

M. Pearson
CLERK TO THE AUTHORITY

To: The Chair and Members of the
Devon & Somerset Fire & Rescue
Authority
(see below)

SERVICE HEADQUARTERS
THE KNOWLE
CLYST ST GEORGE
EXETER
DEVON
EX3 0NW

Your ref :
Our ref :
Website : www.dsfire.gov.uk

Date : 20 May 2010
Please ask for : Steve Yates
Email : syates@dsfire.gov.uk

Telephone : 01392 872200
Fax : 01392 872300
Direct Telephone : 01392 872329

DEVON & SOMERSET FIRE & RESCUE AUTHORITY
(Ordinary Meeting)

Friday 28 May 2010

A meeting of the Devon & Somerset Fire & Rescue Authority will be held on the above date, **commencing at 14.45hours (or on the conclusion of the preceding Annual Meeting, whichever is the later) in the Conference Rooms in Somerset House, Service Headquarters** to consider the following matters.

M. Pearson
Clerk to the Authority

AGENDA

1. **Apologies**
2. **Minutes** of the budget meeting of the Authority held on 19 February 2010 and the Extraordinary Meeting of the Authority held on 25 March 2010 attached (Pages 1 and 15 respectively).
3. **Items Requiring Urgent Attention**

Items which, in the opinion of the Chair, should be considered at the meeting as matters of urgency.
4. **Declarations of Interest**

Members are asked to consider whether they have any **personal/personal and prejudicial interests** in items as set out on the agenda for this meeting and declare any such interests at this time. *Please refer to the Note 2 at the end of this agenda for guidance on interests.*

PART 1 – OPEN COMMITTEE

5. Questions And Petitions From The Public

In accordance with Standing Orders, to consider any questions and petitions submitted by the public. Questions must relate to matters to be considered at this meeting of the Authority. Petitions must relate to matters for which the Authority has responsibility or which affects the Authority. Questions and/or petitions may not require the disclosure of confidential or exempt information and must be submitted in writing or by e-mail to the Clerk to the Authority **by midday on Tuesday 25 May 2010**.

6. Questions From Members Of The Authority

To receive and answer any questions submitted in accordance with Standing Orders

7. Minutes Of Committees

(a) Standards Committee

The Chair of the Committee, Mr. Watson, to **MOVE** the Minutes of the meeting of the Committee held on 3 March 2010 attached (Page 18).

RECOMMENDATION that in accordance with Standing Orders the Minutes be adopted.

(b) Community Safety And Corporate Planning Committee

The Chair of the Committee, Councillor Leaves, to **MOVE** the Minutes of the meeting of the Committee held on 25 March 2010 attached (Page 20).

RECOMMENDATION that in accordance with Standing Orders the Minutes be adopted.

(c) Human Resources Management And Development Committee

The Vice-Chair of the Committee, Councillor Boyd, to **MOVE** the Minutes of the meeting of the Committee held on 14 April 2010 attached (Page 22).

RECOMMENDATION that in accordance with Standing Orders the Minutes be adopted.

(d) Resources Committee

The Chair of the Committee, Councillor Gordon, to **MOVE** the Minutes of the meeting of the Committee held on 29 April 2010 attached (Page 26).

RECOMMENDATION that in accordance with Standing Orders the Minutes be adopted.

(e) Audit And Performance Review Committee

The Chair of the Committee, Councillor Dyke, to **MOVE** the Minutes of the meeting of the Committee held on 13 May 2010 attached (Page 29).

RECOMMENDATION that in accordance with Standing Orders the Minutes be adopted.

8. Devon & Somerset Fire & Rescue Service Carbon Management Plan

Report of the Chief Fire Officer (DSFRA/10/14) attached (Page 34)

9. Devon & Somerset Fire & Rescue Service Performance Report March 2009 - April 2010

Report of the Deputy Chief Fire Officer (DSFRA/10/15) attached (Page 38)

10. **Financial Outturn 2009/10**

Report of the Treasurer (DSFRA/10/16) attached (Page 46)

11. **Treasury Management Performance 2009/10 (To March 2010)**

Report of the Treasurer (DSFRA/10/17) attached (Page 64)

12. **South West Regional Management Board**

To receive, for information, the Minutes of the meeting of the Board held on 22 March 2010 attached (Page 72)

13. **South West Fire Control Ltd. - Feedback From Authority-Appointed Director**

14. **Chairman's Announcements**

15. **Chief Fire Officer's Announcements**

PART 2 – ITEMS WHICH MAY BE TAKEN IN THE ABSENCE OF THE PRESS AND PUBLIC

Nil

MEMBERS ARE REQUESTED TO SIGN THE ATTENDANCE REGISTER

Membership:-

Councillors Hughes OBE (Chairman), Healey (Vice Chairman), Bown, Boyd, Burridge-Clayton, Cann, Dyke, Eastman, Foggin, Fry, Gordon, Gribble, Horsfall, Leaves, Manning, Mills, Mrs. Nicholson, Radford, Randall Johnson, Smith, Turner, Viney, Way, Woodman and Yeomans

Independent Members of the Standards Committee

Messrs. Phillips, Watson and Withers

NOTES

1. ACCESS TO INFORMATION

Any person wishing to inspect any minutes, reports or lists of background papers relating to any item on this agenda should contact Steve Yates on the telephone number shown at the top of this agenda.

2. DECLARATIONS OF INTERESTS BY MEMBERS

What Interests do I need to declare in a meeting?

As a first step you need to declare any personal interests you have in a matter. You will then need to decide if you have a prejudicial interest in a matter.

What is a personal interest?

You have a personal interest in a matter if it relates to any interests which you must register, as defined in Paragraph 8(1) of the Code.

You also have a personal interest in any matter likely to affect the well-being or financial position of:-

- (a) you, members of your family, or people with whom you have a close association;
- (b) any person/body who employs/has employed the persons referred to in (a) above, or any firm in which they are a partner or company of which they are a director;
- (c) any person/body in whom the persons referred to in (a) above have a beneficial interest in a class of securities exceeding the nominal value of £25,000; or
- (d) any body of which you are a Member or in a position of general control or management and which:-
 - you have been appointed or nominated to by the Authority; or
 - exercises functions of a public nature (e.g. a constituent authority; a Police Authority); or
 - is directed to charitable purposes; or
 - one of the principal purposes includes the influence of public opinion or policy (including any political party or trade union)

more than it would affect **the majority** of other people in the Authority's area.

Anything that could affect the quality of your life (or that of those persons/bodies listed in (b) to (d) above) either positively or negatively, is likely to affect your/their "well being". If you (or any of those persons/bodies listed in (b) to (d) above) have the potential to gain or lose from a matter under consideration – to a **greater extent** than **the majority** of other people in the Authority's area - you should declare a personal interest.

What do I need to do if I have a personal interest in a matter?

Where you are aware of, **or ought reasonably to be aware of**, a personal interest in a matter you must declare it when you get to the item headed "Declarations of Interest" on the agenda, or otherwise as soon as the personal interest becomes apparent to you, **UNLESS** the matter relates to or is likely to affect:-

- (a) any other body to which you were appointed or nominated by the Authority; or
- (b) any other body exercising functions of a public nature (e.g. membership of a constituent authority; other Authority such as a Police Authority);

of which you are a Member or in a position of general control or management. In such cases, provided you do not have a prejudicial interest, you need only declare your personal interest if and when you speak on the matter.

Can I stay in a meeting if I have a personal interest?

You can still take part in the meeting and vote on the matter unless your personal interest is also a prejudicial interest.

What is a prejudicial interest?

Your personal interest will also be a **prejudicial** interest if **all** of the following conditions are met:-

- (a) the matter is not covered by one of the following exemptions to prejudicial interests in relation to the following functions of the Authority:-
 - statutory sick pay (if you are receiving or entitled to this);
 - an allowance, payment or indemnity for members;
 - any ceremonial honour given to members;

- setting council tax or a precept; **AND**
- (b) the matter affects your financial position (or that of any of the persons/bodies as described in Paragraph 8 of the Code) or concerns a regulatory/licensing matter relating to you or any of the persons/bodies as described in Paragraph 8 of the Code); **AND**
- (c) a member of the public who knows the relevant facts would reasonably think your personal interest is so significant that it is likely to prejudice your judgement of the public interest.

What do I need to do if I have a prejudicial interest?

If you have a prejudicial interest in a matter being discussed at a meeting, you must declare that you have a prejudicial interest (and the nature of that interest) as soon as it becomes apparent to you. You should then leave the room unless members of the public are allowed to make representations, give evidence or answer questions about the matter by statutory right or otherwise. If that is the case, you can also attend the meeting for that purpose.

You must, however, leave the room **immediately after you have finished speaking (or sooner if the meeting so decides)** and you cannot remain in the public gallery to observe the vote on the matter. Additionally, you must not seek to **improperly influence** a decision in which you have a prejudicial interest.

What do I do if I require further guidance or clarification on declarations of interest?

If you feel you may have an interest in a matter that will need to be declared but require further guidance on this, please contact the Clerk to the Authority – preferably before the date of the meeting at which you may need to declare the interest. Similarly, please contact the Clerk if you require guidance/advice on any other aspect of the Code of Conduct.

DEVON & SOMERSET FIRE & RESCUE AUTHORITY

(Budget Meeting)

19 February 2010

Present:-

Councillors Hughes OBE (Chairman), Boyd, Burridge-Clayton, Cann, Dyke, Eastman, Fry, Gordon, Gribble, Healey, Horsfall, Leaves, Manning, Mrs. Nicholson, Radford, Smith, Turner, Viney, Wallace, Way, Woodman and Yeomans

Apologies:-

Councillors Foggin, Mills and Randall Johnson

DSFRA/41. Councillor Randall Johnson

The Chairman informed the Authority that Councillor Randall Johnson was currently unwell.

RESOLVED that the Chairman write to Councillor Randall Johnson to express the Authority's best wishes at this time.

DSFRA/42. Minutes

RESOLVED that, subject to the amendment to Minute DSFRA/40 (Application for Retirement and Re-Employment – Officers X and Y) by the insertion of the words "and re-employment" after the word "retirement" in resolutions (a) and (b), the Minutes of the meeting of the Authority held on 14 December 2009 be signed as a correct record.

DSFRA/43. Appointment to Vacancy on the Authority Audit & Performance Review Committee

(An item taken in accordance with Section 100B(4)(b) of the Local Government Act 1972).

The Chairman determined that this should be considered as a matter of urgency to enable a vacancy on the Committee, notified following despatch of the agenda for this meeting, to be filled at the earliest opportunity and before the next meeting of the Committee.

The Chairman reported that Councillor Wallace had formally resigned from the Committee and sought nominations for a replacement from the Authority.

RESOLVED that Councillor Gribble be appointed to the Audit & Performance Review Committee until the Annual Meeting of the Authority in 2010.

DSFRA/44. Declarations of Interest

Members of the Authority were invited to consider whether they had any **personal/personal and prejudicial interests** in items as set out on the agenda for this meeting and to declare any such interests at this time.

At this stage Councillors Healey and Woodman each declared a **personal but non-prejudicial interest** in those items relating to the FiReControl/Regional Control Centre project by virtue of their being the Authority appointed Director (Councillor Healey) and alternate Director (Councillor Woodman) on South West Fire Control Ltd., the Local Authority Controlled Company (LACC) with overall governance responsibilities for the South West Regional Control Centre.

(SEE ALSO MINUTES DSFRA/46, 48, 49 AND 50 BELOW)

DSFRA/45. Minutes of Committees

(a) Human Resources Management & Development Committee

The Chair of the Committee, Councillor Wallace, **MOVED** the Minutes of the meeting of the Human Resources Management & Development Committee held on 14 January 2010 which had considered, amongst other things:

- a report on absence management;
- a report on the wholetime recruitment campaign 2009;
- a report on the new Fire & Rescue Service Equalities Framework and the current “migration” assessment;
- a report on “Stairway” – the positive action strategy; and
- a report on target setting for Goal 2 of the Devon & Somerset Fire & Rescue Authority Corporate Plan 2010/11 to 2012/13

RESOLVED that, in accordance with Standing Orders, the Minutes be adopted.

(SEE ALSO MINUTE DSFRA/46 BELOW)

(b) Community Safety & Corporate Planning Committee

The Chair of the Committee, Councillor Leaves, **MOVED** the Minutes of the meeting of the Community Safety and Corporate Planning Committee held on 29 January 2010 which had considered, amongst other things:

- a report on technical fire safety checks by community safety response staff;
- an update report on implementation of the partnership framework; and
- a report on target setting for Goals 1 and 3 of the Devon & Somerset Fire & Rescue Authority Corporate Plan 2010/11 to 2012/13

RESOLVED that, in accordance with Standing Orders, the Minutes be adopted.

(SEE ALSO MINUTE DSFRA/46 BELOW)

(c) Resources Committee

The Chair of the Committee, Councillor Gordon, **MOVED** the Minutes of the meeting of the Resources Committee held on 8 February 2010 which had considered, amongst other things:

- a report on treasury management performance 2009/10;
- a financial planning report 2009/10;

- a report on the proposed Capital Programme 2010/11 to 2012/13 and associated Prudential Indicators;
- a report on the proposed 2010/11 budget and associated Council Tax levels;
- a report on target setting for Goal 3 of the Devon & Somerset Fire & Rescue Authority Corporate Plan 2010/11 to 2012/13; and
- a report on specialist rescue

RESOLVED

- (i) that the recommendation at Minutes RC/20 (Capital Programme 2010/11 to 2012/13 and Associated Prudential Indicators), RC/21 (2010/11 Revenue Budget and Council Tax Level) and RC/24 (Specialist Rescue) be considered in conjunction with those items elsewhere on the agenda for this meeting;
- (iii) that, subject to (i) above, the Minutes be adopted in accordance with Standing Orders.

(SEE ALSO MINUTES DSFRA/47(a), (b) and (c) AND 54 BELOW)

(d) Audit & Performance Review Committee

The Chair of the Committee, Councillor Dyke, **MOVED** the minutes of the meeting of the Audit & Performance Review Committee held on 15 February 2010 which had considered, amongst other things:

- a report on performance and progress made by the Service during April to December 2009 against those goals, activities and targets as contained in the Authority's Corporate Plan 2009/10 to 2011/12;
- a report on progress in implementing the new International Financial Reporting Standards; and
- a report prepared by the Audit Commission on progress to 3 February 2010 against identified audit objectives including the Annual Audit and Inspection Letter 2008/09.

RESOLVED that, in accordance with Standing Orders, the Minutes be adopted.

DSFRA/46. Devon & Somerset Fire & Rescue Authority Corporate Plan 2010/11 To 2012/13

(Councillors Healey and Woodward each declared a **personal but non-prejudicial interest** in this item, in so far as it related to the FiReControl/Regional Control Centre project, by virtue of their being the Authority appointed Director (Councillor Healey) and alternate Director (Councillor Woodman) on South West Fire Control Ltd., the Local Authority Controlled Company (LACC) with overall governance responsibilities for the South West Regional Control Centre).

The Authority considered a report of the Chief Fire Officer (DSFRA/10/1) to which was appended the proposed final Authority Corporate Plan 2010/11 to 2012/13. The Authority had approved a draft Plan for consultation purposes at its meeting on 28 September 2009 (Minute DSFRA/21 refers).

The report set out the methodology for and results of the consultation and detailed those amendments to the Plan arising from the outcome of the consultation. The final Plan as presented for approval also included those targets considered and approved by the recently-held meetings of the Human Resources Management & Development, Community Safety & Corporate Planning and Resources Committees.

RESOLVED

- (a) that the results of the consultation on the draft Corporate Plan 2010/11 to 2012/13, as indicated in report DSFRA/10/1, be noted;
- (b) that, subject to (a) above, the Corporate Plan 2010/11 to 2012/13 (amended as appropriate to include comments received during the consultation and as enclosed with the agenda for this meeting) be approved;
- (c) that the road traffic collision response standards as detailed in the Plan be adopted;
- (d) that the a six month pilot on the proposed emergency response standards for non-domestic properties as detailed in the Plan be approved;
- (e) that a six month pilot on the proposed emergency response standards for entrapments as detailed in the Plan be approved.

(SEE ALSO MINUTES DSFRA/44 AND 45 (a), (b) and (c) ABOVE)

DSFRA/47. Revenue and Capital Budgets 2010/11

(a) Capital Programme 2010/11 to 2012/13

The Authority considered a joint report of the Director Of Service Support and the Treasurer (DSFRA/10/2) on the proposed Capital Programme for the Authority for 2010/11 to 2012/13. The Programme as set out in the report was the same considered and commended for approved by the Resources Committee at its meeting on 8 February 2010 (Minute RC/20 refers). Elsewhere on the agenda for this meeting was a report addressing the Prudential Indicators (dealing with affordability) associated with the proposed Programme.

The report noted that the proposals represented a prudent approach and did not fully address the needs of the Service either now or in the future. In light of the current economic climate and increasing constraints on public finance it would be necessary, when examining the asset base for the future, to consider more flexible, economic and targeted resources to meet local risk requirements. Preliminary reviews in this respect were already under way.

RESOLVED that the Capital Programme 2010/11 to 2012/13 as detailed in report DSFRA/10/2 and summarised in the table at Appendix A to these Minutes be approved.

(SEE ALSO MINUTE DSFRA/45 (c) ABOVE AND DSFRA/47 (b) BELOW)

(b) Treasury Management Strategy (Including Prudential and Treasury Indicators Report 2010/11 to 2012/13)

The Authority considered a report of the Treasurer (DSFRA/10/3) setting out a revised treasury management strategy for 2010/11 (including the Prudential Indicators associated with the Capital Programme 2010/11 to 2012/13 as detailed in the report elsewhere on the agenda for this meeting) and Minimum Revenue Provision Statement for 2010/11.

Following the Icelandic bank situation in 2008, the Chartered Institute for Public Finance Accountancy (CIPFA) had issued a revised Code of Treasury Management Practice in 2009. Appendix A to the report detailed four additional clauses (one of which was already contained in the Authority's existing Treasury Management Policy and associated Treasury Management Practices [TMPs]) which CIPFA recommended each public service organisation to adopt.

RESOLVED

- (a) the Treasury Management Strategy and the Annual Investment Strategy as detailed in report DSFRA/10/3 be approved and the Authority Treasury Management Policy revised to incorporate those additional clauses recommended in the revised CIPFA Treasury Management Code of Practice 2009, as set out in Appendix A to the report;
- (b) that the Terms of Reference of the Resources Committee be amended to reflect those responsibilities for the treasury management strategy, policies and practices as indicated in Appendix A to the report;
- (c) that the prudential indicators and limits as detailed in the report and summarised in the table at Appendix B to these Minutes be approved;
- (d) that the Minimum Revenue Provision (MRP) statement for 2010/2011, as set out in the report and reproduced as Appendix C to these Minutes be approved;
- (e) that the Treasurer be delegated authority to effect movements between the separately agreed prudential limits for borrowing;
- (f) that the statement at paragraph 5.8 of the report that borrowing limits and the debt management strategy have been set to ensure that net borrowing remains below the capital financing requirement for 2010/2011 to 2012/2013, in line with the requirements of the CIPFA Prudential Code, be noted.

(SEE ALSO MINUTES DSFRA/45 (c) AND DSFRA/47 (a) ABOVE)

(c) 2010/11 Revenue Budget and Council Tax Levels

The Authority considered a joint report of the Treasurer and the Chief Fire Officer (DSFRA/10/4) on a proposed revenue budget and associated Council Tax level for the Authority in 2010/11. The Authority was required to set its level of revenue budget and Council Tax level for the forthcoming financial year before 1 March to enable the Council Tax billing authorities in Devon and Somerset to be notified of the level of precept required by the Authority for 2010/11.

The report detailed the final Local Government Finance Settlement for the Authority in 2010/11 (the final year of a three year settlement) as announced on 20 January 2010:

	£m	%
Formula Grant 2010/11	31.245	
Increase over 2009/2010 Grant	0.716	2.3

As in previous years, the Authority had, following the announcement of the provisional settlement on 26 November 2009, made representations to the Department for Communities and Local Government (CLG) challenging, amongst other things, the methodology used to distribute the Fire Formula Grant which, it was contended, did not reflect the disproportionate costs of providing a fire and rescue service in a sparse rural area such as Devon and Somerset. A copy of the representations made, together with graphical illustrations of how the sparsity issue impacted upon this Authority (and the resources required) more than most other fire and rescue authorities were appended to the report.

Despite these representations, however, the Government had confirmed the final Formula Grant for 2010/11 as £31.245m, no change on the provisional figure. The 2.3% increase over the 2009/10 figure compared with an average increase for all fire and rescue authorities of 1.42%, ranging from 0.5% to 4.13%.

The 2007 Comprehensive Spending Review (CSR) included the following headline figures for public spending over the next three years:-

- that provision had been made for increases in spending at an average of 1% per year in real terms over the next three years;
- that these increases were underpinned by an ambitious value for money programme for local government to deliver cash-releasing savings of 3% per year; and
- that the settlement would enable local authorities to keep Council Tax rises low with the Government expecting the overall increase to be well under 5% in each of the next three years.

While the capping criteria for Council Tax had not been announced, in announcing the provisional grant settlement for 2010/11 the Government had emphasised that it was

“...pleased that the average council tax increase for 2009/10 was 3%, and that it anticipates that this average will fall further in 2010/11”.

It had also been re-emphasised that it could not be assumed that the capping principles applied in 2009/10 would apply in 2010/11. The 2009/10 principles were:

- that the increase in revenue budget should not exceed 4%; and
- that the increase in council tax should also not exceed 5%.

For the 2009/10 financial year, this Authority’s budget and council tax level did not breach either of these tests and consequently the Authority had not been considered for capping.

The report set out a draft core budget requirement for 2010/11 of £75.135m - a 3.41% increase on the approved 2009/10 budget (equating to a Band D Council Tax increase of 3.74%) – summarised as follows:

	£m	%
Approved Net Revenue Budget Requirement 2008/09	72.659	
PLUS		
- Provision for pay and price increases	0.407	
- Inescapable Commitments	1.691	
- Essential Spending Needs and Invest-to-Save	0.886	
MINUS		
- Budget Reductions	(0.508)	
DRAFT REVENUE COMMITMENT BUDGET 2010/11	75.135	
COUNCIL TAX FOR BAND 'D' PROPERTY IN 2010/11 (£)	£71.77	
INCREASE IN BUDGET OVER 2009/10 (£m)	2.476	3.41
INCREASE IN BAND D COUNCIL TAX OVER 2008/09 (£)	£2.59	3.74

The report set out the implications for the Medium Term Financial Plan (MTFP) 2009/10 to 2011/12 of funding the above draft core budget requirement. Details of the inescapable commitments, essential spending needs and invest-to-save proposals and budget reductions (which featured reductions in support areas) were appended to the report.

In accordance with Section 65 of the Local Government Finance Act 1992 non-domestic ratepayers had been consulted on the Authority's proposals for expenditure. The report outlined the results of this consultation the main findings of which indicated that the majority (82%) of all respondents considered a council tax of £71.95 would represent value for money. Also, more than 83% of those respondents would, in addition to a £71.95 council tax, be prepared to pay £1 more to enable the Devon & Somerset Fire & Rescue Service to improve community safety.

Section 25 of the Local Government Act 2003 required the person appointed as the "Chief Finance Officer" to report to the Authority on the robustness of the budget estimates and adequacy of the level of reserves and for the Authority to have regard to this report in making its decisions. The relevant report was contained as Appendix E to the main budget report. At its 2008/09 budget meeting the Authority had resolved to adopt an "in principle" strategy to maintain the level of reserves at a minimum of 5% of the revenue budget for any given financial year, with this level only being breached in exceptional circumstances as determined by a risk assessment (Minute DSFRA/80 refers). Given the current economic climate, it was advised that the Authority should seek to protect reserves and balances as much as possible. The current level of General Reserve balances was £4.435m (6.1% of the revenue budget). Even with a reserve balance equivalent to 6.6% of the 2010/11 revenue budget (approximately £5m by 1 April 2010, including all the indicative underspend of £0.494 on the current financial year's budget) - the Authority would still be placed in the lower quartile (29 out of 33) when compared to all fire and rescue authorities (the average reserve balance being 13.5%; the upper quartile 15% and the lower quartile 8%). Nonetheless, the view of the Treasurer was that the budget proposed for 2010/11 represented a sound and achievable financial plan and would not increase the Authority's risk exposure to an unacceptable level. The estimated level of General Reserve of £5m was judged by the Treasurer to be adequate to meet all reasonable forecasts of future liabilities.

The Resources Committee, at its meeting on 8 February 2010, had considered had considered a joint report of the Treasurer and the Chief Fire Officer on the proposed revenue budget 2010/11 and council tax level and had resolved to recommend that the Authority approve a 2010/11 revenue budget of £75.135m (a 3.41% increase over the previous year's budget), equating to a council tax for a Band 'D' property of £71.77 – an increase of £2.59 i.e. 5p per week (3.74% increase on the 2009/10 figure) (Minute RC/21 refers).

RESOLVED

- (a) That the following recommendation of the meeting of the Resources Committee, held on 8 February 2010, be approved;
- (i) to set a Net Budget Requirement of £75,135,000 for 2010/2011;
- (ii) to set a level of council tax in 2010/11 of £71.77 for a Band D property, representing an increase of 3.74% over the figure for 2009/2010;
- (b) that as a consequence of (a) (i) and (ii) above;
- (i) the tax base for payment purposes and the precept required from each billing authority for payment of the total precept of £43,704,953, as detailed on Page 2 of the budget booklet provided separately with report DSFRA/10/4 and shown below, be approved;

Billing Authority	Tax Base Used for Collection £ p	Surplus/ (Deficit) for 2009/10 £	Precepts due 2010/11 £	Total due 2010/11 £
East Devon	56,869.00	13,026	4,081,595	4,094,621
Exeter	37,827.00	4,829	2,714,915	2,719,744
Mendip	40,154.55	26,767	2,881,968	2,908,735
Mid Devon	28,075.04	36,757	2,014,999	2,051,756
North Devon	34,726.83	(20,167)	2,492,410	2,472,243
Plymouth City	77,014.00	5,485	5,527,439	5,532,924
Sedgemoor	39,564.79	91,619	2,839,640	2,931,259
South Hams	37,997.17	12,000	2,727,129	2,739,129
South Somerset	60,029.61	7,334	4,308,438	4,315,772
Taunton Deane	40,384.49	(60,706)	2,898,471	2,837,765
Teignbridge	49,078.00	(9,238)	3,522,421	3,513,183
Torbay	48,548.86	31,000	3,484,443	3,515,443
Torridge	23,537.91	33,851	1,689,360	1,723,211
West Devon	20,449.88	9,346	1,467,726	1,477,072
West Somerset	14,685.40	2,970	1,053,999	1,056,969
TOTAL	608,942.53	184,873	43,704,953	43,889,826

- (ii) the council tax for each property bands A to H associated with a total precept of £43,704,953, as detailed on Page 2 of the budget booklet provided separately with report DSFRA/10/4 and shown overleaf be approved;

Valuation Band	Government Multiplier		Council Tax £ p
	Ratio	%	
A	6/9	0.667	47.85
B	7/9	0.778	55.82
C	8/9	0.889	63.80
D	1	1.000	71.77
E	11/9	1.222	87.72
F	13/9	1.444	103.67
G	15/9	1.667	119.62
H	18/9	2.000	143.54

- (iii) that the Treasurer's 'Statement of the Robustness of the Budget Estimates and the Adequacy of the Authority Reserve Balances' as included as Appendix E to report DSFRA/10/4, be noted.

(SEE ALSO MINUTE DSFRA/45 (c) ABOVE)

DSFRA/48. Confirmation of Rates Payable in 2010/11 under the Authority Approved Scheme of Members' Allowances

(Councillors Healey and Woodman each declared a **personal but non-prejudicial interest** in this item – in so far as it related to the payment of an allowance to the Authority-appointed Director to the Company - by virtue of their being the Authority appointed Director (Councillor Healey) and alternate Director (Councillor Woodman) on South West Fire Control Ltd., the Local Authority Controlled Company (LACC) with overall governance responsibilities for the South West Regional Control Centre).

The Authority considered a report of the Clerk to the Authority (DSFRA/10/5) on the level of Basic and Special Responsibility Allowances (together with any uprating to be allowed) and expenditure reimbursement to apply for the forthcoming (2010/11) financial year, as required by the Local Authorities (Members' Allowances)(England) Regulations 2003.

RESOLVED

- (a) that, as required by the Local Authorities (Members' Allowances)(England) Regulations 2003, the basic and special responsibility allowances and expenditure reimbursement payable under the Authority's Approved Scheme during 2010/11 be confirmed as those set out in Sections 2 and 3 of this report, subject to (b) below and the allowance normally payable to the Authority appointed Director to South West Fire Control Ltd. being paid instead to the alternate Director until the Annual Meeting of the Authority in 2010;
- (b) that the allowance and expenditure reimbursement rates again be frozen at the level set in 2008, with no uprating to apply for the 2010/11 financial year.

(SEE ALSO MINUTE DSFRA/44 ABOVE)

DSFRA/49. Firecontrol Consultation: Agreement Between Local Authority Controlled Companies (LACCs)/London Fire and Emergency Planning Authority (LFEPA) and Communities and Local Government

(Councillors Healey and Woodman each declared a **personal but non-prejudicial interest** in this item by virtue of their being the Authority appointed Director (Councillor Healey) and alternate Director (Councillor Woodman) on South West Fire Control Ltd., the Local Authority Controlled Company (LACC) with overall governance responsibilities for the South West Regional Control Centre).

The Authority considered a report of the Director of Service Support (DSFRA/10/6) on the consultative circular issued by the Department for Communities and Local Government (CLG) "FiReControl: Agreement Between LACCs/LFEPA and Communities and Local Government", responses to which were invited by 5 March 2010. Appended to the report was a paper considered by the South West Regional Management Board at its last meeting together with a copy of the response agreed by the Board.

RESOLVED that the response of the South West Regional Management Board to the Department of Communities and Local Government (CLG) consultation "FiReControl: Agreement Between LACCs/LFEPA and Communities and Local Government" be endorsed as the response of this Authority and the Chairman authorised to forward it to CLG on behalf of the Authority.

(SEE ALSO MINUTES DSFRA/44 ABOVE AND DSFRA/50 BELOW)

DSFRA/50. South West Regional Management Board Minutes 9 November 2009

(Councillors Healey and Woodman each declared a **personal but non-prejudicial interest** in this item – in so far as it related to the FiReControl/Regional Control Centre project - by virtue of their being the Authority appointed Director (Councillor Healey) and alternate Director (Councillor Woodman) on South West Fire Control Ltd., the Local Authority Controlled Company (LACC) with overall governance responsibilities for the South West Regional Control Centre).

The Authority received for information the Minutes of the meetings of the Board held on 9 November 2009 and 28 January 2010 which had considered, amongst other things:

On 9 November 2009

- a workstreams highlight report;
- a progress report on the regional climate change strategy; and
- a report on budget options 2010/11

On 28 January 2010

- a report on the Department for Communities and Local Government (CLG) consultative circular "FiReControl: Agreement Between LACCs/LFEPA and Communities and Local Government";
- a workstreams highlight report;
- a report on governance options for regional collaboration;
- a report on future workstream structure; and
- a report on the Board's budget 2010/11.

(SEE ALSO MINUTES DSFRA/44 AND 49 ABOVE)

DSFRA/51. Chairman's Announcements

The Chairman reported on attendance at the following since the last meeting of the Authority:

- a meeting of the South West Regional Management Board's Future Governance Structures Task and Finish Group at Dorset Fire & Rescue Service Headquarters on 18 January 2010;
- a Regional Management Board Chairs meeting in London on 8 February 2010;
- the Authority Civic Lunch held at Service Headquarters on 11 February 2010.

The Chairman also reported on the forthcoming event to be held at 15.00hours on Monday 22 March 2010 at Plymouth Hoe when the Devon & Somerset Fire & Rescue Service would take receipt of five new aerial appliances. All Authority Members were invited to attend this event.

DSFRA/52. Chief Fire Officer's Announcements

The Chief Fire Officer reported on:

- the forthcoming opening by Her Royal Highness the Princess Royal of the two new Exeter fire and rescue stations at Danes Castle and Middlemoor, to take place on Friday 26 February 2010; and
- the Passing Out parade to be held at the Service Training Centre, Plympton, on 16 April 2010 to which all Authority Members were invited to attend.

DSFRA/53. Exclusion of the Press and Public

RESOLVED that, in accordance with Section 100A(4) of the Local Government Act 1972 the press and public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in Paragraph 4 of Part 1 of Schedule 12A (as amended) to the Act, namely information relating to the negotiations in connection with a labour relations matter between the Authority and employees of the Authority.

DSFRA/54. Specialist Rescue

(An item taken in accordance with Section 100A(4) of the Local Government Act 1972 during which the press and public were excluded from the meeting).

The Authority considered a report of the Director of Service Support (DSFRA/10/7) on the proposed introduction of a Special Activity Allowance for persons undertaking specialist rescue activities at Level 3. The matter had previously been considered by the Resources Committee at its meeting on 8 February 2010 which had resolved to recommend that the Authority approve the introduction of such an allowance.

RESOLVED that a Special Activity Allowance as detailed report DSFRA/10/7 be introduced, payable to those persons undertaking specialist rescue activities at Level 3.

The meeting started at 10.00hours and finished at 12.38hours

**APPENDIX A TO THE MINUTES OF THE BUDGET MEETING OF THE DEVON & SOMERSET FIRE
& RESCUE AUTHORITY 19 FEBRUARY 2010**

APPROVED CAPITAL PROGRAMME 2010/11 TO 2012/13

Previous years spend (£000)	2009/2010 predicted outturn (£000)	Item	PROJECT	2010/11 (£000)	2011/12 (£000)	2012/13 (£000)	Total project costs (Exeter major projects) (£000)
			Estate Development				
2,250	1,380	1	Exeter Middlemoor	60			3,690
1,084	1,780	2	Exeter Danes Castle	179			3,043
	71	3	SHQ major building/USAR major project (slippage 2008/09)	135			
	0	4	Major building works	0	1,000	1,000	
	1,528	5	Minor improvements & structural maintenance (including 2008/09 slippage)	2,771	750	750	
	204	6	Welfare facilities 2009/10	96			
	34	7	Diversity & equality	0			
	35	8	USAR works	0			
	5,032		Estates Sub Total	3,241	1,750	1,750	
			Fleet & Equipment				
	4,082	9	Appliance replacement	2,100	2,119	2,119	
	153	10	Specialist Operational Vehicles	1,100			
	115	11	CFS Vehicles	0			
	519	12	Equipment	252	200	200	
	23	13	Asset Management Plan (Miquest) software	154			
	4,892		Fleet & Equipment Sub Total	3,606	2,319	2,319	
	9,924		Overall Capital Totals	6,847	4,069	4,069	
			Programme funding				
	8,666		Main programme	5,558	4,069	4,069	
	140		Revenue funds	0	0	0	
	914		Grants	1,193	0	0	
	204		Earmarked Reserves	96	0	0	
	9,924			6,847	4,069	4,069	

**APPENDIX B TO THE MINUTES OF THE BUDGET MEETING OF THE DEVON & SOMERSET
FIRE & RESCUE AUTHORITY 19 FEBRUARY 2010**

PRUDENTIAL AND TREASURY INDICATORS

PRUDENTIAL INDICATOR	2010/11 £m estimate	2011/12 £m estimate	2012/13 £m estimate
Capital Expenditure			
Non - HRA	6.847	4.069	4.069
HRA (applies only to housing authorities)	0	0	0
TOTAL	6.847	4.069	4.069
Ratio of financing costs to net revenue stream			
Non - HRA	3.80%	4.38%	4.63%
HRA (applies only to housing authorities)	0%	0%	0%
Capital Financing Requirement as at 31 March			
Non – HRA	32.076	33.774	35.395
HRA (applies only to housing authorities)	0	0	0
TOTAL	32.076	33.774	35.395
Annual change in Cap. Financing Requirement			
Non – HRA	3.561	1.698	1.621
HRA (applies only to housing authorities)	0	0	0
TOTAL	3.561	1.698	1.621
Incremental impact of capital investment decisions			
Increase/(decrease) in council tax (band D) per annum	£ p (£0.28)	£ p (£0.17)	£ p (£0.07)
TREASURY MANAGEMENT PRUDENTIAL INDICATORS			
Authorised Limit for external debt - borrowing	£000	£000	£000
other long term liabilities	38.603	40.190	41.619
TOTAL	0	0	0
Operational Boundary for external debt - borrowing	38.603	40.190	41.619
other long term liabilities			
TOTAL	35.395	36.813	38.079
	0	0	0
TOTAL	35.395	36.813	38.079

	upper limit %	lower limit %
Limits on borrowing at fixed interest rates	100%	70%
Limits on borrowing at variable interest rates	30%	0%
Maturity structure of fixed rate borrowing during 2009/10		
Under 12 months	10%	0%
12 months and within 24 months	15%	0%
24 months and within 5 years	30%	0%
5 years and within 10 years	50%	0%
10 years and above	100%	50%

**APPENDIX C TO THE MINUTES OF THE BUDGET MEETING OF THE DEVON & SOMERSET
FIRE & RESCUE AUTHORITY 19 FEBRUARY 2010**

MINIMUM REVENUE STATEMENT (MRP) 2010/2011

Supported Borrowing

The MRP will be calculated using the regulatory method (option 1). MRP will therefore be calculated using the formulae in the old regulations, since future entitlement to RSG in support of this borrowing will continue to be calculated on this basis.

Un-Supported Borrowing (including un-supported borrowing prior to 1st April 2008)

The MRP in respect of unsupported borrowing under the prudential system will be calculated using the asset life method (option 3). The MRP will therefore be calculated to repay the borrowing in equal annual instalments over the life of the class of assets which it is funding. The repayment period of all such borrowing will be calculated when it takes place and will be based on the finite life of the class of asset at that time and will not be changed.

MRP will normally commence in the financial year following the one in which the expenditure was incurred. However, when borrowing to construct an asset, the authority may treat the asset life as commencing in the year in which the asset first becomes operational. It may accordingly postpone the beginning to make MRP until that year. Investment properties will be regarded as becoming operational when they begin to generate revenues.

DEVON & SOMERSET FIRE & RESCUE AUTHORITY
(Extraordinary Meeting)

25 March 2010

Present:-

Councillors Hughes OBE (Chairman), Dyke, Eastman, Foggin, Fry, Gordon, Gribble, Healey, Leaves, Mills, Radford, Randall Johnson, Turner, Viney, Way and Woodman

Apologies:-

Councillors Boyd, Burridge-Clayton, Cann, Horsfall, Manning, Mrs. Nicholson, Smith, Wallace and Yeomans

DSFRA/55. Transfer of New Dimensions Assets

The Authority considered a report of the Director of Service Support (DSFRA/10/8) on the proposed transfer of New Dimensions assets from the Department for Communities and Local Government (CLG) to this Authority with effect from 1 April 2010. At present, funding for the New Dimensions initiative (including assets and associated training) was met in full from CLG by specific Section 31 Grant. Concern had been expressed by several fire and rescue authorities, however, that this funding may adversely impacted should it cease to be by specific grant but instead be provided as part of the overall Revenue Support Grant, as initially proposed by CLG to take effect from the 2011/12 financial year.

Assurances had subsequently been obtained from CLG, however, that it would continue financial support through Section 31 grant for the foreseeable future but that it could not commit a future government to this stance at this time. The Authority was further advised, however, that – should circumstances change – then it would be possible (subject to discussion with CLG) for the assets to be transferred from this Authority. It also remained the case that, while the assets were primarily intended for national emergencies as part of the National Critical Infrastructure, the Devon & Somerset Fire & Rescue Service had and would continue to benefit financially and operationally from the location of the assets with this Authority.

RESOLVED

- (a) that the transfer of ownership of New Dimensions assets from the Department for Communities and Local Government (CLG) to this Authority, with effect from 1 April 2010, be approved;
- (b) that it be noted that, while the assets will be transferred, this Authority reserves the right - subject to discussion with CLG – to review its ongoing ownership of the assets in the event that the associated central government funding should either cease or be reduced.

DSFRA/56. Firefighters' Pensions Scheme: Internal Dispute Resolution Procedure

The Authority considered a report of the Director of Human Resources (DSFRA/10/9) on the requirement to establish, in accordance with the Internal Dispute Resolution Procedure for the Firefighters' Pensions Scheme, a small Panel of Members to consider complaints relating to pensions at Stage 2 of the procedure.

RESOLVED

- (a) that the Terms of Reference of the Human Resources Management & Development Committee be amended as follows:

“To appoint from amongst its Members a Panel of three Members with delegated authority to consider and determine complaints made by individuals under Stage 2 of the Firefighters’ Pensions Scheme Internal Dispute Resolution Procedure”;
- (b) that, given the associated timescales for addressing Stage 2 complaints and that there is currently one complaint at Stage 2 outstanding, an initial Panel be established comprising Councillors Healey, Turner and Wallace, to meet in the morning of Thursday 8 April 2010;
- (c) that the substantive Membership of the Panel be reviewed by the Human Resources Management & Development Committee at its meeting on 14 April 2010.
- (d) that, subject to (a) and (b) above, the report be noted.

DSFRA/57. Exclusion of the Press and Public

RESOLVED that, in accordance with Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in the following Paragraphs of Part 1 of Schedule 12A (as amended) to the Act:

- Paragraph 1, namely information relating to an individual;
- Paragraph 2, namely information likely to reveal the identity of an individual; and
- Paragraph 3, namely information relating to the financial and business affairs of an individual and the Authority.

DSFRA/58. Firefighters' Pensions Considerations - Officers On Gold Book Terms And Conditions Of Employment

(An item taken in accordance with Section 100A(4) of the Local Government Act 1972 during which the press and public were excluded from the meeting.

The Authority considered a joint report of the Clerk to the Authority and the Authority Legal Advisor (DSFRA/10/10) on a matter relating to an apparent drafting trap between the Finance Act 2004 and the Firefighters’ Pensions Scheme 1992 and the potential implications of this for an employee of the Authority and the Authority itself.

RESOLVED

- (a) that the contract of employment of Officer X be amended as indicated in the recommendation tabled at the meeting;

- (b) that representations be made to Her Majesty's Revenue and Customs – with the support of the Local Government Association if obtainable – to seek to secure a favourable resolution to the apparent drafting trap between the Finance Act 2004 and the Firefighters' Pensions Scheme 1992.

The meeting started at 10.55hours and finished at 12.15hours

STANDARDS COMMITTEE

(Devon and Somerset Fire and Rescue Authority)

3 March 2010

Present:-

Messrs. Watson (Chairman) and Phillips (Independent Members).

Councillors Gribble, Horsfall, Manning, Mills, Phillips, Randall Johnson and Yeomans

Apologies:-

Mr R Withers (Independent Member).

***SC/8. Minutes**

RESOLVED that the Minutes of the meeting held on 12 August 2009 be approved and signed by the Chairman.

***SC/9. Declarations of Interest**

Members were invited to consider whether they had any personal/personal and prejudicial interests in items as set out on the agenda for this meeting and to declare any such interests.

No interests were declared.

***SC/10. Standards Committee Remit - Further Considerations**

The Committee considered a report of the Clerk to the Authority (SC/10/1) that provided further information in respect of potential areas for enhancement of the role of the Standards Committee. The report also outlined proposals to undertake an ethical governance self-assessment, together with information surrounding the implications of the changes to the rules on political restriction introduced by the Local Democracy, Economic Development and Construction Act 2009.

Members of the Committee considered the options outlined in respect of potential areas of expansion and/or enhancement of the role of the Standards Committee. There was a consensus of opinion that there should not be anything added to the Terms of Reference for the Standards Committee and consequently, no recommendation would be made to the Fire and Rescue Authority in this respect.

The Clerk referred at this point to discussions that had been held recently with the Clerk to the Wiltshire and Swindon Fire and Rescue Authority in respect of proposals for a joint training session for the Assessment of complaints. This would be carried out in-house at Wiltshire and Swindon Fire and Rescue Service in late June and would be at no cost to this Authority. It was noted that further details would be provided in due course.

Reference was made to the ethical standards self-assessment. This was supported by the Committee although Councillor Yeomans urged officers to carry out evaluations of any member events as soon as possible after it had been held so that responses were accurate. The Clerk indicated that a report would be submitted to the Committee outlining the responses received.

The Clerk outlined the implications for the Authority of the changes to the rules in respect of political restriction introduced by the Local Democracy, Economic Development and Construction Act 2009.

Councillor Randall Johnson moved (and Councillor Yeomans seconded) that:

“subject to their being no changes to the Terms of Reference for the Standards Committee, the recommendations set out within report SC/10/1 be approved and the position noted”.

RESOLVED

- (a) that no recommendations be made to the Authority in relation to expanding or enhancing the role of this Committee;
- (b) that the ethical governance self-assessment audit, along the lines suggested in Section 2 of this report, be undertaken;
- (c) that, in relation to the revisions to political restrictions as outlined in Section 3 of this report, the Committee:
 - (i) authorises the Clerk to instigate a review of those posts that should initially be registered on the required list of politically restricted posts;
 - (ii) approves the division of responsibility with the Chief Fire Officer determining, in the first instance, the inclusion of posts on the maintained list and the Standards Committee considering requests for exemption in accordance with its current terms of reference;
- (d) that, subject to (a) to (d) above, the report be received and noted.

***SC/11. Standards for England Draft Annual Return 2010**

The Committee received for information details of the Standards Board for England Annual Return for 2010 which had been received recently, together with guidance notes on its completion.

The Clerk advised that he would complete the return and submit the final version to the Committee in due course.

***SC/12. "Assessment Made Clear - Local Assessment of Complaints" - Standards for England Training DVD**

The Committee viewed a DVD that had been produced by the Standards Board for England as a tool to provide training in respect of the processes involved in the local assessment of complaints.

***DENOTES DELEGATED MATTER WITH POWER TO ACT**

The meeting started at 14.15hours and finished at 15.40hours

COMMUNITY SAFETY AND CORPORATE PLANNING COMMITTEE

(Devon and Somerset Fire and Rescue Authority)

25 March 2010

Present:-

Councillors Eastman, Foggin, Fry, Healey, Leaves (Chairman) and Woodman

Apologies:-

Councillor Manning

***CSCPC/10. Minutes**

RESOLVED that the Minutes of the meeting held on 29 January 2010 be signed as a correct record.

***CSCPC/11. Declarations of Interest**

Members are asked to consider whether they had any personal/personal and prejudicial interests in items as set out on the agenda for this meeting and declare any such interests at this time.

No interests were declared.

***CSCPC/12. Further Update on the Implementation of the Partnership Framework and Other Evaluation Tools**

The Committee received for information a report of the Director of Service Delivery (CSCP/10/4) that updated the Committee on the progress made following the successful introduction of the Partnership Framework. This work had been supplemented with the commissioning of a full review of the Framework and sampling of one of the existing and one proposed partnerships. The reviews, with Torbay Local Strategic Partnership (LSP) and the Probation Service in the Exeter had been commenced and the outcome would be reported to the Committee in due course.

The Director of Service Delivery made reference to the re-launch of the Partnership Framework on 17 May 2010 and encouraged Members of the Committee to attend to support this event. He indicated that this event would be attended by representatives of the higher level partnerships and was an opportunity to highlight the progress made. He made reference to the partnership that had been established with the Probation Service in particular on restorative justice that was to be based at Danescastle station. He added that the partnership framework would assist in providing an audit trail or this and other partnerships which was important in terms of external validation in particular.

The further progress made on the review of the Partnership Framework, along with the progress on other evaluation processes was noted.

***CSCPC/13. Specialist Rescue - Progress**

The Committee received for information a report of the Director of Service Support (CSCP/10/5) that set out the progress that had been made to date with the implementation of specialist rescue activity within Devon and Somerset. The report set out the objectives to be achieved by this project, together with the progress made against these objectives.

The Committee noted that the progress made included:

- 15 officers had now completed an 18 month development period to enable them to act as specialist rescue advisors for incidents involving flooding, adverse weather, rescues from height, depth and confined spaces;
- Four stations have been upgraded to specialist rescue team status – Camels Head, Barnstaple, Bridgwater and Special Operations;
- Powered rescue boats, engines and trailers have been purchased;
- Four specialist vehicles have been ordered which will provide both water and rope rescue capability as well as being able to transport the powered boats,
- Large animal rescue capability is being progressed with the purchase of equipment and training underway.

The Chief Fire Officer commented that he was proud of what had been achieved within Devon and Somerset and that the Service had a rescue capability which was much more advanced than many other services in the country. He added that there were approximately 200 rescues from floods each year and that this demonstrated that this capability was making a difference and improving public safety. He suggested that a meeting of the Committee could be held on one of the four specialist rescue stations with a demonstration either preceding or following of the faculties available. He indicated that arrangements would be put into place for this in due course, and that Members of the Committee would be furnished with a choice of dates as appropriate.

The Committee commended the officers involved for the work that had been undertaken in achieving the new rescue capabilities within Devon and Somerset. It was suggested that a press release should be issued highlighting the progress made, whereupon it was noted that a full launch of the specialist rescue capabilities was to be held in September 2010 following the delivery of the first of the new powered boats.

***DENOTES DELEGATED MATTER WITH POWER TO ACT**

The meeting started at 10.00hours and finished at 10.30hours

HUMAN RESOURCES MANAGEMENT AND DEVELOPMENT COMMITTEE
(Devon and Somerset Fire and Rescue Authority)

14 April 2010

Present:-

Councillors Boyd, Burridge-Clayton, Cann, Manning, Mrs. Nicholson and Wallace (Chairman).

Apologies:-

Councillor Turner

***HRMDC/17. Minutes**

RESOLVED that the Minutes of the previous meeting of the Committee held on 14 January 2010 be signed as a correct record.

***HRMDC/18. Determination of Substantive Membership of the Firefighters' Pension Scheme Internal Dispute Resolution Procedure Stage 2 Panel**

(An item taken in accordance with Section 100B(4) of the Local Government Act 1972).

The Chairman determined that this item should be considered as a matter of urgency to enable the Committee to consider the substantive membership of the Panel without delay in the event that a further appeal under the Internal Dispute Resolution Procedures should be submitted to the Authority.

The Clerk advised that membership of the Panel should be taken from the Human Resources Management and Development Committee although he suggested that provision should be made for substitutions in accordance with Standing Orders.

Councillor Burridge-Clayton proposed (and was seconded by Councillor Boyd):

“that the membership of the Firefighters' Pension Scheme Internal Dispute Resolution Procedure Stage 2 Panel should comprise of Councillors Wallace (Chair), Boyd and Manning and that substitutes (in accordance with Standing Order 36) should be taken from the membership of the Human Resources Management and Development Committee in the first instance.

The motion was carried unanimously.

RESOLVED that the membership of the Firefighters' Pension Scheme Internal Dispute Resolution Procedure Stage 2 Panel should comprise of Councillors Wallace (Chair), Boyd and Manning and that substitutes (in accordance with Standing Order 36) should be taken from the membership of the Human Resources Management and Development Committee in the first instance.

***HRMDC/19. Declarations of Interest**

Members of the Committee were asked to consider whether they had any personal/personal and prejudicial interests in items as set out on the agenda for this meeting and to declare any such interests at this time.

No interests were declared.

***HRMDC/20. Staff Survey**

The Committee considered a report of the Director of People and Organisational Development (HRMDC/10/6) that gave an update in respect of the progress made against the programme of activities identified as a result of the Staff Survey undertaken in 2008. The report also set out details of the methodology, communications plan and timetable for the Staff Survey in 2010.

Reference was made to the results of the Staff Survey undertaken in 2008 and how the improvements identified as a result of this exercise had been incorporated within the Corporate and Service Plans. It was noted that, since publication of the Staff Survey in 2010, there had been a 35% response rate, which was a better return than in 2008 already. The results would be compared with the 2008 survey and additionally, with work that had been undertaken on a recent survey with retained duty system staff and their partners.

RESOLVED

- (a) that the Member Champion for Equality and Diversity continue to be part of the Project Steering Group for the outcome of staff survey(s);
- (b) that the Committee continue to oversee the progress of actions identified in the staff survey(s), and;
- (c) that, subject to (a) and (b) above, the report be noted.

***HRMDC/21. Update On Positive Action Strategy**

The Committee received for information a presentation given by the Director of People and Organisational Development. The presentation covered the work that had been undertaken on both the Positive Action Strategy and "Considering Needs" and briefing notes were circulated to the Committee at the meeting for information. In addition a copy of a new information video entitled "All Fired Up" was shown at the meeting. This had been instigated to encourage people to apply to join the Service, the cost of which had been funded from within the resources provided by the Government to support work undertaken on the "stretch" recruitment targets.

***HRMDC/22. The European Community (EC) Drivers' Hours and Tachograph Rules for Goods Vehicles (Regulation 561/2006)**

The Committee considered a report of the Director of Service Delivery (HRMDC/10/7) that set out details of the implication of the EC Drivers Hours and Tachograph Rules for Goods Vehicles Regulations (561/2006) which limited driving time and ensured that proper break and rest periods were taken in order to prevent road traffic collisions. Reference was also made to the impact of these Regulations on all employees who drive an "in scope" vehicle either for the Fire and Rescue Service or in other employment or voluntary work.

The Director of Service Delivery informed the Committee of the work that had been undertaken to date to minimise the impact of these Regulations on both staff and the Service. He added that there was now less than 10 staff affected; a position which had been achieved through a combination of working closely with the employers of the staff concerned together with a pragmatic approach in respect of the interpretation of the “rest” requirements. This approach had been adopted on a national basis as best practice. It was noted, in addition, that the new Gartan availability system currently being piloted by the Service would assist staff in this regard as it would enable the accurate recording of working hours which could be accessed as evidence if required.

Reference was made to the associated Working Time Directive and it was noted that the Department for Communities and Local Government (CLG) was looking into this. The Chief Fire Officer commented that this was also being pursued through the Chief Fire Officers’ Association (CFOA) and through the National Retained Duty System (RDS) Working Group. He circulated a copy of the first stage of the consultation on the Working Time Directive for information and indicated that the Service would be submitting a response which would be circulated to the Chair of the Committee for comments prior to submission to the European Commission. A copy of the response would be submitted to the next meeting for information.

RESOLVED

- (a) that the management actions to limit the impact on employees of Devon and Somerset Fire and Rescue Service the impact of the above Regulations be endorsed, and;
- (b) that, subject to (a) above, the report be received and noted.

***HRMDC/23. Absence Management**

The Committee received for information a report of the Director of People and Organisational Development (HRMDC/10/8) that set out the progress that had been made to date with absence management and which highlighted the service performance in respect of both short and long term absence.

The corporate target for sickness absence was “to reduce the levels of sickness absence to the regional average of 9.0 days/shifts lost per person by 2010/11”. The target for 2009/10 was 9.6 days/shifts lost per person and the actual performance to February 2010 was 7.23 days. This represented an improvement in performance of 18.8% to date although the year end figures were not available as yet. Reference was made to the ongoing work being undertaken to reduce the levels of sickness, including return to work interviews, sickness panels and interventions such as Occupational Health referrals and mediation.

The Director of People and Organisations reported that the new Performance Development Review (PDR) process was to be launched in April 2010 and that this would also assist with the work being undertaken to reduce sickness absence.

***HRMDC/24. Exclusion of the Press and Public**

RESOLVED that, in accordance with Section 100A(4) of the Local Government Act 1972 the press and public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in Paragraph 4 of Part 1 of Schedule 12A of the Local Government Act 1972, namely information relating to consultations on labour relations matters between the Authority and its employees.

***HRMDC/25. Update On Establishment**

(An item taken in accordance with Section 100A(4) of the Local Government Act 1972 during consideration of which the press and public were excluded from the meeting).

The Committee received for information a report of the Director of People and Organisational Development (HRMDC/10/9) that gave an update on the position regarding establishment levels and which set out the approach to managing potential vacancies arising in the future in the light of the work being undertaken on the Service Reviews.

*** DENOTES DELEGATED MATTER WITH POWER TO ACT**

The meeting started at 10.00hours and finished at 11.38 hours

RESOURCES COMMITTEE

(Devon and Somerset Fire and Rescue Authority)

29 April 2010

Present:-

Councillors Gordon (Chair), Hughes OBE, Smith, Turner, Woodman and Yeomans

In attendance:-

Councillor Healey (as an observer)

***RC/26. Minutes**

RESOLVED that the Minutes of the meeting held on 8 February 2010 be signed as a correct record.

***RC/27. Declarations of Interest**

Members of the Committee were asked to consider whether they had any personal/personal and prejudicial interests in items as set out on the agenda for this meeting and to declare any such interests at this time.

No interests were declared.

***RC/28. Financial Performance Report 2009/10**

The Committee received for information a report of the Treasurer (RC/10/8) that provided an update on the following matters:

- Revenue budget monitoring position for the current financial year based upon spending to the end of March 2010 against the approved Revenue Budget for 2009/10;
- Performance against the 2009/10 capital budget and prudential indicators;
- Forecast performance against other financial targets for 2009/10.

At this stage, projections indicated that revenue spending was £0.312million less than budget, equivalent to 0.43% of the total budget. There was no recommendation made at this stage in terms of potential utilisation of the underspend pending the outcome of the final outturn which would be reported to the Devon and Somerset Fire and Rescue Authority at its meeting on 28 May 2010.

Reference was made to paragraph 3.3 of the report (RC/10/8) which set out details of the financial impact of the Employment Tribunal case under the Part-Time Workers (Less than Favourable Working Conditions) Regulations. This ruled in favour of retained firefighters in respect of unequal treatment with wholetime staff in relation to access to pension and sickness absence rights. Whilst the exact cost of settlement for this Authority was not known at this stage, provision had already been made for £0.497million to be set aside to cover this liability within the provisional outturn position.

In view of the uncertainty in respect of the impact of the final settlement on the Authority, it was suggested that, if this was in excess of the existing provision, this should be taken from the forecast underspend in 2009/10 and that it should be recommended to the Authority that provision be set aside accordingly.

Councillor Smith proposed (and was seconded by Councillor Yeomans) that:

“it be recommended to the Devon and Somerset Fire and Rescue Authority that, if the impact of the final settlement as a result of the Employment Tribunal case under the Part-Time Workers (Less than Favourable Working Conditions) Regulations was in excess of the existing provision made by the Authority (£0.497million), this should be taken from the forecast underspend on the 2009/10 Revenue Budget and the provision be increased accordingly”.

Upon a vote, this was carried unanimously.

The Committee noted that it had been envisaged that closure of the accounts would be completed on the basis of estimates but that following discussion with the auditors, it had been agreed that the actual figures should be used. Councillor Yeomans drew attention to the new International Financial Reporting Standards (IFRS) and enquired as to whether training was to be provided for Members of the Committee, given their responsibility to sign off the final statement of accounts. The Principal Finance Manager replied that the Authority had a duty to ensure that Members made informed decisions and therefore, training would be considered at the appropriate time. It was agreed that this should be instigated in due course.

RESOLVED

- (a) That it be recommended to the Devon and Somerset Fire and Rescue Authority that, if the impact of the final settlement as a result of the Employment Tribunal case under the Part-Time Workers (Less than Favourable Working Conditions) Regulations was in excess of the existing provision made by the Authority (£0.497million), this should be taken from the forecast underspend on the 2009/10 Revenue Budget and the provision be increased accordingly”.
- (b) That training be provided for the Committee in respect of IFRS in due course;
- (c) Subject to (a) and (b) above, the report and recommendations therein be noted.

***RC/29. Debt Recovery Procedure**

The Committee received for information a report of the Treasurer (RC/10/9) that set out details of the procedure adopted by the Service for the recovery of outstanding debts, together with information in respect of those debts that may be subject to write-off.

Members of the Committee expressed the view that more information should have been included within the report, such as the time from which debts had started to accrue. In addition, the question was raised in respect of how much consideration would be given before credit was extended to former debtors of the Service and whether interest could be charged on outstanding debt.

A further report was requested setting out how the position in respect of debt was progressing and covering the points raised above. The Clerk indicated that a further report covering the points raised would be submitted in due course.

*** DENOTES DELEGATED MATTER WITH POWER TO ACT**

The meeting started at 10.00hours and finished at 11.53hours

AUDIT AND PERFORMANCE REVIEW COMMITTEE
(Devon and Somerset Fire and Rescue Authority)

13 May 2010

Present:-

Councillors Dyke (Chairman), Burridge-Clayton, Gribble, Mills and Viney.

