



OFFICIAL

Environmental Working Group Activities

Finance & Resources Committee

Date: 13 July 2018

Agenda Item:

5

Submitted By: Chief Legal and Governance Officer

Purpose	To inform Members of the activities of the Environmental Working Group during 2017/18.
Recommendations	That Members note the report.
Summary	This report provides Members with an update on the activities of the Environmental Working Group which contributes towards the Service Plan priority 'Provide effective and ethical governance and achieve value for money'.

Local Government (Access to information) Act 1972

Exemption Category: None

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Background papers open to inspection: None

Annexes: Activities update

1 Introduction

- 1.1 In 2007 the Corporate Services department set up an Environmental Working Group (EWG) to discuss environmental issues as part of the continuous improvement agenda for the service. The EWG is chaired by the Senior Technical Services Manager.
- 1.2 An Environmental Policy and Conservation Guide was also introduced to promote environmental issues throughout the service.

2 Information

- 2.1 The Environmental Working Group meet on a six monthly basis and each meeting is attended by representatives from all directorates.
- 2.2 Many environmental initiatives have been introduced and the following provides an overview of the work of the Group.

- **Environmental Initiatives**

An update on the environmental issues undertaken.(See appendix)

- **WYFirespace – Environmental Initiatives section**

The Environmental Initiatives section on the internal intranet can be accessed by staff and provides an array of information on environmental issues along with minutes of the EWG meetings and reports on current initiatives.

Excellent provision of, and access to, information is evident from the recent Customer Service Excellence assessment which awarded WYFRS 'compliance plus' for making information available and easily accessible.

- **Utilities Report – 2017/2018**

The Utility Report provides information on the usage of gas, water and electricity for the year 2017/18. Spreadsheets are available for all stations, Service Delivery Centre and Fire Service Headquarters showing the average consumption of electricity, gas and water, which enable stations, Service Delivery Centre and Headquarters to see at a glance the usage trend. Each station can also compare with other similar stations in order to share ideas and good practice. Any increase in usage is monitored by the District to ensure appropriate measures are introduced to reduce this.

From April 2017 to March 2018, stations and departments across the brigade have decreased the use of electricity (- 4.13%) and water (- 12.06%) and there has been an increase in the use of gas (9.37%). Looking at the 'Met Office' statistics the average temperature for the whole of 2017 for England East and North East was 9.71°C. This is slightly higher than the 9.38°C average temperature during 2017. However the weather during January to March of 2018 was several degrees colder than the same period in 2017 with a substantially higher number of frost days in February and March.

The figures below are the actual total costs to West Yorkshire Fire and Rescue Service for the three utilities

	Actual Total cost		Increase/ Decrease £	Increase/ Decrease %
	2017/18	2016/17		
Electricity	£421,090.01	£375,295.42	£45,794.59	12.20%
Gas	£357,811.04	£341,619.86	£16,191.18	4.74%
Water	£108,608.10	£105,990.14	£2,617.96	2.47%

• Textile and Book Recycling

The textile and book recycling scheme from April 2017 to March 2018 has raised a total of £25,749.18 within West Yorkshire, for The Firefighters Charity. This has been achieved by rag banks sited at:

Fire stations raising **£21,283.24** (96,742kgs in weight)

Schools and community sites raising **£3,102.24** (33,754kgs in weight)

Book banks sited at fire stations raising **£1,363.70** (27,274kgs in weight)

• Trade Waste Recycling

Information is maintained regarding waste paper and cardboard recycling collection from stations. It is not possible to report on the total weight recycled as most collections are not weighed. A detailed breakdown of all other trade waste is below.

Item	Quantity
Tyres - Reworked	82
Tyres - Recycled	176
Oil filters (Kg)	750
Batteries (tonnes)	2.19
Oil (litre)	3200
Anti-freeze (litre)	715
Aerosols (Kg)	350
Fluorescent light tubes (Kg)	139
WEEE Electronics in IBC	6
Mixed metal (tonnes)	7.9
Aluminium (tonnes)	1.25

• Carbon Emissions

The table below shows the West Yorkshire Fire and Rescue Service CO₂ emissions from its usage of electricity and gas for the past nine years. The 2017-18 figures show a reduction in CO₂ emissions of 16% from the previous year.

Year	CO ₂ emissions (tonnes)
2009-10	1,786
2010-11	1,751
2011-12	1,533
2012-13	1,318
2013-14	1,256
2014-15	1,204
2015-16	1,055
2016-17	999
2017-18	839

• Environmental Incidents of Note

During 2017/18 there have been 63 Environmental Issues in relation to Incidents of Note which have had an environmental impact, and six incident of note. Breakdown of incidents is as follows:-

Incident Type	Total during 2017/18
Building Fire	27
Derelict Building	3
Scrap Yard	1
Moorland Fire	1
House explosion	1
Assist Police/other agency	5
RTC	1
Tanker Leaking Gas, Gas Smell	1
Vehicle Fire	3
Fuel Spillage	1
Machine Fire	1
ICE	3
Rescue	1
Attack involving corrosive materials	4
Chemical Suicide	1
Smell of Fumes	2
Chemical Spill	3
Unknown Chemical Fire	1
Unidentified Chemical	3

Further details of individual incidents are available to members at the meeting.

3 Financial Implications

- 3.1 Many of the environmental initiatives have resulted in cost savings and donations to The Firefighters Charity.

4 Legal Implications

- 4.1 The Chief Legal and Governance Officer has considered this report and has no observations to make at the time of submission of this report but may provide legal advice at the committee meeting and / or respond to any request by Members for legal advice made at the meeting.

5 Human Resource and Diversity Implications

- 5.1 There are no human resources and diversity implications associated with this report.

6 Health and Safety Implications

- 6.1 The work of the Environmental Working Group seeks to ensure the wellbeing of staff and communities.

7 Service Plan Links

- 7.1 This report links to the Service Plan priority:
‘Provide effective and ethical governance and achieve value for money’.

8 Conclusions

- 8.1 That Members note the work of the Environmental Working Group and the environmental initiatives that have been introduced.

Appendix – Activity Update

West Yorkshire Fire and Rescue Service - Environmental initiatives during 2017/18

Environmental Working Group	Representatives from each department meet on a 6-monthly basis to look at new environmental initiatives, review current schemes and practises.
Monitoring of Energy and Water Consumption (Service-Wide)	Monitoring of Energy and Water Consumption (Service- wide) is captured and commented on within the utility reports which are generated every 6 months; with the overall aim by the Authority of reducing energy and water consumption annually by 10%.
Participate in Annual Travel to Work Survey and Car Sharing Scheme	Each year local authorities and several businesses within West Yorkshire carry out an Annual Travel to Work Survey. WYFRS has participated in this since 2007. The survey results provide useful information on, travel to work activity, the impact on the environment, as well as providing year on year comparison figures. WYFRS continue to take part in the West Yorkshire Travelplan Network Car Sharing Promotion. This scheme benefits both the workforce and environment.
Cycle To Work Scheme	During 2017/18 WYFRS re-introduced a cycle to work scheme. The scheme encourages staff to keep active and healthy by cycling to work and allows staff to purchase bikes at a reduced price via a salary sacrifice scheme.
Fairtrade Scheme	<p>A Fairtrade section has been set up within the Environmental page on WYFirespace.</p> <p>Corporate Services continue to attend Kirklees Fairtrade Forum meetings which are held every two months.</p> <p>Fairtrade Fortnight took place throughout WYFRS between 26 February and 11 March 2018. Event packs were distributed to district offices containing posters to issue to all stations. Kirklees Fairtrade Forum also organised Fairtrade sample packs for all Kirklees fire stations which included tea, coffee and biscuits.</p> <p>Fairtrade was also promoted on social media to encourage staff to participate and share their Fairtrade experiences.</p> <p>Batley and Spensborough Fairtrade will be holding a stall at the Emergency Services Show on the 14 July, and this September is their 10th anniversary of being accredited a Fairtrade zone.</p> <p>Kirklees Fairtrade Forum are holding a stall at the Huddersfield Food and Drink Festival on Saturday 4 and Sunday 5 August.</p> <p>Vending machines and Fire Service Headquarters include some Fairtrade product options.</p>

Recycling Initiatives

Bike Recycling Bike Library scheme has been introduced and lends out refurbished bicycles to people in the Calderdale district. The Environmental Working Group report on this new scheme at each meeting.

Transport (Reduction of Emissions)

Tracking Technology Vehicle tracking technology has been introduced to monitor vehicle use. The trackers will allow Transport to monitor how the vehicle is driven (braking / acceleration). In addition Transport will be able to look at the efficiencies of the vehicles and monitor usage.

Electric Vehicles Work has been carried out with Leeds City Council as part of The Clean Air Initiative. The first all-electric vehicle has been introduced into the fleet, with plans to expand the number of pool and auxiliary vehicles with similar technology.

