



Thursday, 9 February 2023

(1) MEMBERS OF THE AVON FIRE AUTHORITY

Councillors B Massey, D Davies, A Ali, J Ashe, S Bromley, E Brown, N Butters, R Eddy, P Goggin, B Hopkinson, R Jacobs, Y Kumar, Y Mohamud, A Monk, B Nutland, R Payne, S Smith, R Tucker, A Varney, D Wilcox and M Shelford
Independent Person: J Mason

(2) APPROPRIATE OFFICERS

(3) PRESS AND PUBLIC

Dear Member

You are invited to attend a meeting of the **Avon Fire Authority** to be held on **Friday, 17 February 2023** commencing at **10:30 hrs.**

The meeting will be held at **Severn Park Fire and Rescue Training Centre, Smoke Lane, Avonmouth, Bristol, BS11 0YA.** Parking is available on site.

In order to ensure COVID-19 guidance is adhered to risk assessments have been undertaken for live meetings to identify and put in place, the measures required ensuring that meetings take place safely. Further information is available on our website [Avon Fire Authority](http://www.avonfire.gov.uk).

Please note that this meeting will be video recorded and published on our YouTube channel (see the Notes on the next page).

Yours sincerely

Amanda Brown
Clerk to the Fire Authority

PROVIDING AVON FIRE & RESCUE SERVICE



Clerk to Avon Fire Authority
PO Box 37, Police and Fire HQ, Valley Road, Portishead, Bristol BS20 8JJ
Telephone 0117 926 2061 Extension 231 the.clerk@avonfire.gov.uk



Notes

Attendance Register – Attendance will be recorded by the Democratic Services Assistant and recorded within the Minutes of the Meeting.

Code of Conduct – Declaration of Interests: any Member in attendance who has a personal interest in any matter to be considered at this meeting must disclose the existence and nature of that interest at the commencement of that consideration, or when the interest becomes apparent. A Member having a prejudicial interest must withdraw from the meeting room or meeting whilst the matter is considered.

Contact: for any queries about the Meeting please contact Democratic Services on 0117 926 2061 ext. 231; or by e mail at the.clerk@avonfire.gov.uk; or in person at Police and Fire HQ, Valley Road, Portishead, Bristol, BS20 8JJ (by appointment during normal office hours only).

Emergency Evacuation Procedures: these will be advised at the start of the Meeting if appropriate.

Exempt Items: Members are reminded that any Exempt Reports as circulated with this Agenda contain exempt information and should therefore be treated accordingly. They should not be disclosed or passed on to any other person(s). Members are also reminded of the need to dispose of such reports carefully and are therefore invited to return them to the Clerk at the conclusion of the Meeting for disposal.

Inspection of Papers: any person wishing to inspect Minutes, Reports, or a list of the background papers relating to any item on this Agenda should contact Democratic Services as above.

Public Access: under Standing Order 21 and providing 2 clear working days' notice has been given to the Clerk (the.clerk@avonfire.gov.uk) any resident or representative of a business or voluntary organisation operating in Bristol, South Gloucestershire, Bath and North East Somerset or North Somerset Council may address the Fire Authority or one of its Committees (for no more than 5 minutes) by submitting a written petition or statement. If preferred, the Chair or Clerk can read out a written statement on the individual's behalf. There is a time limit of 30 minutes for all Public Access statements.

Reports: reports are identified by the relevant agenda item number.

Substitutes (for Committees only): notification of substitutes should have been received from Group Leaders by the Clerk prior to the meeting.

A G E N D A - Avon Fire Authority Friday, 17 February 2023

10:30

Pages

8.1 Revised appendices for Agenda Items 7 and 8 - 14.02.2023

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AGENDA ITEM 8 MEDIUM TERM FINANCIAL PLAN 2023 TO 2027
REVISED APPENDIX 1 (PAGE 65 OF THE AGENDA)

Income and Expenditure	2023/24	2024/25	2025/26	2026/27
	Approved Annual Budget	Annual Budget	Annual Budget	Annual Budget
	£000s	£000s	£000s	£000s

SECTION A: INCOME:

Income from Local Authorities	-36,847	-37,481	-38,129	-38,789
Income from Central Government	-12,036	-12,211	-12,392	-12,577
Total	-48,883	-49,693	-50,520	-51,366
Other income				
Income from investments	-200	-200	-200	-200
Other grants and income	-6,539	-6,539	-6,539	-6,539
Total other income	-6,739	-6,739	-6,739	-6,739
TOTAL INCOME	-55,622	-56,432	-57,260	-58,106

SECTION B: EXPENDITURE:

1. EMPLOYEE COSTS

Full-time Firefighters	27,581	28,703	29,277	29,862
Retained Firefighters	3,224	3,289	3,355	3,422
Auxiliary Firefighters	80	82	83	85
Control Room Staff	2,061	2,102	2,144	2,187
Corporate staff	6,728	6,863	7,000	7,140
Fire Authority and Chief Executive Office	1,098	1,120	1,143	1,166
Transformation	458	467	476	486
Pension Costs	1,607	1,639	1,672	1,705
	42,837	44,264	45,149	46,052