Apologies:-

Councillors Radford and Way.

Also in attendance:

Steve Brown (Audit Commission)
Rob Hutchins (Devon Audit Partnership)

***APRC/21. Minutes**

RESOLVED that the Minutes of the meetings held on 26 November 2009 and 15 February 2010 be signed as a correct record.

***APRC/22. Declarations of Interest**

Members of the Committee were invited to consider whether they had any **personal/personal and prejudicial interests** in items as set out on the agenda for this meeting and declare any such interests at this time.

No interests were declared.

***APRC/23. Audit Commission Items – Audit Progress Summary, Audit Opinion Plan 2009/10 and Audit Fee Letter 2010/11**

The Committee received for information the following documents provided by the Audit Commission and issued – due to the time of their receipt – as supplementary items to the agenda for this meeting.

(a) Audit Progress Summary

This document outlined, amongst other things:

- work largely completed by the Audit Commission as set out in the agreed Plan for 2009/10 – specifically the interim (control environment and systems) audit 2009/10;
- work in progress – specifically Use of Resources 2009/10 and liaison with the Service finance department on the implementation of the International Financial Reporting Standards; and
- Audit Commission events and national reports including:
 - the March 2010 launch by the Treasury and the Department for Communities and Local Government (CLG) “Total Place: A whole area approach to public services” on the future of the Total Place initiative and the role of the Audit Commission in this;

- publication of the Audit Commission documents “Surviving the Crunch” and “The Truth is Out There” dealing, respectively, with the impact of the recession on public service funding and data held by public authorities;
- publication by the Audit Commission and its partner inspectorates of the Oneplace national overview report which, whilst identifying that the overall picture across public services was broadly one of improvement, concluded that lessons could be learned and benefits realised by more co-operative working;
- the latest Audit Commission briefing on the introduction in local government of the International Financial Reporting Standards.

(b) The Audit Opinion Plan 2009/10

This document outlined report to be undertaken by the Audit Commission in relation to the Authority’s financial statements for 2009/10, based upon the Commission’s risk-based approach to audit planning and reflecting:

- audit work specified by the Commission for 2009/10;
- current national risks relevant to local circumstances; and
- local risks.

Specifically, it was proposed that work should be undertaken on:

- the Authority’s fixed assets system;
- the presentation of the Authority’s 2009/10 Financial Statements arising from revisions to the Chartered Institute for Public Finance Accountancy (CIPFA) Statement of Recommended Practice (SoRP);
- administration by South West One (SW1), via Somerset County Council, of the Authority’s payroll system;
- the introduction of the International Financial Reporting Standards and in particular the treatment in the Financial Statements of the Public Finance Initiative contract in relation to the joint Service Severn Park training centre.

Members raised concerns as to the issues in relation to the provision of payroll services by SW1. In response, the Audit Commission and the Service responded that there was a regular dialogue with SW1 to identify and resolve any issues. Additionally, SW1 was to introduce a new payroll system and during this process there would be parallel running with the existing system for quality assurance purposes. The contractual arrangement had been reduced from a three to a one-year period affording the Service greater flexibility to withdraw from the arrangement should circumstances so dictate.

(c) Audit Fee Letter 2010/11

The letter set out the agreed fee for 2009/10 together with the planned fee for work to be undertaken in 2010/11. In response to questions from Members, the Audit Commission confirmed that it would be meeting the costs associated with additional work required in 2010/11, related to issues such as the implementation of the International Financial Reporting Standards, and that the Authority would receive, in December 2010, a refund representing the 6% increase on the Audit Commission fees for 2009/10. Consequently, the level of Audit Commission fees for the Authority in 2010/11 would be the same as for the previous year.

(SEE ALSO MINUTE *APRC/25 BELOW

***APRC/24. Performance Report: April 2009 to March 2010**

The Committee received for information a report of the Deputy Chief Fire Officer (APRC/10/3) together with a presentation on the performance of the Service against the goals, activities and targets as set out in the Authority's Corporate Plan for the 2009/10 financial year. In particular, the following issues were highlighted:

Goal 1 – to proactively reduce risk, to save life, protect property and the environment from fire and other emergencies

- the Service performance to reduce accidental dwelling fire deaths was better than the target set – representing in excess of a 20% reduction over the 11 year period to March 2010 (an average of 5.4 fatalities per year since 1999/2000 compared to a target of no more than 6 deaths per year within that period). This was attributed to an increase in the number of fire safety and educational activities and greater engagement with Service partners. It was acknowledged that the target for the forthcoming 10 years – an average of 3.8 deaths per year arrived at by extrapolating the figures for the previous ten years – was demanding but in-keeping with the change in ethos towards more preventative and protective measures and consistent with an overall desire to eliminate fire related fatalities entirely;
- the direction of travel in relation to accidental dwelling fire casualties was positive, with the actual result of 47 significantly exceeding the target of 95 and an actual result in the previous year of 100. While the trend for this target was also good over a ten-year period, the Service was still not within the top 50% of fire and rescue services nationally and consequently the target for 2010/11 was to bring the Service within this range. The significant increase in performance was attributed to more effective targeting of appropriate resources to those most at risk;
- similarly, there was a positive direction of travel over the previous ten years for the target for reducing accidental dwelling fires, attributed to increases in educational and prevention activities such as the number of working smoke alarms. For 2010/11 the Service would be aiming to be in the top 50% of fire and rescue services nationally in relation to performance against this target;
- there had been a significant increase in the number of home fire safety visits over the previous year. The Service was working with partner agencies to more effectively target this approach and address harder to reach groups, consequently the target would be reduced for 2010/11. This target was aimed at private dwellings although, in response to questions raised, reference was made to the recently-produced DVDs that could be used by Members to raise the issue of fire safety measures in houses of multiple occupation (HiMOs) with partner agencies;
- improved performance had been achieved in relation to the target for deliberate fires – the Service being the only one in the region to have secured a significant reduction. The Arson Reduction Team had been instrumental in securing this result and for 2010/11 the Service was aiming to be within the top 25% of fire and rescue services nationally for performance against this target;
- there had been a slight increase in the number of non-domestic property fires over the previous year although it was felt that this was as a result of the introduction of a new Incident Recording System which was now capturing more incidents than had previously been recorded. Nonetheless, the Service was aiming for 2010/11 to be within the top 25% of all fire and rescue services nationally for performance against this target.

Goal 2 – to be an employer of choice

- Actual performance (an average of 8.02 shifts/days lost per person) was better than the target set (9 .55 days) and represented a continuation of the trend commenced in the previous year. While not attributable to any single service intervention it appeared that the overall improvements and focus the Service had made in welfare was starting to produce consistent results.

Goal 3 – To provide an effective, efficient and economic service

- The number of complaints received (33) was considerably less than those recorded the previous year (42). The complaints in the main related to appliance movements to incidents and activities the public perceived as being inappropriate behaviour. The reduction in complaints received was considered a significant achievement given the number of operational incidents attended (c. 18,000) and fire safety activities (c. 32,000) undertaken throughout 2009/10;
- expenditure against approved budget indicated a small (0.4%) underspend;
- predicted savings resulting from combination had been exceeded;
- there was a positive direction of travel in relation to reductions in false alarms, with the Service now performing within the top 25% of all fire and rescue services nationally.

In conclusion, Members commented that there was much to commend in the performance of the Service over the past twelve months, indicating that the combination process was now beginning to deliver tangible benefits. All staff were congratulated on this achievement.

***APRC/25. International Financial Reporting Standard (IFRS) - Update**

The Treasurer reported, for information, on progress made towards the introduction, from 2010/11, of the new International Financial Reporting Standards in relation to the production of annual Financial Statements for the Authority.

A meeting had been held with the Audit Commission on 30 March 2010 which had confirmed its satisfaction with measures undertaken to date to secure implementation. The approved 2010/11 budget included provision to increase the capacity of the Service finance department necessary to ensure effective implementation of the new systems which would feature, amongst other things, variations to the treatment – for accounting purposes – of different types of lease and the need to identify on the balance sheet employee benefits (e.g. flexi-leave, time-off-in-lieu [TOIL] etc.).

(SEE ALSO MINUTE *APRC/23 ABOVE).

***APRC/26. Audit and Review Service Policy and Plan**

The Committee considered a report of the Director of Corporate Services (APRC/10/4) together with a presentation on the production of an Internal Audit Service policy (as appended to the report) setting out the purpose, role and scope of the Audit and Review Team's work for the Devon & Somerset Fire & Rescue Service. The Team now comprised two full-time non-uniformed staff with a specific auditing background and had been established by a re-distribution of existing resources to strengthen the Authority's performance and capability in relation to internal audit.

The new structures in place eliminated any duplication of work and provided a clear delineation between:

- the work of the Devon Audit Partnership (which would focus upon audits of the Service financial systems); and
- the work of the Audit and Review Service Team which would concentrate on corporate and operational risks across the Service.

Appended to the report was an internal audit and review three year plan developed in conjunction with the Devon Audit Partnership, together with a provisional 2010/11 plan for those areas of work relating to financial systems to be undertaken by the Devon Audit Partnership.

RESOLVED

- (a) that the draft Internal Audit Service policy as appended to report APRC/10/4 be approved;
- (b) that the audit and review three-year plan 2010 – 2012 attached as Appendix B to the report be approved;
- (c) that the provisional plan for those areas of work relating to financial systems to be undertaken in 2010/11 by the Devon Audit Partnership, attached as Appendix C to the report, be approved.

***APRC/27. Annual Internal Audit Report 2009/10**

The Committee received for information a copy of a report prepared by the Devon Audit Partnership (DAP) on its work undertaken on behalf of the Service in 2009/10 against the agreed Audit Plan for that year. The report highlighted the key areas of work undertaken, based upon a risk-based and assessed approach, and summarised the DAPs main findings recommendations aimed at enhancing the control of risks. Accompanying the report was a document setting out the Service's response to the High Priority issues as identified in the DAP report in areas including:

- maintenance of active users within Integra (the Service main accounting system);
- completion and review of flexi-card records;
- completion of Purchase Card transaction logs;
- petty cash;
- inventory records; and
- payroll processing.

The DAP report concluded that, overall, the majority of systems in place were well developed, with sound control processes in place and staff committed to ensuring that correct processes and procedures were followed.

*** DENOTES DELEGATED MATTER WITH POWER TO ACT**

The meeting started at 10.00hours and finished at 11.35hours.



DEVON & SOMERSET FIRE & RESCUE AUTHORITY

REPORT REFERENCE NO.	DSFRA/10/14
MEETING	DEVON & SOMERSET FIRE & RESCUE AUTHORITY (ORDINARY MEETING)
DATE OF MEETING	28 MAY 2010
SUBJECT OF REPORT	DEVON & SOMERSET FIRE & RESCUE SERVICE CARBON MANAGEMENT PLAN
LEAD OFFICER	Chief Fire Officer
RECOMMENDATIONS	<i>that the Carbon Management Plan enclosed separately with this report be approved subject to the associated resource requirements being considered annually as part of the budget setting process.</i>
EXECUTIVE SUMMARY	<p>The Devon & Somerset Fire & Rescue Service (DSFRS) together with the five other fire and rescue services (FRSs) making up the Chief Fire Officers Association (CFOA) South West Region embarked on the 2009 Local Authority Carbon Management Programme Phase 7 run in conjunction with the Carbon Trust. The programme uses 2008/9 as its baseline year and runs through to 2014. The Service Carbon Management Plan enclosed separately with the agenda for this meeting sets a 30% aspirational target reduction in CO₂ emission levels by 2014. Several projects and initiatives have been identified within the Plan which to help the Service realise its target reduction and a number of these have already been implemented.</p> <p>Central Government, through the Climate Change Act 2008, is seeking to achieve an 80% CO₂ emission reduction by 2050 and is looking to the public sector to lead by example to meet this target.</p>
RESOURCE IMPLICATIONS	Section 5 of the Carbon Management Plan sets out the financial implications of achieving our aspirational CO ₂ reduction.
EQUALITY IMPACT ASSESSMENT	No potentially negative impact sufficient enough to warrant a full impact assessment has been identified in the content of the Plan

APPENDICES	A. Carbon Management Plan (enclosed and page numbered separately with the agenda for this meeting). B. Carbon Management Programme 1 Oct 2009 (enclosed and page numbered separately with the agenda for this meeting).
LIST OF BACKGROUND PAPERS	Nil.

1. INTRODUCTION

- 1.1 Central Government, almost uniquely in the world, has passed legislation seeking to reduce the UK's CO2 emission levels.
- 1.2 The legislation is largely encapsulated in the 2008 Climate Change Act which identifies ambitious CO2 emission reduction targets of 34% and 80% by 2020 and 2050 respectively. Central Government sees the local government sector as key to delivering these targets and setting an example for others to follow.
- 1.3 Other national drivers for emission reduction include the Carbon Reduction Commitment (CRC) which is a mandatory scheme currently primarily targeted at organisations with annual electricity consumption in excess of 6,000MWh, but this threshold will undoubtedly fail to pick up organisations such as the Devon & Somerset Fire & Rescue Service (DSFRS) which currently uses just over 3,000MWh per annum. Other national drivers such as Display Energy Certificates and National Indicators are detailed in the Service Carbon Management Plan (CMP), enclosed separately with the agenda for this meeting.
- 1.4 International drivers such as the Kyoto Protocol and the 2009 Copenhagen Climate Conference seek to steer the world as a whole towards reductions in greenhouse gasses.
- 1.5 The DSFRS CMP sets out the Service commitment to carbon reduction and how it intends to achieve it.

2. THE CARBON MANAGEMENT PLAN

- 2.1 The Local Authority Carbon Management Programme Phase 7 (LACM7) was launched in May 2009 and the South West fire and rescue services launched their individual programmes in July 2009.
- 2.2 The DSFRS CMP sets out the Service commitment to managing and reducing carbon emissions from its buildings, fleet, travel, and operational activities.
- 2.3 Initially focussing on a five-year time frame to achieve the aspirational 30% reduction, the Service will need to continue in its efforts to further reduce emission levels and embed carbon reduction into its culture and activities into the foreseeable future.
- 2.4 The Embedding Matrix (Appendix A to the CMP) indicates where the Service was in 2008-2009, where it is now and where it aspires to be in five years time.
- 2.5 Appendix B of the CMP identifies some twenty eight projects that will enable the Service to move towards achieving its target reduction in emissions. Some of these could prove unviable and new projects could well be added as the Service moves forward with the Plan. A number of the projects have already started, indeed a programme has been in place to reduce the emission levels from Service buildings for a number of years.
- 2.6 Appendix D of the CMP sets out the energy use and carbon emissions of each of the Service's buildings in the baseline year 2008-09.

3. THE FINANCIAL IMPLICATIONS OF THE CARBON MANAGEMENT PLAN

3.1 Sections 3,4 and 5 of the Plan identify the potential savings and projected costs of the projects currently identified and what the Service would hope to save as a result - both financially and in terms of CO2 emissions.

3.2 Section 3.3 of the Plan specifically identifies what would happen if the Service carried on Business as Usual against achieving our 30% reduction target, the difference between the two being the Value at Stake which, by 2014, is predicted as having a cumulative value of £1.73m.

3.3 The table below illustrates the potential year on year reductions the Service could achieve over Business as Usual costs if it meets the 30% target.

Year	2008/09	2009/10 (£)	2010/11 (£)	2011/12 (£)	2012/13 (£)	2013/14 (£)
Total value at stake	-	104,644	216,811	337,149	466,362	605,212
Cumulative value at stake	-	104,644	321,455	658,604	1,124,966	1,730,178

3.4 The savings against Business as Usual will extend beyond 2014 provided the Service maintains the established levels of carbon emission reduction. Central government legislation, however, is likely to dictate that further reductions are achieved.

3.5 Section 4 of the Plan sets out the projected costs of the projects currently identified covering both Capital and Revenue expenditure. A number of these projects are already in hand but the Service needs to identify more to achieve the Value at Stake and meet its aspirational reduction target.

3.6 Section 5.4 of the Plan sets out funding already in place and what is required in future years – from 2011 to 2014 - based on the current projects. This means that the Service is looking at a cumulative “total spend to save” expenditure requirement of £811,000.

4. CONCLUSION

4.1 Central Government has put the legislation in place to meet its emission reduction targets and it is anticipated that this legislation will be tightened in the future.

4.2 Reducing DSFRS emissions in line with the CMP now appended to this report will achieve significant savings when measured against the Business as Usual model. With the difficult economic future to be faced over the next few years, such savings will have added importance.

4.3 Consequently, it is therefore recommended that the CMP be adopted in its entirety and that future funding requirements be considered as part of the annual budgetary process.

LEE HOWELL
Chief Fire Officer



DEVON & SOMERSET FIRE & RESCUE AUTHORITY

REPORT REFERENCE NO.	DSFRA/10/15
MEETING	DEVON & SOMERSET FIRE & RESCUE AUTHORITY (ORDINARY MEETING)
DATE OF MEETING	28 MAY 2010
SUBJECT OF REPORT	DEVON & SOMERSET FIRE & RESCUE SERVICE PERFORMANCE REPORT APRIL 2009 – MARCH 2010
LEAD OFFICER	DEPUTY CHIEF FIRE OFFICER
RECOMMENDATIONS	<i>That the report be noted.</i>
EXECUTIVE SUMMARY	<p>Attached for consideration and discussion is the Performance Report April 2009 - March 2010 for Devon and Somerset Fire and Rescue Service.</p> <p>The report looks at performance and progress against the Corporate Plan Goals, Activities and Targets for 2009/10.</p>
FINANCIAL IMPLICATIONS	None
APPENDICES	<p>Annex 1 – Guide to understanding the Performance Report</p> <p>Devon and Somerset Fire and Rescue Authority Performance Report, April 2009 – March 2010 (enclosed and page numbered separately)</p>
LIST OF BACKGROUND PAPERS	Devon and Somerset Fire and Rescue Authority Corporate Plan 2009/10 – 2011/12

1. **INTRODUCTION**

1.1 This report gives an overview of Devon and Somerset Fire and Rescue Service's performance against the Corporate Plan 2009/10 – 2011/12 from 1 April 2009 to 31 March 2010. Annex 1 includes a guide to understanding this report. An earlier version of this report was considered recently by the Audit and Performance Review Committee (Minute *APRC/24 of the meeting held on 13 May 2010 refers).

2. **GOAL 1 - TO PROACTIVELY REDUCE RISK, TO SAVE LIFE, PROTECT PROPERTY AND THE ENVIRONMENT FROM FIRE AND OTHER EMERGENCIES**

2.1 A key measure of success for this goal is the reduction in deaths and casualties at accidental dwelling fires as well as the reduction in the number of fires.

2.2 Thankfully, the number of fatalities each year is small, although sadly 6 deaths at accidental dwelling fires have been recorded in 2009/10. The target to reduce these deaths has been set over a number of years because of the small numbers involved. The Service target was to reduce the number of deaths at accidental dwelling fires by 20% over the 11 years to March 2010, which related to no more than 6 deaths per year within that period. We have in fact succeeded in achieving more than our target 20% reduction, recording an average of 5.4 fatalities per year since 1999/2000.

2.3 The number of casualties at these types of fires has also shown a decrease, down 53% from last year, a reduction of 53 casualties. We have therefore significantly exceeded our target reduction of 5%. The number of accidental dwelling fires however has shown a small increase, up by 7 fires, and the target reduction has not been achieved.

2.4 To achieve these targets, the main focus of work has been to undertake Home Fire Safety Visits. Throughout 2008/09, the expansion of the Community Safety Action Teams (CSAT) meant this work accelerated with over 12,000 checks being completed within the year. In 2009/10, nearly 18,000 Home Fire Safety Visits were undertaken, and more information is being used to enable this work to be targeted at our more vulnerable groups.

2.5 Another area of focus for the Service is the rate of non-domestic premises fires, i.e. those fires in buildings that are not homes. There was a small increase in the year (up 61 fires to 609 fires) which meant that we did not achieve the target. Work undertaken to reduce non-domestic fires relates to our Fire Safety enforcement activity where the Service did not achieve the number of visits during the year that it had intended.

