



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

MINUTES

of meeting of the Authority held on **18 DECEMBER 2009** at Fire and Rescue Service Headquarters, Bestwood Lodge, Arnold, Nottingham from 11.00 am to 12.45pm.

Membership

- Councillor D Pulk (Chair)
- Councillor P Griggs (Vice-Chair)
- Councillor V Bobo
- Councillor B Cooper
- Councillor B Cross
- Councillor S Fielding
- Councillor A Foster
- Councillor B Grocock
- ^ Councillor J Hemsall
- Councillor H James
- ^ Councillor K Longdon
- Councillor T Pettengell
- Councillor K Rigby
- Councillor K Rostance
- ^ Councillor T Spencer
- Councillor L Sykes
- Councillor G Wheeler
- ^ Councillor M Wood

Members absent are marked ^

Councillor M Wright attended the meeting as an observer.

28 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Hemsall, Longdon, Spencer and Wood.

29 DECLARATIONS OF INTERESTS

The Chief Fire Officer, Mr Frank Swann, the Assistant Chief Fire Officers, Mr John Buckley and Mr David Horton, the Strategic Support Officer, Mr Guy Bramley and the Head of Finance and Resources, Mr Neil Timms declared personal and prejudicial interests in agenda item 17 - Chief Fire Officer – benchmarking report (minute 44) and left the room during discussion of that item.

30 MINUTES

RESOLVED that the minutes of the last meeting held on 4 September 2009, copies of which had been circulated, be confirmed and signed by the Chair.

31 CHAIR'S ANNOUNCEMENTS

(a) Councillor Cross

The Chair welcomed Councillor Bob Cross to his first meeting of the Fire and Rescue Authority.

(b) Best wishes

On behalf of the Authority the Chair wished the very best to Councillor Hempsall and to the wife of Councillor Longdon who were both unwell and wished them a speedy recovery.

(c) Meetings and visits

The Chair had attended a number of meetings on behalf of the Authority during the last quarter, including the Regional Management Board, the Local Government Association meeting in London and making a presentation with Neil Timms to the Association of Local Authority Risk Managers which had raised the profile of the Authority. In addition with regard to the Regional Control Centre he had attended a Board meeting, an induction and a meeting about Directors' responsibilities.

In addition the Headquarters had been visited by members of the Prince's Trust and he had made a number of visits to Fire Stations, including Tuxford, and had attended the closing down party at Carlton Fire Station, which had been attended by many current and former personnel who had been based at Carlton. He had been very encouraged by the attitude of people and their really positive attitude about the new Fire Station.

(d) Chief Fire Officers' Association European Working Group

The Chief Fire Officer had attended his first meeting, representing the UK, in Germany. It had lasted 3 days and been attended by 60 delegates from across Europe. Many issues had been covered which had implications for the UK, including a standard model for major incidents command, fire protection legislation and a 'blue star' for hotels. It had been very productive and worthwhile.

32 APPOINTMENTS

(a) Change in Authority membership

RESOLVED

- (1) that the appointment of Councillor Cross on the Fire and Rescue Authority in place of Councillor Wright be noted and his appointment to the Standards Committee be approved;**
- (2) that it be noted that Councillor Bobo was now a Conservative member of the Authority and the Clerk liaise with Group Leaders about political balance regarding membership of Committees;**
- (3) that Councillor Wright be thanked for his contribution to the Fire and Rescue Authority and that he was welcome to attend future events.**

(b) Standards Committee

Consideration was given to a report of the Clerk, copies of which had been circulated.

RESOLVED that Mr Alan Street be appointed as an independent member of the Authority's Standards Committee for a four year term from 18 December 2009.

33 HUMAN RESOURCES REVIEW

Consideration was given to a report of the Chief Fire Officer, copies of which had been circulated. Mr Peter Short and Mr Stephen Pugh of PricewaterhouseCoopers were in attendance to present the findings of the human resources review 'closure' report. Mr Short reported that, following interviews with people associated with the Authority, meetings with the Management Team and members of the Human Resources (HR) function and examining a number of documents, he was of the view that there had been an improvement, including in the areas of leadership, trust, confidence etc.

RESOLVED that the findings of PricewaterhouseCoopers in respect of the human resources update review in that the HR function was well structured and managed and had experienced considerable improvement since the initial report in December 2006 be accepted.

34 NOTTINGHAMSHIRE FIRE AND RESCUE SERVICE PLAN 2010 - 2013

Consideration was given to a report of the Chief Fire Officer, copies of which had been circulated.

RESOLVED that the draft text of the next three year plan 2010 to 2013 be noted and the final document be presented to the Fire Authority meeting on 19 February 2010 for formal adoption.

