



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

Nottinghamshire and City of Nottingham  
Fire and Rescue Authority

# REGIONAL MANAGEMENT BOARD UPDATE

Report of the Chief Fire Officer

---

**Agenda No:**

**Date:** 19 February 2010

**Purpose of Report:**

To update Members on the business of the East Midlands Regional Management Board at its meetings of 15 October 2009 and 21 January 2010.

## CONTACT OFFICER

**Name :** Frank Swann  
Chief Fire Officer

**Tel :** (0115) 967 0880

**Email :** frank.swann@notts-fire.gov.uk

**Media Enquiries  
Contact :** Elisabeth Reeson  
(0115) 967 5889 elisabeth.reeson@notts-fire.gov.uk

## 1. BACKGROUND

- 1.1 The provision of the Regional Management Board (RMB) for Fire and Rescue Services was first introduced following the publication of the inaugural National Framework in 2004/5. The concept had originally been suggested within the White Paper – “Our Fire and Rescue Service” – and was ratified through the Fire and Rescue Services Act 2004.
- 1.2 The East Midlands Fire and Rescue Services Regional Management Board (EMRMB) is made up of two Elected Members from the five Fire and Rescue Services. These are Derbyshire, Leicestershire, Lincolnshire, Northamptonshire and Nottinghamshire. The Chair and Vice-Chair of Nottinghamshire and City of Nottingham Fire and Rescue Authority represent the Authority on the EMRMB, which meets regularly throughout the year.

## 2. REPORT

- 2.1 Since the last report to the Fire Authority, EMRMB has met on Thursday 15 October 2009 and Thursday 21 January 2010, and the minutes are attached to this report at Appendix A.
- 2.2 At the meeting of 15 October 2009 a number of reports from Chief Officers were presented for consideration and discussion. In summary these were:
  - East Midlands Regional Fire Control Project and the Firelink Radio Project;
  - Finance commitments of the Board;
  - Joint Partnership Forum update;
  - Procurement work stream update;
  - Sub-regional finance and procurement system progress report.
  - Improvement and efficiency board.
- 2.3 At the meeting of 21 January 2010 the following reports were considered:
  - A presentation from Stuart Young, Executive Director of the East Midlands Regional Assembly;
  - Fifth Good Governance Audit;
  - Financial commitments of the Board;
  - Regional FiReControl Project and East Midlands Firelink project update;
  - Joint Partnership Forum update;
  - Fire Service Circular 73/2009;
  - People Workstream update.
- 2.4 All of these reports relate to activities undertaken by and through the EMRMB as specified in the Fire and Rescue Service National Framework 2008-11. This states that RMBs must:

“Have clear aims and objectives and, where needed, costed plans to deliver on their core business which includes:

- Integrating common and specialist services;
- Introducing regional personnel and human resources functions;
- Developing a regional approach to training;
- Introducing regional procurement within the context of the National Improvement Strategy for the Fire and Rescue Service.”

2.5 Additionally, Fire and Rescue Authorities must make preparations to move their Control service to the Regional Control Centre network, working through their RMB. They must also support the rollout of the Firelink radio system and through the RMBs, review the opportunities to deliver greater efficiencies through closer joint working on a regional or sub-regional level.

2.6 The next meeting of the EMRMB is scheduled to be Thursday 1 April 2010.

### **3. FINANCIAL IMPLICATIONS**

Nottinghamshire Fire and Rescue Service is an equal contributor to the costs associated with the EMRMB, along with the other four Fire and Rescue Services. The EMRMB also seeks to draw financial assistance from other areas, such as Communities and Local Government and the Regional Improvement and Efficiency Partnership, to support its work. Due to success in attracting support from the Regional Improvement and Efficiency Partnership, the Treasurer to the EMRMB has been tasked to ascertain whether any reductions could be made during the 2010/11 year. This was in addition to the agreed reduction of £66,790 on the previous year following efficiencies made.

### **4. HUMAN RESOURCES AND LEARNING AND DEVELOPMENT IMPLICATIONS**

Nottinghamshire Fire and Rescue Service undertakes wholetime fire fighter recruitment, the assessment of potential managers and engages with appropriate trade union consultation at a regional level as a result of the EMRMB. This provides efficiencies for the Service where costs and impact would have been borne by the Service.