Reduction of emissions All new appliances, cars and vans are now on euro 6 emissions.

Property Refurbishments and Initiatives

Refurbishment work Re-Roofing of deteriorated flat roof coverings at Wetherby and Fairweather Green Fire Stations incorporating an upgrade to the thermal insulation of the roof construction.

Environmental control system Improvements including a new suspended ceiling to the IT Suite, BA Building, Training Centre.

Heating Efficiency Initiatives

New Heating Boiler A more efficient gas fired boiler has been installed at Bradford Fire Station to replace the defective existing boiler.

Electrical Improvements

LED Lighting Provision of LED environmentally efficient external security and working lighting at Wetherby Fire Station.

Provision of environmentally efficient LED lighting to the interior of Slaithwaite Fire Station to replace existing fittings.



OFFICIAL

Emergency Services Mobile Communications Programme - Update

Finance & Resources Committee

Date: 13 July 2018

Agenda Item:

6

Submitted By: Director of Service Support

Purpose

To update the Finance & Resources Committee on the latest position with the Emergency Services Mobile Communications Programme (ESMCP).

Recommendations

It is recommended that Finance & Resources Committee note the update and in particular the information regarding incremental approach to the Emergency Services Network (ESN).

Summary

In autumn 2017 it was becoming apparent that some aspects of ESMCP were challenging to deliver for the national programme and transition would be delayed in its current 'big bang' form. A concept of an 'incremental approach' was formed looking to deliver any benefits of ESN early.

'Incremental approach' is a strategy where the various products under ESMCP are broken down into a number of sub products and will be offered to the User Organisations as and when they have been developed and approved.

This paper is based on the programmes requirement to identify appetite from user organisations on an incremental approach to transition and identifying when and how each FRS would want to take up ESN services.

A response from WYFRS to support this option is viewed as an expression of interest only and is non-binding.

Full costings are not known at this time.

Local Government (Access to information) Act 1972

Exemption Category: None

Contact Officer: Ben Bush, Group Manager Operations T: 01274 473781

Background papers open to inspection: None

Annexes: None

1 Introduction

- 1.1 ESMCP is the programme set up to develop the new system that will replace the Airwave radio network currently used by the Emergency Services in the UK. Airwave is now owned by Motorola.
- 1.2 The new system is based on mobile phone technology and will provide a secure network that “piggy backs” on the EE commercial network. Motorola will provide the support service that will allow the Emergency Services to connect to that network.
- 1.3 The Public Accounts Committee have written to the national programme expressing concern that the delay of nine months initially reported to them in November 2016 has now extended to a minimum of 15 months delay.
- 1.4 The Home Office have asked the programme to provide assurance that ESMCP remains viable and to provide an options report by the end of June 2018. The options originally under consideration are:
- **Plan A** - Transition region by region when the full service is ready (current Plan).
 - **Plan B** - The Incremental adoption of the Emergency Service Network.
 - **Plan C** - Continue to utilise Airwave for critical voice and ESN for data only.
 - **Plan D** - Close down the programme and explore alternative solutions.
- 1.5 Plan A and C have been discarded by the programme leaving plans B and D for consideration.
- 1.5.1 **Plan A** has been identified as challenging to deliver in its current format and that an incremental or evolutionary approach would be more realistic and a better platform for gaining user confidence.
- 1.5.2 **Plan B is the preferred and recommended option by the programme.** Views and opinions are being sought from user organisations by the programme in the form of two questionnaires, the first to be completed by June with a more comprehensive questionnaire following in September.
- 1.5.3 **Plan C** is considered as an expensive option in that both the Airwave and ESN networks would need to be maintained and paid for. One of the main factors for the ESMCP project was to deliver savings on the current airwave costs.
- 1.5.4 **Plan D** is the option to close the programme down completely; this remains a viable option.

2 Information

Incremental Approach to ESN

- 2.1 The original transition plan provided by the National Project Team was based on the three Emergency Services migrating to the new system on a region by region basis. The change in thinking is recognition that each organisation has its own unique set of factors that will impact on their ability to declare themselves as ‘ready’ to transition
- 2.2 West Yorkshire Fire and Rescue Service (WYFRS) was originally proposed to migrate to ESN between April 2018 and March 2019. Due to continual programme delays at a national level, this was later amended to a transition date of April 2019. A new revised transition date will be calculated later this year following the programme’s latest reset.
- 2.3 The national programme is now in a position where some elements of the project have been delivered within the anticipated timescales while others have been delayed.

- 2.4 To support an incremental approach, the ESN roadmap has been broken down into a number of products. These will be released as they have been tested and approved. This will allow organisations take advantage of ESN functionality that meets their requirements and aligns with organisational IT plans and strategies at the earliest opportunity.
- 2.5 A procurement framework is in place for handheld ESN devices. Currently there is only one device available; a Samsung Galaxy handset that is available from Quarter 4 of 2018. A fixed vehicle device is expected to be available from Quarter 3 2020.

Product	2018	20 19				20 20				2021 plus	Description of Product
	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4		
ESN Assure											ESN Assure is a product that allows ESN Users to validate the network coverage.
ESN Connect											ESN connect is SIM only service that will allow vehicle modems to connect with the ESN data service
ESN Connect +											ESN Connect+ a package of data service and commercial (non-critical) telephony over the ESN network. This is an enhanced service in comparison with other commercial users.
ESN Direct											ESN Direct provides public telephony messaging and data services including Push to talk (PTT)
ESN Prime											ESN Prime is the full ESN capability.

Fig.1 ESN Products Roadmap with Expected Release Dates

- 2.6 The above diagram (fig.1) outlines the ESN products available along with their expected release dates. The column on the right also gives a brief description of the product and what is included within that package.
- 2.7 The programme has sent each FRS a questionnaire which was submitted in June 2018 asking which products they may be interested in. This was to gauge the user organisation's appetite for incremental transition. This will be followed up by a second more detailed questionnaire in September 2018 when costings should be available.
- 2.8 Advice has been received from the programme that User Organisations should not sign contracts with suppliers for control ESN software solutions until the national plans are finalised as these may impact on some elements of requirements.
- 2.9 For all of the options it is apparent that the Airwave service will need to be extended to provide the necessary surety for the emergency services. This will require extension of the Airwave service, currently this is estimated as potentially in the region of 6-10 years.

Main Points for Consideration

The points below are considerations for WYFRS when making decisions around adopting the programme's incremental approach; the points include both advantages and disadvantages.

- 2.10 ESN Coverage will be completed later this year for all areas of the UK and use of the resilient EE network available for all user organisations.
- 2.11 Incremental approach would allow organisations to take up an ESN 'data only' capability with priority access to the network over a normal commercial EE user. It would allow an early assessment of the network coverage and an ESN device.
- 2.12 A number of devices loaded with a coverage testing application will be provided by the programme to allow local level coverage testing.
- 2.13 Adoption of incremental approach will allow WYFRS to evaluate and build confidence in the functionality offered by the ESN products.
- 2.14 Equipment and applications used on the ESN network must be approved to the ESN Standard. Existing equipment may not be able to accept the software upgrades required to meet the set standard. Applications and devices are subject to a testing regime to become certified.
- 2.15 An ESN handheld device could be used for telephony and data but voice communications would be at 4G level. This means the user would still require an Airwave device to provide critical operational voice at emergency incidents.
- 2.16 Existing contracts are in place within the organisation. e.g. Vodafone contracts in WYFRS are in place up to 2020.
- 2.17 Existing phone numbers cannot be transferred from a commercial device to an ESN device until the ESN Prime product is available (Q3 2020).
- 2.18 Critical voice will be one of the last elements to be made available on ESN.

What Does This Mean for West Yorkshire Fire and Rescue Service

- 2.19 The original planning (blueprint) within WYFRS recognised that critical voice to replace Airwave was always identified as 'phase one' and once confidence has been established then data along with other functionality would be introduced. Incremental development potentially turns this on its head and WYFRS will need to review all of its planning assumptions and transition plans.
- 2.20 The Business Change Blueprint will need to be reviewed to reflect WYFRS's ability to adopt Incremental Transition based on the potential business benefits against cost and ability.
- 2.21 WYFRS corporate mobile phone contract with Vodafone is in place until 2020. Therefore any move prior to that would mean a duplication of cost as WYFRS would have to pay for both ESN and Vodafone for a period of time.
- 2.22 Current thinking would be to procure a limited number of ESN handsets and SIM cards on the Connect plus product and issue them to a small team of individuals; this will allow us to:
 - Assess and refine the devices user training packages
 - Undertake testing of the ESN network in known problem areas
 - Undertake testing with partner agencies
 - Build confidence in the new system prior to full roll out.
 - Assess potential business benefits of ESN functionality; for example sharing images and video.

