



NOTTINGHAMSHIRE
Fire & Rescue Service
Creating Safer Communities

Nottinghamshire and City of Nottingham
Fire and Rescue Authority

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

Report of the Clerk and Monitoring Officer

Agenda No:

Date: 25 May 2012

Purpose of Report:

This report notifies membership of the Authority following the Annual Meetings of the County and City Councils, requests nominations to committees and boards and seeks confirmation of dates of meetings. It also seeks to appoint chairs of committees from those appointed to serve on them.

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1. BACKGROUND

The Authority has continued to deliver its wider community safety agenda through the committee structure. At the Annual General Meeting the Authority is required to resolve what committees shall be appointed and the number of voting members. It is also suggested that the chairs of committees should be appointed at the Annual General Meeting in order to ensure continuity of business.

The position with regard to the Standards Committee is that this needs to remain in place for as long as the current determination regime exists. Provisions in the Localism Act 2011 provide for the introduction of new standards arrangements which the Government have indicated will not come into force until 1 July 2012.

2. REPORT

2.1 The City Council has appointed the following members:-

Councillor J Collins
Councillor B Grocock
Councillor A Norris
Councillor D Smith
Councillor T Spencer
Councillor M Wood

2.2 The County Council has appointed the following members:-

Councillor C Barnfather
Councillor S Carroll
Councillor B Cooper
Councillor B Cross
Councillor S Fielding
Councillor J Hemsall
Councillor E Kerry
Councillor D Pulk
Councillor K Rigby
Councillor G Wheeler
Councillor E Yates
Councillor J Zadrozny

2.3 Committee Membership

2.3.1 The Authority is asked to appoint members to the Committees set out in the table below, where applicable, in accordance with the political balance rules and, from those appointments, to appoint the chair of each committee. In order to assist members the appointments in place at the end of 2011/12 are set out in Appendix A to this report.

2.3.2 In order to ensure that the Standards Committee is viewed as 'non political' the current terms of reference provide for a membership comprising of one member from each of the Conservative, Labour and Liberal Democrat groups,

one other elected member and two independent non elected members. Given the current make up of the Authority it is suggested that the other elected member should be the Independent member.

- 2.3.3 Although the Standards Committee currently has no requirement for political balance there is a legal requirement under the present arrangements that an independent non elected member must be appointed chair. The current independent chair is Beverley Denby, who it is recommended should be reappointed chair pending the implementation of the new arrangements. The other independent member is Alan Street who was appointed for a 4 year term which commenced on 18 December 2012. Both appointments will need to be reviewed in the run up to the implementation of new arrangements which will be the subject of a separate report.
- 2.3.4 In addition to the committee appointments, the Authority is asked to appoint members to the Strategic Equalities Board on the basis of 2 Labour Group places, 2 Conservative Group places and 1 Liberal Democrat Group place and to confirm the membership of the Best Value Review Board as the Chair and Vice Chair of the Fire and Rescue Authority with other members appointed by invitation depending on the best value review being undertaken.

Committee (total places)	Labour Group places	Conservative Group places	Liberal Democrat Group places	Independent Group places
<u>Policy and Strategy Committee</u> (6) – to include the Chair of the Fire and Rescue Authority and 1 member from each of the following committees, Human Resources, Finance and Resources, and Community Safety plus 2 other members	3	2	1	
<u>Performance Monitoring Committee</u> (5)	2	2	1	
<u>Human Resources Committee</u> (5)	2	2		1
<u>Community Safety Committee</u> (5)	2	2	1	
<u>Finance and Resources Committee</u> (5)	2	2		1
<u>Personnel Committee</u> (6) – to include 1 member from the HR Committee.	3	3		
<u>Appointments Committee</u> (6) - to include Chair and Vice Chair of the Authority	3	2	1	
<u>Standards Committee</u> (4 plus 2 independent non elected members)	1	1	1	1

2.4 Dates of Future Meetings

The proposed schedule for full Fire and Rescue Authority and Committee meetings is as follows:-

2.4.1

Nottinghamshire and City of Nottingham

Fire and Rescue Authority (10.30 am)

29 June 2012

21 September 2012

14 December 2012

22 February 2013

24 May 2013 AGM

Facilities will be made available for all Groups to hold pre meetings at 9.30am prior to full Authority meetings.