### **5. EQUALITY IMPACT ASSESSMENT**

An initial equality impact assessment has identified no specific aspects relating to a disproportionate effect in respect of the key equality strands.

### **6. CRIME AND DISORDER IMPLICATIONS**

There are no crime and disorder implications arising from this report.

## **7. LEGAL IMPLICATIONS**

There are no legal implications arising directly from this report.

## **8. RISK MANAGEMENT IMPLICATIONS**

The requirement to operate within the principles of the Regional Management Board are laid down within the Fire and Rescue Services National Framework. This is assessed through Service performance assessment and failure to engage or demonstrate sufficient progress could lead to poor audit assessments and ultimately ministerial intervention.

## **9. RECOMMENDATIONS**

That Members note the business of the East Midlands Regional Management Board at its meetings of 15 October 2009 and 21 January 2010.

## **10. BACKGROUND PAPERS FOR INSPECTION (OTHER THAN PUBLISHED DOCUMENTS)**

None.

Frank Swann  
**CHIEF FIRE OFFICER**



**Minutes of the meeting of the  
EAST MIDLANDS REGIONAL MANAGEMENT BOARD**

**Held: Thursday 15<sup>th</sup> October 2009 at 2.00 pm at Leicestershire  
Fire and Rescue Headquarters, Leicester Road, Glenfield, Leicester LE3 8HD**

**P R E S E N T:**

**Derbyshire Fire Authority**

**Councillor Peter Makin  
Councillor Les Allen**

**Leicester, Leicestershire and Rutland Combined Fire Authority**

**Councillor Peter Roffey (Chairman)  
Councillor Mike Preston**

**Lincolnshire County Council**

**Councillor Peter Robinson (Vice Chairman)  
Councillor Eran Bauer**

**Nottinghamshire and City of Nottingham Fire Authority**

**Councillor Darrell Pulk  
Councillor Penny Griggs**

**Northamptonshire County Council**

**Councillor Stanley Heggs**

**Officers in Attendance**

**Mr Dave Webb, CFO Leicestershire  
Mr Brian Tregunna, CFO Derbyshire  
Mr Mike Thomas, CFO Lincolnshire**

**Mr Martyn Emberson, CFO Northamptonshire**

**Mr Frank Swann, CFO Nottinghamshire**

**Board Officers**

**Mr Guy Goodman, Clerk to the Board**

**Mr Trevor Peel, RMB Treasurer**

**Ms Elisabeth Reeson, Press Officer**

**Mrs Jackie Green, Business Support Team**

**14. APOLOGIES FOR ABSENCE**

**Apologies were received from Councillor Andre Gonzalez De Savage (Northamptonshire).**

**Councillor Stanley Heggs was welcomed to his first meeting by the Chairman as the second representative from Northamptonshire.**

**15. MINUTES OF THE PREVIOUS MEETING OF THE BOARD**

**RESOLVED:**

**That the minutes of the meeting held on the 16<sup>th</sup> July 2009 be approved as a correct record and signed by the Chairman.**

**16. DECLARATIONS OF INTEREST**

**Councillors Peter Roffey, Penny Griggs, Peter Robinson, Darrell Pulk, Eran Bauer, Mike Preston, Peter Makin and Les Allen each declared a personal interest as Fire and Rescue Authority appointed Directors of East Midlands Fire and Rescue Control Centre Limited for item 22.1.**

**17. RECEIPT OF ANY COMMUNICATION LAID BEFORE THE BOARD BY THE CHAIR OR CLERK**

**There were no communications laid before the Board.**

**18. OTHER BUSINESS OF THE CHAIR**

**The Clerk raised the matter of the FRA Members' Induction Session scheduled for the 27<sup>th</sup> October 2009 at the Regional Control Centre, Castle Donington and suggested that due to a distinct lack of up take this was no longer viable to proceed. The Board agreed.**

**It was confirmed that the Directors of the Company would continue with their induction session and final arrangements would be confirmed in due course.**

19. QUESTIONS RECEIVED UNDER STANDING ORDER 8.1

**There were no questions received.**

20. REPORTS OF THE CLERK

20.1 FUTURE BOARD MEETING DATES – FOR NOTING

- **Thursday, 21<sup>st</sup> January 2010**
- **Thursday, 1<sup>st</sup> April 2010**

RESOLVED:

That the future meeting dates were agreed and proposed meeting dates for the next municipal year will be brought to the next meeting.