2.23 A decision could be taken to trial an 'in vehicle' data only solution; this would allow us to :

- Test and gain confidence in the vehicle data capability
- Test and gain confidence in the network's data capability
- Develop and test the 'Wi-Fi on the fire appliances.
- Test and gain confidence in the ability to use an ESN device as a hot spot link for an ordinary mobile phone device.

2.24 Any early adoptions of ESN need to be assessed to identify any operational or firefighter risks. These risks must be mitigated or managed for example running with both Airwave and ESN devices to ensure that operational voice communications voice is available at the same level as currently provided by Airwave.

2.26 Adaptation of processes, policies and procedures to facilitate the use of ESN devices alongside of current equipment.

3 Financial Implications

3.1 Full costings are not available at the moment and the questionnaire from the programme is simply expression of interest at this stage.

3.2 Consideration will need to be given to the fact that users may need both an ESN device and an ordinary mobile phone to keep all the functions they need to fulfil their role; this would be incurring a cost for running both those contracts for that individual.

3.3 Consideration will need to be given to the cost of purchases, enhancements and adaptations to IT equipment and systems needed to access or utilise ESN functionality; for example server requirements for secure storage of images and video.

4 Legal implications

4.1 The Chief Legal and Governance Officer has considered this report and has no observations to make at the time of submission of this report but may provide legal advice at the committee meeting and / or respond to any request by Members for legal advice made at the meeting.

5 Human Resources and Diversity Implications

5.1 There are no direct Equality and Diversity Implications arising from this report. Depending on decisions made later in the year around Incremental transition, appropriate impact assessments may be required.

6 Health and Safety Implications

6.1 There are no direct H&S implications arising from this report.

7 Organisational Dependencies

7.1 Products and devices procured as part of the Incremental transition to ESN must link into the organisational ICT strategy and digital strategy.

Secure and resilient communications are essential elements of the Incident Command system, specifically critical voice used for operational incidents. This programme needs to succeed as the only alternative to the Airwave system.

8 Service Plan Links

8.1 This programme supports strategic priorities to:

- Deliver a professional and resilient emergency response service.
- Provide effective and ethical governance and achieve value for money.

There is a specific objective within the 2017/18 Service Action Plan to work collaboratively across the Yorkshire and Humber Region to prepare for transition to the ESN as part of the ESMCP.

9 Conclusions

- 9.1 At its most basic level, WYFRS could accept some coverage testing handsets that will be provided by the programme and do nothing else until 2020 when full ESN system is available. This would coincide with the ending of the existing Vodafone contract in WYFRS.
- 9.2 Adopting some elements of ESN products and devices at an early stage would allow WYFRS to evaluate and build confidence in the functionality offered by the ESN network. Gaining this experience and providing feedback into the Programme would allow us to influence the direction and the look and feel of the services.
- 9.3 Using the network and devices in this environment would allow time to ensure the most effective configuration of our own systems are developed prior to introducing large numbers of devices on to the platform.
- 9.4 The ESMCP project team have recommended to Management Team that WYFRS express an interest in incremental transition and explore further the potential benefits it could bring to the organisation.



OFFICIAL

Treasury Management Annual Report 2017 - 18

Finance & Resources Committee

Date: 13 July 2018

Agenda Item:

7

Submitted By: Chief Finance and Procurement Officer

Purpose To present the Treasury Management Annual Report 2017 – 18.

Recommendations That Members note the content of the report.

Summary Financial Procedure Rules require that the Authority receives an annual report on Treasury Management activities for the previous financial year. The report reviews borrowing and investment performance, Prudential Indicators and compliance issues.

Local Government (Access to information) Act 1972

Exemption Category: None

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Background papers open to inspection: CIPFA's Code of Practice on Treasury Management
CIPFA's Prudential Code for Capital finance in Local Authorities
The Local Authorities (Capital Finance and Accounting) (England)
(Amendment) Regulations 2008
Public Works Loan Board webstie

Annexes: Annex 1 – Investments at 31.3.18
Annex 2 – Movement in PWLB Borrowing
Annex 3 – WYFRA Long Term Debt Maturity Structure
Annex 4 – Prudential Indicators Actuals 2017 - 18

1 Introduction

- 1.1 Financial Procedure Rules require that the Authority receives an annual report on Treasury Management activities for the previous financial year. The report reviews borrowing and investment performance, Prudential Indicators, and risk and compliance issues.

2 Information

- 2.1 The Authority has adopted the CIPFA Code of Practice on Treasury Management and operates its treasury management service in compliance with this Code and various statutory requirements. These require that the prime objective of the activity is to secure the effective management of risk, and that borrowing is undertaken on a prudent, affordable and sustainable basis.
- 2.2 As part of the new requirements in the Code of Practice, the Finance and Resources Committee undertakes a scrutiny role with regard to treasury management.
- 2.3 In reviewing performance, reference will be made to the Treasury Management Strategy Report approved by the Authority on 17 February 2017
- 2.4 Borrowing and Investment Strategy 2017/18
- 2.4.1 With the continuation of instabilities in the financial markets and the economic downturn, the over-riding policy was one of ensuring the security of the Authority's balances. Although the medium term financial plan showed that the Authority could have a borrowing requirement in 2017/18, the timing of receipt of government grants meant that the Authority was a net investor for most of the year, with balances of up to £43.9 million. Whilst the Authority's preferred strategy would be only to invest sufficient funds for the purpose of managing day to day cash flow requirements, the grant receipts make this unworkable. The investment strategy is designed to minimise risk, investments being made primarily in instant access accounts or short-term deposits, with the major British owned banks and building societies, a highly rated Swedish bank, Money Market Funds and Central Government.
- 2.4.2 It was expected that the Authority would have an external borrowing requirement of up to £6.0 million, arising from the need to finance capital expenditure, replace long term borrowing due to mature and replace balances used. It was proposed to take a pragmatic approach to borrowing, in terms of short or long term, variable or fixed rate, public or private sector borrowing, depending on opportunities offered in terms of interest rates and availability of products.

2.5 Actual Performance

- 2.5.1 The UK economy showed signs of slowing with latest estimates showing GDP, helped by an improving global economy, grew by 1.8% in calendar 2017, the same level as in 2016. This was a far better outcome than the majority of forecasts following the EU Referendum in June 2016, but it also reflected the international growth momentum generated by the increasingly buoyant US economy and the re-emergence of the Eurozone economies.
- 2.5.2 The inflationary impact of rising import prices, a consequence of the fall in sterling associated with the EU referendum result, resulted in year-on-year CPI rising to 3.1% in November before falling back to 2.7% in February 2018. The inherent weakness in UK business investment was not helped by political uncertainty following the surprise General Election in June 2017 and by the lack of clarity on Brexit.
- 2.5.3 The Bank of England's Monetary Policy Committee (MPC) increased Bank Rate by 0.25% in November 2017. It was significant in that it was the first rate hike in ten years, although in essence the Monetary Policy Committee reversed its August 2016 cut following the referendum result.
- 2.5.4 In contrast, economic activity in the Eurozone gained momentum and the US economy grew steadily with the Federal Reserve Open Market Committee (FOMC) increasing interest rates in December 2017 by 0.25% and again in March, raising the policy rate target range to 1.50% - 1.75%.
- 2.5.5 At the beginning of each quarter, interest rates for the UK were as follows:

		<u>Base rate</u>	<u>50 year PWLB (maturity)*</u>
2017	Apr	0.25%	2.37%
	Jul	0.50%	2.50%
	Oct	0.25%	2.53%
	Jan	0.50%	2.41%
2018	Apr	0.50%	2.27%

*Includes the 0.20% discount that the Authority can access as part of the "certainty rate" scheme.

- 2.5.6 The Authority's investments totalled £15.60 million as at 31 March 2018 – see Appendix 1 for details - (£9.77m 31 March 2017). The Authority invested an average balance of £22.00 million externally during the year – higher than expected due to under-spending on capital and stronger cash flow. Income of £0.079 million was generated through these investments. The Authority's average lending rate for the year was 0.36%, above the weighted average 7 day London Interbank borrowing rate 0.34%.
- 2.5.7 In terms of borrowing, long-term loans at the end of the year totalled £45.60 million (£46.08 million 31 March 2017). There were no short-term loans outstanding (£0 million 31 March 2017). Repayments of 'Equal Instalments of Principal' PWLB loans totalled £0.20m. There was no new long-term borrowing taken. Repayments are detailed in Appendix 2.
- 2.5.8 Fixed rate loans account for 100% of total long-term debt giving the Authority stability in its interest costs. The maturity profile for fixed rate long-term loans is shown in Appendix 3 and shows that only 4.4% of fixed rate debt is due to be repaid in any one year. This is good practice as it reduces the Authority's exposure to a substantial borrowing requirement in future years when interest rates might be at a relatively high level.
- 2.5.9 The primary source of long-term local authority borrowing has historically been from the Government (i.e.) Public Works Loan Board (PWLB). From November 2012, the PWLB have been offering a 0.20% discount on loans ("the certainty rate" scheme) for local authorities providing improved information and transparency on their locally-determined long-term borrowing and associated capital spending plans.
- 2.5.10 The Authority has a £2.0 million LOBO (Lender's Option, Borrower's Option) loan as at 31 March 2018. The way these loans work is that the Authority pays interest at a fixed rate for an initial period and then the lender has the option in the secondary period to increase the rate. If the option is exercised, the Authority can either accept the new rate or repay the loan. The initial fixed period ended in May 2011. The lender had the opportunity to exercise this option in May 2016 but did not. The next time this option will be available to the lender is May 2021.
- 2.5.11 The Local Capital Finance Company established in 2014 by the Local Government Association as an alternative source of local authority finance. It plans to issue bonds on the capital markets and lend the proceeds to local authorities. It has yet to issue any loans but officers will continue to monitor developments of this potential new funding source.
- 2.5.12 The Authority's average borrowing rate has remained low. The average for 2017/18 was 4.22% compared to 4.41% in 2016/17. The Authority's temporary borrowing performance was monitored during the period, with the average temporary borrowing rate of 0.17% being lower than the weighted average 7 day London Interbank borrowing rate of 0.24% although little temporary borrowing took place.

2.6 Prudential Indicators

2.6.1 The Authority is required by the Prudential Code to report to Members the actual prudential indicators after the year end. Appendix 4 provides a schedule of all the mandatory indicators. The Authority operated within all the appropriate limits.

2.5 Risk and Compliance Issues

2.6.1 The Authority has complied with all of the relevant statutory, regulatory and internal requirements which limit the levels of risk associated with its treasury management activities. The Authority's adoption and implementation of both the Prudential Code and the CIPFA Code of Practice on Treasury Management means that its capital expenditure is prudent, affordable and sustainable.

2.6.2 Kirklees Council manages the treasury management function on behalf of the Authority. Their officers are aware of the risks of passive management of the treasury portfolio and, with the support of the Council's consultants, Arlingclose Limited, have proactively managed the debt and investments over the year. There is little risk of volatility of borrowing costs in the current debt portfolio as interest rates are predominantly fixed.

2.6.3 The CIPFA Code of Practice requires that treasury management performance be subject to regular member scrutiny. The Treasury Management Strategy report, approved by the Authority on 17 February 2017, indicated that the Finance and Resources Committee would be given responsibility for this. As well as receiving the Strategy and Outturn reports the Committee also receive regular monitoring reports on treasury management activities.

3 Financial Implications

3.1 There are no financial implications associated with this report.

4 Legal Implications

4.1 The Chief Legal & Governance Officer has considered this report and has no observations to make at the time of submission of this report but may provide legal advice at the committee meeting and/or respond to any requests by members for legal advice made at the meeting.

5 Human Resource and Diversity Implications

5.1 There are no human resource and diversity implications associated with this report.

6 Health and Safety Implications

6.1 There are no health and safety implications associated with this report

Investments as at 31 March 2018

Counterparty	£m	Interest Rate %	Terms
Goldman Sachs Sterling Liquid Reserve	0.862	0.37	Money Market Fund
Aberdeen Standard Sterling Liquidity Fund	0.912	0.41	Money Market Fund
Aviva Sterling Liquidity Fund	1.203	0.42	Money Market Fund
Santander UK Notice Account (31 days)	1.025	0.40	Deposit Account
Svenska Handelsbanken Notice Account	0.006	0.30	Deposit Account
DMO	0.588	0.25	Investment
Dundee City Council	5.000	0.60	Investment
Surrey County Council	6.000	0.70	Investment
Total	15.596		

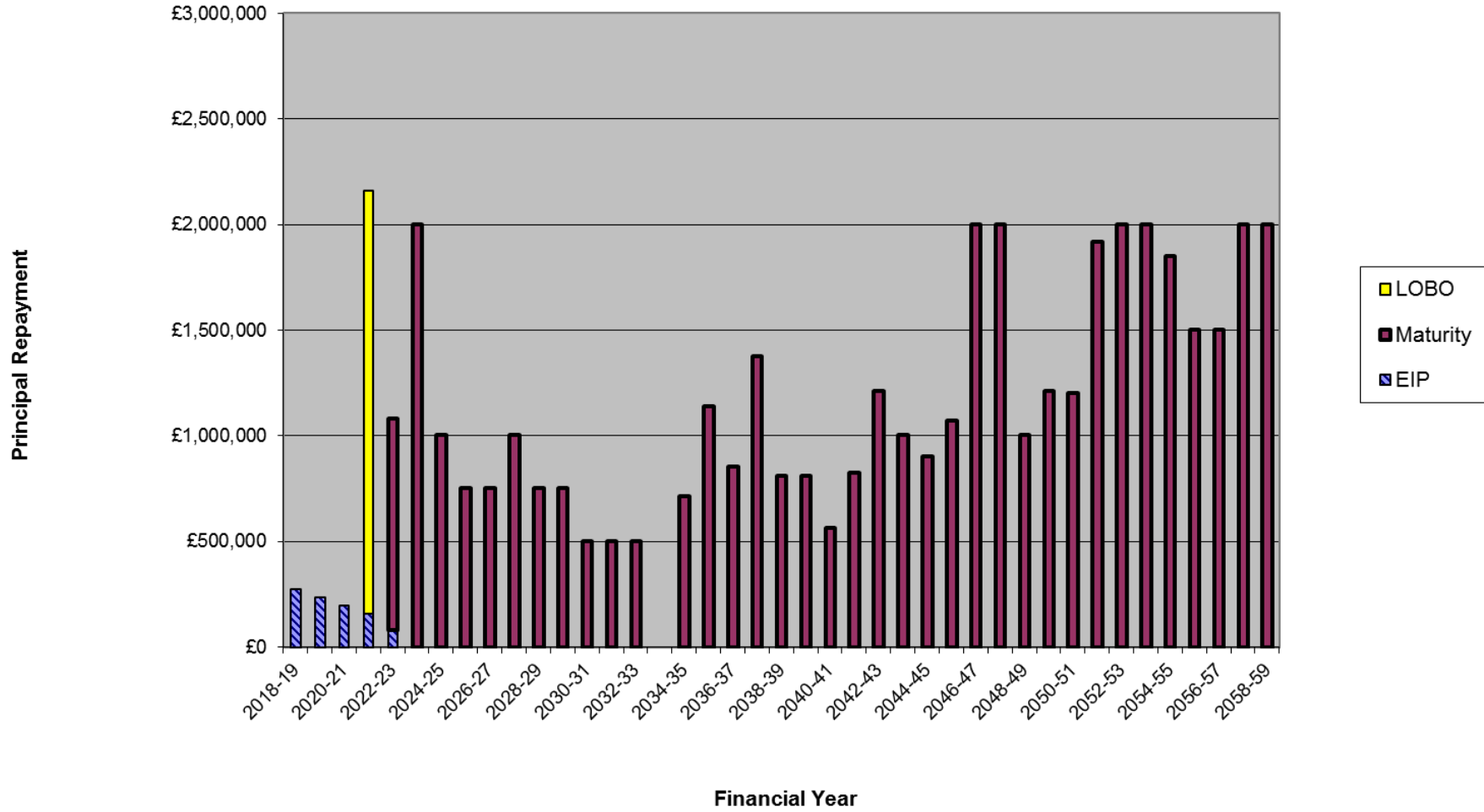
Appendix 2

MOVEMENT IN PWLB BORROWING
LOANS REPAID 2017/18

	Rate %	Date repaid	Amount £000s
Repayments on EIP loans			
PWLB (479328)	7.50	12 May 17	40.0
		13 Nov 17	40.0
PWLB (474941)	8.625	8 June 17	9.8
		8 Dec 17	9.8
PWLB (474942)	9.00	8 June 17	29.4
		8 Dec 17	29.4
PWLB (478223)	8.375	2 Oct 17	38.5
Total			273.9

The average interest rates for all borrowing in 2017/18 was 4.22%. For comparison, the average rates in 2016/17 was 4.41%.

WYFRA Long-Term Debt Maturity Structure



APPENDIX 4

PRUDENTIAL INDICATORS ACTUALS 2017/18

Capital Expenditure, Capital Financing Requirement and External Debt

The table below draws together the main elements of the capital plans, highlighting borrowing and other financing arrangements. The table also shows the Capital Financing Requirement (CFR), which is the Authority's underlying external indebtedness for a capital purpose, compared with the expected borrowing position.

	2016/17	2017/18	
	Actual	Estimate	Actual
	<u>£000s</u>	<u>£000s</u>	<u>£000s</u>
Capital Expenditure	8,681	9,282	6,572
Financed by -			
Borrowing	6,375	8,282	2,423
Capital Grant	62	0	35
Capital Receipts	2,244	1,000	3,359
Reserve	0	0	755
	8,681	8,300	6,572
CFR as at 31 March	64,113	67,719	62,409
External debt as at 31 March			
Borrowing	46,075	46,335	45,878
Total debt	46,075	46,335	45,878

Appendix 3

Limits to Borrowing Activity

The first key control over the Authority's borrowing activity is a Prudential Indicator to ensure that over the medium term, net borrowing will only be for a capital purpose. Net external borrowing should not, except in the short-term, exceed the total CFR. This allows some flexibility for limited early borrowing for future years. As can be seen from the table above, the Authority was within the CFR in 2017/18.

A further two Prudential Indicators control overall level of borrowing. These are the Authorised Limit and the Operational Boundary. The Authorised Limit represents the limit beyond which borrowing is prohibited. It reflects the level of borrowing which, while not desired, could be afforded in the short-term, but is not sustainable. It is the expected maximum borrowing need with some headroom for unexpected movements. This is the statutory limit determined under section 3(1) of the Local Government Act 2003.

The Operational Boundary is based on the probable external debt during the course of the year. It is not a limit and actual borrowing could vary around this boundary for short times during this year.

	2016/17	2017/18	
	Actual (max)	Estimate	Actual (max)
	<u>£m</u>	<u>£m</u>	<u>£m</u>
<u>Authorised limit for external debt</u>			
Borrowing	46.3	65.0	49.0
Other Long Term Liabilities	0.0	0.0	0.0
Total	46.3	65.0	49.0
<u>Operational boundary for external debt</u>			
Borrowing	46.3	60.0	49.0
Other Long Term Liabilities	0.0	0.0	0.0
Total	46.3	60.0	49.0

Appendix 3

The Authority was within its Authorised Limit and its Operational Boundary.

Affordability Prudential Indicators

Ratio of financing costs to net revenue stream and impact of capital investment decisions on the Precept

These indicators identify the cost of capital (borrowing costs net of investment income) against the net revenue stream, and the impact of the capital programme compared to the Authority's original budget commitments. The net revenue stream is defined as the amount to be met from government grants, local taxpayers and balances.

	2016/17	2017/18	
	Actual	Estimate	Actual
<u>Ratio of financing costs to net revenue stream</u>	8.12%	7.97%	7.81%
<u>Incremental impact of capital investment decisions</u>	*0.20%	0.51%	* 0.17%

Appendix 3

* as no new long term borrowing was taken in either 2016-17 or 2017-18, these figures have been calculated using the investment rate of 0.41% (2016-17) and 0.36% (2017-1) to assess the opportunity cost of using the Authority's cash balances to fund capital expenditure. The estimated figure for 2017-18 was based on assumed borrowing at 3.3%.

Treasury Management Prudential Indicators

Interest Rate Exposures

While fixed rate borrowing can contribute significantly to reducing the uncertainty surrounding future interest rate scenarios, the pursuit of optimum performance justifies retaining a degree of flexibility through the use of variable interest rates on at least part of the treasury management portfolio. The Prudential Code requires the setting of upper limits for both variable rate and fixed interest rate exposure:

	Limit Set	Actual
	2017-18	2017-18
Interest at fixed rates as a percentage of net interest payments	60% - 100%	100%
Interest at variable rates as a percentage of net interest payments	0% - 40%	0%

The interest payments were within the limits set.

Appendix 3

Maturity Structure of Borrowing

This indicator is designed to prevent the Authority having large concentrations of fixed rate debt needing to be replaced at times of uncertainty over interest rates.

Amount of projected borrowing that is fixed rate maturing in each period as a percentage of total projected borrowing that is fixed rate	Limit Set 2017-18	Actual Levels 2017-18
Under 12 months	0% - 20%	0.5% - 0.6%
12 months to 2 years	0% - 20%	0.4% - 0.5%
2 years to 5 years	0% - 50%	5.5% - 7.6%
5 years to 10 years	0% - 80%	12.0% - 13.1%
More than 10 years	20% - 100%	79.4% - 80.4%

The limits on the proportion of fixed rate debt were adhered to.

Total principal sums invested for periods longer than 364 days

This indicator was set at zero as there was no intention to hold investments for treasury management purposes with maturity dates in excess of a year. There was no change to this position.



OFFICIAL

Quarterly Financial Review

Finance & Resources Committee

Date: 13 July 2018

Agenda Item:

8

Submitted By: Chief Finance and Procurement Officer

Purpose To present a Quarterly Review of the financial position of the Authority.

Recommendations A) That Members note the content of the report.
B) Approve the revised Revenue Budget

Summary The purpose of this report is to present an overview of the financial performance of the Authority of the first 3 months of the current financial year. The report deals with revenue and capital expenditure.

Local Government (Access to information) Act 1972

Exemption Category: Nil

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Background papers open to inspection: [Click here to enter text.](#)

Annexes: Appendix A – Capital plan 2018/19

Appendix B – Investments at 31 May 2018

SECTION 1 – REVENUE EXPENDITURE MONITORING

1 Introduction

- 1.1 Expenditure is monitored throughout the year against the approved revenue budget with reports presented to departments, cost centre managers and directors. The purpose of the report is to monitor progress against the approved revenue budget; provide a forecast outturn for the financial year; provide an explanation of any major variations, and to show the impact of any variations on the revenue balances of the Authority.

2 Information

Revenue Budget Revision

- 2.1 When the revenue budget is approved an amount is included in contingencies for future pay and prices increases and other budget adjustments. Following the approval of the corporate communications and property department restructures at Executive Committee on the 10th May and Human Resources Committee on the 13th April respectively, there has been a transfer of £54k from the approved contingency budget of £861k to APT&C budgets to recognise the increased cost. Thus the revised contingency budget is £807k.
- 2.2 In order to provide improved budget monitoring information to managers, the revenue budget for 2018/19 has been re assessed and has been re calculated based on known commitments and outturn expenditure from previous years. Historically a number of budgets have been over inflated which means that they consistently under spend and provide misleading budget monitoring reports both to members and managers.

A series of meetings have been held with budget holders resulting in a number of budgets being reduced and these amounts have been transferred to contingencies. Moreover, since the budget was calculated in November 2017 there have been increases in costs in relation to council tax and utilities which has required £145k to be transferred from contingencies to premises budgets.

The table below details the amount transferred to contingencies from the 2018/19 budget

Budget Description	Out turn 2017/18 £000's	Approved Budget £000's	Revised Budget £000's	Transfer to contingency £000's
Pay Award Provision		999		999
Community Response Operatives	30	100	34	66
Training	760	980	787	193
Premises	3,938	4,046	4,191	-145
Transport	2,369	2,732	2,618	114
Supplies and Services	4,911	5,516	5,234	282
Income	-2,990	-2,780	-2,801	21
TOTAL	9,018	11,593	10,063	1,530
Contingency	1,912	807	2,337	-1,530

Below is an explanation of the movements listed in the table:

Employees

Pay Award Provision

Included within the calculated budget for 2018/19 there is a provision for a 2% pay award which totals £999k, to keep this within current employee budgets would lead to misleading budget variances. Once the pay award has been finalised and paid this £999k will be transferred back to employee budgets.

Community Response Operatives

The number of community response operatives has declined over the past couple of years meaning that the budget can be reduced accordingly.

Training

In order to reflect past expenditure, the training budget has been re calculated to represent expected costs in 2018/19 and hence, matches the training bids that have been approved.

Premises

Following budget approval in 2018/19, it has been recognised there will be increases in costs in relation to council tax, contract cleaning and utilities totalling £145k which is due to inflationary increases.

Transport

Due to a reduction in the fleet there is an associated lower cost of operating leases and vehicle fuel.

Supplies and Services

The reduction to supplies and services budgets are a result of reduced costs for the Wide Area Network, IRMP revenue charges and fire prevention publicity. The fire prevention publicity budget has been calculated on a zero base and reflects planned expenditure in 2018/19.

Income

A number of income budgets have been realigned resulting in £3k being transferred from contingencies.

- 2.3 Although £1,530k of budgets have been transferred to contingencies, there will be a process whereby if during the course of the year it is identified that budget provision is not adequate monies can be transferred back from contingencies.

3 Expenditure Monitoring

- 3.1 This report is based on expenditure to the beginning of June 2018 and includes the first two salary payments of 2018/19. The projected outturn is based on current years' expenditure and is forecast to the end of the year based on previous expenditure profiles. Overall, the latest forecast indicates there will be an under spending of £239k in the current financial year.
- 3.2 An improved budget monitoring report for managers has been introduced for 2018/19 which will highlight those areas of concern using a Red, Amber, Green (RAG) rating. For those budgets that are forecast to overspend a red "cross" will be inserted against the budget line and for those within 5% of budget, an amber mark will be inserted. For those budgets where there is either a red or amber indicator, the budget holder will be required to provide an explanation as to the reason for

the projected overspend. It is intended that this will bring increased accountability to budget holders and will be reported to Management Board on a monthly basis.

3.3 The table below summarises the forecast with an explanation of the causes detailed below.

	<u>Revenue</u> <u>Budget</u>	<u>Forecast</u>	<u>Variance</u>
	£000	£000	£000
Employees			
Whole time	46,129	46,000	-129
Retained	1,718	1,667	-51
Control	1,865	1,786	-79
APT&C	9,304	9,360	56
Pensions	2,157	2,157	0
Training	787	787	0
Other Employee	197	197	0
TOTAL	62,157	61,954	-203
Premises	4,121	4,152	31
Transport	2,283	2,283	0
Supplies and Services	4,933	4,914	-19
Contingency Pay and Prices	807	807	0
Contingency Directorates	1,530	1,530	0
Insurance	972	907	-65
Support Services	338	338	0
Capital Charges	7,572	7,572	0
Income	-2,801	-2,784	17
Net Expenditure	81,912	81,673	-239

Employees -£203,000

Whole time Fire Fighters -£129,000

There is currently a forecast underspending of £129,000 in whole time fire fighter employee budgets.

This underspend is due to a saving on the salary of 6 employees who have retired from the service before their retirement profile due date to which there is budget provision. So for example, if a fire fighter retires six months early than their budgeted date there will be a corresponding six month saving on their salary.

Retained Fire Fighters -£51,000

The forecast under spend of £51,000 is due to a reduction in activity levels than that estimated within the original budget.

Control -£79,000

The projected underspend is due to control staff vacancies, these have now been filled meaning that the budget will be fully expended in the year.

APT&C £56,000

The forecast over spend of £53,000 is partly due to the extension of the leaving date of employees on fixed term contracts. These have been approved by management.

3.4 Premises £31,000

The forecast overspending is a result of increased expenditure in relation to electrical repairs, this will be closely monitored during the year as part of the improved budget monitoring process.

3.5 Supplies and services -£19,000

The forecast underspending is due to reductions in the purchase of consumables which includes uniform and equipment.

3.6 Insurance -£65,000

The underspend is due to the insurance renewal invoices been less than budgeted. When the budget was prepared the tender for combined liability for employer and public liability was under review and the actual cost could not be quantified.

3.7 Income £17,000

The projected under recovery of income is due to false alarm activations, whereby the amount to be recharged is expected to be less than budget. This will be monitored during the year.

4 Impact on Revenue Balances

4.1 The projected under spending will have the effect of increasing the general fund balance which is detailed in the table below.

Description	General Reserve £000
Balance at 1 April 2018	14,388
Impact of forecast	239
Transfer to Balances in year	
Planned use of balances	-1,998
Forecast Balance at 31/3/2019	12,629

5 Capital Expenditure Monitoring

5.1 Introduction

At its meeting on 16 February 2018 the Authority approved a five-year capital programme of £22.595m which included schemes to the value of £8.792m for the current financial year.

5.2 Revised capital plan 2018/19

5.2.1 The nature of major capital schemes means that expenditure often straddles a number of financial years, particularly in the case of major building schemes and longer projects. As part of the review of the 2017/18 accounts, expenditure on capital schemes is reviewed and schemes that are committed but not completed are slipped into the following year's capital plan. The value of schemes which have been transferred into the 2018/19 capital plan is £2.4m.

5.2.2 At the Authority AGM in 2010, Management Board was given delegated power to approve individual virement between capital schemes of up to £100,000. Details of any approvals will be reported to committee throughout the year as part of this report. To date Management Board have not approved any virements between capital schemes.

5.3 Capital Payments 2018/19

5.3.1 The actual capital payments to date total £0.258m which represents 3% of the revised capital plan. Due to the procurement process for capital schemes, a large proportion of capital expenditure occurs in the latter part of the financial year.

5.3.2 A summary of the capital plan including slipped schemes is attached to this report in Appendix A which shows details of expenditure on each individual scheme.

5.4 Approvals under financial procedure 3.11

5.4.1 Under financial procedures 3.11 the Management Board can approve expenditure on schemes in the approved capital plan up to an amount of £100,000 along with a requirement to report these approvals to the Finance and Resources Committee.

5.4.2 In this financial year, the Management Board have approved schemes totalling £367,700 and details of approvals since the last report are shown in the table below.

Date	Directorate	Scheme	Approval
April	Service Delivery	Hose	£50,000
		Line Rescue Equipment	£12,000
		Respiratory Protection Equipment	£50,000
		Water Rescue Equipment	£12,000
		Gas Tight Suits	£14,000
	Service Support	Computer Hardware	£70,000
		Mobile Phones	£25,000
GPS Repeaters		£98,700	
May	Service Delivery	Ballistic PPE Ensemble	£36,000
			£367,700

5.5 Capital Receipts

The only capital receipt expected in 2018/19 will be for the sale of the WY1 number plate which is currently on an auction site with a reserve value of £130,000.

6 Treasury Management

- 6.1 The Authority approved its Treasury Management Strategy on the 16th February 2018 in accordance with the CIPFA Code of Practice on Treasury Management.

In the current financial year, the Authority is continuing to benefit from a positive cash flow through the early payment of Government grant and revenue balances which has meant that no new long term borrowing has been required for the past five years.

Consequently, in the current financial year treasury management activity has been limited to investments. The table in Appendix B shows the Authority currently has total investments of £16m split between seven counter parties with rates of interest between 0.26% and 0.8%. This will increase further in July when the Authority will receive an estimated £33m in pension Top Up Grant.

7 Debtors

- 7.1 The Authority receives income for services provided; these include special services, training courses, fire safety certificates, and licences for telecom masts on premises. In most cases the services provided are a result of an emergency which means that it is not possible to raise a charge in advance of the service and as a consequence debtor accounts are raised.
- 7.2 The level of outstanding debt owed to the Authority to the end of June 18 is £259,356 which can be profiled as follows:

Less than 60 days -	£ 128,457
Greater than 60 days -	£ 130,899

- 7.3 The procedure for issuing accounts and debt collection is provided by Kirklees Council under a Service Level Agreement. A summary of the procedure for collecting outstanding debt is detailed below:

21 days	first reminder letter
28 days	second reminder letter
35 days	instigation of debt recovery system

As detailed above, there is currently £203,675 of debt which is at the recovery stage. However, previous experience suggests that the Authority will recover all of the outstanding debts.

8 Creditors

- 8.1 The Authority is required to pay all non disputed invoices within 28 days of receipt. In the first 5 months of the current financial year the Authority has received 1,322 invoices and paid 93.5 % of them within 28 days.

9 Financial Implications

9.1 The financial implications have been detailed in each section of the report.

10 Legal Implications

10.1 The Chief Legal & Governance Officer has considered this report and has no observations to make at the time of submission of this report but may provide legal advice at the committee meeting and/or respond to any requests by members for legal advice made at the meeting.

11 Human Resource and Diversity Implications

11.1 There are no human resource and diversity implications associated with this report

12 Health and Safety Implications

12.1 There are no health and safety implications associated with this report

CAPITAL BUDGET MONITORING 2018/19
SUMMARY CAPITAL PLAN 2018/19

Directorate	<u>2018/19</u>	<u>2018/19</u>	<u>2018/19</u>	<u>2018/19</u>	Expenditure	Balance
	Capital Plan	Virement	Slippage	Revised Capital Plan	<u>2018/19</u>	Uncommitted
Property services	£1,650,000	£0	£271,472	£1,921,472	£103,731	£1,817,741
IRMP	£1,500,000	£0	£700,000	£2,200,000	£2,110	£2,197,890
Information technology	£1,540,200	£0	£824,302	£2,364,502	£263	£2,364,239
HR	£18,000	£0	£37,700	£55,700	£21,425	£34,275
Transport	£1,500,000	£0	£64,738	£1,564,738	£23,488	£1,541,250
Operations <i>NCP Grant funded expenditure</i>	£2,084,000	£0	£476,000	£2,560,000	£28,407	£2,531,593
Fire Safety & Community Relations	£500,000	£0	£0	£500,000	£78,750	£421,250
Finance	£0	£0	£26,530	£26,530	£0	£26,530
	£8,792,200	£0	£2,400,742	£11,192,942	£258,174	£10,934,768

