



**NOTTINGHAMSHIRE**  
**Fire & Rescue Service**  
*Creating Safer Communities*

Nottinghamshire and City of Nottingham  
Fire and Rescue Authority  
Finance and Resources Committee

# REVISED PROPERTY STRATEGY

Report of the Chief Fire Officer

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**Date:** 24 June 2016

**Purpose of Report:**

To present the updated NFRS Property Strategy to the Finance and Resources Committee for approval of the revisions.

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## **1. BACKGROUND**

- 1.1 This report is to update Members on the revisions to the Nottinghamshire Fire and Rescue Service (NFRS) Property Strategy (the Strategy) originally presented and agreed by the Finance and Resources Committee in October 2014.
- 1.2 The revisions to the Strategy were presented to the Executive Delivery Team (EDT) and the Strategic Leadership Team (SLT) in May 2016. Both EDT and SLT have agreed the proposed revisions.

## **2. REPORT**

- 2.1 The NFRS Property Strategy is at Appendix A to this report and if agreed will supersede the existing version.
- 2.2 The strategy itself is aimed at providing a flexible framework within which the NFRS Estate will be developed into the future; it is intended to provide the agility to accept a constantly changing environment and be able to adapt to both internal and external influences.
- 2.3 In comparison with the 2014 Property Strategy the amendments are generally only minor in nature and are highlighted in the attached Strategy; the main revisions cover the following:
  - The document review period has been amended from annually to every two years or as required.
  - Changes in terminology from what was the Corporate Management Board to the Strategic Leadership Team.
  - A greater duty to actively collaborate in particular with other blue light organisations.
  - Confirmation of the minimum period for whole life costing benchmark.
  - The requirement to consider the environmental impact NFRS has within the community.
  - Planning within the Medium Term Financial Strategy within known financial restraints.
  - Revision of the financing plan and timescales.

## **3. FINANCIAL IMPLICATIONS**

The high level estimated capital expenditure related to property is detailed in the NFRS Property Strategy itself.

**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 known equality implications arising directly from this report.

**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 from this report.

**8. RISK MANAGEMENT IMPLICATIONS**

There are a number of risks inherent in the development of the strategy and management of projects in general; any such risks will be dealt with through the use of project controls and risk registers dealing with the individual projects.

**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**



# Property Strategy

## Scope:

This strategy is mandatory.

Summary: This strategy sets out the future property aims and objectives of Nottinghamshire Fire and Rescue Service.

## Version Control:

<i>Person Responsible:</i>	<i>Version</i>	<i>Date</i>
Head of Procurement & Estates		
Revisions		
Document review		May 16

**Review Date:** May 2018

<b>CONTENTS:</b>	<b>Page</b>
<b>INTRODUCTION.....</b>	<b>3</b>
<b>OVERALL AIMS AND OBJECTIVES OF THE PROPERTY STRATEGY.....</b>	<b>4</b>
<b>THE MEDIUM TERM PLAN.....</b>	<b>4</b>
<b>PRINCIPLES AND STANDARDS.....</b>	<b>5</b>
<b>ESTABLISHING AND DEVELOPING THE NEED.....</b>	<b>5</b>
<b>THE OPERATIONAL ROLE.....</b>	<b>6</b>
<b>COST AND AFFORDABILITY.....</b>	<b>6</b>
<b>THE HUB AND SPOKE PRINCIPLE.....</b>	<b>7</b>
<b>ESTATE RATIONALISATION AND SPACE UTILISATION.....</b>	<b>7</b>
<b>CO-LOCATION AND COLLABORATION.....</b>	<b>7</b>
<b>COMMUNITY ENGAGEMENT AND ACCESSIBILITY.....</b>	<b>8</b>
<b>BUSINESS CONTINUITY MANAGEMENT.....</b>	<b>8</b>
<b>ENVIRONMENTAL SUSTAINABILITY MEASURES.....</b>	<b>8</b>
<b>ACCOMMODATING THE RESERVE FLEET AND SPECIALIST FIRE VEHICLES.....</b>	<b>9</b>
<b>TRAINING.....</b>	<b>9</b>
<b>PROGRAMMING AND TIMELINES.....</b>	<b>10</b>
<b>FLEXIBLE AND MOBILE WORKING.....</b>	<b>10</b>
<b>PART TWO – THE FUNDING OF THE PROPERTY STRATEGY.....</b>	<b>11</b>
<b>FUNDING BACKGROUND.....</b>	<b>11</b>
<b>SOURCES OF CAPITAL FUNDING.....</b>	<b>11</b>
<b>REVENUE IMPACT OF CAPITAL FUNDING.....</b>	<b>11</b>
<b>CURRENT FINANCING PLANS.....</b>	<b>12</b>
<b>APPENDIX A.....</b>	<b>14</b>
<b>APPENDIX B.....</b>	<b>19</b>