21. REPORT OF THE TREASURER

21.1 FINANCIAL COMMITMENTS OF THE BOARD

**The Regional Treasurer delivered his report informing the Board of the progress against the agreed 2009/10 budget and his proposed budget strategy for 2010/11.**

**The Board were informed that the budget was set before the additional funding through the Regional Improvement and Efficiency Partnership (RIEP) was received which has resulted in a high level of reserve however, the Treasurer confirmed that a total review of all budgets and reserves would be conducted and the results brought to the next meeting in January 2010.**

RESOLVED:

- a) The Board NOTED the budget position for 2009/10.
- b) That the Board AGREED to the proposed budget for 2010/11 for consultation with the Constituent Authorities.
- c) That the Board AGREED to invite the Regional Treasurer to review all existing budgets to ascertain whether any further reductions could be made in 2010/11 to reflect the anticipated savings in a number of projects.

21.2 REGIONAL FINANCE AND PROCUREMENT SYSTEM – PROGRESS REPORT

**The Regional Treasurer presented his report to the Board to inform members of the next steps in the project and to give an update of the progress now that the procurement stage had finished.**

**Members were informed that the contracts are now signed by Leicestershire, Nottinghamshire and Derbyshire and confirmed all three Authorities are working closely to achieve a common specification.**

RESOLVED:

The Board NOTED the progress on the Regional Finance and Procurement System.

22. REPORTS OF THE CHIEF FIRE OFFICERS OF CONSTITUENT AUTHORITIES

22.1 REGIONAL FIRECONTROL PROJECT AND EAST MIDLANDS FIRELINK PROJECT UPDATE

**CFO Webb (Leicestershire) delivered his update report to the Board. He reiterated to the Board the revised time delay to cut-over for FiReControl for information.**

**The Board were assured that the regional budget was still on line and Communities and Local Government (CLG) were looking into uplifting funding over the next 12 months and the Finance Working Group were also working hard to ensure that the region remains financially secure through forward planning.**

RESOLVED:

The Board noted the contents of this report.

22.2 JOINT PARTNERSHIP FORUM UPDATE

**CFO Thomas (Lincolnshire) presented his report to the Board which informed members that only one meeting had actually taken place since the last Board meeting but was inquorate however business on that agenda was agreed subject to further discussions.**

RESOLVED:

The Board NOTED the contents of the report.

22.3 IMPROVEMENT AND EFFICIENCY BOARD

**CFO Swann (Nottinghamshire) presented his report to the Board recommending the establishment of an Improvement and Efficiency Board to replace the Integrated Common Services Programme Board. The report outlined the proposed terms of reference and constitution.**

RESOLVED:

The Board APPROVED the governance arrangements, key

actions, membership, terms of reference and administration of the Improvement and Efficiency Board.

22.4 PROCUREMENT WORKSTREAM UPDATE

**CFO Thomas presented his report updating the Board on the activities of the Procurement Workstream. The Board were informed that the Regional Procurement Manager had contributed a high level of professionalism and efficiencies have been achieved through having a good collaborative approach in general.**

RESOLVED:

The Board received the update and NOTED the savings generated through the collaborative procurement of the financial system.

23. CONSIDERATION OF MOTIONS TABLED BY MEMBERS

**There were no motions tabled by members.**

24. CLOSE OF MEETING

**The Chairman declared the meeting closed at 2:50pm.**

Minutes of the meeting held on  
15<sup>th</sup> October 2009

4 pages

Signed:

Date:



**Minutes of the meeting of the**  
**EAST MIDLANDS REGIONAL MANAGEMENT BOARD**

Held: Thursday 21<sup>st</sup> January 2010 at 2.00 pm at Leicestershire  
Fire and Rescue Headquarters, Leicester Road, Glenfield, Leicester LE3 8HD