CAPITAL BUDGET MONITORING 2018/19

SERVICE SUPPORT

PROPERTY

Committee Approval	Details of Scheme	2018/19 FINANCIAL YEAR					
		Capital Plan	Virement	Slippage	Revised Capital Plan	Expenditure to date	Balance Uncommitted
20-Apr-18	Cookridge/Moortown	£100,000			£100,000	£0	£100,000
20-Apr-18	FSHQ Works 18/19	£185,000			£185,000	£0	£185,000
20-Apr-18	New Car Park Training Centre 17/18	£150,000			£150,000	£0	£150,000
20-Apr-18	FSHQ Retaining and Boundary Walls	£120,000			£120,000	£0	£120,000
20-Apr-18	Upgrade FSHQ - Breathing Acc, Classroom, TC	£100,000			£100,000	£0	£100,000
20-Apr-18	General Upgrading Morley	£80,000			£80,000	£0	£80,000
20-Apr-18	General Upgrading Odsal	£100,000			£100,000	£0	£100,000
20-Apr-18	Fire Alarm upgrade, Security Gate Fairweather Green	£50,000			£50,000	£0	£50,000
20-Apr-18	Tarmac, Lighting, smoke training House - Bingley	£45,000			£45,000	£0	£45,000
20-Apr-18	Security gate, fencing, LED Lighting - Illingworth	£50,000			£50,000	£0	£50,000
20-Apr-18	LED Lighting, Ext lighting CCTV, Security Todmorden	£30,000			£30,000	£0	£30,000
20-Apr-18	Roof drainage, LED lighting, General Works Cleckheaton	£45,000			£45,000	£0	£45,000
20-Apr-18	Upgrade AFS garage/gym, LED Lighting, Asbestos - Slaithwaite	£30,000			£30,000	£0	£30,000
20-Apr-18	Boiler, Lighting, car parking, wall repairs - Meltham	£55,000			£55,000	£0	£55,000
20-Apr-18	LED Lighting, Replace glazing - Rawdon	£80,000			£80,000	£0	£80,000
20-Apr-18	LED Lighting, Decorating - Leeds	£50,000			£50,000	£0	£50,000
20-Apr-18	Kitchen & Facility improvements - Stanningley	£20,000			£20,000	£0	£20,000
20-Apr-18	Security systems, fire alarm, LED lighting - Garforth	£40,000			£40,000	£0	£40,000
20-Apr-18	LED Lighting - Bradford	£25,000			£25,000	£0	£25,000
20-Apr-18	Upgrade Shower installations - Normanton	£25,000			£25,000	£0	£25,000
20-Apr-18	Upgrade to various Training Towers	£50,000			£50,000	£0	£50,000
20-Apr-18	Security systems, Fire Alarms & upgrades	£100,000			£100,000	£0	£100,000
20-Apr-18	Filling in Appliance Bay & making good	£60,000			£60,000	£0	£60,000
20-Apr-18	Asbestos removal	£40,000			£40,000	£0	£40,000
20-Apr-18	Minor Equality & dignity facility improvements	£20,000			£20,000	£0	£20,000
TOTAL CAPITAL PLAN 2018/19		£1,650,000	£0	£0	£1,650,000	£0	£1,650,000
SLIPPED SCHEMES							
	Roof replacement - Skelmanthorpe			£2,000	£2,000	£500	£2,000
	Training Centre boiler replacement			£1,093	£1,093	-£1,380	£3,235
	Emergency generator - Slaithwaite			£3,235	£3,235	£0	£2,860
	Additional Security, CCTV and intruder alarms			£57,263	£57,263	-£1,150	£0
	Upgrade training facilities with erection of new steel training tower adjacent to smoke house training facility, concrete surface replacement, installation of new hydrant water supply for drill yard			£7,991	£7,991	£593	£16,000
	Refurbishment - Wetherby			£2,860	£2,860	£9,451	£57,263
	Tarmac hard standing and Interceptors and Tanks - Silsden			£0	£0	£0	£7,991
	Internal works at FSHQ Training Centre			£16,000	£16,000	£0	
				£46,459	£46,459	£0	
	External decorations District Smoke Houses - Bingley				£0	£0	£50,000
	Phased programme to install essential security systems including PAC access, CCTV monitoring and recording, intruder alarms and fire detection - Keighley, Bingley, Fairweather Green, Odsal, Halifax, Cleckheaton, Huddersfield, Meltham, Otley, Morley, SDC				£0	£50,459	
	Boiler replacement - Bradford			£50,000	£50,000	£32,052	£46,459
	Roof replacements - Fairweather Green			£59,758	£59,758	-£447	£1,093
	Upgrade to brick built towers including structural repairs and upgrade of existing electrical system - Meltham			£1,940	£1,940	£0	£1,940
	Tarmac hard standing & Ablutions - Leeds			£22,873	£22,873	£13,654	£22,873
TOTAL SLIPPED SCHEMES		£0	£0	£271,472	£271,472	£103,731	£271,472
SCHEMES - NO APPROVAL					£0		£0
TOTAL SCHEMES - NO APPROVAL		£0	£0	£0	£0	£0	£0
TOTAL CAPITAL		£1,650,000	£0	£271,472	£1,921,472	£103,731	£1,921,472

CAPITAL BUDGET MONITORING 2018/19

IRMP

Committee Approval	Details of Scheme	Year	Capital Outlay	Approvals	2018/19 FINANCIAL YEAR						
					Capital Plan	Virement	Slippage	Revised Capital Plan	TOTAL EXPT	Budget Remaining	
	Wakefield	2018/19			£1,500,000			£1,500,000	£0	£1,500,000	
	TOTAL CAPITAL PLAN 2018/19				£0	£1,500,000	£0	£0	£1,500,000	£0	£1,500,000
	SLIPPED SCHEMES										
F&R 30.11.13	Carlton Road	2012/13	800	£4,167,000			£100,000	£100,000	£0	£100,000	
F&R 23.10.15	Shipley / Idle	2014/15		£4,381,000			£500,000	£500,000	£2,245	£497,755	
F&R 24.1.14	Ossett	2013/14		£3,767,528			£100,000	£100,000	£0	£100,000	
	TOTAL SLIPPED SCHEMES				£12,315,528	£0	£0	£700,000	£700,000	£2,245	£697,755
	Mytholmroyd Flood							£0	-£135	£135	
	Total Accruals Y/E 17/18					£0	£0	£0	£0	-£135	£135
	TOTAL CAPITAL				£12,315,528	£1,500,000	£0	£700,000	£2,200,000	£2,110	£2,197,890

CAPITAL BUDGET MONITORING 2018/19

SERVICE SUPPORT

ICT

Committee Approval	Details of Scheme	Dept Ref	Year	Capital Outlay Ref	Approvals	2018/19 FINANCIAL YEAR					
						Capital Plan	Virement	Slippage	Revised Capital Plan	TOTAL EXPT	Budget Remaining
MB 20/04/2018	Computer Hardware		2018/19	COR997	£70,000	£70,000			£70,000	£0	£70,000
MB 20/04/2018	GPS Repeaters		2018/19	COR999	£98,700	£98,700			£98,700	£0	£98,700
	Voice Over IP Telephony		2018/19			£265,000			£265,000	£0	£265,000
	Silent Witness		2018/19			£390,200			£390,200	£0	£390,200
MB 20/04/2018	Mobile Phone		2018/19	COR998	£25,000	£25,000			£25,000	£0	£25,000
	Protection Database		2018/19			£50,000			£50,000	£0	£50,000
	ID Cards		2018/19			£15,300			£15,300	£0	£15,300
	Bring Your Own Device Policy and Software Solution		2018/19			£116,000			£116,000	£0	£116,000
	Command Support		2018/19			£100,000			£100,000	£0	£100,000
	Operational Risk Information		2018/19			£50,000			£50,000	£0	£50,000
	Additional resource for HR & Rostering		2018/19			£150,000			£150,000	£0	£150,000
	Mobile Working		2018/19			£150,000			£150,000	£0	£150,000
	Hydra command training		2018/19			£60,000			£60,000	£0	£60,000
	Thin Client		2018/19						£0	£0	£0
	Hydrant Management		2018/19						£0	£0	£0
	Equipment Management & RFID		2018/19						£0	£0	£0
	Transport Upgrade		2018/19						£0	£0	£0
	Electronic Forms		2018/19						£0	£0	£0
TOTAL CAPITAL PLAN 2018/19					£193,700	£1,540,200	£0	£0	£1,540,200	£0	£1,540,200
SLIPPED SCHEMES											
MB 23.05.17	Communications Test Equipment		2017/18					£36,266	£36,266	£0	£36,266
	ICTSP10 Protection Database		2017/18					£10,000	£10,000	£0	£10,000
	ICTSP8 Paperless Meetings		2017/18					£41,000	£41,000	£0	£41,000
F&R 26.01.18	ICTSP4 System Security		2017/18					£217,765	£217,765	£0	£217,765
	ICTSP3 HR & Rostering		2017/18					£300,000	£300,000	£0	£300,000
	Asset Management Software		2017/18					£40,000	£40,000	£0	£40,000
	Additional Hardware 17-18		2017/18					£4,308	£4,308	£4,308	£0
MB 25.07.17	ICT Hardware for Trainee Firefighters		2017/18					£3,751	£3,751	£1,580	£2,171
F & R 14.10.16	New WAN (Enabling work)		2016/17					£6,916	£6,916	-£6,900	£13,816
F & R 14.10.16	Networking Hardware		2016/17					£28,448	£28,448	-£1,580	£30,028
	Retained Pagers		2016/17					£25,848	£25,848	£3,250	£22,598
	Network Hardware							£80,000	£80,000	£0	£80,000
	MDT							£30,000	£30,000	£0	£30,000
TOTAL SLIPPED SCHEMES					£0	£0	£0	£824,302	£824,302	£658	£823,644
Expenditure no approvals											
	Telephone Systems									-£20	£20
	Computer Hardware									-£375	£375
TOTAL SCHEMES - NO APPROVAL										-£395	£395
TOTAL CAPITAL					£193,700	£1,540,200	£0	£824,302	£2,364,502	£263	£2,364,239

