



NOTTINGHAMSHIRE
Fire & Rescue Service
Creating Safer Communities

Nottinghamshire and City of Nottingham
Fire and Rescue Authority

COMMITTEE OUTCOMES

Report of the Chief Fire Officer

Date: 19 December 2014

Purpose of Report:

To report to Members the business and actions of the Fire Authority committee meetings which took place in October and November 2014.

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1. BACKGROUND

As part of the revised governance arrangements the Authority has delegated key responsibilities to specific committees of the Authority. As part of those delegated responsibilities, the chairs of committees and the management leads report to the Authority on the business and actions as agreed at Fire and Rescue Authority meeting on 1 June 2007.

2. REPORT

The minutes of the following meetings are attached at Appendix A for the information of all Fire Authority members:

Community Safety Committee	3 October 2014
Finance and Resources Committee	10 October 2014
Human Resources Committee	10 October 2014
Policy and Strategy Committee	7 November 2014

3. FINANCIAL IMPLICATIONS

All financial implications were considered as part of the original reports submitted to the committees.

4. HUMAN RESOURCES AND LEARNING AND DEVELOPMENT IMPLICATIONS

All human resources and learning and development implications were considered as part of the original reports submitted to the committees.

5. EQUALITIES IMPLICATIONS

An equality impact assessment has not been undertaken because this report is not associated with a policy, function or service. Its purpose is to update the Fire Authority on the outcomes of committee business.

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 Service's performance in relation to matters addressed through the committee structure is scrutinised through a range of audit processes. The Service needs to continue to perform well in these areas as external scrutiny through Comprehensive Performance Assessment and auditors' judgement is key to future Service delivery.

9. RECOMMENDATIONS

That Members note the contents of this report.

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

None.

John Buckley
CHIEF FIRE OFFICER



**NOTTINGHAMSHIRE & CITY OF NOTTINGHAM FIRE & RESCUE AUTHORITY -
COMMUNITY SAFETY COMMITTEE**

**MINUTES of the meeting held at Fire and Rescue Services HQ, Bestwood
Lodge, Arnold Nottingham NG5 8PD on 3 October 2014 from 10.00 am - 11.23
am**

Membership

Present

Councillor David Smith (Chair)
Councillor Brian Grocock
Councillor Ken Rigby
Councillor Roger Jackson
Councillor Malcolm Wood

Absent

Councillor John Wilmott

Colleagues, partners and others in attendance:

Wayne Bowcock - Deputy Chief Fire Officer
Emma Darby - Engagements and Partnerships Officer
Keith Jones - Risk Reduction Manager
Carol Jackson - Governance Officer, Nottingham City Council

5 APOLOGIES FOR ABSENCE

Councillor John Wilmott

6 DECLARATIONS ON INTERESTS

None

7 MINUTES

The Committee confirmed the minutes of the meeting held on 4 July 2014 as a correct record and they were signed by the Chair.

8 SERVICE DELIVERY PERFORMANCE UPDATE

Wayne Bowcock, the Deputy Chief Fire Officer, provided members with an update regarding the current performance of Nottinghamshire Fire and Rescue Service (NRFS) in relation to prevention, protection and response.

The key issues brought to members' attention were;

- the performance figures for 2013/14 were generally good, with over achievement of targets in several areas. There were however three areas where there was an above 10% under achievement of targets:
 - fatalities in primary fires;
 - accidental dwelling fire deaths;
 - fires in non-domestic premises;
- due to the fact that the targets for fatalities in primary fires and accidental dwelling fire deaths are zero, a single death has a significant impact on the targets;
- NFRS continues to measure performance against other similar fire authorities to share information in areas where improvements can be made or where it could be of use to assist others to improve. Whilst the areas are similar in terms of geography and in population quantity, there are some stark demographic and specific population density differences which can contribute to performance variations

Several issues were raised and points made in the discussion which followed:

- work is being undertaken with the managers of buildings to ensure that they are taking greater responsibility for unwanted fire signals;
- the elderly with mobility issues are particularly vulnerable to fire risk, as are those who smoke. The use of ointments and creams which are petroleum based by the elderly can exacerbate any fire risk;
- NFRS continues to lobby for the compulsory installation of sprinklers in new build properties;

RESOLVED to note the contents of the report and to support the work contained within it.