**P R E S E N T:**

**Derbyshire Fire Authority**

**Councillor Les Allen**

**Leicester, Leicestershire and Rutland Combined Fire Authority**

**Councillor Mike Preston**

**Lincolnshire County Council**

**Councillor Peter Robinson (Vice Chairman)**

**Councillor Eran Bauer**

**Nottinghamshire and City of Nottingham Fire Authority**

**Councillor Darrell Pulk**

**Councillor Penny Griggs**

**Northamptonshire County Council**

**Councillor Andre Gonzalez de Savage**

**Councillor Stanley Heggs**

**Officers in Attendance**

**Mr Steve Lunn, ACFO Leicestershire**

**Mr Brian Tregunna, CFO Derbyshire**

**Mr Dave Ramscar, DCFO Lincolnshire**

**Mr Martyn Emberson, CFO Northamptonshire**

**Mr Frank Swann, CFO Nottinghamshire**

**Mr Paul St Clair, Regional Control Centre Director**

## **Board Officers**

**Mr Guy Goodman, Clerk to the Board**

**Mr Trevor Peel, RMB Treasurer**

**Ms Elisabeth Reeson, Press Officer**

**Mrs Jackie Green, Business Support Team**

25.	APOLOGIES FOR ABSENCE
	<p><b>Apologies were received from Councillor Peter Makin (Derbyshire), Councillor Peter Roffey (Leicestershire), CFO Dave Webb (Leicestershire) and CFO Mike Thomas (Lincolnshire).</b></p> <p><b>Due to the absence of the Chairman, Councillor Peter Roffey (Leicestershire), Councillor Peter Robinson, Vice Chairman (Lincolnshire) took the Chair.</b></p>
26.	MINUTES OF THE PREVIOUS MEETING OF THE BOARD
	<p>RESOLVED:</p> <p><b>That the minutes of the meeting held on the 15<sup>th</sup> October 2009 be approved as a correct record and signed by the Chairman.</b></p>
27.	DECLARATIONS OF INTEREST
	<p><b>Councillors Penny Griggs, Peter Robinson, Darrell Pulk, Eran Bauer, Mike Preston, Andre Gonzalez de Savage, and Les Allen each declared a personal interest as Fire and Rescue Authority appointed Directors of East Midlands Fire and Rescue Control Centre Limited for item 34.1 and 34.3.</b></p>
28.	RECEIPT OF ANY COMMUNICATION LAID BEFORE THE BOARD BY THE CHAIR OR CLERK
	<p><b>There were no communications laid before the Board.</b></p>
29.	OTHER BUSINESS OF THE CHAIR
	<p><b>None.</b></p>
30.	QUESTIONS RECEIVED UNDER STANDING ORDER 8.1
	<p><b>There were no questions received.</b></p>
31.	<p>Stuart Young, Executive Director, East Midlands Regional Assembly</p> <p><b>Stuart Young was welcomed to the meeting by the Board. He delivered his presentation which informed members of the new Regional</b></p>

	<p><b>Architecture for the East Midlands. Although at present there is much political uncertainty this new structure will be formally established in April 2010.</b></p> <p><b>Stuart was thanked for his clear and interesting presentation and through the Board he expressed his wish to continue working with Frank Swann and Dave Webb.</b></p>
32.	REPORTS OF THE CLERK
32.1	<p><b>FUTURE BOARD MEETING DATES – FOR NOTING</b></p> <ul style="list-style-type: none"> <li>• <b>Thursday, 1<sup>st</sup> April 2010</b></li> <li>• <b>Thursday, 8<sup>th</sup> July 2010</b></li> <li>• <b>Thursday, 14<sup>th</sup> October 2011</b></li> <li>• <b>Thursday, 20<sup>th</sup> October 2011</b></li> <li>• <b>Thursday, 7<sup>th</sup> April 2011</b></li> </ul> <p>RESOLVED:</p> <p>That the dates were noted but it was requested that the dates of 8<sup>th</sup> July 2010 and 14<sup>th</sup> October 2010 be altered. Members will be notified of the replacement dates in due course by the Business Support Team.</p>
32.2	<p><b>FIFTH GOOD GOVERNANCE AUDIT</b></p> <p><b>The Clerk presented his report informing the Board of the outcomes of his annual audit on the Board’s compliance with the ‘Delivering Good Governance in Local Government Framework (2007).</b></p> <p><b>The Clerk confirmed there was little cause for concern emerging from this audit, and only identified three areas for action within the report.</b></p> <p>RESOLVED:</p> <p>The Board agreed to:</p> <ul style="list-style-type: none"> <li><b>a) the report template being amended to include a section on risk.</b></li> <li><b>b) Invite the Press Officer to undertake a survey of the FRAs’ activities in keeping stakeholders informed of the Board’s work and report her findings to the April meeting.</b></li> <li><b>c) Invite the Treasurer to resolve issues surrounding the external audit for the 208/09 accounts and provide a progress report to</b></li> </ul>