2.6 Deliberate fires – often referred to as arson - is another key area of work for the Service. We believe that partnerships with local authorities, fire investigation and our youth engagement activity through schemes such as Phoenix and Firebreak have all helped to continue to reduce the rate of deliberate fires across the Service. The most severe types of these of fires – primary deliberate fires involving property and vehicles - have fallen by 21% and 27% respectively, collectively a reduction of over 200 fires. Secondary deliberate fires – these are mostly outdoor rubbish and grass fires – also fell by 24%, 475 fires.

2.7 Road traffic collisions is one of the primary rescue functions of the Service. The Service is heavily involved in the prevention of road traffic collisions and works closely with the Road safety partnerships and has seconded officers to these to assist with their work.

2.8 Work has continued throughout the year on our planning and response arrangements for major incidents. We have been working with two Local Resilience Forums (Avon &

Somerset and Devon & Cornwall) to ensure we are well prepared. We have also enhanced our rescue capability and developed further our own business continuity arrangements.

- 2.9 Finally, one of the major changes for the Service is the establishment of the Regional Control Centre (RCC). The South West will be one of the first control centres to go live, with Devon and Somerset being the first service to cut over to the SW RCC. This national project has and will continue to have a significant impact upon the Service.

3. GOAL 2 - TO BE AN EMPLOYER OF CHOICE

- 3.1 The Service is finding it challenging to achieve its targets in recruiting and retaining women firefighters and people from ethnic minority backgrounds. Devon and Somerset is not unique with this issue, with many other services experiencing similar difficulties. A lot of work and effort has gone into our recruitment campaigns and this is starting to deliver some results, but there is still a long way to go. We have also undertaken exit interviews with staff to understand why they are leaving and in most cases this is due to external reasons.
- 3.2 The number of staff employed with a disability has significantly increased. This is partly due to a recent survey where more people have been confident to report they have a disability.
- 3.3 The main driver in improving the Service's approach to Equality and Diversity has been the implementation of 'Making the Connections'. This is essentially a single equality scheme for Devon & Somerset covering all six equality strands and brings together all the current and future activities in DSFRS that are relevant to the Local Government Equality Standard.

Recruitment and positive action

(i) Black and Minority Ethnic Communities

- 3.4 The Labour Force Survey (a quarterly sample survey of households living at private addresses in Great Britain) in 2008 indicated that the local minority ethnic working age population across Devon and Somerset is 5.29%. This figure has been used to set the Service black and minority ethnic (BME) communities recruitment target, as it most accurately reflects the community average percentage across the two counties. However variation in local areas is significant, being for example 13% in Exeter, 5.1% in Mendip, 1.2% in North Devon and 0% in Sedgemoor.
- 3.5 Over the last few years, there has been a relatively low turnover of staff and therefore limited opportunity to increase diversity in the organisation. However, the recent whole time recruitment process at in the summer of last year saw an increase in the number of applicants who identified as being from minority ethnic backgrounds. Part of that recruitment programme involved making use of established networks and partnerships with established minority ethnic targeted media, organisations and networks to disseminate Service recruitment messages. Unfortunately, the increased attraction rate only translated into 1 wholtime firefighter from a BME background successfully recruited throughout 2009/10.

- 3.6 The Service has committed itself to a specific recruitment target that, by 2013, 7.29% (i.e. 2% above working age minority ethnic figure of 5.29% across both Devon and Somerset) of all new joiners to the organisation will be from minority ethnic backgrounds. This is a challenging target for two reasons:
- the Service has relatively low staff turnover and limited recruitment opportunities; and
 - retained duty system (RDS) personnel are recruited in rural areas where the BME population is significantly lower the 5.29% average. Added to that, the recruitment pool can only be within a five minute travel time to the local station.

(ii) Gender

- 3.7 The Service (along with all other UK fire and rescue services [FRSs]) is looking to increase the percentage of women in front line operational roles. As with the previous observations about low staff turnover, the Service has a challenging target, but the organisation is nevertheless committed that “by 2013 a minimum of 18% of new entrants to the operational service will be women”.
- 3.8 The whole time recruitment saw an intake of 2 female firefighters in a cohort of 24. Disappointingly though, the remaining retained fire-fighter recruitment only successfully recruited 4 women out of 54 retained recruits over the last year.

(iii) Positive Action Strategy

- 3.9 To address this going forward, the Service has developed a positive action strategy for 2010-13. Its focus is on increasing the recruitment of females to operational roles and ethnic minority people across all roles. The short-term aims of the strategy will be associated with our immediate recruitment requirements. The long-term aims look to equip the emerging generation with knowledge about the modern fire and rescue service and its opportunities and encourage them to consider it as a professional career. Some BME communities have traditionally seen the service as a manual role without a great deal of professional standing. Our ‘future leaders’ messages - about professional development and progression - and graduate engagement will help to address that cultural perception.
- 3.10 The development of this strategy is based upon input from our minority ethnic community partners, our representative bodies and our own staff, particularly women firefighters. It is designed to work within the realities of the current and future restrictions and requirements (economic, recruitment and organisational) for the Service and has long term and short term objectives.
- 3.11 The recent whole time recruitment process was accompanied by a positive action poster campaign that featured a young boy in a fire helmet with the strap line “When he grows up he wants to be a firefighter...just like his mum”. The poster (its imagery and its message) was well received by current members of staff, external gender groups, lesbian, gay, bisexual and transgender (LGBT) groups and various local BME community groups.
- 3.12 Similarly, the ethos of this strategy is an inclusive, non-tokenistic approach to positive action. It attempts to establish the concept of a diverse workforce in its messages (the breadth of the role, future leaders, career progression, flexibility) and imagery as core to our business. Three of the activities in the strategy have been addressed to provide some of the attraction tools we will need to address the long term aims, and to be targeted in those areas of under establishment where we are recruiting in the short term, namely:

- the publication of “Considering Needs” - the equality scheme overview which communicates our equality priorities;
- “From the Community, for the Community” - The publication of a recruitment information pack and display banners which details ‘Modern Firefighting, Future Leaders and the Retained duty system
- The production of a film, ‘All fired up’, which tells the firefighter’s story, and features a mix of gender and race. This can be viewed by following the link below

<http://www.dsfire.gov.uk/Newsdesk/allfiredupvideo.asp>

3.13 The Service has also recently sponsored Exeter University Netball team to assist in our attraction for future leaders and graduates of both genders and all backgrounds. The Service has signed up to the Stonewall Diversity Champions programme and are able to use their logo on our recruitment literature – sending a message to LGBT people of our commitment to diversity and the development of an inclusive working environment. Our work with National Disabled Fire Association (NDFFA) also means we are able to use its logo in the same way to demonstrate our commitment to promote positive outcomes for people living with disabilities.

3.14 Work will continue to ensure that positive action is embedded in the recruitment process of the organisation to address non-uniformed and uniformed recruitment needs. A significant activity in the strategy is to examine whether there are any trends in the fall out during the selection process and identify where positive action, other than attraction, might help address this, such as developing interview skills.

3.15 The recruitment literature and films referred to above will be presented at a future Members Forum meeting.

Sickness

3.16 During 2009/10, the levels of sickness within the service fell by 16%. This follows a reduction in the previous year of 22%, and therefore we are continuing to make excellent progress in this area where we have previously recorded very high rates. Whilst this reduction cannot be attributed to a single Service intervention, it would suggest that the overall improvements and focus that the Service has made in welfare are starting to produce direct results.

Training

3.17 The Service continues to deliver quality training for its staff and is well regarded nationally. The Service is also part of a shared services agreement with Avon FRS and Gloucestershire FRS with a joint training centre at Portishead.

4 GOAL 3 - TO PROVIDE AN EFFECTIVE, EFFICIENT AND ECONOMIC SERVICE

4.1 Provisional figures show that the Service was successful in containing expenditure within the agreed revenue budget for the year and has therefore now done so for the first three years of the new combined Service. The Service is also on course to exceed the £3 million savings in the first 5 years of the new combined service as identified in the original business case for combination.

- 4.2 Pre and post combination a lot of work has been undertaken to harmonise and develop policies and systems. Several of these now need refining and embedding in the Service. With such a large organisation, clear communication is essential and much work has been undertaken to develop a strategy, for both internal and external communication.
- 4.3 However, although we are a large service, we cannot and should not do everything alone. Therefore we have been working hard to develop our existing partnerships both at a strategic and local level.
- 4.4 In terms of optimising the use of resources a range of initiatives have been undertaken. We are actively working with premises to reduce unwanted fire alarms and have seen significant reduction of 38% - over 1,800 calls. With regards to malicious false alarms, robust call challenge and working with the police and telecom companies has resulted in these calls reducing for the fourth year in a row. The Service has also started significant research into how our resources are distributed and how we can best use them to deliver all aspects of service delivery.

NEIL GIBBINS
Deputy Chief Fire Officer

ANNEX 1

Guide to understanding the Performance reports

Much of the new performance report now comes directly from our Performance Information Management System (PIMS), which is now being widely used within the Service to access performance information and effectively manage performance.

The performance summary is shown for each of our Goals and Priorities and is split into two halves.

The first half looks at the progress status of the activities and targets for each of our priorities within the Corporate Plan. These are strategy maps directly taken from the PIMS system. These demonstrate that by achieving our Corporate Activities this will impact and influence the achievement of our Corporate Targets.

The second half looks at the Corporate Targets in more detail, showing actual performance against target and previous year.

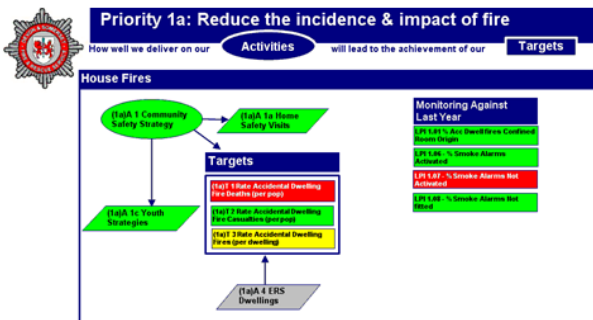
Performance Summary

Devon and Somerset Performance Report
April – March 2009/10
APRC Meeting 13/05/10

Goal 1: To proactively reduce risk, to save life, protect property and the environment from fire and other emergencies

House Fires

Priority 1a: Reduce the incidence & impact of fire



House Fires

Goal 1 - Targets	Actual	Target	% Variance	Previous Year	% Variance	Direction of Travel from Last Month
(t)A 1 R R Accidental Dwelling Fire Deaths (per pop)	0.35	0.36	-2.8%	0.12	191.7%	Worse
# Accidental Dwelling Fire Deaths	6	6	0.0%	2	200.0%	Worse
(t)A 2 R R Accidental Dwelling Fire Casualties (per pop)	2.82	5.70	-50.5%	6.03	-53.2%	Better
# Accidental Dwelling Fire Casualties	47	95	-50.5%	100	-53.0%	Better
(t)A 3 R R Accidental Dwelling Fires (per dwelling)	15.2	14.4	5.6%	15.3	-0.7%	Better
# Accidental Dwelling Fires	1104	1042	6.0%	1097	0.6%	Better

Goal 1 - Activities	Actual	Target	% Variance	Previous Year	% Variance	Direction of Travel from Last Month
(t)A 1 Home Fire Safety Visits Completed	16,369	13,456	21.6%	12,105	35.2%	Worse
# HFSV in Progress	1,495					
# HFSV in Total	17,864					
(t)A 1C Youth Strategies to maximise Youth Inclusion	147	68	116.2%	49	200.0%	Worse
# Junior Life Skills Events						
(t)A 4 Emergency Response Standard - Dwelling Fires (% Overall Standard Met)	86.05%					Better
(t)A 4a % 1st Attendance # 10 minutes	69.63%					Worse
(t)A 4a % Achieved (inside 10 minute ARe)	79.39%					Better
(t)A 4a % Achieved (Outside 10 minute ARe)	71.24%					Worse

Monitoring Only	Actual	Previous Year	% Variance	Direction of Travel from Last Month
% Acc Dwelling Fires Confined Room Origin	89.95%	89.79%	0.2%	Worse
# Acc Dwelling Fires Confined to Room Origin	993	985		
% Smoke Alarm Activated	44.45%	43.88%	1.3%	Better
# Smoke Alarm Activated	536	538		
% Smoke Alarm Not Activated	16.58%	12.40%	33.7%	Better
# Smoke Alarm Not Activated	200	152		
% Smoke Alarm Not Fitted	36.97%	43.72%	-16.9%	Better
# Smoke Alarm Not Fitted	470	536		

1. Targets will be set for the new Emergency Response Standards following a review of the first year's data.

Corporate Activities

The Corporate Activities are shown within the strategy map as ovals or parallelograms. Progress against most of these will be through monitoring projects which have been depicted as ovals. However, a few of these are measured by numbers, such as the number of Home Fire Safety Checks, number of Building Regulation Consultations and the number of Fire Safety Enforcement notices. These are shown as parallelograms.

For the projects a judgment is made by the project manager on the progress of the project and this will be either:

- Red for projects that are not on track.
- Amber for projects that are on track.
- Green for projects that are meeting or exceeding expectations.
- Grey illustrates missing data.

The Corporate Activities measured by numbers follows the same rules as the Corporate Targets below.


Corporate Targets

The Corporate Targets, some of which are the former Best Value Performance Indicators (BVPs), are shown as rectangular within the strategy map.

Performance is given a Red, Amber, or Green rating.

- Red shows performance that is more than 10% below target.
- Amber shows performance is 10% within target.
- Green shows performance which has achieved or exceeded the target.

For each Target, the following information is presented:

Goal 1 - Targets	Actual	Target	% Variance	Previous Year	% Variance	Direction of Travel from Last Month
 (1a)T 2 Rate Accidental Dwelling Fire Casualties (per pop)	2.82	5.70	-50.5%	6.03	-53.2%	Better
# Accidental Dwelling Fire Casualties	47	95	-50.5%	100	-53.0%	

Actual	Shows cumulative performance from 1 st April 2009 – 31 st March 2010
Target	Shows target for 2009/10
% Variance	Shows percentage change against target
Previous Year	Shows results for 2008/09
% Variance	Shows percentage change against previous year
Direction of Travel from Last Month	Shows whether performance has improved or worsened from last month's position
(1a)T 2	Corporate Plan Reference, Priority 1a, Target 2
Rate	Number divided by 100,000 of the population
#	Number

DEVON & SOMERSET FIRE & RESCUE AUTHORITY



REPORT REFERENCE NO.	DSFRA/10/16
MEETING	DEVON AND SOMERSET FIRE AND RESCUE AUTHORITY (ORDINARY MEETING)
DATE OF MEETING	28 MAY 2010
SUBJECT OF REPORT	FINANCIAL OUTTURN 2009/2010
LEAD OFFICER	Treasurer
RECOMMENDATIONS	<p>(a) <i>that the following proposed transfers as outlined in paragraph 10.2 of this report be approved;</i></p> <p style="padding-left: 40px;">(i) <i>That the underspend against the revenue budget of £0.041m be transferred to an Earmarked Reserves to part-fund the Integrated Clothing Project (ICP);</i></p> <p style="padding-left: 40px;">(ii) <i>That the identified savings of £0.025m from other Earmarked Reserves be transferred to an Earmarked Reserve to part-fund the ICP project.</i></p> <p>(b) <i>that the capital determinations in relation to the funding of capital spending in 2009/2010, as provided in paragraph 16.1 of this report, be approved.</i></p> <p>(c) <i>that, subject to (a) and (b) above, the position in respect of the 2009/2010 Revenue and Capital Outturn, as indicated in this report be noted.</i></p>
EXECUTIVE SUMMARY	<p>This report provides the financial outturn position for 2009/2010, for both revenue and capital spending, and makes recommendations as to how variances from budget are to be dealt with.</p> <p>The figures included in this report are provisional at this stage, subject to the audit of the Accounts in July 2010.</p>
RESOURCE IMPLICATIONS	As indicated within the report.
EQUALITY IMPACT ASSESSMENT	None

<p>APPENDICES</p>	<p>A. Provisional Revenue Outturn Position 2009/2010.</p> <p>B. Summary of Reserve and Provision Balances at 31 March 2010</p> <p>C. Fire & Rescue Services Employers Circular EMP/01/10 – Part-time Workers (Prevention of Less Favourable Treatment) Regulations – Fire Brigades Union and Retained Firefighters Union Employment Tribunal Cases.</p> <p>D. National Joint Council for Local Authority Fire and Rescue Services Circular NJC/2/10 - Part-time Workers (Prevention of Less Favourable Treatment) Regulations – Fire Brigades Union Employment Tribunal Cases.</p>
<p>LIST OF BACKGROUND PAPERS</p>	<p>Nil.</p>

1. INTRODUCTION

- 1.1 This report provides Members with the final outturn position (subject to audit) for revenue and capital spending for the financial year 2009/2010, and to make proposals as to how variances from budget are to be treated. This report is in two parts, Section 1 deals with the revenue outturn position, and Section 2 deals with the position in relation to capital spending.

2. SECTION 1 – REVENUE OUTTURN 2009/2010

- 2.1 Appendix A provides a summary of spending against the 2009/2010 revenue budget. Total spending is reported to be £72.618m against an agreed budget of £72.659m, representing a small underspend of £0.041m.
- 2.2 It should be emphasised that this spending figure includes an amount of £0.452m required to be set aside in a Provision pending the outcome of the Employment Tribunal case which ruled in favour of retained firefighters under the Part-Time Workers (Prevention of Less Favourable Treatment) Regulations. A negotiated settlement is expected to be finalised in the next few months back-dated to the year 2000, which, given the large number of retained firefighters employed by Devon and Somerset FRS, is expected to incur a significant liability over and above that which had been budgeted. Whilst the actual payments will not be made until a later date, under accounting rules, a charge is required to be made against the 2009/2010 accounts, given that the actual ruling was made prior to 31 March 2010. Further details on this issue are reported in paragraphs 3.3 to 3.6 of this report.
- 2.3 Members of the Resources Committee have received regular budget monitoring reports during the course of the financial year, the most recent report being to the meeting of Resources Committee held on the 29 April 2010. Whilst each of those reports had projected that spending would be well within budget, the impact of the Employment Tribunal case could not have been included in those projections, as insufficient information was available to be able to make a realistic assessment of the financial impact to the Authority.
- 2.4 If the Provision of £0.452m had not been required then this report would have been declaring an underspend of £0.136m i.e. Net Operational Underspend £0.493m LESS contribution to Earmarked Reserves of £0.357m (as agreed at the meeting of Resources Committee held on the 16 November 2009 to part-fund the costs associated with the replacement Personal Preventative Equipment (PPE) Project under the Integrated Clothing Project (ICP)).
- 2.5 Given that the underspend is reduced to £0.041m, as a result of the need for the Provision to be made, there is insufficient underspend available for the original agreed transfer of £0.357m to be made to an Earmarked Reserve in relation to the ICP project. Proposals are included within this report for an amount of £0.066m to be transferred into an Earmarked Reserve for the ICP project which would leave this project £0.291m short of the original plan. We are still committed to providing the PPE, as previously agreed by the Fire Authority, and how this is to be financed will be subject to further discussion at the next meeting of Resources Committee in July 2010.

2.6 Appendix A provides a breakdown of spending and variations against all approved budget lines. It is inevitable that there will be variations against individual lines due to changing circumstances during the year, the volatility of some budgets e.g. retained pay costs, and the fact that this is only the third year's budget for the new combined Authority. More detailed explanations of the major variations against budget lines are provided below in paragraphs 3 to 9.

3. **EMPLOYEE COSTS**

Wholetime Pay

3.1 Spending against wholetime pay costs is £0.230m less than budget, primarily as a result of the impact of the 2009 pay award being settled at 1.25%, as compared to the 2.3% provision made in the budget.

Retained Pay

3.2 Spending on retained pay costs is £0.250m more than budget primarily as a consequence of above average activity levels in the last quarter of the financial year. As Members will be aware, as the majority of retained firefighters are paid on a 'pay-as-you-go' basis, spending against this particular budget line can be susceptible to volatility dependent on the number of operational incidents during the financial year

Provisions – Retained Pay Costs

3.3 Members will recall the longstanding Employment Tribunal case under the Part-Time Workers (Prevention of Less Favourable Treatment) Regulations, relating to retained firefighters claiming equal access to employee benefits e.g. sickness and pensions, as full-time firefighters. Following a lengthy process, the original claim having been lodged in 2001, the House of Lords requested that the issue be returned to the original Employment Tribunal for a ruling. The judgement of the Tribunal has ruled in favour of retained firefighters, accepting that under the legislation retained firefighters have been treated less favourably than their named comparators. Copies of the recent Circulars issued by the National Employers and the National Joint Council on the 13 April 2010 are included as Annex 1 (Circular EMP/01/10) and Annex 2 (Circular NJC/2/10).

3.4 Given the large number of retained firefighters which this Authority employs, the financial impact of this ruling will be significant, particularly given that the proposed settlement includes backdated payments to the year 2000. Whilst at this time it is not possible to calculate the absolute cost, particularly around pension costs which are still to be negotiated, our initial assessment based upon the contents of the 'in principle' agreements is that the Authority will incur a one-off cost of £0.949m.

3.5 The Authority had already prudently made a decision in 2008 to set aside some funds from the 2007/2008 underspend, given that at that time indications were that the Tribunal would rule in favour of retained firefighters, and an amount of £0.497m was set aside in a Provision. This figure was based around assumptions of how many retained firefighters currently in the pension scheme may opt to back-date to the year 2000. The content of the most recent circulars indicate the settlement to me more generous than our original assumptions, resulting in the need to increase that Provision by a further £0.452m to £0.949m.

- 3.6 It should be emphasised that it is impossible to provide an absolute cost to the Authority as it cannot be known at this stage how many retained firefighters would opt to back-date their pension contributions back to the year 2000. In addition, there may be further retained firefighters who are not currently in the pension scheme, who may now choose to do so, with the option to back date. The final cost will not be known for some months following the completion of an options exercise to establish how many retained firefighters will opt to back-date, or indeed join for the first time. Information of the absolute cost to the Authority and its funding implications will be reported through the Resources Committee during 2010/2011 as part of normal budget monitoring processes. In the event that the eventual cost is significantly more than the £0.949m set aside in a Provision, then the Authority may have no other option than to make a call on its General Reserve to fund the additional cost.

Non-Uniformed Pay

- 3.7 The spending on non-uniformed pay includes the costs associated with the Community Safety Action Teams (CSAT) engaged as part our prevention activities to reduce the number of fire calls, and the redundancy and early retirement costs associated with the agreed restructure to the Senior Management Team, resulting in the deletion of two senior management posts.

Training Expenses

- 3.8 Savings of £0116m have been achieved against the training budget as a consequence of some delays in the delivery of planned courses.

4. PREMISES RELATED COSTS

Repair and Maintenance

- 4.1 Whilst spending on property maintenance is more than the agreed budget by £0.119m, this is more than offset by savings on debt charges resulting from slippage against capital projects.

Energy Costs

- 4.2 As a consequence of increases in utility costs over and above what had been budgeted, additional spending of £0.073m has been incurred against this budget line.

5. TRANSPORT RELATED COSTS

Running Costs and Insurances

- 5.1 There are two main causes for an underspend of £0.347m against transport running costs. Firstly, increases in fuel costs have been significantly less than had been anticipated, and secondly, the number of insurance claims to be funded from self insurance arrangements have been much less than anticipated.

6. SUPPLIES AND SERVICES

Equipment and Furniture

- 6.1 The overspend of £0.103m against equipment and furniture primarily relates to additional spend on training equipment and consumables which is fully offset by additional training income delivered from an increased number of courses.

Communications

- 6.2 As a consequence of the need to support the implementation of the new national radio scheme (Firelink) and the RCC project, a number of other ICT projects have not been delivered by the end of the financial year, resulting in an underspend against the Communications budget of £0.060m.

External Fees and Services

- 6.3 The overspend on external fees primarily relates to the early work in support of the two fundamental reviews of Service Delivery and Support Services.

7. ESTABLISHMENT COSTS

Insurances

- 7.1 Fewer insurance claims to be funded from self-insurance arrangements has resulted in savings of £0.119m against the non-fleet insurance budget.

8. CAPITAL FINANCING COSTS

- 8.1 As a consequence of slippage in capital spending against the 2008/2009 and the current year programme and savings on leasing costs, spending on capital financing charges for 2009/2010 is £0.316m less than budget.

- 8.2 The savings on capital financing charges has enabled additional capital spending of £0.133m on vehicles and equipment to be financed direct from revenue therefore avoiding the need to borrow.

9. INCOME

Grants and Reimbursements

- 9.1 Whilst the amount of New Burdens grant necessary in 2009/2010 to fund the RCC transition Teams and ISP project is less than originally anticipated, this reduction in grant is fully offset by a reduction in spending on these projects.

Other Income

- 9.2 Income targets for the year have been exceeded by an amount of £0.384m, primarily from additional training income as a consequence of the Service securing orders to deliver firefighter recruit training to other fire and rescue authorities i.e. Royal Berkshire, Cornwall, Dorset and the States of Jersey.

Earmarked Reserves

- 9.3 At the meeting of Resources Committee held on the 16 November 2009 it was agreed that from the then projected underspend of £0.875m, an amount of £0.357m be transferred to an Earmarked Reserve to part-fund the costs associated with the replacement PPE under the ICP. Given that the overall underspend is now only £0.041m, there is not now a sufficient amount of underspend for this transfer to be made. However we have now signed the ICP Project and remained committed to providing the replacement PPE as previously agreed by the Fire Authority. How this is to be financed may need to be discussed further by the Resources Committee.

10. RESERVES AND BALANCES

Earmarked Reserves

- 10.1 Of the balance of £0.952m in Earmarked Reserves at the beginning of the financial year, an amount of £0.621m has been spent on agreed projects during the year leaving a balance of £0.331m as at 31 March 2010. Of this figure, it has been identified that an amount of £0.025m is no longer required for its original purpose and is therefore available to be transferred to another Reserve. The remaining balance of £0.306m is required to be carried forward to fund those projects originally agreed.

ICP Project

10.2 As is highlighted in paragraph 9.3 above, there is insufficient underspend available for the planned transfer of £0.357m to be made to an Earmarked Reserve at the year-end to part-fund the introduction of the ICP project. It is a recommendation of this report however, that an Earmarked Reserve for the ICP project of £0.066m be created at the year-end, to be funded from;

- the transfer of the actual underspend against the 2009/2010 revenue budget of £0.041m; and
- the transfer of the amount of £0.025m from other Earmarked Reserves identified at the year-end as no longer required for its original purpose.

10.3 The creation of the new Earmarked Reserve for ICP of £0.066m is, of course, short of the original planned allocation of £0.357m, by an amount of £0.291m. Unless savings can be identified from the 2010/2011 budget to fund this £0.291m shortfall, then this may mean a re-phasing of the original implementation plan to reduce costs in 2010/2011. This matter will be reported to the next meeting of Resources Committee, scheduled to be held in July 2010, as part of the normal budget monitoring report.

General Reserve

10.4 There has been no movement on the General Reserve balance during the financial year, resulting in the balance as at 31 March 2010 remaining at £4.453m.

Provisions

10.5 The Authority held two Provisions at the beginning of the year, the first one being in relation to the anticipated costs of the Employment Tribunal case under the Part-Time Workers (Prevention of Less Favourable Treatment) Regulations, and its potential impact on the costs of retained firefighters, and the second in relation to the back-dated costs associated with the implementation of the Job Evaluation (JE) Scheme.

10.6 As is highlighted within this report, it has been necessary to add to the Provision for retained pay costs by an amount of £0.452m therefore increasing the balance as at the 31 March 2010 to £0.949m. In relation to the back-dated costs of the JE Scheme, of the original balance held of £0.586m, only £0.399m was actually required therefore enabling the balance of £0.187m to be transferred back to the revenue account for 2009/2010. The impact of these movements are fully reflected within the revenue outturn statement included as Appendix A.

10.7 Appendix B to this report provides a summary of the balance on each of the Authority reserves and provisions as at 31 March 2010, including the impact of the recommendations made in paragraph 10.2.

11. SUMMARY OF 2009/2010 REVENUE OUTTURN POSITION

11.1 It is pleasing that the Authority is once again able to report its revenue spending to be within its agreed budget limit, albeit that for this financial year the amount of reported underspend is only £0.041m. This means that the Authority has been able to report spending within its revenue budget for each of the three years' that it has been in existence since April 2007.

- 11.2 The need to include a financial Provision of £0.452m pending completion of negotiations in relation to the Employment Tribunal case for retained firefighters under the Part-Time Workers (Prevention of Less Favourable Treatment) Regulations, has meant that the amount of underspend is less than it otherwise would have been. This has resulted in the earlier decision of the Authority to part-fund the costs associated with the move to the ICP Project not being able to be fully met. If Members are minded to agree to the recommendations within this report, which would provide an amount of £0.066m towards the project, then it would mean that the 2010/2011 budget is £0.291m short of the funds needed to progress this project. A further report will be brought back to the next meeting of the Resources Committee to provide an update on the funding of the ICP project in 2010/2011.

PART 2 - CAPITAL

12. CAPITAL PROGRAMME 2009/2010

- 12.1 The capital programme for 2009/2010 was originally set at £8.738m at the budget setting meeting held on the 16 February 2009. This figure was revised to £10.121m at the meeting of Resources Committee held on the 14 September 2009. This revision did not represent an increase in the capital programme; it merely reflected the amount of slippage against the previous year's programme to be carried forward into 2009/2010.
- 12.2 The final programme, including additional capital spending of £0.302m, which is to be funded either direct from revenue or from funds previously set aside in Earmarked Reserves, is £10.423m.
- 12.3 Total spending against this programme was £9.707m as detailed in Table 1 overleaf. Total cash payments relating to capital spending during the financial year amounted to £10.320m (including invoices paid in relation to the previous financial year for which accruals were made as at 31 March 2009), and a further £0.455m was accrued at the year-end to reflect invoices not yet received by 31 March 2010.

TABLE 1 – SUMMARY OF CAPITAL SPENDING IN 2009/2010

2009/10 Capital programme outturn statement				
Item	PROJECT	2009/2010 Programme £000	Outturn £000	Variance (under)/over £000
Estate Development				
1	Exeter Middlemoor	1,702	1,396	(306)
2	Exeter Danes Castle	1,856	1,790	(66)
3	Minor improvements & structural maintenance (including 2008/09 slippage)	1,926	1,538	(388)
4	Welfare facilities 2009/10 from earmarked reserves	300	173	(127)
5	Diversity & equality	34	34	-
6	USAR works	35	35	-
7	SHQ major building/USAR major project (slippage 2008/09)	224	71	(153)
8	Other Building works funded from earmarked reserves	112	107	(5)
Sub Total Estates		6,189	5,144	(1,045)
Fleet & Equipment				
9	Appliance replacement	2,764	4,069	1,305
10	Specialist Operational Vehicles	532	142	(390)
11	Equipment	571	137	(434)
12	Asset Management Plan (Miquest) software	177	25	(152)
13	Other Vehicles funded from revenue (community safety & lease buy outs)	190	190	0
Sub Total Fleet & Equipment		4,234	4,563	329
Total programme 2009-2010		10,423	9,707	(716)

13. FINANCING THE CAPITAL PROGRAMME

- 13.1 Table 2 overleaf identifies how the 2009/2010 capital spending of £9.707m is to be financed.

TABLE 2 – SUMMARY OF CAPITAL FINANCING IN 2009/2010

	Actual Financing Required £000
Borrowing	8,298
Other Financing Sources	
Revenue Contribution to Capital Spending	
Training Facility at Station 60	25
Purchase of CFS Vehicles.	115
Purchase of appliance and light vehicles at expiry of leasing arrangements, funded from savings on leasing rentals.	75
Station improvements agreed to be funded from Earmarked Reserves e.g. welfare facilities.	280
Capital/Revenue Grants	
CLG Grant to support capital spending	870
Urban Search and Rescue (USAR) Grant	10
Carbon Reduction Grant	15
Equality and Diversity Grant	34
Devon and Cornwall Constabulary	5
Adjustment re grant overstatement in previous years re Crediton	(20)
Sub Total - Other Financing Sources	1,409
Total Financing	9,707

Borrowing

- 13.2 Prior to the introduction of the Prudential Code in April 2004, the amount of borrowing that could be undertaken to fund capital spending was restricted by the government through the allocation of a Basic Credit Approval (BCA) to each local Authority. An amount was then provided in the Revenue Support Grant allocation to fund that level of borrowing. Whilst the introduction of the Prudential Code has abolished the BCA, an amount is still included in the Revenue Support Grant allocation to support a level of borrowing through the allocation of the Supported Credit Expenditure (SCE). This means that the government will continue to provide support for borrowing by way of Revenue Support Grant up to the SCE amount, and any borrowing in excess of that figure would be classified as unsupported borrowing. The supported borrowing figure allocated for Devon and Somerset FRA for 2009/2010 was set at £1.757m, therefore based on a requirement to borrow £8.298m, as illustrated in Table 2, an amount of £6.541m is to be funded from unsupported borrowing. Actual borrowing that took place during 2009/2010 was £8.365m, which is well within approved limits, as determined by the approved prudential indicators

14. SLIPPAGE

- 14.1 As is indicated from the figures in Table 1, actual capital spending during the year is £0.716m less than the approved capital programme. As this slippage only reflects changes to the timing of the costs being incurred, and not a change in the overall cost of the programme there is no adverse impact against the approved Prudential Indicators. A revised capital programme for 2010/2011 to 2012/2013, incorporating the re-profiling of the slippage against individual projects will be reported to the next meeting of the Resources Committee scheduled to be held in July 2010.

15. DRAFT PRUDENTIAL INDICATORS

- 15.1 The prudential indicators at this time are only in draft format, subject to the completion of the Statement of Accounts.

Capital Expenditure

- 15.2 This prudential indicator reports actual capital spending for the year against the approved programme. Spending has proved to be £0.414m less than anticipated as a consequence of delays on progressing capital projects.

Approved Indicator	£10.121m
Actual Expenditure	£9.707m
Variance	(£0.414) m

Capital Financing Requirement (CFR)

- 15.3 The CFR reflects the underlying need to borrow for capital purposes. Slippage in capital spending has resulted in less borrowing being required in 2009/2010 than had been forecast. As a consequence the actual CFR as at 31 March 2010 is less than the original indicator.

Revised CFR	£28.673m
Actual CFR	£28.148m
Variance	(£0.525) m

15.4 It should be emphasised that at the time of writing this report we are still awaiting clarification of the status of the Severn Park PFI Project, which under revised rules introduced by the HM Treasury, effective from 1 April 2009, may require a different accounting treatment. Whilst this change would not impact on the bottom line council tax of the Authority for 2009/2010, it may be required to be brought on to the balance sheet as both an asset (based on a current valuation) and a liability to pay future rentals. In the event that it is deemed that the PFI project is on balance sheet then the liability to pay future rentals, currently valued at £1.942m would also be required to be charged against the CFR figure for 2009/2010, therefore increasing it from £28.148m to £30.091m This would still be well within the absolute borrowing limit of £36.628m set by the authority at the beginning of the financial year.

Authorised Limit and the Operational Boundary for External Debt

15.5 Actual external debt as at 31 March 2010 was £26.651m. This is well within the authorised limit (absolute maximum borrowing approval) and operational boundary of £36.628m and £33.761m respectively, and therefore neither was breached.

Ratio of Financing Cost to Net Revenue Stream

15.6 This ratio aims to show the percentage of revenue resources which are applied to financing debt. The Authority’s revised estimate was that 3.42% would be applied and the actual figure is 0.21% below the estimate.

Capital Financing Costs	£2.427m
Interest on investments	(£0.092) m
Net Financing Costs	£2.335m
Net Revenue Stream	£72.659m
Percentage	3.21%
Estimated	3.42%
Variance	(0.21) %

15.7 It should be noted that the percentage figure for this Authority is a relatively low figure due to the fact that it has only been in existence as a stand alone Authority since 1998. The ratio will inevitably increase year on year as the level of borrowing to fund future capital programmes cumulatively increases.

16. DETERMINATION OF CAPITAL FINANCE

16.1 The Authority is required to determine its use of capital finance as defined by capital control legislation. The following use of capital finance resources is proposed;

- That central government support to borrowing totalling £1.757m is used as authorisation to capitalise expenditure.
- That unsupported borrowing totalling £6.541m is used as authorisation to capitalise expenditure.
- That £0.914m is capitalised and funded from government grant.
- That an amount of £0.495m is capitalised and funded from a revenue contribution to capital spending.

KEVIN WOODWARD
Treasurer

DEVON & SOMERSET FIRE AND RESCUE AUTHORITY				APPENDIX A
Provisional Revenue Outturn 2009/2010				
Line No		2009/10 Revised Budget £000 (1)	Outturn £000 (2)	Variance over/ (under) £000 (3)
	SPENDING			
	EMPLOYEE COSTS			
1	Wholetime uniform staff	32,756	32,526	(230)
2	Retained firefighters	12,145	12,395	250
3	Retained firefighters - Provision	0	452	452
4	Control room staff	2,226	2,175	(51)
5	Non uniformed staff	8,544	8,916	372
6	Training expenses	1,153	1,037	(116)
7	Fire Service Pensions recharge	1,955	1,913	(42)
		58,779	59,414	635
	PREMISES RELATED COSTS			
8	Repair and maintenance	1,039	1,158	119
9	Energy costs	502	575	73
10	Cleaning costs	374	364	(10)
11	Rent and rates	1,266	1,274	8
		3,181	3,371	190
	TRANSPORT RELATED COSTS			
12	Repair and maintenance	587	557	(30)
13	Running costs and insurances	1,194	847	(347)
14	Travel and subsistence	1,288	1,240	(48)
		3,069	2,644	(425)
	SUPPLIES AND SERVICES			
15	Equipment and furniture	2,323	2,426	103
16	Hydrants-installation and maintenance	120	102	(18)
17	Communications	1,086	1,026	(60)
18	Uniforms	935	971	36
19	Catering	141	190	49
20	External Fees and Services	67	139	72
21	Partnerships & regional collaborative projects	100	100	-
		4,772	4,954	182
	ESTABLISHMENT COSTS			
22	Printing, stationery and office expenses	413	400	(13)
23	Advertising	89	69	(20)
24	Insurances	377	258	(119)
		879	727	(152)
	PAYMENTS TO OTHER AUTHORITIES			
25	Support service contracts	634	634	-
		634	634	-
	CAPITAL FINANCING COSTS			
26	Capital charges	4,537	4,221	(316)
27	Revenue Contribution to Capital spending	82	215	133
		4,619	4,436	(183)
28	TOTAL SPENDING	75,933	76,180	247
	INCOME			
29	Treasury management investment income	(105)	(92)	13
30	Grants and Reimbursements	(2,200)	(2,119)	81
31	Other income	(901)	(1,285)	(384)
32	Internal Recharges	(68)	(66)	2
33	Contribution to Reserves and Provisions Earmarked Reserve	-	-	-
34	TOTAL INCOME	(3,274)	(3,562)	(288)
35	NET SPENDING	72,659	72,618	(41)

Devon and Somerset Fire and Rescue Authority							APPENDIX B
Reserve and Provision Balances as at 31 March 2010							
	Balance bfwd from prev year £000	Spend £000	Balance at 31/3/10 £000	Transfer from revenue £000	Transfer of Funds £000	Balance cfwd to next yr £000	
1. RESERVES							
Earmarked Reserves							
<u>Earmarked reserves agreed prior to 0809 financial year</u>							
Lundy	25		25			25	
Positive pressure ventilation training	17	3	14			14	
Mobilisation equipment	117	9	108			108	
Working at heights	6	5	1		(1)	0	
GIS	15	15	0			0	
Decommission analogue radio	175	160	15		(15)	0	
<u>Earmarked reserves agreed in 0809 financial year</u>							
Property works	132	127	5			5	
Support costs	83	68	15		(8)	7	
Body cameras	13	12	1		(1)	0	
Fireboat	37	37	0			0	
New systems	32	12	20			20	
HSE building works	300	173	127			127	
<u>New reserves 0910 financial year</u>							
ICP Project			0	41	25	66	
	952	621	331	41	0	372	
General Reserve	4,453		4,453			4,453	
Total of useable reserves	5,405	621	4,784	41	0	4,825	
	Balance bfwd from prev year £000	Spend £000	Transfer to Revenue £000	Balance as at 31 March 2010 £000	Additional Provision 2009/2010 £000	Balance cfwd to next yr £000	
2. PROVISIONS							
Retained Firefighter Pension Contributions	497			497	452	949	
Job Evaluation Costs (backdated to April 2007)	586	399	187	0		0	
Total Provisions	1,083	399	187	497	452	949	

Local Government House, Smith Square,
London, SW1P 3HZ
Telephone 020 7187 7336 Fax 020 7664 3000
Employers' Secretary, Sarah Messenger

Direct Dial
020 7187 7335

e-mail: firequeries@lge.gov.uk
website: www.lge.gov.uk/

FIRE & RESCUE SERVICES National Employers

To: **Chief Fire Officers**
Chief Executives/Clerks to Fire Authorities
Chairs of Fire Authorities
Directors of Human Resources

Members of the Employers' Side of the NJC

13 April 2010

CIRCULAR EMP/01/10

Dear Sir/Madam,

PART-TIME WORKERS (PREVENTION OF LESS FAVOURABLE TREATMENT) REGULATIONS - FIRE BRIGADES UNION AND RETAINED FIREFIGHTERS UNION EMPLOYMENT TRIBUNAL CASES

1. You will be aware that test cases in two authorities, Kent and Berkshire, in respect of the FBU cases were identified in 2001 under the above legislation. Those test cases have been subject to the Employment Tribunal, Employment Appeal Tribunal, Court of Appeal and House of Lords processes returning finally at the request of the House of Lords to the original Employment Tribunal again for re-consideration and determination.
2. You will be aware from circular NJC/02/10, also issued today, that settlement negotiations with the FBU in respect of the test cases, and consequently all FBU cases, are drawing to a close and an agreement in principle has been identified. Details of the agreement and the mechanism in relation to withdrawal of all FBU cases will be forwarded to authorities as soon as formal agreement has been reached. In the interim, as stated clearly in the joint circular, no action should be taken.
3. You will also be aware that there are a significant number of cases brought by members of the Retained Firefighters Union under these Regulations and authorities will also wish to know what the position is in respect of those cases.
4. Accordingly, I write to advise you that we have also separately held discussions with the RFU in respect of its' cases. At the time of writing, the RFU is considering its position and we expect to receive a response shortly.

