partnership working;
- (c) the 'South' and 'City' groups have been merged;
- (d) the team is better integrated than previously;
- (e) the main priorities of community safety have been identified as:
 - (i) personal risk;
 - (ii) road safety
 - (iii) elderly;
 - (iv) education.

Further information on the Performance Framework is to be submitted to the next meeting.

The following responses were given to Councillor's questions:

- (f) the Service is working closely with early intervention agencies with regard to the elderly and dementia sufferers;
- (g) a grant had been secured to provide cycle maintenance sessions for young people which will also provide an opportunity to inform and educate cyclists;
- (h) where people can't be easily educated, including some elderly and dementia citizens, sprinkler systems are especially recommended;
- (i) the Service is keen to engage in further community partnership working but needs to be realistic about the capacity of officers and ensure that engagement is prioritised to where the service can have the most influence;
- (j) it is a concern that the figures held by NCH regarding fires in homes varies from those attended by the Service;
- (k) historically the Fire Prevention Team are focused on securing legislation to support the installation of sprinklers;
- (l) improved sharing of information with the Police will ensure that both Authorities can assist each other in improving community safety and security.

Councillors commented:

- (m) with the drive to keep elderly and infirm people living in their own homes for as long as possible, it is important to ensure that safety is maintained for this growing section of the community;
- (n) there is still an on-going need for cycle safety training for young people but a growing issue is irresponsible driving of disability buggies. Consideration should be given to providing basic safety training;
- (o) it is acknowledged that the Service works closely with Nottingham City Homes (NCH) and several Housing Associations so it is disappointing that for the new-build NCH properties, sprinkler systems are not being installed. This is a short-term financial saving as along with the a potential risk to life, a sprinkler system costing a few hundred pounds is cheap against an average cost of a fire of £65,000 where a sprinkler system hasn't extinguished or inhibited a fire.

RESOLVED to note the report.



**NOTTINGHAMSHIRE AND CITY OF NOTTINGHAM
FIRE AND RESCUE AUTHORITY**

FINANCE AND RESOURCES COMMITTEE

MINUTES of the meeting held at Fire and Rescue Services HQ, Bestwood Lodge, Arnold Nottingham NG5 8PD on 16 January 2015 from 10.00am to 11.42am

Membership

Present

Councillor Malcolm Wood (Chair)
Councillor John Allin
Councillor Chris Barnfather
Councillor John Clarke
Councillor Gordon Wheeler

Absent

Colleagues, partners and others in attendance:

Councillor Brian Grocock	- Observer
Peter Hurford	- Treasurer to the Authority
Neil Timms	- Strategic Director of Finance and Resources
Catherine Ziane-Pryor	- Governance Officer

20 DECLARATIONS OF INTERESTS

None.

21 MINUTES

It is noted that with regard to minute 18, 'Occupational Road Risk' the Road Risk Group Action Plan will be submitted to a future meeting.

RESOLVED for the minutes of the last meeting held on 10 October 2014, to be confirmed and signed by the Chair.

22 APOLOGIES FOR ABSENCE

Apologies for lateness were received from Councillors John Clarke (10.06am) and John Allin (10.07am).

23 REVENUE AND CAPITAL MONITORING REPORT TO NOVEMBER 2014

Neil Timms, Strategic Director of Finance and Resources, presented the report which details the financial performance of the Service between 31 March 2014 and 30 November 2014, highlighting key areas where outturn variances are most likely to occur.

The following points are highlighted in the report with a brief explanation of the predicted figures:

- (a) the Revenue Budget is £42.9million with an estimated overall variance of 0.67% totalling £290,000;
- (b) the net cost of industrial action during 2014/15 is estimated to be £442,000;
- (c) the whole time variance to date is £365,000 underspend with an estimated outturn underspend of £245,000;
- (d) retained pay is predicted to have an underspend of £244,000;
- (e) administrative and support staff pay, £344,000 underspend;
- (f) pension strain, has an outturn of £158,000 overspend;
- (g) Prince's Trust, £86,000 deficit with an underspend of £33,000;
- (h) fleet maintenance has £40,000 of additional maintenance charges to pay;
- (i) premises underspend of £37,000;
- (j) insurance overspend of £22,000;
- (k) supplies and services, £50,000;
- (l) support services, overspend of £100,000;
- (m) earmarked reserves of £280,000;
- (n) depreciation and impairments of £6,000;
- (o) capital financing costs underspend of £239,000.

It is noted that the cost of the cost of industrial action is now predicted to be £373,000.

An explanation of the Capital Programme is provided in the report.

RESOLVED to approve the following earmarked reserves:

- (i) £200,000 potential costs arising from developments in communications;**
- (ii) £ 80,000 future ill health charges (top up to pensions reserve);**
- (iii) £200,000 to support the transition to a joint control room.**

24 PRUDENTIAL CODE MONITORING REPORT TO 30 NOVEMBER 2014

Peter Hurford, the Treasurer to the Authority, presented the report which outlines the performance to the Prudential Indicators for Capital Accounting and Treasury Management for the two-month period ending 30th November 2014.

One small technical breach had occurred on the upper limit of loans between 12 months and 5 years. This was due to a reduction in total borrowing and is not considered a significant risk.

RESOLVED to note the report.

25 BUDGET PROPOSALS FOR 2015/2016 TO 2017/2018 AND OPTIONS FOR COUNCIL TAX

Neil Timms, Strategic Director of Finance and Resources, presented the report which provides options for the recommendation to the full Fire Authority for a balanced revenue budget over the next 3 years including implications for Council Tax.

The following responses were given to Councillor's questions:

- (a) the outline budget was set last February and now needs to be updated to include further potential savings identified by a Panel consisting of Councillor Wood as Chair of the Finance and Resources Committee, Peter Hurford, as Treasurer to the Authority and Neil Timms as Strategic Director of Finance and Resources;
- (b) Members have been concerned regarding the underspend on the capital programme, but this has often been due to delays, including the time between ordering fire appliances and receiving them which can be 14 months. Due to this, plans need to be in place at least a year before equipment is required;
- (c) construction of the new Fire Station at Gresham is taking longer than predicted due to unforeseen delays in purchasing land. This will result in the Fire Service not being able to perform to the programme as although some flexibility is built-in, it will not be sufficient in this instance so the programme will be reduced by 20% to allow for this slippage;
- (d) more detailed information will be available for the full Fire Authority meeting regarding the implications on council tax options;
- (e) In 2008 the Service assessed all of the Fire and Rescue Service estate and considered sustainability of the capital programme. The cost of refurbishment and new build were considered and it was found that refurbishment of fire stations was not feasible as better value for money could be achieved by building new properties. If building programmes were 'slowed down', there would only be a short term benefit with a greater long-term impact;
- (f) the capital spend on appliances and their expected working life has been considered but could be revisited. Lifespan varies for different equipment with pumping appliances currently active for 12 years but built with a 15 year life span. If members requested, this could be reconsidered but would need to include consideration of maintenance costs and again, a short term benefit could have a longer term negative impact;
- (g) a Fire Cover Review is taking place at the moment to ensure that all Fire Stations are sited appropriately. Land has not yet been identified for any new stations although several options are available.

RESOLVED

(1) to note:

- (i) the Capital and Revenue Budgets for 2015/2016**
- (ii) the outline Capital and Revenue Budgets for 2016/2017 and 2017/2018;**

(2) to recommend that the full Fire Authority, subject to more in-depth complete and longer term information being available, including from Central Government, consider the following two funding options for the Service;

- (i) a zero increase in Council Tax;**
- (ii) an increase in Council Tax below the referendum ceiling.**

26 TREASURY MANAGEMENT MID-YEAR REVIEW 2014/15

Peter Hurford, Treasurer to the Authority, presented an update on treasury management activity during the first half of the 2014/15 financial year.

RESOLVED to note the report.

27 CORPORATE RISK MANAGEMENT

Neil Timms, Strategic Director of Finance and Resources, presented the report which updates the Committee on the Corporate and Strategic Risk Registers.

Members questions were responded to as follows;

- (a) cyber terrorism is a heightened threat but the Fire and Rescue Service system security is very robust and the service is unlikely to be an attractive target;**
- (b) there are financial risks as Council Tax grants are reduced significantly. In addition, there may be a move from Central Government for business rates to be collected by the Local Authority. This may result in lower incomes.**

RESOLVED

(1) to note and endorse:

- (i) the Strategic Risk Register;**
- (ii) the Corporate Risk Register;**

(2) to note the most significant risks facing the Authority;

(3) for the Strategic Director of Finance and Resources to request that the Risk Manager provide a response to members of the Committee regarding the level of protection considered against risks.

28 EXCLUSION OF THE PUBLIC

RESOLVED to exclude the public from the meeting during consideration of the remaining agenda items, in accordance with section 100A(4) of the Local Government Act 1972 on the basis that, having regard to all the circumstances, the public interest in maintaining the exemption outweighs the public interest in disclosing the information, as defined in paragraph 3 of Part 1 of Schedule 12A to the Act.

29 PROPOSED DISPOSAL OF LAND AT MANSFIELD

Neil Timms, Strategic Director of Finance and Resources, presented the report which seeks authority for the disposal of a strip of land owned by the Fire Service, at Mansfield. Several options were suggested to the Committee.

RESOLVED to approve Option 4.

30 PURCHASE OF LAND AT THE FORMER GRESHAM WORKS

Neil Timms, Strategic Director of Finance and Resources, presented the report which seeks authority for arrangements to be put in place for the acquisition of the former Gresham Works.

RESOLVED for approval to be given for officers to make an offer to purchase the land in line with the terms set out in paragraph 2.6 of the report.



**NOTTINGHAMSHIRE AND CITY OF NOTTINGHAM
FIRE AND RESCUE AUTHORITY**

HUMAN RESOURCES COMMITTEE

MINUTES of the meeting held at Fire and Rescue Services HQ, Bestwood Lodge, Arnold Nottingham NG5 8PD on 30 January 2015 from 10.02am to 11.12am

Membership

Present

Councillor Michael Payne (Chair)
Councillor Eunice Campbell
Councillor Stephen Garner
Councillor Liz Yates
Councillor Sybil Fielding

Absent

Colleagues, partners and others in attendance:

Councillor Brian Grocock	- Observer
Peter Hurford	- Treasurer to the Authority
Craig Parkin	- Assistant Chief Fire Officer
Neil Timms	- Strategic Director of Finance and Resources
Catherine Ziane-Pryor	- Governance Officer

19 APOLOGIES FOR ABSENCE

None.

20 DECLARATIONS OF INTERESTS

None.

21 MINUTES

The minutes of the meeting held on 10 October 2014 were confirmed and signed by the Chair.

22 HUMAN RESOURCES UPDATE - QUARTER 2

Craig Parkin, Assistant Chief Fire Office, presented the report which updates the Committee on Human Resources issues within the Service.
The report details the sickness figures for the last Quarter for employees as a whole and also in for the following groups:

- Whole time;
- Retained;
- Control;
- Support;
- Long Term Absence and Medically Certified Absence.

Disciplinary and grievance occurrences are also listed along with a breakdown of approved, actual and variances in staffing.

The following points were highlighted and questions responded to:

- (a) the majority of employees do not have any sickness absence;
- (b) the reduction in sickness levels across the Service is reassuring;
- (c) the provision of reasons behind sickness levels, such as long-term conditions, is helpful in presenting a fully comprehensive overview;
- (d) where fire appliance staff may have been off work for a substantial period, it may be possible for them to return to work with modified duties in a different area of the Service. Statistically they will still be shown as absent from their substantive role, even if they are not absent from work. (There are only 7 staff currently on modified duties);
- (e) phased returns to work are also available to staff returning to work following a long term absence, and they too may be eligible for modified duties;
- (f) the modified duties policy has recently been reviewed to ensure that the duties offered are appropriate for each individual;
- (g) as there is not a significant issue with short-term sickness absence, the current focus is on addressing long term absence. This includes a prompt reaction to ensure that conditions do not deteriorate;
- (h) there can be a delay for HQ to ascertain exactly why an employee is absent with illness, but the absence of that employee is registered immediately as appropriate cover usually needs to be arranged.

Members of the Committee welcomed the drop in sickness absence levels.

RESOLVED to note the report.

23 POST DELETIONS - PRINCE'S TRUST

Craig Parkin, Assistant Chief Fire Officer, presented the report which requests support to permanently delete non-uniformed posts following a restructure of the Prince's Trust Team. The final decision will be made by the full Fire Authority at the meeting in February.

The Fire Service's work with the Prince's Trust has proved highly successful but due to changes to the financing of the Prince's Trust Team, a restructure has taken place and includes partnership arrangements with Nottinghamshire Police and West Nottinghamshire College.

The reduction in staffing has involved extensive consultation with employees and trade unions to avoid compulsory redundancies and as a result, one member of staff resigned to move to a different job and two staff agreed to voluntary redundancies.

Members welcomed the achievements for young people made possible and supported by the Service's work with the Prince's Trust.

RESOLVED to support the recommendation to full Fire Authority to delete the following posts:

- (i) Prince's Trust Team Leader;**
- (ii) Prince's Trust Support Officer.**

24 EXCLUSION OF PUBLIC

RESOLVED to exclude the public from the meeting during consideration of the remaining agenda item, in accordance with section 100A(4) of the Local Government Act 1972 on the basis that, having regard to all the circumstances, the public interest in maintaining the exemption outweighs the public interest in disclosing the information, as defined in paragraph 3 of Part 1 of Schedule 12A to the Act.

25 PENSION ADMINISTRATION

Neil Timms, Strategic Director of Finance and Resources, presented the report regarding the administrative arrangements for the Fire Fighters pension scheme.

RESOLVED that the report be noted.



**NOTTINGHAMSHIRE AND CITY OF NOTTINGHAM
FIRE AND RESCUE AUTHORITY**

**NOTTINGHAMSHIRE & CITY OF NOTTINGHAM FIRE & RESCUE AUTHORITY -
POLICY & STRATEGY**

**MINUTES of the meeting held at Fire and Rescue Services HQ, Bestwood
Lodge, Arnold, Nottingham, NG5 8PD on 6 February 2015 from 10.00 - 10.23**

Membership

Present

Councillor Darrell Pulk (Chair)
Councillor Chris Barnfather
Councillor Gordon Wheeler
Councillor John Wilmott

Absent

Councillor Brian Grocock
Councillor Jon Collins

Councillor David Smith (substitute for Councillor Grocock)

Colleagues, partners and others in attendance

John Buckley	Chief Fire Officer
Craig Parkin	Assistant Chief Fire Officer
Peter Hurford	Treasurer to the Authority
Neil Timms	Strategic Director, Finance and Resources, Fire Authority
Malcolm Townroe	Clerk and Monitoring Officer to the Authority
Mark Leavesley	Governance Officer, Nottingham City Council

19 APOLOGIES FOR ABSENCE

Councillor Grocock) other City Council business
Councillor Collins)

20 DECLARATIONS OF INTERESTS

None.

21 MINUTES

The Committee confirmed the minutes of the meeting held on 7 November 2014 as a correct record and they were signed by the Chair.

22 PROTECTED PENSION AGE

Further to minute 28 dated 31 January 2014, Neil Timms, Strategic Director of Finance and Resources, introduced the report which informed the Committee of the latest position in regard to the Authority's pension scheme.

The following points were highlighted for Members;

- following an audit, requested by this Committee, controls have been put in place that provide substantial assurance that risk has been mitigated following actions to address identified key risks;
- an action plan has been produced, which documents recommended actions or considerations, for identified low to medium risks;
- in relation to an identified medium risk issue (relating to the potential liability of the former Pensions Administrator for costs incurred from its failure to advise the Service of the loss of protected pension age for one of the pensioners, and whose continued employment was in contravention of the Her Majesty's Revenue and Customs rules), the Head of Finance and Resources is currently engaged with the Pensions Administrator in negotiating a resolution;
- in relation to the identified low risk issues, relating to further administrative procedures to ensure that employees fully understand the taxation position on re-employment following retirement, the majority of the Auditor's recommendations are completed or in the process of completion;
- as a result of the Auditor's recommendations, an amended draft Retirement Policy is currently out for consultation, and the letter sent to employees who are employed on dual contract arrangements, setting out the implications and conditions of re-employment on their protected pension age, has been amended.

During discussion, members stated that, while they were concerned with the Auditor's findings that the Authority was dealing with the process incorrectly (as were numerous other Fire Authorities), they were pleased that it has come to light and the processes were now being revised/amended as necessary.

RESOLVED to note the report, including the Internal Auditor's Report, the action plan, to address the low to medium risks, and the draft amended Retirement Policy (Uniformed Employees).

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