		the April meeting.
33.	REPORT OF THE TREASURER	
	33.1	<p>FINANCIAL COMMITMENTS OF THE BOARD</p> <p><b>The Regional Treasurer delivered his report which informed the Board of the progress made against the 2009/10 budget and to agree a budget strategy for 2010/11.</b></p> <p><b>It was confirmed that the REIP funding was only for a 3 year period and this will come to an end in April 2010. There are no guarantees for any further funding from this.</b></p> <p>RESOLVED:</p> <p>The Board agreed to:</p> <ul style="list-style-type: none"> <li>a) Note the budget position for 2009/10.</li> <li>b) Agree the proposed budget for 2010/11.</li> <li>c) Ask the Regional Treasurer to review all existing 2009/10 budgets to ascertain whether any further reductions could be made in 2010/11 and refund the anticipated savings.</li> </ul>
34.	REPORTS OF THE CHIEF FIRE OFFICERS OF CONSTITUENT AUTHORITIES	
	34.1	<p>REGIONAL FIRECONTROL PROJECT AND EAST MIDLANDS FIRELINK PROJECT UPDATE</p> <p><b>Mr St Clair delivered this update report to the Board. He informed them that the Select Committee are sitting on 8<sup>th</sup> February 2010 following the announcement of an inquiry into the FiReControl Project and confirmed that the LACC Board had made a submission.</b></p> <p>RESOLVED:</p> <p>The Board noted the contents of this report.</p>
	34.2	<p>JOINT PARTNERSHIP FORUM UPDATE</p> <p><b>DCFO Ramscar presented this update report to the Board which informed members that there had only been one meeting since the last Board meeting. The minutes of the meeting dated 1<sup>st</sup> October 2009 were attached for information.</b></p> <p>RESOLVED:</p> <p>The Board noted the contents of the report.</p>

34.3	<p><b>FRS CIRCULAR 73/2009 – FIRECONTROL: AGREEMENT BETWEEN LACCs/LFEPA AND COMMUNITIES AND LOCAL GOVERNMENT</b></p> <p><b>Mr St Clair delivered this report informing the Board of Circular 73/2009 “FiReControl: Agreement between LACCs/LFEPA and Communities and Local Government” and pointed out that the deadline for responses to this is 5<sup>th</sup> March 2010.</b></p> <p><b>The responses as set out in Appendix 2 of the report having been prepared in respect of 5 key questions highlighted at point 3.7 in the report were presented to Members for discussion.</b></p> <p><b>The Board felt that in respect of both questions 1 and 2 there was a need to see what the standards are in order to be confident about signing up to them.</b></p> <p><b>In respect of question 4 Members felt this matter still required close scrutiny and looked to the Clerk for future advice accordingly.</b></p> <p><b>RESOLVED:</b></p> <p style="padding-left: 40px;">The Board considered the draft response for submission to CLG and approved that a revised version having been circulated to all Members first be submitted.</p>
35.4	<p><b>PEOPLE WORKSTREAM UPDATE</b></p> <p><b>CFO Tregunna presented his report updating the Board on the progress by the People Workstream and to seek approval for a number of recommendations.</b></p> <p><b>Members discussed the report and generally agreed it was the best way forward, although some concern was shown with working outside of the National Framework the proposals were still good.</b></p> <p><b>The Board took this opportunity to wish CFO Tregunna well in his retirement.</b></p> <p><b>RESOLVED:</b></p> <p style="padding-left: 40px;">The Board agreed to:</p> <ul style="list-style-type: none"> <li>a) Approve the stated changes to the Regional Wholetime Firefighter recruitment process, including the allocation of £70,000 from the contingency allocation of the regional budget for the development of an on-line recruitment application form facility and new PQA, questions, scoring and written tests.</li> <li>b) Acknowledge the development of a regional package of</li> </ul>

	Dyslexia good practice guidance documents and endorses its promotion as national good practice.
36.	CONSIDERATION OF MOTIONS TABLED BY MEMBERS
	<b>There were no motions tabled by members.</b>
37.	CLOSE OF MEETING
	<b>The Vice Chairman declared the meeting closed at 4.00pm</b>

Minutes of the meeting held on  
21<sup>st</sup> January 2010

5 pages

Signed:

Date: