



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

MINUTES

of meeting of the Authority held on **27 MAY 2011** at Fire and Rescue Service Headquarters, Bestwood Lodge, Nottingham from 10.32 am to 12.04 pm

Membership

Councillor C Arnold
Councillor S Carroll
Councillor B Cooper
Councillor B Cross
Councillor S Fielding
Councillor K Girling
Councillor B Grocock
Councillor J Hemsall
Councillor E Kerry
Councillor J Morris
Councillor J Packer
Councillor T Pettengell
Councillor D Pulk
Councillor K Rigby
Councillor D Smith
Councillor T Spencer
Councillor G Wheeler
Councillor J Zadrozny

Members absent are marked ^

1 APPOINTMENT OF CHAIR

RESOLVED that, Councillor Pulk be appointed Chair of the Authority for the municipal year 2011/12.

2 APPOINTMENT OF VICE-CHAIR

RESOLVED that, Councillor Grocock be appointed Vice-Chair of the Authority.

3 APOLOGIES FOR ABSENCE

There were no apologies for absence.

4 DECLARATIONS OF INTERESTS

No declarations of interests were made.

5 MINUTES

RESOLVED that the minutes of the meeting held on 25 February 2011 and of the last meeting held on 11 March 2011, copies of both of which had been circulated, be confirmed and signed by the Chair.

6 CHAIR'S ANNOUNCEMENTS

The Chair reported on the following matters:

- (a) the Chair welcomed four new City Council members: Councillor Arnold, Councillor Morris, Councillor Packer and Councillor Smith and one new County Council member, Councillor Kerry to the Fire and Rescue Authority;
- (b) Councillor Wheeler had replaced Councillor Cooper as the Conservative Party spokesperson. The Chair thanked Councillor Cooper for his hard work and commitment during the time he had undertaken the role;
- (c) as recognition of the hard work and contribution made by past members of the Fire and Rescue Authority, the Chair presented certificates to former Councillors James and Griggs and to Councillor Wood. It was noted that former Councillor Foster was on holiday and his certificate would be sent to him.

7 MEMBERSHIP OF THE AUTHORITY, APPOINTMENTS TO COMMITTEE AND BOARDS AND THE DATES OF FUTURE MEETINGS

Consideration was given to a report of the Clerk and Monitoring Officer, copies of which had been circulated, noting the appointments to the Authority, requesting nominations to committees and boards, including Chairs and seeking confirmation of dates of meetings.

RESOLVED

- (1) **that the membership of the Fire and Rescue Authority for the municipal year 2011/12 be noted as follows:**

City Council appointments

**Councillor C Arnold
Councillor B Grocock
Councillor J Morris
Councillor J Packer
Councillor D Smith
Councillor T Spencer**

County Council appointments:

Councillor S Carroll
Councillor B Cooper
Councillor B Cross
Councillor S Fielding
Councillor K Girling
Councillor J Hemsall
Councillor E Kerry
Councillor T Pettengell
Councillor D Pulk
Councillor K Rigby
Councillor G Wheeler
Councillor J Zadrozny

- (2) (a) that the following membership appointments to Committees and Boards, and the appointment of Chairs, be approved:-

Policy and Strategy Committee

Councillor D Pulk (Chair)
Councillor S Fielding
Councillor T Pettengell
Councillor K Rigby
Councillor D Smith
Councillor G Wheeler

Performance Monitoring Committee

Councillor T Spencer (Chair)
Councillor C Arnold
Councillor B Cooper
Councillor J Packer
Councillor K Rigby

Human Resources Committee

Councillor D Smith (Chair)
Councillor B Cooper
Councillor B Cross
Councillor K Girling
Councillor J Morris

Community Safety Committee

Councillor S Fielding (Chair)
Councillor J Hemsall
Councillor E Kerry
Councillor J Packer
Councillor J Zadrozny

Finance and Resources Committee

Councillor S Carroll (Chair)
Councillor B Cross

**Councillor K Girling
Councillor T Pettengell
Councillor D Smith**

Personnel Committee

**Councillor D Smith (Chair)
Councillor K Girling
Councillor J Hemsall
Councillor E Kerry
Councillor J Morris
Councillor J Packer**

Appointments Committee

**Councillor D Pulk (Chair)
Councillor S Fielding
Councillor B Grocock
Councillor K Girling
Councillor K Rigby
Councillor G Wheeler**

Standards Committee

**Independent Chair – Mrs B Denby
Independent member – Mr A Street
Councillor S Carroll
Councillor B Cooper
Councillor B Cross
Councillor J Zadrozny**