## INTRODUCTION

1. The reasons for the development and the implementation of a property strategy are well established in setting out the long term goals, aims and aspirations for the organisation's property portfolio. The property strategy sets the overall policy for the effective management of Nottinghamshire Fire and Rescue Service's Estate and incorporates the wider organisation's strategic aims and operational objectives.
2. The property strategy (the strategy) is so written to provide the necessary agility and flexibility to adapt to the changing influences and circumstances impacting on NFRS's operations. The strategy provides an overarching framework and policy to allow the medium term property plan to be developed, implemented and maintained.
3. The strategy sets out to provide NFRS with a long term, sustainable and affordable property portfolio in order to provide fire and rescue services throughout Nottinghamshire.
4. This strategy comprises two parts; the first, the overall aims and objectives, the 'what is to be done'. The second part of the strategy is the 'how the strategy is to be financed'.
5. Part Two of this strategy document supersedes the Sustainable Capital Plans 2008 document (the previous financial strategy).

## PART ONE – THE PROPERTY STRATEGY

### OVERALL AIMS AND OBJECTIVES OF THE PROPERTY STRATEGY

6. The strategic long term planning for the future of NFRS's building stock is in itself a challenging task. Future fire stations and their locations will largely be determined around, what is expected to be a dynamic and fluid future operational need. However, the planning process necessary for the development of fire cover reviews will always be influenced, to a greater or lesser degree, on the extant building stock and to a large degree on affordability.
7. For these reasons operational and property planning must be carried out in harmony to ensure that the NFRS operational goals and objectives can be realistically achieved through its property portfolio.
8. The overall aims and objectives of this strategy are to define the future development of the Estate and are as follows:
  - 8.1. Ensure operational effectiveness through NFRS's property stock
  - 8.2. The provision of an accessible, flexible and safe working environment that is fit for purpose
  - 8.3. The provision of long term value for money
  - 8.4. To provide a sustainable building stock
9. It should be noted that the strategy primarily focuses on the future development of the NFRS Estate and not on the annual cyclic and reactive maintenance. Annual maintenance, because of its nature, is dealt with through the annual budgeting process, cyclical inspection regime and the Pre-planned Maintenance Plan (PMP).
10. The Property Strategy is to be reviewed **at least every two years or annually as required**.

### THE MEDIUM TERM PLAN

11. As part of implementing the strategy a rolling medium term plan (up to 5 years) must be in place; this plan provides the detail necessary to facilitate and implement the aims and objectives of the property strategy.
12. In developing the medium term plan and to meet the aims and objectives of the strategy the planning must address the following:
  - 12.1. The assessment of the future potential requirements with the primary focus over the long term

- 12.2. The review and assessment of the existing property portfolio in relationship with operational needs
- 12.3. The development of the medium term plan to facilitate achieving the overall strategic aims and objectives on a rolling basis
- 12.4. The annual review of the medium term plan in line with strategy
- 12.5. The general condition of the existing building stock
13. The medium term plan is to be authorised through the **Strategic Leadership Team (SLT)** and is to be a contiguous rolling plan reviewed and updated each year.
14. In order to achieve the overall aims and objectives of the Property Strategy and in development of the medium term plan there are a number of overarching principles and standards that are to be followed.