35 REVISION TO TREASURY MANAGEMENT STRATEGY 2009/10

Consideration was given to a report of the Treasurer, copies of which had been circulated. The Chief Fire Officer reported that the Dunkirk Fire Station case was going to the Royal Court of Justice in November 2010 and the result of this could impact on the strategy.

RESOLVED that the return to the Treasury Management Strategy originally agreed for 2009/10 to allow normal prudent borrowing and lending to occur be approved.

36 PROMPT PAYMENT CODE

Consideration was given to a report of the Chief Fire Officer, copies of which had been circulated.

RESOLVED that the adoption of the Prompt Payment Code, as set out in paragraph 2.4 of the report, be approved and the Head of Finance and Resources be authorised to make the appropriate commitment using the online facilities.

37 NEW DIMENSION TRANSFER OF ASSETS

Consideration was given to a report of the Chief Fire Officer, copies of which had been circulated. The Chief Fire Officer reported that on 15 December 2009 he had received a copy of a letter from the Department of Communities and Local Government (DCLG) to the Chief Fire Officers' Association which provided some clarity and additional information but that there were still issues to be clarified.

RESOLVED

- (1) that taking into consideration all of the issues relating to the New Dimensions vehicles allocated by the DCLG, the Chief Fire Officer be authorised to inform the Secretary of State that the Fire and Rescue Service was prepared to consider signing up to the transfer agreement, subject to clarification being received on the outstanding issues relating to the long term financial impact on the Service;**
- (2) that, should clarification not be received, the Chief Fire Officer report back to the Authority on the situation at the earliest opportunity.**

38 CREATION OF ARMS LENGTH COMPANY

Consideration was given to a report of the Chief Fire Officer, copies of which had been circulated.

RESOLVED that the creation of an arms length company to enable the Authority to continue to trade in Fire Extinguisher Maintenance and Commercial Training, as proposed in the report, be approved on the basis of the business cases presented and that Councillors Fielding, Foster and Pettengell be appointed as Directors of the Company, together with two officers to be nominated by the Chief Fire Officer.

39 LOCAL GOVERNMENT ASSOCIATION ANNUAL FIRE CONFERENCE 2010

Consideration was given to a report of the Chief Fire Officer, copies of which had been circulated.

RESOLVED that the Chair, Vice-Chair and two other members, names to be notified to the Chief Fire Officer, be authorised to attend the Local Government Association Conference to be held at the Hilton Deansgate, Manchester on 9 and 10 March 2010.

40 SHIFT CHANGE TASK AND FINISH REVIEW GROUP MINUTES

Consideration was given to a report of the Chief Fire Officer and Chair of the Shift Change Review Group, copies of which had been circulated. The Chair of the Review Group, Councillor Griggs confirmed that all the statistics on the successful transition and implementation of the new shift patterns were positive. A further meeting would be held in three months time when it would be possible to look at the full year statistics and undertake a benchmarking exercise. She thanked everyone involved in the Group for their input.

RESOLVED that the progress on the shift change implementation be noted.

41 COMMITTEE OUTCOMES

Consideration was given to reports of the Chairs of the following Committees, copies of which had been circulated, including minutes of those meetings:

- (a) Policy and Strategy Committee
- (b) Finance and Resources Committee
- (c) Community Safety Committee
- (d) Performance Monitoring Committee
- (e) Human Resources Committee

RESOLVED that the reports be noted.

42 EXCLUSION OF PUBLIC

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

43 PROVIDED CAR SCHEME

Consideration was given to a report of the Chief Fire Officer, copies of which had been circulated.

RESOLVED

- (1) that the business case for the introduction of a provided car scheme, as set out in the report, be approved;**
- (2) that management work to introduce the car scheme following proper consultation with Trade Unions.**

44 CHIEF FIRE OFFICER: BENCHMARKING REPORT

The Chief Fire Officer, Mr Frank Swann, the Assistant Chief Fire Officers, Mr John Buckley and Mr David Horton, the Strategic Support Officer, Mr Guy Bramley and the Head of Finance and Resources, Mr Neil Timms left the meeting during discussion of this item.

Consideration was given to a joint report of the Clerk and Treasurer, copies of which had been circulated.

RESOLVED UNANIMOUSLY

- (1) that the benchmarking review of the Chief Fire Officer's remuneration be noted and option c) in paragraph 2.12 of the report be approved;**
- (2) that the estimated additional costs, including the effect on other senior staff, be approved, it being noted that these would be met from within existing budgets;**
- (3) that in future the review be undertaken every two years.**