Yours faithfully,

Gill Gittins
Principal Negotiating Officer

Employers' Secretary, Sarah Messenger
Local Government House, Smith Square,
London, SW1P 3HZ
Telephone 020 7187 7335
e-mail: firequeries@lge.gov.uk

NATIONAL JOINT COUNCIL FOR LOCAL AUTHORITY FIRE AND RESCUE SERVICES

Employees' Secretary, Matt Wrack
Bradley House, 68 Coombe Rd
Kingston upon Thames KT2 7AE
Telephone 020 8541 1765

**To: Chief Fire Officers
Chief Executives/Clerks to Fire Authorities
Chairs of Fire Authorities
Directors of HR (Fire Authorities)**

Members of the National Joint Council

13 April 2010

CIRCULAR NJC/2/10

Dear Sir/Madam

PART-TIME WORKERS (PREVENTION OF LESS FAVOURABLE TREATMENT) REGULATIONS – FIRE BRIGADES UNION EMPLOYMENT TRIBUNAL CASES

Settlement Negotiations

1. You will be aware that test cases in two authorities, Kent and Berkshire, were identified in 2001 under the above legislation. Those test cases have been subject to the Employment Tribunal, Employment Appeal Tribunal, Court of Appeal and House of Lords processes returning finally at the request of the House of Lords to the original Employment Tribunal again for re-consideration and determination.
2. The judgement of the Tribunal on that occasion was:
 - (i) The Tribunal finds and declares that the Claimants were engaged in broadly similar work as their named comparators.
 - (ii) The Claimants were treated less favourably than their named comparators in respect of access to pension rights and payment for sickness absence.
 - (iii) The Respondent's arguments of justification are dismissed.
 - (iv) The Claimant's claim for increased pay for additional responsibilities is adjourned for 8 weeks."
3. The Tribunal indicated that it believed the parties should endeavour to reach a negotiated settlement. Following discussion within the respective Sides an approach was made to Tribunal to allow the parties time for those negotiations to take place. Tribunal's current expectation is that the matter will be resolved by 1 May.
4. Following what has been an extremely complex negotiation we write to advise you that a settlement in respect of the terms and conditions aspect of the case has now been agreed in principle with the FBU. Key points of the 'in principle' settlement are outlined below:

- a. the compensation covers retained duty system employees employed for any part of the reference period, 1 July 2000 to 30 June 2009
- b. the compensation payment is pro-rata to length of service, rank/role and level of cover based on a particular date - which for those holding employment status currently will be 30 June 2009. Cover pro-rata adjustment to be not less than 75% (which reflects the pay structure)
- c. maximum levels of payment – firefighter £675; leading firefighter/crew manager £700; watch manager/sub and station officers £725. Minimum payment of £150
- d. in full settlement of the wide range of issues raised through this legislation:
 - Sick leave
 - Acting-up allowance
 - Pay for public holidays
 - End of course leave
 - Trade union leave
 - Overtime
 - Spoiled meals allowance
 - Removals/lodging allowance
 - Recall to duty
 - Payment during suspension
 - Payment during maternity support leave
 - Special leave
 - All other claims or potential claims under the Part-Time Workers (Prevention of Less Favourable Treatment) Regulations arising from the 6th edition of the Scheme of Conditions of Service of the National Joint Council for Local Authority Fire and Rescue Services (and its predecessors) up to 30 June 2009.
 - In the case of those fire and rescue services that have introduced a local salary scheme since 1 July 2000, all other claims or potential claims under the Part-Time Workers (Prevention of Less Favourable Treatment) Regulations arising from the 6th edition of the Scheme of Conditions of Service of the National Joint Council for Local Authority Fire and Rescue Services (and its predecessors) and the local salary scheme up to 30 June 09.
- e. the exception to the above simple process will be those retained duty system employees who can evidence 9 or more months continuous non-injury related sickness absence during the reference period. In such cases individuals will be entitled to payment in accordance with a revised Grey Book sick pay calculation.

5. It is anticipated that formal agreement will be reached shortly. Authorities will be advised when this has occurred and should **take no action** in the interim.
6. Further information will also be provided at that time on how individual employees will be advised of the outcome as well as the mechanism to facilitate withdrawal of the remaining FBU cases that are currently stayed pending the outcome of these test cases.

7. The remaining aspect is that of pension scheme access, which is being handled by CLG. Both CLG and the FBU are mindful of the current timescale within which all negotiations relating to both aspects of these cases are due to be concluded as referred to in paragraph 3 above.

Amendments to the Scheme of Conditions of Service (Grey Book)

8. A number of amendments need to be made to the Grey Book to reflect the requirements of the Regulations. The NJC is in the process of finalising that work, which has been carried out with the assistance of respective legal representatives.
9. Those amendments will also be issued shortly.

Yours faithfully

SARAH MESSENGER
MATT WRACK
Joint Secretaries



DEVON & SOMERSET FIRE & RESCUE AUTHORITY

REPORT REFERENCE NO.	DSFRA/10/17
MEETING	DEVON & SOMERSET FIRE & RESCUE AUTHORITY (ORDINARY MEETING)
DATE OF MEETING	28 MAY 2010
SUBJECT OF REPORT	TREASURY MANAGEMENT PERFORMANCE 2009/2010 (TO MARCH 2010)
LEAD OFFICER	TREASURER
RECOMMENDATIONS	<i>That the performance in relation to Authority treasury management activities for 2009/2010 to March 2010, as set out in this report, be noted.</i>
EXECUTIVE SUMMARY	<p>The Chartered Institute of Public Finance and Accountancy's (CIPFA) Code of Practice on Treasury Management, requires that the Authority receives a report in respect of borrowing and investment activities during the year, and compares this performance against the Treasury Management Strategy adopted.</p> <p>The report includes a performance report relating to the 2009/10 financial year.</p>
RESOURCE IMPLICATIONS	As indicated within the report.
EQUALITY IMPACT ASSESSMENT	An initial assessment has not identified any equality issues emanating from this report.
APPENDICES	A. Prudential indicators 2009/2010.
LIST OF BACKGROUND PAPERS	Treasury Management Policy initially approved at the meeting of the Shadow DSFRA meeting held on the 16 March 2007 and subsequently revised in March 2009.

1. **INTRODUCTION**

1.1 The Treasury Management Strategy for the Devon & Somerset Fire & Rescue Authority (DSFRA) had been underpinned by the adoption of the Chartered Institute of Public Finance and Accountancy's (CIPFA) Code of Practice on Treasury Management 2001 and its subsequent amendments (the latest being November 2009). The adoption of the Code was originally made at the meeting of the Shadow DSFRA held on 16 March 2007, with the most recent revision being agreed at the meeting of the DSFRA on the 19 February 2010. The Authority fully complies with the primary requirements of the Code, which includes:

- the creation and maintenance of a Treasury Management Policy Statement, which sets out the policies and objectives of the Authority's treasury management activities;
- the creation and maintenance of Treasury Management Practices, which set out the manner in which the Authority will seek to achieve those policies and objectives;
- the receipt by the Authority of an annual strategy report for the year ahead and an annual review report of the previous year;
- the delegation by the Authority of responsibilities for implementing and monitoring treasury management policies and practices and for the execution and administration of treasury management decisions; and
- the delegation by the Authority of the role of scrutiny of treasury management strategy and policies to a specific named body which in this Authority is the Resources Committee.

1.2 Treasury management in this context is defined as:

"The management of the local 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 ECONOMY**

2.1 During 2009/10 the Monetary Policy Committee (MPC) was focused on helping the economy to turn around from plunging into the deepest and longest recession the UK economy had experienced for many years.

2.2 Despite keeping Bank Rate at an unprecedented historical low of 0.5% all year, the MPC also had to resort to extreme measures in terms of pumping liquidity into the economy through quantitative easing by purchasing £200bn gilts and corporate bonds. This had the effect of boosting prices for gilts and corporate bonds and therefore bringing down yields, so also reducing borrowing costs for both the corporate and public sector.

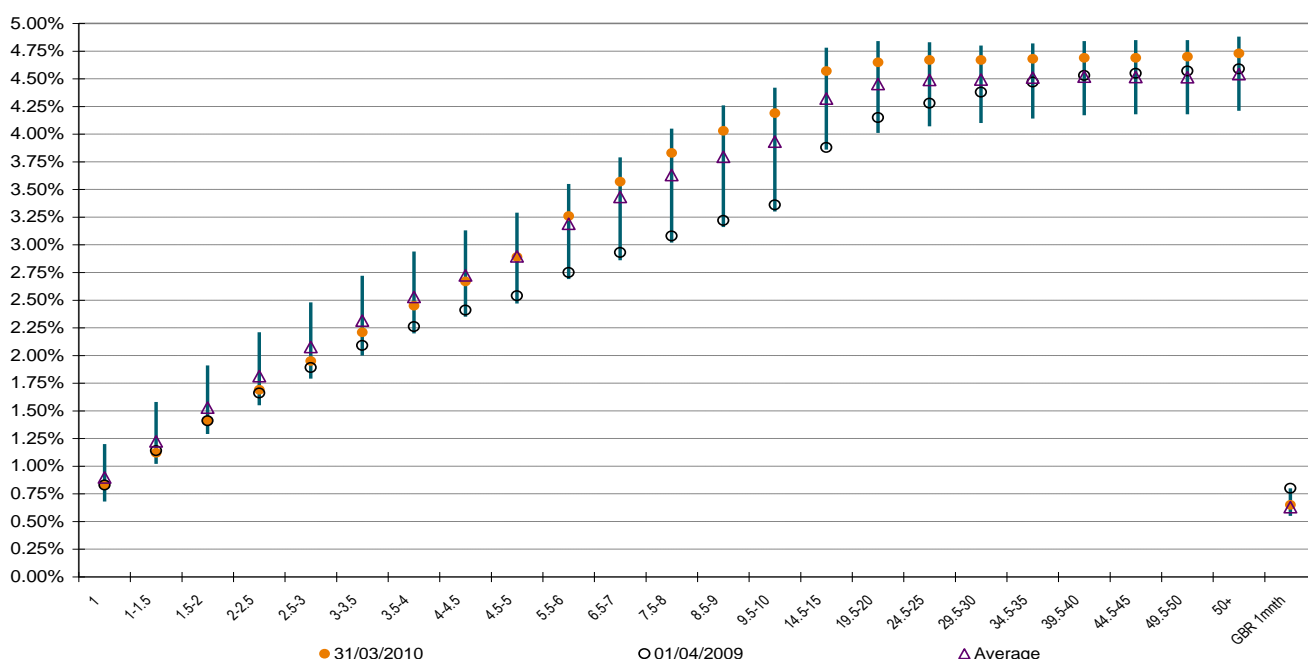
2.3 It was notable that the increase in money supply in the economy generated by this programme brought the credit crunch induced spread between Bank Rate and 3 month LIBID (investment rate that depositors could earn) down from 0.95% at the beginning of the financial year to zero during August 2009.

2.4 The dominant focus in 2009/10 was on quarterly GDP growth figures. The recession bottomed out in quarter 1 of 2009. There was then major disappointment that the end of the recession failed to materialise in quarter 3 2009 but the fourth quarter of 2009 did then see economic growth return at +0.4%.

2.5 Inflation has not been a major concern of the MPC as it fell back below the 2% target level from June to November. However, it did spike upwards to reach 3.5% on the back of the unwinding of the temporary cut in VAT to 15% on 1 January 2010. This was not seen as a cause for alarm as this spike was expected to fall out of the inflation index and inflation was forecast by the Bank of England to fall back under target by the end of 2010.

2.6 **Borrowing rates in 2009/10**

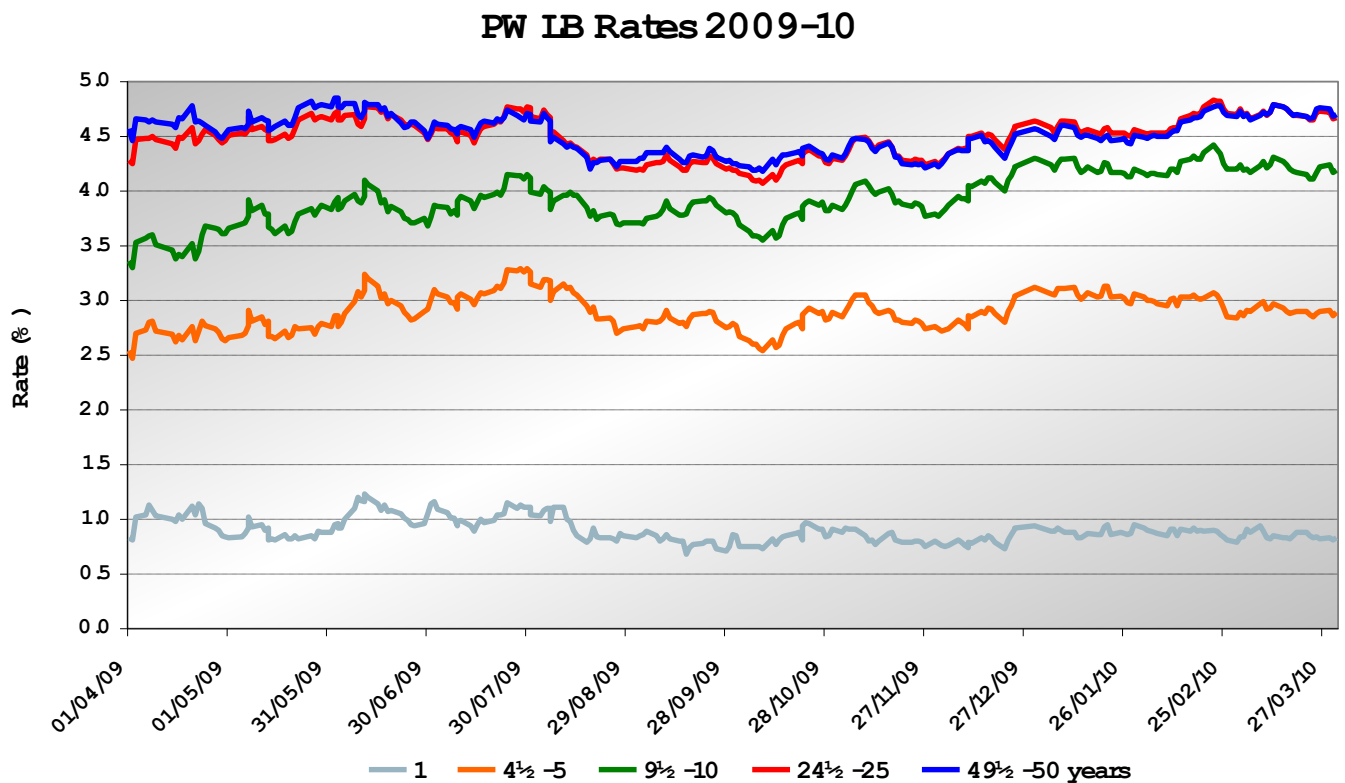
- **Public Works Loan Board (PWLB) borrowing rates:** the graph and table below show, for a selection of maturity periods, the range (high and low points) in rates, the average rates and individual rates at the start and the end of the financial year. Variations in most PWLB rates this year have been within a fairly limited band compared to previous years with the largest spread being 1.12% in the 10 year in the table below



PWLB BORROWING RATES 2009/10 for 1 to 50 years									
	1	2	3	4	5	10	25	50	1 month variable
1. 4.2009	0.83%	1.41%	1.89%	2.26%	2.54%	3.36%	4.28%	4.57%	0.80%
31.3.2010	0.83%	1.41%	1.95%	2.45%	2.89%	4.19%	4.67%	4.70%	0.65%
HIGH	1.20%	1.91%	2.48%	2.94%	3.29%	4.42%	4.83%	4.85%	0.80%
LOW	0.68%	1.29%	1.79%	2.20%	2.47%	3.30%	4.07%	4.18%	0.55%
spread	0.52%	0.62%	0.69%	0.74%	0.82%	1.12%	0.76%	0.67%	0.25%
average	0.90%	1.53%	2.08%	2.53%	2.90%	3.93%	4.49%	4.51%	0.63%
high date	09/06/2009	12/06/2009	12/06/2009	24/07/2009	28/07/2009	22/02/2010	22/02/2010	02/06/2009	01/04/2009
low date	16/09/2009	09/10/2009	09/10/2009	02/04/2009	02/04/2009	02/04/2009	09/10/2009	09/10/2009	17/07/2009

- **5 year PWLB rate.** This started the year at 2.54% and then fell to a low for the year of 2.47% on the following day before then rising sharply to hit a peak of 3.29% in July. From there it fell till until reaching 2.54% in October and then rose back up to a peak of 3.13% in January. It finished the year at 2.89%
- **10 year PWLB rate.** This started the year at 3.36% and then fell to a low for the year of 3.30% on the following day before then rising sharply and rose to hit a peak of 4.15% in July. From there it fell until reaching 3.55% in October and then rose back up to a peak of 4.42% in February. It finished the year at 4.19%.
- **25 year PWLB rate.** This started the year at 4.28% and then peaked in the 4.70s during June – August before falling back to a bottom of 4.07% in October. From there it rose again towards the end of the year to return to the 4.70s and peaked at 4.83% in February. It finished the year at 4.67%.
- **50 year PWLB rate.** This started the year at 4.57% and then peaked at 4.85% in June before falling back to a bottom of 4.18% in October. From there it rose again towards the end of the year and peaked at 4.79% in March. It finished the year at 4.70%.