9 RISK REDUCTION UPDATE

Wayne Bowcock, the Deputy Chief Fire Officer, introduced Emma Darby, Engagement and Partnership Officer, who provided members with an update regarding current prevention activity taking place within Gedling Borough Council as part of a multi-agency initiative.

The key points of the presentation were as follows;

- current government policy encourages elderly people to live independently. 20% of the population in Nottinghamshire is over the age of 65. Whilst dwelling house fires are decreasing, the numbers of fires in the home of the elderly is increasing;

- it is vital that a programme to reduce the amount of emergency care accessed by this group of people is embedded into any partnership agenda;
- by accessing the Adult Social Care Framework database that contains the names and addresses of all Nottinghamshire citizens who are in receipt of social care, the Service is able to target interventions toward those most at risk and is therefore not reliant on referrals;
- in partnership with Gedling Borough Council, the Service has adopted an approach to 'make every contact count'. The Gedling Project pilot is a multi-agency initiative with Gedling Borough Council, the Police, EMAS and NRFS;
- NRFS has a specialist risk reduction operative who works with the elderly to ensure that they have adequate fire protection in their home, that they are aware of the risk of fire, what precautions to take and are able to escape their property in the event of a fire. This operative works closely with Age UK and other specialist partners to gain an expertise in dealing with the elderly;
- the risk reduction operative has received additional training to be aware of other risk areas for this demographic group and, where possible, address these risks whilst they are in the premises. Where this is not possible they will refer on to appropriate services, this could be through First Contact or specialist contractors;
- the Risk Reduction operative is competent to:
 - complete Home Fire Safety Checks, including the fitment of alarms and providing fire safety advice;
 - advise on home security, including the fitment of bolts and door chains, door and window alarms;
 - rectify hazards in the home, loose carpets rugs etc;
 - fit hand rails and other aids;
 - advise on electrical hazards, dangerous appliances and heating;
 - issue temporary emergency heating;
 - give advice on doorstep callers and the 'Buy With Confidence Scheme'.
- where there are specialised pieces of work (fitment of outdoor lighting) this could be referred on to local traders;
- once the operative has visited and made the property safe, the householder will be 'risk rated'. Those in the higher risk bracket will be placed on an 'observation list' controlled by the local authority who will ensure that they receive follow up visits from local police beat teams and are checked on a regular basis by local services (Neighbourhood Teams, refuse collectors etc);

- the Scheme will be evaluated, with a view to rolling it out further if it is successful;

In the discussion which followed, Members were in agreement that there was a huge need to get private landlords on board with such initiatives.

RESOLVED

- (1) to note the contents of the report and to support the work contained in it;**
- (2) that the Deputy Chief Fire Officer be tasked with bringing an interim report evaluating the pilot scheme to a future meeting of this Committee.**

10 FIRE PROTECTION UPDATE

Wayne Bowcock, the Deputy Chief Fire Officer provided members with an update regarding the current fire protection activity taking place;

- Fire Protection has been reacting to investigations which have established that more needs to be done to support people living with dementia;
- significant additional funding has been made available to care homes providing dementia care if they achieved the 'Dementia Quality Mark'. One of the criteria involves the provision of additional stimulus, which could be achieved by sensory decorations within the care home setting and could involve the use of combustible items. The interpretation of the guidance available and the need for operators of care homes to comply with other relevant legislation or guidance has been inconsistent;
- the Service has liaised closely with Dementia Care to develop effective guidance for care homes. The Service has also liaised closely with Nottinghamshire County Council to ensure that fire safety compliance can be achieved without affecting the opportunity for care homes to achieve the Dementia Quality Mark and the associated funding;
- the Fire Protection Team has been working with care home operators to ensure that guidance and compliance is understood and interpreted appropriately. The Service has a legal obligation as the primary authority to uphold the requirements of the Fire Safety Order. Where care home operators have been unable, or unwilling, to follow advice or comply with informal notices the Service has the option to adopt a more formal approach;
- Fire protection continues to support premises and responsible persons that provide care for people living with dementia who aspire to achieve the Dementia Quality Mark by providing guidance on how to achieve this while still meeting their legal obligations under the Fire Safety Order.

RESOLVED to note the report and to support the work contained within it.

11 INCIDENT AT THE UNIVERSITY OF NOTTINGHAM JUBILEE CAMPUS

Wayne Bowcock, the Deputy Chief Fire Officer, presented his report giving an appraisal of the fire that occurred at the University of Nottingham Jubilee Campus on 12 September 2014.

The key points drawn to the Committee's attention were;

- the GlaxoSmithKline Carbon Neutral Laboratory for Sustainable Chemistry on the University of Nottingham's Jubilee Campus was approximately 70% complete at the time of the fire;
- social media played a large part in attracting attention to the fire. The incident attracted National media coverage and the media was used to 'warn and inform' residents of nearby properties of the dangers of flying embers and action they should take to avoid problems from the smoke;
- the incident was first reported at 20.36 pm and Control mobilised 12 appliances, 2 ariel ladder platforms, the Command Support Unit, the Incident Support Unit, 4 Station Managers, 1 Group Manager and a Media Liaison Officer;
- during the initial stages of the incident, NFRS was supported by colleagues from Derbyshire Fire and Rescue Service as part of the normal response arrangements. Assistance was also received from the Environment Agency, Severn Trent and Western Power as well as East Midlands Ambulance Service and the Police;
- the incident was scaled down in the early hours with crews checking for 'hot spots'. Police Crime Scene Investigation and Fire Investigation began on Monday 15 September and the investigation is ongoing. It will include CCTV footage and witness statements;
- there is significant interest in the incident due to the unique size and construction methods used in the building. The Building Research Establishment has been contacted and will be kept informed of developments. A structured debrief will take place with the commanders and representatives from other agencies who attended the incident. The findings from this will be fed back to the Operational Assurance Team;
- University officials have praised NFRS for the professional way in which it dealt with the incident. Whilst the building has been lost there are no casualties or fatalities;
- Peter Holland the Chief Fire and Rescue Advisor has been briefing the Fire Minister on the incident;
- even though the incident had involved a lot of resources from NFRS the Deputy Chief Fire Officer was confident that it had not compromised the ability of the Service to deal with any other issues which had arisen in the County at the same time;

RESOLVED

- (1) to note the report;**
- (2) that the Deputy Chief Fire Officer be tasked with keeping members up to date on the investigations into the cause of the fire.**



**NOTTINGHAMSHIRE & CITY OF NOTTINGHAM FIRE & RESCUE AUTHORITY -
FINANCE AND RESOURCES COMMITTEE**

**MINUTES of the meeting held at Fire and Rescue Services HQ, Bestwood
Lodge, Arnold Nottingham NG5 8PD on 10 October 2014 from 10.00 am - 10.45
am**

Membership

Present

Councillor Malcolm Wood (Chair)
Councillor John Allin
Councillor Chris Barnfather
Councillor John Clarke
Councillor Gordon Wheeler

Absent

Colleagues, partners and others in attendance:

Councillor Brian Grocock	present as an observer
Kate Buckley	Internal Audit Nottinghamshire County Council
Neil Timms	Strategic Director of Finance and Resources
Peter Hurford	Treasurer to the Nottinghamshire and City of Nottingham Fire and Rescue Authority
Carol Jackson	Governance Officer, Nottingham City Council

12 APOLOGIES FOR ABSENCE

None

13 DECLARATIONS OF INTERESTS

None

14 MINUTES

The Committee confirmed the minutes of the meeting held on 11 July 2014 as a correct record and they were signed by the Chair.

15 REVENUE AND CAPITAL MONITORING REPORT TO AUGUST 2014

Neil Timms, the Strategic Director of Finance and Resources, presented the Chief Fire Officer's report on the financial performance of the Service in the year 2014/15 to the end of August 2014, analysing the significant variances against the original programme. The key points drawn to the Committees attention were;

- the total revenue budget for 2014/15 is £42.892 million and the forecast outturn variance at this stage is an under spend of £621,000, which represents an overall variance of 1 %. However, there are still seven months of the year to go, during which time many factors could influence the final outturn;
- the capital programme for 2014/15 of £4.364 million was approved by members at the full Fire Authority meeting and to this has been added a budget of £1.091 million for the remaining expenditure expected on the Tri-Service Control and Mobilising system for which a capital grant was received in 2012/13. In addition slippage from 2013/2014 has added a further £5.542m to create an overall programme of £10.997m.