2.4.2

Policy and Strategy Committee (10.00 am)

3 August 2012

2 November 2012

1 February 2013

27 April 2013

2.4.3

Performance Monitoring Committee (10.00 am)

6 July 2012

5 October 2012

4 January 2013

22 March 2013

2.4.4

Human Resources Committee (10.00 am)

27 July 2012

26 October 2012

25 January 2013

19 April 2013

2.4.5

Community Safety Committee (10.00 am)

20 July 2012

19 October 2012

18 January 2013

12 April 2013

2.4.6

Finance and Resources Committee (10.00 am)

13 July 2012

12 October 2012

11 January 2013

5 April 2013

- 2.4.7 The Personnel Committee will meet as required.
- 2.4.8 The Standards Committee will meet as required.
- 2.4.9 The Appointments Committee will meet as required.
- 2.4.10 The Best Value Review Board will meet as required.
- 2.4.11 The Strategic Equalities Board will meet quarterly.

3. FINANCIAL IMPLICATIONS

- 3.1 The City Council provides the Clerk and Monitoring Officer for all meetings of the Fire and Rescue Authority, Policy and Strategy Committee, Standards Committee, Personnel Committee and Appointments Committee. It also makes provision for a Constitutional Services Officer to be present for all committee meetings identified in 2.4 above, for which agendas and minutes will be circulated by the Clerk. For 2012/13 the cost to Nottinghamshire and City of Nottingham Fire and Rescue Authority for these services will be £37,000 plus VAT. Any additional services and printing costs will be recharged separately.
- 3.2 An independent remuneration committee established the allowances to be paid to Fire and Rescue Authority Members and this also provided for these to be up rated annually in accordance with Local Government pay awards. The payment of Members' Allowances under the Scheme was re-approved by the Authority at its meeting on 24 February 2012.

4. HUMAN RESOURCES AND LEARNING AND DEVELOPMENT IMPLICATIONS

There are no human resources or learning and development implications arising from this report.

5. EQUALITY IMPACT ASSESSMENT

There are no specific equality issues arising from this report.

6. CRIME AND DISORDER IMPLICATIONS

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

7. RISK MANAGEMENT IMPLICATIONS

Failure to agree committee membership and to set dates and times for meetings may lead to a failure of the governance arrangements.

8. RECOMMENDATIONS

It is recommended that:-

- 8.1 appointments to the Fire and Rescue Authority be noted;
- 8.2 appointments to committees and appointments of committee chairs be made and dates of meetings be approved;
- 8.3 appointments be made to the Strategic Equalities Board;
- 8.4 Ms Beverley Denby be reappointed as an independent member and chair of the Standards Committee.
- 8.5 the Chair and Vice Chair of the Authority be appointed as permanent members of the Best Value Review Board with other members being invited as required depending on the best value review being undertaken.

9. BACKGROUND PAPERS FOR INSPECTION (OTHER THAN PUBLISHED DOCUMENTS)

None.

Malcolm R Townroe
CLERK AND MONITORING OFFICER TO THE AUTHORITY

Appendix A

Final 2011/12 Memberships

Committee (total places)	Labour	Conservative	Lib Dems	Ind
<u>Policy and Strategy Committee</u> (6) – to include the Chair of the Fire and Rescue Authority and 1 member from each of the following committees, Human Resources, Finance and Resources, and Community Safety plus 2 other members	3 Pulk (chair) Fielding (Com Safety) Smith (HR)	2 Kerry (Finance) Wheeler	1 Rigby	
<u>Performance Monitoring Committee</u> (5)	2 Arnold Packer	2 Spencer (chair) Cooper	1 Rigby	
<u>Human Resources Committee</u> (5)	2 Smith (chair) Morris	2 Cooper Yates		1 Cross
<u>Community Safety Committee</u> (5)	2 Fielding (chair) Packer	2 Kerry Hempsall	1 Zadrozny	
<u>Finance and Resources Committee</u> (5)	2 Carroll (chair) Smith	2 Barnfather Kerry		1 Cross
<u>Personnel Committee</u> (6) – to include 1 member from the HR Committee.	3 Smith (chair and HR) Morris Packer	3 Barnfather Hempsall Kerry		
<u>Appointments Committee</u> (6) - to include Chair and Vice Chair of the Authority	3 Pulk (chair) Fielding Grocock	2 Kerry Wheeler	1 Rigby	
<u>Standards Committee</u> (4 plus 2 independent non elected members – Mrs B Denby and Mr A Street)	1 Carroll	1 Cooper	1 Zadrozny	1 Cross