CAPITAL BUDGET MONITORING 2018/19
SERVICE SUPPORT
HUMAN RESOURCES

Details of Scheme	Dept Ref	Year	Capital Outlay Ref	Approvals	2018/19 FINANCIAL YEAR					
					Capital Plan	Virement	Slippage	Revised Capital Plan	TOTAL EXPT	Budget Remaining
HQ Gym Equipment		2018/19	COR1033	£18,000	£18,000			£18,000	£0	£18,000
TOTAL CAPITAL PLAN 2018/19					£18,000	£0	£0	£18,000	£0	£18,000
SLIPPED SCHEMES										
Casualty Care Training		2017/18					£37,700	£37,700	£21,425	£16,275
TOTAL SLIPPED SCHEMES							£37,700	£37,700	£21,425	£16,275
TOTAL CAPITAL PLAN 2018/19					£18,000	£0	£37,700	£55,700	£21,425	£34,275

CAPITAL BUDGET MONITORING
SERVICE SUPPORT
TRANSPORT

Committee Approval	Details of Scheme	Dept Ref	Year	Capital Outlay Ref	Approvals	2018/19 FINANCIAL YEAR					
						Capital Plan	Virement	Slippage	Revised Capital Plan	TOTAL EXPT	Budget Remaining
F & R 20/04/18	Aerial Appliances Appliances		2018/19		£1,500,000	£1,500,000			£1,500,000	£0	£1,500,000
TOTAL CAPITAL PLAN 2018/19					£1,500,000	£1,500,000	£0	£0	£1,500,000	£0	£1,500,000
SLIPPED SCHEMES											
F&R 22.04.16	POD Refurbishments		2016/17	925	£40,000			£40,000	£40,000	£0	£40,000
F&R 21.04.17	Vehicle Replacement - Appliances		2017/18	978	£24,738			£24,738	£24,738	£24,738	£0
TOTAL SLIPPED SCHEMES					£64,738	£0	£0	£64,738	£64,738	£24,738	£40,000
Expenditure no approvals											
	Vehicle Telematics				£0			£0	£0	-£1,250	£1,250
EXPENDITURE NO APPROVALS					£0	£0	£0	£0	£0	-£1,250	£1,250
TOTAL CAPITAL					£1,564,738	£1,500,000	£0	£64,738	£1,564,738	£23,488	£1,541,250

SERVICE DELIVERY
OPERATIONS

Committee Approval	Details of Scheme	Ops Ref	Year	Capital Outlay Ref	Approvals	2018/19 FINANCIAL YEAR					
						Capital Plan	Virement	Slippage	Revised Capital Plan	TOTAL EXPT	Budget Remaining
	PPE - RTC jackets		2018/19			£210,000			£210,000	£0	£210,000
MB 20/04/20:	Line Rescue		2018/19	COR1025	£12,000	£12,000					
MB 20/04/20:	Lay Flat Hose		2018/19	COR1026	£50,000	£50,000					
MB 20/04/20:	Gas Tight Suits		2018/19	COR1027	£14,000	£14,000					
MB 20/04/20:	Water Rescue		2018/19	COR1028	£12,000	£12,000					
MB 20/04/20:	Respiratory Protection Equipment		2018/19	COR1029	£50,000	£50,000					
	Hydraulic Rescue Tools		2018/19	COR1030	£1,250,000	£1,250,000		✓	£1,250,000	£0	£1,250,000
MB 25/05/201:	Ballistic PPE Ensemble		2018/19	COR1031	£39,000	£36,000		✓	£36,000	£0	£36,000
	Hydrants		2018/19	X	£450,000	£450,000		✓	£450,000	£28,651	£421,349
	PPE										
	Fire Helmets										
TOTAL CAPITAL PLAN 2018/19					£1,877,000	£2,084,000	£0	£0	£1,946,000	£28,651	£1,917,349
SLIPPED SCHEMES											
MB 31.08.17	ULPP - Ultra Lightweight Portable Pumps		2017/18		£45,000			£45,000	£45,000	£0	£45,000
MB 27.06.17	Gas Tight Suits		2017/18	959	£14,000			£14,000	£14,000	£0	£14,000
MB 27.06.17	Gas Detectors		2017/18	951	£25,000			£25,000	£25,000	£0	£25,000
	New Control Project Contingency		2014/15	774	£54,000			£54,000	£54,000	£0	£54,000
	New Control Project (Premises costs)		2012/13	782	£338,000			£338,000	£338,000	£0	£338,000
TOTAL SLIPPAGE					£476,000	£0	£0	£476,000	£476,000	£0	£476,000
Expenditure no approvals											
	Flood Response Capability									-£244	£244
TOTAL SCHEMES - NO APPROVAL						£0	£0	£0	£0	-£244	£244
TOTAL CAPITAL					£2,353,000	£2,084,000	£0	£476,000	£2,422,000	£28,407	£2,393,593

CAPITAL BUDGET MONITORING 2018/19

SERVICE DELIVERY
FIRE SAFETY

Committee Approval	Details of Scheme	2018/19 FINANCIAL YEAR					
		Capital Plan	Virement	Slippage	Revised Capital Plan	TOTAL EXPT	Budget Remaining
x	Home Fire Safety Checks	£500,000			£500,000	£78,750	£421,250
TOTAL CAPITAL PLAN 2018/19		£500,000	£0	£0	£500,000	£78,750	£421,250
TOTAL CAPITAL		£500,000	£0	£0	£500,000	£78,750	£421,250

CAPITAL BUDGET MONITORING 2018/19
FINANCE

Committee Approval	Details of Scheme	Dept Ref	Year	Capital Outlay Ref	Approvals	2018/19 FINANCIAL YEAR					
						Capital Plan	Virement	Slippage	Revised Capital Plan	TOTAL EXPT	Budget Remaining
					£0	£0	£0	£0	£0	£0	£0
	<u>SLIPPED SCHEMES</u>										
MB 31.08.17	Photocopiers		2017/18				£26,530	£26,530	£0	£26,530	
	TOTAL SLIPPAGE				£0	£0	£26,530	£26,530	£0	£26,530	
	TOTAL CAPITAL				£0	£0	£26,530	£26,530	£0	£26,530	

<u>Investment</u>	<u>Terms</u>	<u>Current Investment</u>	<u>Counter Party Total</u>	<u>Counter Party Limit</u>	<u>Current Interest Rate</u>
		£			%
<u>Deposit Accounts</u>					
Santander 180 Day	Notice given cash available on 17 December 2018	£3,000,000.00	£3,000,000.00	£6,000,000.00	0.80
Handelsbanken	Instant Access	£697.53			0.30
Handelsbanken 35 Day	Notice still to be given then investment returned after 35 days.	<u>£5,638.72</u>	£6,336.25	£6,000,000.00	0.50
<u>Money Market Funds</u>					
	<u>Terms</u>				
Aviva Liquidity Fund	Instant Access	£4,707,344.45	£4,707,344.45	£6,000,000.00	0.51
Goldman Sachs	Instant Access	£729,015.76	£729,015.76	£6,000,000.00	0.45
Aberdeen Standard	Instant Access	£2,000,439.62	£2,000,439.62	£6,000,000.00	0.48
<u>Short Fixed Investments</u>					
	<u>Terms</u>				
Dundee City Council	6 month investment 19/01/2018 to 19/07/2018	£5,000,000.00	£5,000,000.00	Unlimited	0.60
DMO	28 day investment from 25/05/2018 to 22/06/2018	£587,946.56	£587,946.56	Unlimited	0.26
Investments at 21 June 2018		£16,031,082.64			