2. PREMISES COSTS

Repairs, Fees and Security	844	869	895	922
Rent and Rates	948	976	1,006	1,036
Cleaning and refuse	279	288	296	305
Utilities	687	708	729	751
Property Insurance	62	64	66	68
	2,820	2,905	2,992	3,082

3. TRANSPORT COSTS

Maintenance, fuel, tyres and testing	1,045	1,076	1,108	1,141
Vehicle hire and car club	10	10	11	11
Travel Costs including subsistence, public transport	26	27	28	29
Insurance - Vehicles	180	185	191	197
Car Allowances	220	227	233	240
	1,481	1,525	1,571	1,618

4. SUPPLIES AND SERVICES

Equipment and Supplies	1,281	1,319	1,359	1,400
Fees and Services	1,623	1,671	1,721	1,773
Communications and ICT	3,102	3,196	3,291	3,390
Expenses and Allowances	68	70	72	74
Scrap Cars and Extrication Challenge	53	55	56	58
Other supplies and services	871	897	924	952
Training Costs	758	781	804	828
Other employee costs - Inc. Medical Intervention, CRB Checks, Long Service Gratuities	110	113	117	120
	7,866	8,102	8,345	8,596

5. OTHER COSTS

Capital Financing Costs	741	741	741	792
Contingency	234			
Investments in Service Developments and Cost Pressures	242	100	0	0
Transfer to/from Reserves	-600	-143	-143	-143
	617	698	598	649

TOTAL NON-PAY 12,785 13,231 13,507 13,945

TOTAL EXPENDITURE 55,622 57,495 58,656 59,997

FORECAST DEFICIT 0 1,063 1,396 1,891

AGENDA ITEM 8 MEDIUM TERM FINANCIAL PLAN 2023 TO 2027
REVISED APPENDIX 2 (PAGE 67 OF THE AGENDA)

Income and Expenditure	2023/24	2024/25	2025/26	2026/27
	Approved Annual Budget	Annual Budget	Annual Budget	Annual Budget
	£000s	£000s	£000s	£000s

SECTION A: INCOME:

Income from Local Authorities	-35,833	-36,464	-37,112	-37,772
Income from Central Government	-12,036	-12,211	-12,392	-12,577
Total	-47,869	-48,676	-49,503	-50,349
Other income				
Income from investments	-200	-200	-200	-200
Other grants and income	-6,539	-6,539	-6,539	-6,539
Total other income	-6,739	-6,739	-6,739	-6,739
TOTAL INCOME	-54,609	-55,415	-56,243	-57,089

SECTION B: EXPENDITURE:

1. EMPLOYEE COSTS

Full-time Firefighters	27,581	28,703	29,277	29,862
Retained Firefighters	3,224	3,289	3,355	3,422
Auxiliary Firefighters	80	82	83	85
Control Room Staff	2,061	2,102	2,144	2,187
Corporate staff	6,728	6,863	7,000	7,140
Fire Authority and Chief Executive Office	1,098	1,120	1,143	1,166
Transformation	458	467	476	486
Pension Costs	1,607	1,639	1,672	1,705
	42,837	44,264	45,149	46,052

2. PREMISES COSTS

Repairs, Fees and Security	844	869	895	922
Rent and Rates	948	976	1,006	1,036
Cleaning and refuse	279	288	296	305
Utilities	687	708	729	751
Property Insurance	62	64	66	68
	2,820	2,905	2,992	3,082

3. TRANSPORT COSTS

Maintenance, fuel, tyres and testing	1,045	1,076	1,108	1,141
Vehicle hire and car club	10	10	11	11
Travel Costs including subsistence, public transport	26	27	28	29
Insurance - Vehicles	180	185	191	197
Car Allowances	220	227	233	240
	1,481	1,525	1,571	1,618

4. SUPPLIES AND SERVICES

Equipment and Supplies	1,281	1,319	1,359	1,400
Fees and Services	1,623	1,671	1,721	1,773
Communications and ICT	3,102	3,196	3,291	3,390
Expenses and Allowances	68	70	72	74
Scrap Cars and Extrication Challenge	53	55	56	58
Other supplies and services	871	897	924	952
Training Costs	758	781	804	828
Other employee costs - Inc. Medical Intervention, CRB Checks, Long Service Gratuities	110	113	117	120
	7,866	8,102	8,345	8,596

5. OTHER COSTS

Capital Financing Costs	741	741	741	792
Contingency	234			
Investments in Service Developments and Cost Pressures	242	100	0	0
Transfer to/from Reserves	-1,613	-143	-143	-143
	-396	698	598	649
TOTAL NON-PAY	11,772	13,231	13,507	13,945
TOTAL EXPENDITURE	54,609	57,495	58,656	59,997
FORECAST DEFICIT	0	2,080	2,413	2,908

AGENDA ITEM 7 REVENUE BUDGET AND COUNCIL TAX LEVELS 2023/24
REVISED APPENDIX 4 (PAGE 47 OF THE AGENDA)

2023/24 Draft Budget Analysis

Budget Code	2022/23 Revised	Inflation Other Pressures		2023/24 Draft	
	Annual Budget			Savings	Annual Budget
	£000s	£000s	£000s	£000s	£000s
1. EMPLOYEE COSTS					
Full-time Firefighters	25,425	2,273		-117	27,581
Retained Firefighters	2,842	256	126		3,224
Auxiliary Firefighters	39	2	39		80
Control Room Staff	1,922	171		-32	2,061
Corporate staff	5,318	497	913		6,728
Fire Authority and Chief Executive Office	1,162	59		-123	1,098
Transformation	419	20	20		459
Pension Costs	1,607				1,607
	38,735	3,278	1,098	-272	42,837
2. PREMISES COSTS					
Repairs, Fees and Security	804	40			844
Rent and Rates	903	45			948
Cleaning and refuse	329	16		-67	278
Utilities	654	33			687
Property Insurance	32	2	28		62
	2,722	136	28	-67	2,820
3. TRANSPORT COSTS					
Maintenance, fuel, tyres and testing	995	50			1,045
Vehicle hire and car club	16	1		-7	10
Travel Costs including subsistence, public transport	25	1			26
Insurance - Vehicles	77	4	99		180
Car Allowances	316	16		-112	220
	1,429	71	99	-119	1,481
4. SUPPLIES AND SERVICES					
Equipment and Supplies	1,093	55	133		1,281
Fees and Services	1,517	76	92	-62	1,623
Communications and ICT	2,732	137	234		3,102
Expenses and Allowances	65	3			68
Scrap Cars and Extrication Challenge	50	3			53
Other supplies and services	579	29	263		871
Training Costs	683	34	41		758
Other employee costs - Inc. Medical Intervention, CRB Checks, Long Service Gratuities	34	2	74		110
	6,754	338	837	-62	7,867
5. OTHER COSTS					
Capital Financing Costs	741				741
Efficiency Savings	0				0
Collection Fund	0				0
Contingency	690	35	-491		234
Investments in Service Developments and Cost Pressures	1,000		-758		242
	2,431	35	-1,249	0	1,217
TOTAL EXPENDITURE	52,072	3,857	813	-520	56,222
6. INCOME					
Government Grants	-6,931		452		-6,479
Other Income	-185		-75		-260
TOTAL INCOME	-7,116	0	377	0	-6,739
NET REVENUE BUDGET BEFORE USE OF RESERVES	44,956	3,857	1,190	-520	49,483
7. RESERVES					
Transfer from Reserves	-419				-600
NET REVENUE BUDGET REQUIREMENT	44,537	3,857	1,190	-520	48,883

AGENDA ITEM 7 REVENUE BUDGET AND COUNCIL TAX LEVELS 2023/24
REVISED APPENDIX 5 (PAGE 49 OF THE AGENDA)

Analysis of Budget Changes

Budget Changes	£'000	£'000	%
Revenue Budget 2022/23		44,956	
<u>Provision for Pay and Price Increases</u>			
Grey and Gold Book Staff (assume 7% in July 2022 and 5% in July 2023)	2,760		
Green Book Staff (assume 5% in April 2023)	496		
Prices Increases (assume 5% increase in CPI)	601		
		3,857	8.6%
<u>Other Spending Pressures</u>			
Increase in on-call contracts	126		
Increased resilience for Auxiliary firefighters	39		
Additional Fire Safety posts to improve resilience in Fire Protection to be funded from Reserves	280		
Additional Corporate Staff cost following review of Establishment	323		
Increased Insurance Costs following renewal of insurance cover	227		
Increase in External Audit Fees	32		
Increase in Occupational Health Contract following renewal	60		
Additional costs associated with new foam strategy	100		
Increase in IT contract following renewal	234		
Additional provision for training costs	41		
Increased employee costs associated with agency staff	74		
Utilisation of Contingency to mitigate Grey Book Pay Award	- 491		
Increased income from Investments	- 75		
Reduction in Section 31 Grants from Government	452		
Reduction in Investment Budget	- 252		
Other Changes (net)	20		
		1,190	2.6%
<u>Investments</u>			
Approved restructure of Human Resources and Corporate Assurance Teams, and additional posts in Fire Investigation Team and Resource Planning Unit.	310		
Investment in software and Fire Investigation Resources	163		
Investment in supplies and services	33		
To be funded from the Investment Budget	- 506		
		-	
<u>Savings</u>			
Employee savings from realignment of roles and reduction in overtime costs.	- 272		
Reduction in travel allowances post COVID	- 119		
Reductions in cleaning contract costs	- 67		
Savings against supplies and service costs.	- 62		
		- 520	-1.2%
Draft Revenue Budget 2023/24		49,483	10.1%