## **PRINCIPLES AND STANDARDS**

15. The following section covers the range of principles and standards to be applied to the development of new fire stations and other properties. These principles and standards will also apply to refurbishment and major renovation projects to the existing building stock where practicable.
16. Where possible these principles and standards are also to be applied to non-operational buildings and premises.
17. All new fire stations and major refurbishment of fire stations will be based on a standard design concept where the primary focus will be on the operational function of the station; essentially this is to be the core business of accommodating and mobilising fire crews and assets. This will be the starting point of any new station design or major refurbishment and this concept is set out in the following narrative.

## **ESTABLISHING AND DEVELOPING THE NEED**

18. When developing the need for a new replacement fire station or for major refurbishments there are a number of principles that are to be considered. These principles are to determine the form and the function of fire stations and other properties, these will include:
  - 18.1. The operational role (fire stations)
  - 18.2. Cost and affordability
  - 18.3. The use of a Hub and Spoke model in order to maximise the use of NFRS properties and to allow consolidation of functions across NFRS sites

- 18.4. Space utilisation across the NFRS Estate
- 18.5. The **active pursuit of** co-location and collaboration with other organisations **especially blue light organisations**
- 18.6. The needs related to engagement with the Community and other partners
- 18.7. The need to facilitate Business Continuity Management
- 18.8. The environmental sustainability
- 18.9. \*Accommodation for the frontline operational vehicles, the reserve appliance fleet and specialist front line operational fire vehicles
- 18.10. Training and the need for operational training at a local level on fire stations, at Training Hubs and at the Service Development Centre
- 18.11. Programming and timelines
- 18.12. Flexible and mobile working

\*Accommodation is to be provided for front line operational vehicles. This excludes the light vehicle fleet, co-responding vehicles and other support vehicles.

## **THE OPERATIONAL ROLE**

- 19. The primary focus for all new fire stations and major refurbishments will be on the operational function of the station.
- 20. The standard design concept will include the provision of a set of standard features and facilities to ensure the operational capability of the fire station is met. The schedule of these features and facilities is at Appendix A.
- 21. Any additional requirements or aspirations over and above the schedule at Appendix A and the narrative below will require a full written justification and business case. This business case must be agreed by **SLT**.
- 22. Focusing on the operational role of the stations allows the potential to reduce the physical size of fire station buildings compared with the older historical designs; this and modern building techniques will make them more cost effective to build and run.

## **COST AND AFFORDABILITY**

- 23. The costs and affordability will be a major determining factor in all future new build and refurbishment works including the anticipated premises future running costs.

24. Whole-life costing must be the main driver relating to the cost and affordability for the design and construction of all new and refurbishment of all NFRS properties. The whole-life costs must strike a balance between the costs to build (or refurbish) and the costs to run and maintain the premises in the future. **The benchmarking to estimate the whole life costing as a comparator should be a minimum of 40 years.**
25. The impact of the capital cost for the rebuilding and refurbishment programme is covered in Part Two of the strategy.

### **THE HUB AND SPOKE PRINCIPLE**

26. The concept of the hub & spoke model has been in use and put into practice throughout NFRS Estate, though this model was not formally identified as such nor given this as a title. This strategy will continue to be developed as part of the future property planning in order to maximise the use of facilities and sites across the Estate.
27. An example of the NFRS hub and spoke principle is at Appendix B; this is a snapshot of the functional provision and will be subject to change as strategies are developed to meet the operational requirements and fire cover review processes. The hub and spoke principles must form a part of the planning process in order to assist in the rationalisation and space utilisation throughout the NFRS Estate.