Strategic Equalities Board

**Councillor D Pulk (Chair)
Councillor C Arnold
Councillor J Hemsall
Councillor T Pettengell
Councillor J Zadrozny**

- (b) that subject to alteration by the Chair of each committee, the following dates of Committees be approved:

Nottinghamshire and City of Nottingham Fire and Rescue Authority (10.30 am)

24 June 2011

16 September 2011

16 December 2011

24 February 2012

25 May 2012 AGM

Policy and Strategy Committee (10.00 am)

29 July 2011

28 October 2011

3 February 2012

27 April 2012

Performance Monitoring Committee (10.00 am)

1 July 2011

30 September 2011

6 January 2012

23 March 2012

Human Resources Committee (10.00 am)

22 July 2011

21 October 2011

27 January 2012

20 April 2012

Community Safety Committee (10.00 am)

15 July 2011

14 October 2011

20 January 2012

13 April 2012

Finance and Resources Committee (10.00 am)

8 July 2011

7 October 2011

13 January 2012

30 March 2011

The Personnel Committee was to meet as required;

The Standards Committee was to meet at the rising of the Fire and Rescue Authority meeting on 16 September 2011 or otherwise as required;

The Appointments Committee was to meet as required;

The Best Value Review Board was to meet as required;

The Strategic Equalities Board was to meet quarterly.

- (c) that Ms Beverley Denby be re-appointed as an independent member and Chair of the Standards Committee for the municipal year 2011/12.**

8 FIRE COVER REVIEW

Further to minute 58, dated 25 February 2011, the Chair of the Fire Cover Review Working Group updated the meeting on the work carried out by the Working Group which was formed at the meeting on 25 February 2011 to look in depth at the implications relating to the Fire Cover Review. The Working Group was required to report back to the Chief Fire Officer on its findings by 10 June in order that a report could be submitted to the 24 June meeting of the Fire Authority.

RESOLVED that the Working Group be tasked to produce a report on its findings to the Chief Fire Officer by 10 June 2011 and that the Chief Fire Officer submit a report to the 24 June meeting of the Authority.

9 SCHEME OF DELEGATION

Consideration was given to a report of the Chief Fire Officer, copies of which had been circulated, regarding the need to review and update the various governance provisions including standing orders, financial regulations, scheme of delegation, members code of conduct and constitution documents.

RESOLVED that a review and update of the standing orders, financial regulations, scheme of delegation, members' code of conduct, and constitution, be submitted to a future meeting of the Fire Authority for approval.

10 9/11 10th ANNIVERSARY INVITATION

Consideration was given to a report of the Chief Fire Officer, copies of which had been circulated, advising the Authority of a specific invitation to the 9/11 10th Anniversary event (memorial service to be held at Ground Zero) and to seek approval for representatives of the Nottinghamshire Fire and Rescue Service to attend.

RESOLVED that the invitation be accepted and support be given to the attendance at the event by a small delegation to include the Chief Fire Officer (or the Assistant Chief Fire Officer or Deputy Chief Fire Officer) and the Nottinghamshire Fire and Rescue Service employee who had received the presidential award.

11 FIRE FUTURES UPDATE

Consideration was given to a report of the Chief Fire Officer, copies of which had been circulated, presenting the Government's response to Fire Futures Project.

RESOLVED that the conclusion of the Fire Futures Project and the Government's response to it be noted and that a further report on the revised National Framework be received when published.

12 LOCAL GOVERNMENT ASSOCIATION ANNUAL FIRE CONFERENCE 2011

Further to minute 64, dated 25 February 2011, consideration was given to a report of the Chief Fire Officer, copies of which had been circulated, informing the Authority of the outcomes of the Local Government Association Annual Fire Conference held at the Hilton Hotel, Gateshead, on 8/9 March 2011. The theme of the conference was 'The Future of Fire' and it was attended by the Chief Fire Officer and the Chair.

RESOLVED that representation by the Fire and Rescue Authority be noted and that its continued support of the event in the future be approved.

13 STRATEGIC EQUALITIES BOARD OUTCOMES

Consideration was given to a report of the Chief Fire Officer, copies of which had been circulated, reporting on the business and actions of the Strategic Equalities Board meeting held on 1 April 2011.

RESOLVED that the report and the business undertaken by the Board be noted.

14 COMMITTEE OUTCOMES FOR NOTING

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

- (a) Policy and Strategy Committee 1 April 2011;
- (b) Performance Monitoring Committee 25 March 2011
- (c) Finance and Resources Committee 1 April 2011
- (d) Community Safety Committee 8 April 2011
- (e) Human Resources Committee 15 April 2011

RESOLVED that the reports and the business undertaken by the Committees be noted.