This information is shown in graphical format below:



2.7 Investment rates in 2009/10

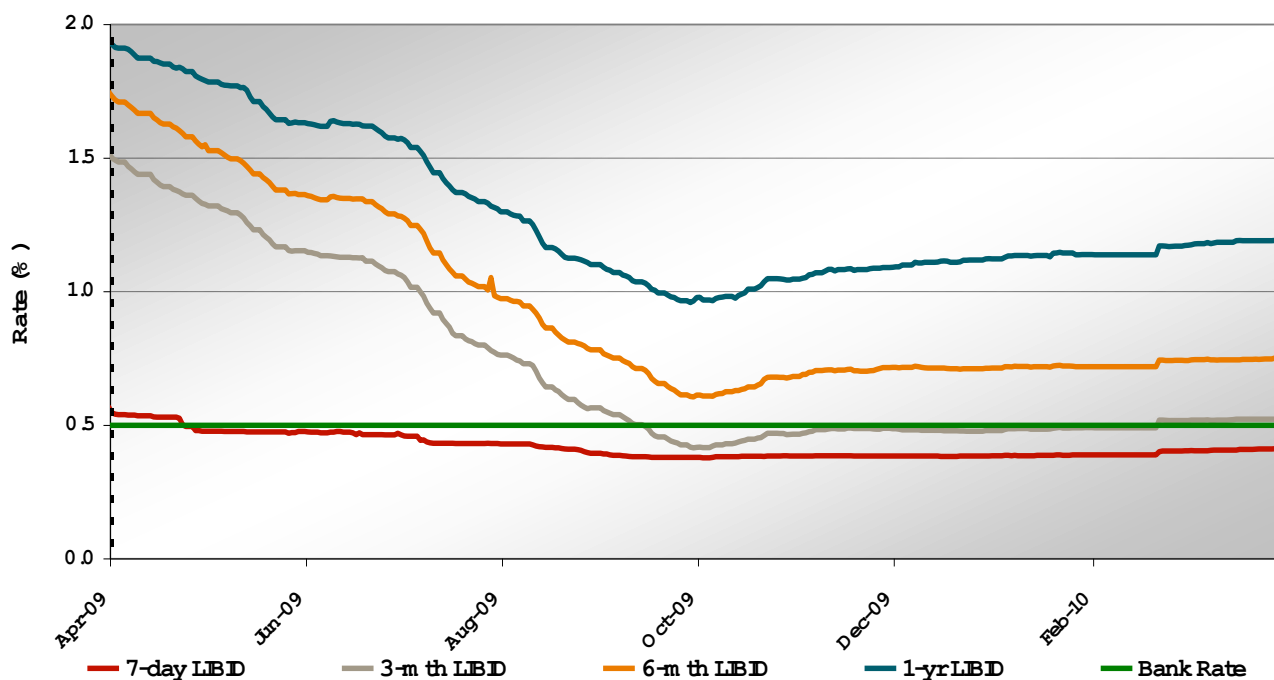
At the start of 2009-10, investment rates were enhanced by a substantial credit crunch induced margin. However, the Bank of England's quantitative easing operations had the desired effect of improving the supply of credit in the economy and so these margins were eliminated by half way through the year. Consequently, investment rates fell markedly during the first half of the year.

- **3 month rate:** from a high point for the year of 1.50% on 1.4.09, the rate fell gradually to reach a low of 0.42% in September before finishing the year at 0.52%

- **12-month rate:** this started the year at a credit crunch enhanced rate of 1.85% and fell steadily until reaching 0.85% in September. Since then it has risen to finish the year at 1.15% as the market looked ahead to when the MPC would have to start raising Bank Rate from its then current rate of 0.50%.

INVESTMENT RATES 2009-10						
	Overnight	7 Day LIBID	1 Month	3 Month	6 Month	1 Year
01-Apr-09	0.49%	0.55%	0.89%	1.50%	1.73%	1.93%
31-Mar-10	0.41%	0.41%	0.42%	0.52%	0.76%	1.19%
High	0.49%	0.55%	0.89%	1.50%	1.73%	1.93%
Low	0.38%	0.38%	0.38%	0.42%	0.61%	0.96%
Average	0.40%	0.42%	0.47%	0.73%	0.94%	1.29%
Spread	0.12%	0.17%	0.51%	1.09%	1.13%	0.97%
high date	01/04/2009	01/04/2009	01/04/2009	01/04/2009	01/04/2009	01/04/2009
low date	09/09/2009	02/10/2009	18/09/2009	29/09/2009	29/09/2009	28/09/2009

Investment Rates 2009-10



3. TREASURY MANAGEMENT STRATEGY STATEMENT

Annual Investment Strategy

3.1 The Authority's Annual Investment Strategy, which is incorporated in the TMSS, outlines the Authority's investment priorities as follows:

- Security of Capital
- Liquidity

3.2 The Authority will also aim to achieve the optimum return on investments commensurate with the proper levels of security and liquidity. In the current economic climate it is considered appropriate to keep investments short term, and only invest with highly credit rated financial institutions using the Sector suggested creditworthiness matrices, including Credit Default Swap (CDS) overlay information provided by Sector.

3.3 A full list of investments held as at 31 March 2010 are shown in the table below:

Investments as at 31 st March 2010				
Counterparty	Maximum to be invested (£m)	Total amount invested (£m)	Call or Term	Interest rate(s)
Santander (Abbey)	5.0	0.295	C	0.80%
Bank of Scotland	5.0	0.015	C	0.51%
Stroud & Swindon B/S	1.5	1.5	T	1.00%
West Bromwich B/S	1.5	1.0	T	0.82%
Total invested as at 31st March 2010		2.810m		

3.4 No institutions in which investments were made during 2009/10 had any difficulty in repaying investments and interest in full during the year.

3.5 As illustrated in the economic background section above, investment rates available in the market are at an historical low point. These funds were available on a temporary basis, and the level of funds available was mainly dependent on the timing of precept payments, receipt of grants and progress on the Capital Programme.

Benchmark	Average level of funds available for Investment	Benchmark Return	Authority Performance	Investment Interest Earned
7 day	£10.710m	0.42%	0.86%	£92,289

3.6 As illustrated, the Authority outperformed the benchmark by 44 bp. The Authority's budgeted investment return for 2009/10 was £0.105m and, as a consequence of the fall in interest rates since the budget was originally set, this target was not met.

Borrowing Strategy

Prudential Indicators

3.7 It is a statutory duty for the Authority to determine and keep under review the "Affordable Borrowing Limits". The Authority's approved Prudential Indicators (affordability limits) are outlined in the approved TMSS.

3.8 During the financial year the Authority operated within the treasury limits and Prudential Indicators set out in its annual Treasury Strategy Statement. The outturn for the Prudential Indicators is shown in appendix A.

3.9 As at the end of March 2010, due to the overall financial position and the underlying need to borrow for capital purposes (the Capital Financing Requirement - CFR), external borrowing for the Authority of £8.365m was undertaken throughout the year at the rates indicated in the table overleaf

Date of Loan	Type of loan	Amount £m	Life (Years)	Interest Rate
9/4/2009	Maturity	0.500	12.0	3.83%
12/5/2009	Maturity	0.400	15.0	4.32%
12/5/2009	Maturity	0.400	14.0	4.25%
12/5/2009	Maturity	0.200	16.0	4.37%
12/5/2009	Maturity	0.165	16.0	4.37%
19/08/2009	Maturity	0.500	38.5	4.36%
19/08/2009	Maturity	0.500	39.5	4.36%
19/08/2009	Maturity	0.500	41.5	4.36%
30/09/2009	Equal instalments of principal	0.500	20.0	3.82%
30/09/2009	Equal instalments of principal	0.500	21.0	3.87%
30/09/2009	Equal instalments of principal	0.500	22.0	3.91%
30/09/2009	Equal instalments of principal	0.500	23.0	3.95%
13/10/2009	Maturity	0.700	29.5	4.09%
13/10/2009	Maturity	0.500	30.5	4.13%
13/10/2009	Maturity	0.500	31.5	4.13%
13/10/2009	Maturity	0.500	48.5	4.19%
13/10/2009	Maturity	0.500	49.5	4.18%
19/3/2010	Maturity	0.500	2.0	1.40%
		8.365		

4. SUMMARY

4.1 In compliance with the requirements of the CIPFA Code of Practice of Treasury Management, this report provides Members with a summary report of the treasury management activities during 2009/2010. As is indicated in this report, none of the Prudential Indicators have been breached, and a prudent approach has been taken in relation to investment decisions taken during the year, with priority being given to liquidity and security over yield. Whilst investment returns have reduced from the previous year, as a consequence of the fall in interest rates, the authority achieved returns above the LIBID 7 day rate, which is the benchmark return for this type of short term investments. In addition, the Authority borrowed at below average PWLB rates in 2009/10 and lowered the average rate on the debt portfolio from 4.212% to 4.177%, as indicated in the summary table below.

4.2 The Council's debt and investment position at the beginning and the end of the year was as follows:

SUMMARY	31st March 2010 Principal	Rate/ Return	31st March 2009 Principal	Rate/ Return
Fixed Rate Funding:				
-PWLB	£26.651m	4.177%	£19.281m	4.212%
Total Debt	£26.651m	4.177%	£19.281m	4.212%
Investments:				
-In-House	£2.810m	0.91%	£3.010m	3.06%
Total Investments	£2.810m	0.91%	£3.010m	3.06%

KEVIN WOODWARD
Treasurer

APPENDIX A TO REPORT DSFRA/10/17

PRUDENTIAL INDICATOR	2008/09 £m Actual	2009/10 £m Sept 2009	2009/10 £m Actual
Capital Expenditure			
Non - HRA	5.840	10.121	9.707
HRA (applies only to housing authorities)	0	0	0
TOTAL	5.840	8.738	9.707
Ratio of financing costs to net revenue stream			
Non - HRA	2.32%	3.42%	3.21%
HRA (applies only to housing authorities)	0%	0%	0%
Capital Financing Requirement as at 31 March			
Non – HRA	21.277	28.673	28.148
HRA (applies only to housing authorities)	0	0	0
TOTAL	21.277	28.673	28.148
Annual change in Cap. Financing Requirement			
Non – HRA	4.185	2.860	6.871
HRA (applies only to housing authorities)	0	0	0
TOTAL	4.185	2.860	6.871
Incremental impact of capital investment decisions	£ p	£ p	£ p
Increase/(decrease) in council tax (band D) per annum	(£0.57)	(£0.36)	(£1.02)
TREASURY MANAGEMENT PRUDENTIAL INDICATORS			
	£000	£000	£000
Authorised Limit for external debt - borrowing	29.214	36.628	36.628
other long term liabilities	0	0	0
TOTAL	29.214	36.628	40.205
Operational Boundary for external debt - borrowing	27.923	33.761	33.761
other long term liabilities	0	0	0
TOTAL	27.923	33.761	33.761

	Actual 31st March 2010	upper limit %	lower limit %
Limits on borrowing at fixed interest rates	100%	100%	70%
Limits on borrowing at variable interest rates	0%	30%	0%
Maturity structure of fixed rate borrowing during 2009/10			
Under 12 months	3.60%	10%	0%
12 months and within 24 months	3.77%	15%	0%
24 months and within 5 years	12.45%	30%	0%
5 years and within 10 years	5.56%	50%	0%
10 years and above	74.62%	100%	50%

SOUTH WEST REGIONAL MANAGEMENT BOARD

22 March 2010

Present:-

Councillors Hughes OBE (Chairman), Walker (Avon), Gordon and Healey (Devon & Somerset), Kennedy (Cornwall), Gregory (vice Bulteel) (Dorset), Parsons (vice Windsor-Clive)(Gloucestershire) and Brig. Hall (Wiltshire).

Apologies:-

Councillors Barrett, Curran and Roberts (Avon), Boyd (Devon & Somerset), Bulteel (Dorset).

Substitute Members: Councillors Fry and Gribble (Devon & Somerset),

Prior to the commencement of the formal business of the meeting, the Chairman, on behalf of the Board, made reference to the impending retirement following this meeting of CFO Standing (Gloucestershire). He expressed thanks for the excellent work that he had undertaken with the Regional Management Board and wished him well in his retirement.

RMB/32. Minutes

RESOLVED that the Minutes of the previous meeting of the Board held on 28 January 2010 be signed as a correct record.

RMB/33. Declarations of Interest

Board Members were invited to consider items to be discussed as part of this meeting and declare any **personal/personal and prejudicial interests** they may have in any item(s) in accordance with their respective appointing Authority's approved Code of Conduct.

At this stage Councillors Healey, Brig. Hall, Gregory and Parsons each declared personal but non-prejudicial interests in the Workstreams Highlight and Revised Business Plan items (in so far as these related to the FiReControl/Regional Control Centre project) by virtue of their being an Authority-appointed Director or an alternate Director on the board of South West Fire Control Ltd., the local authority controlled company (LACC) with overall governance responsibility for the South West Regional Control Centre.

(SEE ALSO MINUTES RMB/34 AND RMB/35 BELOW)

RMB/34. Workstreams Highlight Report

(Councillors Healey, Brig. Hall, Gregory and Parsons each declared personal but non-prejudicial interests in this item, in so far as it referred to the FiReControl/Regional Control Centre project, by virtue of their being either an Authority-appointed Directors or an alternate Director on the board of South West Fire Control Ltd., the local authority controlled company (LACC) with overall governance responsibility for the South West Regional Control Centre).

The Board considered a report of the Regional Programme Manager (RMB/10/6) on progress since the last meeting of the Board on:

- the review of future governance arrangements;
- those projects being supported by the South West Regional Improvement and Efficiency Partnership (SW RIEP), specifically:
 - an extension of the regional benchmarking/equality and diversity project;
 - a survey to determine lessons learned from the 2008 Local Area Agreement round;
 - development of a regional website;
 - a regional fleet options review;
 - an e-recruitment project;
 - an Early Learning Fire Safety (ELFS) project; and
 - expressions of interest being sought by SW RIEP for the next round of its capital innovations fund; and
- a summary of progress made since the last meeting of the Board by those workstreams addressing the following issues on a regional basis:
 - Community Safety;
 - Equality and Diversity;
 - Finance and Procurement;
 - Human Resources Management and Development;
 - Regional Control Centre;
 - Strategic Planning (Performance Management); and
 - Service Operations and Resilience.

Appended to the report was a summary of “red” milestones against the projects together with an indication of the action to be taken to resolve this.

Reference was made to the position in respect of the letter sent to Shahid Malik MP (Fire Minister), following the last meeting of the Board, seeking agreement to the proposal to disband the formal South West Regional Management Board in favour of the re-establishment of the South West Fire Forum. The Chairman advised that a response had not been received to date and that it was anticipated that this may be delayed until after the forthcoming General Election on 6 May 2010. The Board expressed dissatisfaction with this delay and urged that a further letter be sent to the Minister advising that the Board would be pursuing the dissolution of the RMB in favour of a South West Regional Forum (which would retain the processes established for programme management and cost saving associated with the proposal) and that no response to this second letter would be taken as CLG’s agreement to the proposal.

The Clerk to the Board advised that a paper could be prepared on this matter but this action would require ratification by all of the fire and rescue authorities (FRAs) in the region. He suggested that, in order to meet the timescale indicated, this could be considered by the individual FRAs during May 2010 with a view to implementation of the new arrangements by the next scheduled meeting of the Board on 22 June 2010.

Councillor Healey **MOVED** (and was seconded by Councillor Kennedy) that:

“a further letter be sent to the CLG stating that the South West Regional Management Board would be pursuing the dissolution of the RMB in favour of a South West Forum, in the absence of a response to the Board’s initial letter sent seeking its views on this issue, with a response requested as a matter of urgency to enable implementation of the new arrangements by 22 June 2010 and that the Clerk to the Board prepare a model report on this matter for consideration with a view to ratification by each of the fire and rescue authorities in the region during May 2010”.

Upon a vote, the motion was **CARRIED** unanimously.

The Chairman referred to the position in relation to workstream Member champions. He commented that he did not feel that Members had been appointed to all of the workstreams and, additionally, that the remit for this needed to be clarified. CFO Standing (Gloucestershire) explained that the appointment of Member champions had been put on hold pending the outcome of the review of the future of the Board. He added that there had been a number of changes at lead officer level and suggested that appointments should be considered at the next meeting.

Councillor Gregory commented, in relation to the updating of the regional induction framework for fire and rescue authority Members, that it would be useful to have a role description available for use by Group Leaders in the selection of candidates to serve on fire and rescue authorities as this was different to the normal role of a local councillor. The Clerk replied that a similar exercise had been undertaken by Devon & Somerset Fire & Rescue Authority following the recent elections and a role outline had been produced and sent to political group leaders in constituent authorities for this purpose. He stated that he would be willing to share this document with all fire and rescue authorities in the region.

RESOLVED

- (a) That a further letter be sent to the CLG stating that the South West Regional Management Board would be pursuing the dissolution of the RMB in favour of a South West Forum, in the absence of a response to the Board’s initial letter sent seeking its views on this issue, with a response requested as a matter of urgency to enable implementation of the new arrangements by 22 June 2010;
- (b) that the Clerk to the Board prepare a model report on this matter for consideration with a view to ratification by each of the fire and rescue authorities in the region during May 2010;
- (b) That, subject to (a) and (b) above, the progress of workstreams and the programme of work supported by the South West Regional Improvement and Efficiency Partnership (SW RIEP), as indicated in report RMB/10/6, be noted.

(SEE ALSO MINUTE RMB/33 ABOVE)

RMB/35. South West Fire & Rescue Services Programme of Collaboration - Revised Business Plan 2010/11

(Councillors Healey, Brig. Hall, Gregory and Parsons each declared personal but non-prejudicial interests in this item, in so far as it referred to the FiReControl/Regional Control Centre project, by virtue of their being either an Authority-appointed Directors or an alternate Director on the board of South West Fire Control Ltd., the local authority controlled company (LACC) with overall governance responsibility for the South West Regional Control Centre).

The Board considered a report of the Chair, Chief Fire Officers' Association South West (CFOA SW) (RMB/10/7) on proposed changes, endorsed by the CFOA SW Executive Management Group (EMG), to the Regional Business Plan 2010/11 and including, amongst other things:

- proposed changes to the Strategic Objectives; and
- proposed changes to workstreams following a review of their programmes against the National Framework and drivers, aims and objectives set out in the Business Plan.

CFO Standing (Gloucestershire) advised that the report contained four recommendations but that recommendation (b) needed to be deleted as this had been included in error.

RESOLVED

- (a) that the updated Business Plan 2010/11 as enclosed separately with the agenda for this meeting be approved and circulated to workstreams as a working document;
- (b) that the updated Business Plan be published on the regional website with each workstream's webpage updated accordingly.
- (c) that the Business Plan be reviewed annually in March of each year after the Board sets its budget for the following financial year.

(SEE ALSO MINUTE RMB/33 ABOVE).

RMB/36. Mid-Year Benchmarking Report 2009/10

The Board received for information a report of the South West Regional Benchmarking Officer (RMB/10/8) on the 2009/10 mid-year results for south west fire and rescue services (SW FRSs) performance against key indicators as identified by the Chief Fire Officers' Association South West (CFOA SW) Benchmarking Practitioners Group. The results were intended to inform regional initiatives and to identify and share best practice between SW FRSs so as to improve efficiency and provide value for money.

The report was divided into four sections:

- Operational measures performance summary (including incidence of primary fires; incidence of accidental dwelling fires; and false alarms);
- Comprehensive Area Assessment (CAA) highlight results;
- CFOA SW Executive Management Group benchmarking work request status; and

- future benchmarking projects (including contextualisation of energy usage in FRS building stock; water consumption and vehicle CO₂ emissions; CO₂ emissions from fires; equality and diversity recruitment and progression measures; and efficiency savings).

In addition, a presentation was given at the meeting and a copy of the slides utilised were circulated to Board Members for information.

RMB/37. Carbon Management Plans Collaborative Programme

The Board considered a report of the Regional Programme Manager (RMB/10/9) on progress with the programme of collaboration between south west fire and rescue services (SW FRSs) in formulating their Carbon Management Plans (CMPs). All SW FRSs had taken part in the Carbon Trust's Local Authority Carbon Management (LACM) Programme Round 7. Regionally, the programme had been overseen by a Regional Climate Change Programme Board which included representatives from each FRS and the Carbon Trust.

The CMP process was intensive and, in reviewing lessons learnt at its meeting on 16 February 2010, the programme board concluded that the collaborative arrangements had worked well. All South West Fire and Rescue Authorities were anticipated to have approved their CMPs by the end of May 2010.

Additionally, the Programme Board had agreed to continue the collaborative approach to assist FRSs implement their CMPs and to embed the wider principles of sustainability.

RESOLVED

- (a) that, upon approval of all South West Fire and Rescue Authorities Carbon Management Plans, a press release be issued highlighting the success of the collaborative approach to Carbon Management;
- (b) that the inclusion of a high-level sustainability impact assessment in all future reports to the Board be approved;
- (c) that, subject to (a) and (b) above, progress on collaboration between south west fire & rescue Services in formulating and implementing their Carbon Management Plans, as indicated in report RMB/10/9, be noted.

The meeting started at 11.00hours and finished at 12.40hours.