



NOTTINGHAMSHIRE AND CITY OF NOTTINGHAM FIRE AND RESCUE AUTHORITY

MINUTES of the Annual General Meeting of the Authority held on **24 MAY 2013** at Fire and Rescue Service Headquarters, Bestwood Lodge, Nottingham from 10.30 am to 11.15 am

Membership

Councillor Chris Barnfather
Councillor Eunice Campbell
Councillor Ian Campbell
Councillor John Clarke
^ Councillor Jon Collins
Councillor Stephen Garner
Councillor Brian Grocock
Councillor Colleen Harwood
Councillor Michael Payne
Councillor Darrell Pulk
Councillor Ken Rigby
Councillor Tony Roberts
Councillor David Smith
Councillor Tim Spencer
Councillor Gordon Wheeler
Councillor John Wilmott
Councillor Malcolm Wood
Councillor Liz Yates

Members absent are marked ^

1 APPOINTMENT OF CHAIR

AGREED to appoint Councillor Darrell Pulk as Chair of the Authority for the municipal year (2013/2014).

2 APPOINTMENT OF VICE-CHAIR

AGREED to appoint Councillor Brian Grocock as Vice-Chair of the Authority for the municipal year (2013/2014).

3 APOLOGY FOR ABSENCE

Councillor Jon Collins - Nottingham City Council business.

4 DECLARATIONS OF INTERESTS

None

5 MINUTES

The Authority confirmed the minutes of the meeting held on 22 February 2013, as a correct record and they were signed by the Chair.

6 CHAIR'S ANNOUNCEMENTS

The Chair reported on the following matters:

- (a) the Chair welcomed the new City and County Council members to the Fire and Rescue Authority. There will be formal recognition of previous members at the 28 June meeting of the Authority;
- (b) the Chief Fire Officer had received a letter of thanks from HRH the Princess Royal in relation to her visit to Nottingham on 9 May. The Princess had unveiled a memorial to Nottinghamshire firefighters and civil defence personnel who died on duty. The memorial is situated in the churchyard of St Mary's Church in the Lace Market, Nottingham. A group of retired and serving firefighters had raised money to pay for the Yorkstone monument which has on it the names of 37 men and women who are commemorated. The ceremony was followed by a tour of St Mary's and a reception at the Galleries of Justice Museum, where Her Royal Highness met relatives of those being commemorated and members of the committee who led the project. The Princess was presented with a copy of David Needham's book, 'Battle of the Flames', about the fire service and civil defence in Nottinghamshire during World War Two;
- (c) £5.4 million had been received from the Government to support the new fire control system which is a joint collaboration between Nottinghamshire, Leicestershire and Derbyshire fire and rescue services. The preferred supplier is Cistel who will be awarded the contract in early June. The Chair thanked members of the Authority for working together on the project;
- (d) the Chair thanked Bryn Coleman and his crews for the work carried out in relation to the recent explosion at a house in Wright Street, Newark. Crews from across the County were involved in the incident.

Councillor Wheeler added his thanks on behalf of the Opposition to all those who were involved and who had acted with courage and professionalism throughout.

Councillor Roberts added his thanks to the Newark and Sherwood emergency planning team for their excellent efforts.

Councillor Clarke commended on the pulling together of the Community and the excellent teamwork of all the emergency services.

The Chair agreed to send letters of appreciation on behalf of the Fire Authority to the relevant services.

- (e) the Chair had recently attended a Local Government Association meeting in London when one of the topics of discussion was Sir Ken Knight's report 'Facing the Future: Findings from the review of efficiencies and operations in fire and rescue authorities in England'. The report suggests fundamental changes to the Fire Service. The Chief Fire Officer will bring a report to the June meeting of the Fire Authority and circulate a copy of Sir Ken's report to all members in the meantime;
- (f) Fire chiefs representing 19 different countries across Europe attended the annual Federation of the European Union (FEU) Fire Officer Associations conference at Nottinghamshire Fire and Rescue Service's Headquarters on 19 May. The Chair reported that it was a very successful event and that he had learned a lot about the different ways of working of fire and rescue services in different countries across Europe.

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

The Clerk and Monitoring Officer introduced a report noting the appointments to the Authority, requesting nominations to committees and boards, including Chairs and seeking confirmation of dates of meetings.

RESOLVED

- (1) to appoint the membership of the Fire and Rescue Authority for the municipal year 2013/14 as follows:**

City Council appointments:

**Councillor E Campbell
Councillor J Collins
Councillor B Grocock
Councillor D Smith
Councillor T Spencer
Councillor M Wood**

County Council appointments:

**Councillor C Barnfather
Councillor I Campbell
Councillor J Clarke
Councillor S Garner
Councillor C Harwood
Councillor M Payne
Councillor D Pulk
Councillor T Roberts
Councillor K Rigby
Councillor G Wheeler
Councillor J Wilmott
Councillor L Yates**

- (2) (a) to appoint the membership and Chairs to Committees and Boards, as follows:

Policy and Strategy Committee

Councillor D Pulk (Chair)
Councillor C Barnfather
Councillor J Collins
Councillor B Grocock
Councillor M Payne
Councillor G Wheeler

Performance Monitoring Committee

Councillor D Smith (Chair)
Councillor I Campbell
Councillor T Roberts
Councillor T Spencer
Councillor J Wilmott

Human Resources Committee

Councillor M Payne (Chair)
Councillor E Campbell
Councillor I Campbell
Councillor S Garner
Councillor L Yates

Community Safety Committee

Councillor C Harwood (Chair)
Councillor C Barnfather
Councillor B Grocock
Councillor K Rigby
Councillor J Wilmott

Finance and Resources Committee

Councillor M Wood (Chair)
Councillor C Barnfather
Councillor J Clarke
Councillor J Collins
Councillor G Wheeler

Personnel Committee

Councillor E Campbell
Councillor I Campbell
Councillor S Garner
Councillor M Payne
Councillor G Wheeler
Councillor L Yates

Appointments Committee

Councillor D Pulk (Chair)
Councillor B Grocock
Councillor C Harwood
Councillor K Rigby
Councillor G Wheeler
Councillor M Wood

Strategic Equalities Board

Councillor D Pulk
Councillor E Campbell
Councillor I Campbell
Councillor C Harwood
Councillor K Rigby
Councillor L Yates

(b) to approve the following dates of Committees:

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

28 June 2013
27 September 2013
13 December 2013
21 February 2014
23 May 2014 AGM

Policy and Strategy Committee (10.00 am)

2 August 2013
1 November 2013
31 January 2014 11.00 am or on
the rising of the Human
Resources Committee, whichever
is the later
25 April 2014

Performance Monitoring Committee (10.00 am)

19 July 2013
18 October 2013
24 January 2014
11 April 2014

Human Resources Committee (10.00 am)

26 July 2013

25 October 2013

31 January 2014

**11 April 2014 11.00 am or on the
rising of the Performance
Monitoring Committee,
whichever is the later**

Community Safety Committee (10.00 am)

5 July 2013

4 October 2013

10 January 2014

28 March 2014

Finance and Resources Committee (10.00 am)

12 July 2013

11 October 2013

17 January 2014

4 April 2014

The Personnel Committee will meet as required;

The Appointments Committee will meet as required;

The Best Value Review Board will meet as required;

The Strategic Equalities Board will meet quarterly.

- (d) to appoint the Chair and Vice Chair of the Authority as permanent members of the Best Value Review Board and to invite other members as required depending on the best value review undertaken.**

8 INDUCTION OF NEW MEMBERS

The Chief Fire Officer presented his report giving details of the proposed induction day for new members and existing members who wish to refresh their skills. The induction day will take place at Fire and Rescue Headquarters and will include a visit to the Control Room and a tour of the Service Development Centre. A proposed agenda was attached to the report.

RESOLVED

- (1) to note the Members Induction Day, Friday 14 June 2013;**
- (2) to request members to confirm their attendance to the Chief Fire Officer's Personal Assistant as soon as possible.**

9 'OUR COMMITMENT TO EQUALITY'

The Chief Fire Officer presented a report setting out a policy statement produced in conjunction with the Human Resources and Corporate Communication functions. The statement outlines the Service's commitment to:

- providing equal access to fire and rescue services by meeting the varying needs of the public;
- being an employer of choice by seeking to attract and retain talent from all communities and under-represented groups;
- providing excellent learning and development opportunities for employees, managers and Members so that the Service can provide services that meet the needs of Nottinghamshire's communities;
- working with suppliers that share the values of the Service;
- working collaboratively with representatives bodies.

RESOLVED to endorse the approach outlined in the report.

10 COMMITTEE OUTCOMES FOR NOTING

The Chairs of the following committees, produced reports which included the minutes of those meetings:

- (a) Performance Monitoring Committee 12 April 2013;
- (b) Finance and Resources Committee 5 April 2013;
- (c) Community Safety Committee 12 April 2013;
- (d) Human Resources Committee 19 April 2013.

RESOLVED to note the reports and the business undertaken by the Committees.

11 EXCLUSION OF PUBLIC

The Authority decided to exclude the public from the meeting to discuss the exempt minutes of the last meeting held on 22 February 2013 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 Paragraph 3 of Part 1 of Schedule 12A to the Act. The minutes are a record of the decision made in private at the meeting.

12 EXEMPT MINUTES

The Authority confirmed the exempt minutes of the meeting held on 22 February 2013, as a correct record and they were signed by the Chair.