



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

MINUTES of the **Annual General Meeting** of the Authority held on **23 MAY 2014** at Fire and Rescue Service Headquarters, Bestwood Lodge, Nottingham from 10.30 am to 11.40 am

Membership

Councillor Jon Allin
Councillor Chris Barnfather
^ Councillor Eunice Campbell
^ Councillor Ian Campbell
Councillor John Clarke
Councillor Jon Collins
Councillor Stephen Garner
Councillor Brian Grocock
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 (2014/2015).

2 APPOINTMENT OF VICE CHAIR

AGREED to appoint Councillor Brian Grocock as Vice-Chair of the Authority for the municipal year (2014/2015).

3 APOLOGIES FOR ABSENCE

Councillor Eunice Campbell
Councillor Ian Campbell

4 DECLARATIONS OF INTEREST

None

5 MINUTES

The Authority confirmed the minutes of the meeting held on 28 February 2014, as a correct record and they were signed by the Chair.

6 CHAIRS' ANNOUNCEMENTS

The Chair reported on the following matters:

- (a) the Chair apologised for the last minute distribution of the report for agenda item 7, Membership of the Authority, Review of Committees, Appointment to Committees and Boards and dates of Future Meetings and thanked Malcolm Townroe, the Clerk for his assistance in completing the report;
- (b) the Chair and ACFO Craig Parkin had attended the Annual International Service of Thanksgiving at the National Memorial Arboretum in Staffordshire on Sunday, May 11. The event had also been attended by the Fire Minister, Brandon Lewis;
- (c) the Chair and the Chief Fire Officer were in the midst of a tour of all fire stations in the County talking to every watch. The Chair had noted that morale amongst fire-fighters was good despite the ongoing industrial relations issues with the Government. The Chair stated that he is anxious to improve member/workforce engagement during the coming year;
- (d) the Chair has written to Nottinghamshire's MP's to introduce John Buckley as the new Chief Fire Officer and to talk about budget demands placed on Nottinghamshire and City of Nottingham Fire and Rescue Service (NFRS) over the coming months. The Chair also hopes to engage leaders of local councils in discussions about budget issues and their implications for local authorities;
- (e) the Chair welcomed County Councillor Jon Allin to the Authority and confirmed that he would be writing to Councillor Colleen Harwood to thank her for her hard work over the past year;

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

Councillor Wheeler requested an adjournment to allow Members the opportunity to read the Clerk's report which had only been distributed at the beginning of the Meeting.

The Chair adjourned the meeting for 15 minutes. The Meeting resumed at 10.47 am.

Malcolm Townroe, the Clerk and Monitoring Officer introduced his report noting the appointments to the Authority, reviewing the committee structure, requesting nominations to committees and boards, including Chairs, and seeking confirmation of dates of meetings.

The Clerk advised Members that the proposed changes to the committee structure involved three strands;

- the removal of the Performance Monitoring Committee, which, over the last year had only considered one overall performance report at each meeting. This work was to be subsumed into the work of the Policy and Strategy Committee and the terms of reference of the Policy and Strategy Committee would be amended to reflect this change;
- the removal of the requirement for the Policy and Strategy Committee to include a member from the Human Resources, Finance and Resources and Community Safety Committees;
- the removal of the Best Value Revue Board which had not met for several years.

Members welcomed the opportunity for the Authority to be able to contribute towards the overall savings having to be made by NFRS. Councillor Wheeler thanked the officers involved in producing the performance reports for the Performance Monitoring Committee over the last few years. Councillor Wheeler requested that Special Responsibility Allowances (SRA's) be reviewed with a view to making further savings for the Service if possible. This should involve a cross party discussion. Councillor Wheeler also expressed his disappointment that the chairs of the Committees were all Labour Members.

RESOLVED

- (1) to appoint the membership of the Fire and Rescue Authority for the municipal year 2014/15 as follows:**

City Council appointments:

**Councillor Eunice Campbell
Councillor Jon Collins
Councillor Brian Grocock
Councillor David Smith
Councillor Tim Spencer**

Councillor Malcolm Wood

County Council appointments:

**Councillor Jon Allin
Councillor Chris Barnfather
Councillor Ian Campbell
Councillor John Clarke
Councillor Stephen Garner
Councillor Michael Payne
Councillor Darrell Pulk
Councillor Tony Roberts
Councillor Ken Rigby
Councillor Gordon Wheeler
Councillor John Wilmott
Councillor Liz Yates**

- (2) to approve the revised committee structure;
- (3) (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 G Wheeler
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 D Smith (Chair)
Councillor B Grocock
Councillor K Rigby
Councillor T Roberts
Councillor J Wilmott**

Finance and Resources Committee

**Councillor M Wood (Chair)
Councillor J Allin
Councillor C Barnfather**

Councillor J Clarke
Councillor G Wheeler

Personnel Committee

Councillor E Campbell
Councillor S Garner
Councillor M Payne
Councillor T Spencer
Councillor J Wilmott
Councillor L Yates

Appointments Committee

Councillor D Pulk **(Chair)**
Councillor J Allin
Councillor B Grocock
Councillor K Rigby
Councillor G Wheeler
Councillor M Wood

Strategic Equalities Board

Councillor D Pulk
Councillor J Allin
Councillor I Campbell
Councillor S Garner
Councillor K Rigby
Councillor T Roberts
Councillor D Smith

(b) to approve the following dates of Committees:

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

27 June 2014

26 September 2014

19 December 2014

27 February 2015

22 May 2015 AGM

Policy and Strategy Committee (10.00 am)

18 July 2014

17 October 2014

6 February 2015

24 April 2015

Human Resources Committee (10.00 am)

11 July 2014 (13.30 pm)

10 October 2014 (13.30 pm)

30 January 2015

24 April 2015

Community Safety Committee (10.00 am)

4 July 2014

3 October 2014

9 January 2015

27 March 2015

Finance and Resources Committee (10.00 am)

11 July 2014

10 October 2014

16 January 2015

17 April 2015

The Personnel Committee will meet as required;

The Appointments Committee will meet as required;

The Strategic Equalities Board will meet quarterly.

8 COMMITTEE OUTCOMES FOR NOTING

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

- (a) Performance Monitoring Committee 11 April 2014;
- (b) Finance and Resources Committee 4 April 2014;
- (c) Community Safety Committee 28 March 2014;
- (d) Human Resources Committee 11 April 2014;

- (e) Policy and Strategy Committee 18 April 2014.

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

9 EXCLUSION OF THE 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.

10 RESILIENCE PLANNING AND ARRANGEMENTS UPDATE

John Buckley, the Chief Fire Officer presented his report updating the Authority on the arrangements and plans in place for dealing with the on-going industrial dispute.

RESOLVED

- (1) to note the latest update from the Chief Fire Officer and continue to support the activities in place to maintain operational cover;**
- (2) to accept further update reports to either the full Fire Authority or Policy and Strategy Committee, as appropriate.**