### **ESTATE RATIONALISATION AND SPACE UTILISATION**

28. The planning process is to include consideration to any existing or future potential for estate rationalisation and for maximising the use of any existing building stock before building new. This is to say that when the need arises for the building of new accommodation, all efforts are to be made to ensure that the planning process takes into account the existing building stock in order to ensure its full utilisation wherever practicable.
29. As part of maximising the use of space across the existing estate and in any proposed new building stock consideration is to be given for dual use of buildings or parts of buildings to ensure the effective use of assets. An example of this is the dual role meeting rooms used for training and community use.

### **CO-LOCATION AND COLLABORATION**

30. Wherever opportunities arise NFRS are to seek to share and co-locate with other partners whenever practicable. In practice this may require that the short and medium term planning be changed at relatively short notice. This may entail plans to be either pushed back or brought forward to facilitate any co-

location or collaborative projects in order to harmonise programming with potential partners.

31. Proposed co-location or collaboration opportunities are to be carefully considered as to the merit and mutual benefits of any such opportunity; however any proposed co-location or collaboration should not put NFRS at either a financial nor operational disadvantage.

## **COMMUNITY ENGAGEMENT AND ACCESSIBILITY**

32. The NFRS remains committed to engaging with its communities in order to meet its core objective of creating safer communities **throughout** Nottingham and Nottinghamshire. NFRS **will** seek to ensure that its fire stations can be used in order to help engagement with the community **and** to deliver the required interventions. However, it is also accepted that community engagement doesn't necessarily mean the provision of purpose built and extensive community facilities into new or refurbished stations on the same scale as stations such as Carlton and Highfields. Community engagement can be done as effectively within the community itself at other venues not owned by NFRS.
33. With this in mind NFRS are still committed to provide a community facility on its stations and other premises (where practicable) through the provision of a dual use training room / meeting room bookable for the wider community engagement and NFRS sponsored community events.
34. The principle of accessibility for all remains a core value within the NFRS ethos when designing, refurbishing and building fire stations. The implementation of NFRS's Accessible Buildings Policy ensures that disabled as well as non-disabled users are able to access our buildings.

## **BUSINESS CONTINUITY MANAGEMENT**

35. The NFRS Estate is spread across the County and the City of Nottingham in order to carry out the function as a fire and rescue service. This diversity within the organisation's building stock in itself provides a short term capacity in the event of a business crisis.
36. The need to maintain this business continuity capacity across the estate must be balanced with the need to better utilise the available space across the property portfolio.

## **ENVIRONMENTAL SUSTAINABILITY MEASURES**

37. Whenever available NFRS should always consider the inclusion of Government sponsored green and sustainable initiatives such as the energy feed in tariff, the renewable heating incentive or other financially aided schemes.

38. The use of energy saving (or energy producing) technologies must always be considered for new build, refurbishment and future maintenance; this is to be balanced with the whole-life cost and the potential reduction of the environmental impact when using these technologies.
39. The aim for all new build and refurbishment projects is to provide sustainable and energy efficient buildings; **this is not only** with the long term view to reduce the running and maintenance costs **but also the environmental impact NFRS has within the community**. This will require NFRS to look further in to the future with regards to building standards and therefore, subject to affordability, construct buildings that exceed the extant Building Regulations or codes of practice.

### **ACCOMMODATING THE RESERVE FLEET AND SPECIALIST FIRE VEHICLES**

40. There will continue to be a need across the NFRS Estate to provide sufficient flexibility in order to house the reserve fire appliance fleet and the front line specialist fire vehicles such as the Aerial Ladder Platform, the Environmental Protection Unit, Incident Command Unit, Specialist Rescue Vehicles and other 'specials'. These vehicles along with the front line pumping appliances require purpose built garaging in what is termed colloquially within NFRS as appliance bays. These bays are built to a comparatively high specification and designed **to allow** immediate emergency response by fire crews.
41. Other vehicles such as national resilience vehicles (High Volume Pump, Decontamination Vehicle and similar), Community Outreach Vehicle and other vehicles with a second line operational support function (where the urgency to deploy these vehicle would be lesser than that of an operational front line vehicle) **could** be accommodated in a simpler garage.
42. The guidance for the scale in the provision of appliance bays for whole-time stations and whole-time stations with an RDS will be as follows:
  - 42.1. For a station with a single front line pumping appliance – One appliance bay and one bay for a special or reserve appliance capability
  - 42.2. For a station with two front line pumping appliances – Two appliance bay and one bay for a special or reserve appliance capability
43. Stations designated as a standalone Retained Duty Section fire station only, will normally accommodate a single fire appliance.

### **TRAINING**

44. The Services training needs are to be included within the overall strategy and property planning. Training facilities are generally provided through the NFRS properties on a three tier system as follows:

- 44.1. Centralised at the Service Development Centre
- 44.2. Enhanced training at station based Training Hubs (Carlton & Retford Fire Stations)
- 44.3. Local training at individual fire stations
- 45. The Service Development Centre (SDC) will cater for centralised organisational wide training and provide specialist facilities.
- 46. Enhanced training facilities are provided across the estate at specific Training Hubs; these hubs will provide a higher level of training facility than a standard fire station and provide additional training capacity at key locations across the county.
- 47. Operational fire stations will in the main be provided with the basic provision for fire fighter training; this will include:
  - 47.1. An area of hard standing for static training
  - 47.2. A training tower for the pitching of ladders, water application and a limited rope rescue facility
  - 47.3. A fenced area for road traffic collision rescue training

## **PROGRAMMING AND TIMELINES**

- 48. It must be acknowledged that the very nature of construction projects usually have prolonged timelines often measured in years. The design, development and the construction of a new fire station for instance can take up to 2 years; this subject to there being no complications or third party involvement. In practice, especially if working with other agencies / partners or when buying a new site, these timescales can extend out to 3 to 5 years. Planning must be cognisant of these time and programming horizons and should include these factors into the programme for property development.

## **FLEXIBLE AND MOBILE WORKING**

- 49. In the development of the medium term plan, the aims and objectives of the flexible and mobile working policies are to be considered. These policies will influence the future need for, and the amount of accommodation required to sustain the functions of the Service; this will be primarily in the utilisation of space and the rationalisation of accommodation.

## **PART TWO – THE FUNDING OF THE PROPERTY STRATEGY**

### **FUNDING BACKGROUND**

50. The property strategy is by its nature a long term view. It sets out the standards to which property will be procured and/or constructed but does not specifically address the detail of individual properties. This is an issue for the medium term plan. Nevertheless it is important that the property strategy is aligned with the capital resources of the organisation such that the strategy is actually achievable rather than aspirational.
51. The introduction of the Prudential Code in 2003 creates the freedom for the Authority to properly plan and control the use of capital resources and essentially allows the Authority to spend as much as it can afford on capital assets. In reality however this is not a blank cheque and the Authority must continue to assess its capital needs against the backdrop of tightening revenue resources.
52. The authority has determined that the revenue cost of capital (debt servicing, interest payments and MRP) should not exceed 8% of the revenue resources of the organisation. This is a measure of prudence and affordability but is essentially self-imposed and could be varied if required.

### **SOURCES OF CAPITAL FUNDING**

53. In the past the Authority has used three methods of capital funding:
  - 53.1. Directly from Revenue (single annual charge RCCO)
  - 53.2. Loan from PWLB or external lender
  - 53.3. Government Grant
54. The Authority makes little use of other vehicles such as operational or finance leasing although these may again play a role in the future albeit not for property assets.
55. The Private Finance Initiative is a much debated form of capital financing but one which the Authority has not considered appropriate for a variety of reasons not least of which are some of the legacy issues which early adopters of this process are experiencing.

### **REVENUE IMPACT OF CAPITAL FUNDING**

56. Government Grant has no revenue impact either in the short or medium term however in the long term it may create a problem. Whilst government funding for assets may seem an attractive option in the short term these assets will inevitably require replacement and will place both an unplanned and immediate burden on both capital and revenue budgets in the future.

57. The same is largely true of Revenue funded capital expenditure which again will require replacement in future years for which there will be no revenue cover.
58. Financing from loan has some advantages in this respect but of course requires revenue support from the beginning. It must also be remembered that cheap loans now may become expensive loans when they need to be replaced.
59. The issue of Minimum Revenue Provision must also not be overlooked when considering loan finance.
60. MRP is a charge that is required to be made to the revenue account in respect of the principal repayments of loans. This is a relatively small charge in respect of property due to the relatively long life of these assets but this itself raises an issue.
61. Property assets are long term and **the financial consequences of property decisions can have long term effects on the revenue budget**. Property decisions **therefore** need to be taken carefully and with the long term in mind, **including taking account of the Medium Term Financial Strategy and known financial constraints at the time of the decision**.
62. The 8% limit applies to all of the Authorities capital assets including property, fleet and ICT which is why it is essential that strategy documents are produced.

## **CURRENT FINANCING PLANS**

63. A general guide the financial plans for property currently under consideration and for which budget has either been set aside or will be required are as follows:
  - 63.1. FY's 15/16/17 – New London Road Fire Station @ circa £2.5m (= £5m less £2.5m capital receipt for Central Fire Station)
  - 63.2. FY's 16/17/18 – New Whole-time Fire Station @ circa £3.5m - Newark Fire Station
  - 63.3. FY's 17/18/19 – New Whole-time Fire Station @ circa **£3.5m** (potentially Worksop Fire Station)
  - 63.4. FY's 16/17/18 – New Retained Fire Station @ circa **£1.95m** (potentially Hucknall Fire Station)
  - 63.5. FY 19/20/21 – New Retained Fire Station @ circa **£1.95m** (potentially Eastwood Fire Station)
  - 63.6. FY's 20/21/22 New Whole-time Fire Station @ circa **£3.5m**
  - 63.7. FY's 23/24/25 – New HQ @ circa **£3.75m**

- 63.8. FY 25/26/27 – New or major refurbish Stockhill up to circa £3.5m
64. The above figures are indicative and based on estimated construction costs taken at 2016.
65. As stated above however, these plans are only a general guide and more work is required on the detailed medium term plan to consider the actual capital requirements of the entire asset base before the final schedule can be drawn up. It is also likely that whilst the overall capital requirements may be set out, the actual detail of which building and when, may become a little more vague as the plan stretches out into the future.
66. This is simply because the impacts of future IRMP and fire cover reviews are unknown at present and also that the overall capital financing requirement will need to be adjusted to contain capital expectations within affordable limits.

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## APPENDIX A

### The Schedule of Features and Facilities for Whole-time **Duty System** Fire Stations (WDS) and Whole-time Fire Stations with a Retained Duty **System** (WDS/RDS)

The following features and facilities apply to new Whole-time fire station or major refurbishments subject to affordability and the operational role:

- The installation, where feasible and affordable, of sustainable technologies for the production of electricity and heating, in order to attract the feed in tariff (FIT), the renewable heating incentive (RHI) or other Government environmental incentives
- An emphasis in the design and installation of energy efficient plant and equipment in order to minimise future maintenance and energy costs
- The use of a high level of passive energy conservation measures where practicable
- Provision of the legal requirement for the Equality Act, Building Regulations and the NFRS accessibility standards
- Appliance bays to the scale as detailed previously
- Male and female toilets
- The provision of a fitness room and associated fitness training equipment
- The provision of locker and showering facilities using the Pod arrangement, one Pod to be designed to accommodate disabled shower. The scale of Pods are as the Memorandum of Understanding
- The provision of sufficient kit lockers (colloquially known as boot lockers) for operational crew members based at the fire station
- A dual use Training / Meeting / Community Room (to accommodate up to 25 people auditorium style)
- Fitted domestic standard kitchen with associated food storage provision for use by the operational crews under local messing arrangements, this to include chill and frozen storage
- A Station Manager's office
- A general crew office with a moderate allowance of office storage
- A dual use private study room / quiet room / prayer room
- A Muster bay area immediately adjacent to the kit room and appliance bay
- Fire Kit Room for the storage of protective fire clothing including the kit racks sufficient for the station ridership

The Schedule of Features and Facilities for Whole-time Duty System Fire Stations (WDS) and Whole-time Fire Stations with a Retained Duty System (WDS/RDS) – (Continued)

- A Breathing Apparatus (BA) maintenance, cleaning and preparation room and separate Breathing Apparatus compressor room
- Laundry and drying facilities
- Store room for general station use
- Non-mobile store (off the appliance bay area)
- Appliance equipment store
- Rest Room / TV Room for stand down time with a provision of reclining chairs subject to the watch ridership
- Full internal ICT infrastructure, wireless network capability and server room
- The infrastructure and cabling relating to the emergency mobilisation capabilities but excluding the mobilisation system itself (mobilisation equipment provided by others)
- Greenwave capability to allow traffic management on the activation of a fire call (where applicable)
- Rear canopy to at least one appliance bay
- Vehicle (HGV) wash-down facilities
- A fenced and gated RTC training compound
- One way HGV circuit wherever possible and the site layout / configuration allows
- Security fence to the entire site including secure pedestrian and vehicle access gate(s)
- CCTV coverage and recording
- Electronic access control using the NFRS card access system
- A basic training tower up to 4 storeys
- Sufficient on-site staff parking
- Visitor parking (including disabled) outside of the security fence
- Station Reception area
- On-site bulk re-fuelling tank and dispenser (up to 10,000 litres)
- Standby generator for the provision of emergency power
- Cleaners cupboard(s) / room, plant room(s), wheel chair refuge(s) and the like as appropriate for the building function

The Schedule of Features and Facilities for Whole-time Duty System Fire Stations (WDS) and Whole-time Fire Stations with a Retained Duty System (WDS/RDS) – (Continued)

- Any statutory requirements under Building Regulations or other statute directly related to property or buildings

The inclusion of comfort cooling or air conditioning is restricted to fitness rooms and ICT server rooms unless fully justifiable reasons are agreed through the business case procedure.

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## Standalone Retained Duty **System** Fire Stations (RDS)

The features and facilities apply to new standalone Retained Duty **System** fire stations or major refurbishments.

The following will be subject to affordability and the operational role:

- The installation, where feasible and affordable, of sustainable technologies for the production of electricity and heating, in order to attract the feed in tariff (FiT), the renewable heating incentive (RHI) or other Government environmental incentives
- An emphasis in the design and installation of energy efficient plant and equipment in order to minimise future maintenance and energy costs
- The use of a high level of passive energy conservation measures where practicable
- Provision of the legal requirement for DDA, Building Regulations and the NFRS accessibility standards
- One appliance bay
- The provision of a fitness room and associated fitness training equipment
- The provision of lockable stacked cube lockers (minimum 300x300x300mm size) one per RDS staff member
- Toilet and showering facilities similar to the Pod system less the locker room. Two facilities to be provided
- A dual use Training / Meeting / Community Room (to accommodate up to 20 people auditorium style)
- Small food and beverage preparation room with associated storage provision including microwave
- A Watch Manager's office
- A general crew office (to accommodate two workstations) with a moderate allowance of office storage
- Fire Kit Room for the storage of protective fire clothing including the kit racks sufficient for the station ridership
- A Breathing Apparatus (BA) maintenance, cleaning and preparation room and combined Breathing Apparatus compressor enclosure (sound proofed)
- Laundry and drying facilities
- Store room for general station use
- Non-mobile storage
- Appliance equipment storage

The features and facilities apply to new standalone Retained Duty System fire stations or major refurbishments (continued)

- Full internal ICT infrastructure, wireless network capability and server room
- The infrastructure and cabling relating to the emergency mobilisation capabilities but excluding the mobilisation system itself (mobilisation equipment provided by others)
- Greenwave capability to allow traffic management on the activation of a fire call (where applicable)
- Vehicle (HGV) wash-down facilities
- A fenced and gated RTC training compound
- One way HGV circuit wherever possible and the site layout / configuration allows
- Security fence to the entire site including secure pedestrian and vehicle access gate(s)
- CCTV coverage and recording
- Electronic access control using the NFRS card access system
- A basic training tower up to 4 storeys (where justified)
- Sufficient on-site staff parking
- Visitor parking (including disabled) outside of the security fence
- Cleaners cupboard(s) / room, plant room(s), wheel chair refuge(s) and the like as appropriate for the building function
- Any statutory requirements under Building Regulations or other statute directly related to property or buildings

The inclusion of comfort cooling or air conditioning is restricted to fitness rooms and ICT server rooms unless fully justifiable reasons are agreed through the business case procedure.

**APPENDIX B**

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Whole-time Stations – Hub & Spoke (Existing or proposed as at **May 2016**)

Station	Operational Training Hub	Reserve Vehicle Garaging	FP Hub	Community Safety Hub	Vehicle Servicing Hub	ICT Training Hub	Stores Hub	BCM Alternative Accommodation	Administrative Hub	Shared Site	Emergency Planning	Potential Specials Location
Stn. 1 – Mansfield		•	•	•			•	•		■		■
Stn. 5 – Ashfield		•						•		•		■
Stn. 6 – Edwinstowe					•			•	•	■		
Stn. 8 – Worksop								•		■		■
Stn. 12 – Retford	•	•			•			•		■		■
Stn. 13 – Tuxford								•		■		■
Stn. 16 – Newark		•					•	•		■		■
<b>*Stn. 18 – Central</b>		•						•		•	■	■
Stn. 19 – West Bridgford		•						■		•		■
Stn. 20 – Stockhill		•						■		•		■
Stn. 26 – Arnold								•		■		■
Stn. 27 – Carlton	•	•			•	•		•		■		■
Stn. 29 – Highfields		•	•	•	•			•	•	•	•	■
<b>Stn. 03 – London Road</b>		■						■		■	■	■
Headquarters							•	•	•	•		
SDC	•					•		•		■		
<b>Clifton Community Centre</b>	Leased to Nottinghamshire Police under a 5 to 10 year lease starting from 2012											

\*Note: Station 18 Central Fire Station is due to close late 2016 and be replaced by the new London Road Fire Station

Retained Stations – Hub & Spoke (Existing or proposed as at **May 2016**)

Station	Operational Training Hub	Reserve Vehicle Garaging	FP Hub	Community Safety Hub	Vehicle Servicing Hub	ICT Training Hub	Storage Hub	BCM Alternative Accommodation	Administrative Hub	Shared Site	Emergency Planning
Stn. 2 – Blidworth								●		■	
Stn. 7 – Warsop								●		■	
Stn. 10 – Harworth								●		■	
Stn. 11 – Misterton								●		■	
Stn. 14 – Southwell								●		■	
Stn. 15 – Collingham								●		■	
Stn. 17 – Bingham								●		●	
Stn. 23 – Stapleford								●		●	
Stn. 24 – Eastwood								●		●	
Stn. 25 – Hucknall								●		■	
Stn. 28 – East Leake								●		■	

Legend:

- Existing or proposed function
- Potential function