RESOLVED to note the report;

16 PRUDENTIAL CODE MONITORING REPORT TO 31 AUGUST 2014

Peter Hurford, Treasurer to the Nottinghamshire and City of Nottingham Fire and Rescue Authority, presented his report informing the Committee of performance to 31 August 2014 relating to the prudential indicators for capital accounting and treasury management.

RESOLVED to note the report.

17 INTERNAL AUDIT REPORTS

Neil Timms, the Strategic Director of Finance and Resources, presented the Chief Fire Officer's report bringing to the attention of Members three reports prepared by the Authority's Internal Auditors. Neil Timms introduced Kate Buckland of Internal Audit, Nottinghamshire County Council, who commented on the three areas;

- fixed asset data migration – the Auditors have been able to provide a substantial level of assurance as to the accuracy of the data transferred and have made one recommendation about the recording of old asset numbers in the new system to enable the audit trail between the old asset registers and the new system to be strengthened. This has been done;
- ICT Strategy – the auditors are generally complimentary about the strategy and arrangements but have made a series of medium risk recommendations and these are being addressed;
- Business Risk Management follow up – this confirms that all previous recommendations have been implemented and a reasonable level of assurance is provided by the Auditors.

The Chair thanked Kate Buckland for her attendance.

RESOLVED to note the report.

18 OCCUPATIONAL ROAD RISK

Neil Timms, the Strategic Director of Finance and Resources, presented the Chief Fire Officer's report following up on the report which had been brought to this Committee on 11 July 2014 looking at the work being undertaken to manage the risk to the Authority posed by at-work driving activity. Members requested a report on the Service's motor insurance accident history including a comparison of the Service's approach to driver training with that of other Fire and Rescue services. The publication of the report has attracted a lot of local media interest.

The key statistics revealed by the statistical analysis of motor accident data are;

- there has been a decrease in the total number of accidents over the last seven years of 20%, primarily due to a decrease in blue-light accidents of 40%. However, there has been an increase in accidents under normal road conditions of 35% over the same period;
- between 2007-2014, in relation to blue-light driving, 90% accidents were the driver's own fault whereas in normal road conditions, 79% of accidents were the driver's own fault;
- the most frequently occurring accidents, both under blue-light and normal driving conditions, involve manoeuvring, whether negotiating tight gaps or undertaking vehicle movements in or around the station;
- where large scale losses have occurred, the principal causative factor has been the inappropriate use of speed;
- the Area Manager, Service Delivery, and the Business Risk Manager are currently investigating how driver training can be used to facilitate improvement with a view to reducing the number of accidents and driving down insurance premiums and repair costs;

In the discussion which followed, Members were in agreement that action needs to be taken to reduce the number of accidents and requested that the Road Risk Group be tasked with formulating an action plan setting out proposals and bringing it back to this Committee at its next meeting on 16 January 2015.

RESOLVED

- (1) to note the measures being taken to reduce the Authority's exposure to the risks associated with at-work driving;**
- (2) that the Road Risk Group bring an action plan back to this Committee at its meeting on 16 January 2015.**

19 NOTTINGHAMSHIRE FIRE AND RESCUE SERVICE PROPERTY STRATEGY

Neil Timms, the Strategic Director of Finance and Resources, presented the Chief Fire Officer's report presenting the Nottinghamshire Fire and Rescue Service Property Strategy for approval. Once adopted, the Property Strategy will replace the current Sustainable Capital Plans 2008.

Ian Pritchard, Head of Procurement and Estates explained to Members that the Strategy is aimed at providing a flexible framework in which the NFRS Estate will be developed into the future. It is intended to provide the agility to accept the constantly changing environment and to be able to adapt to both internal and external influences. The planning process will include consideration of any existing or future potential for estate rationalisation and for maximising the use of any existing building stock before building any new facilities. This will include considering dual use of buildings or part of buildings to ensure the effective use of assets e.g. meeting rooms for training and community use.

RESOLVED to accept the Property Strategy set out at Appendix A of the report.



**NOTTINGHAMSHIRE & CITY OF NOTTINGHAM FIRE & RESCUE AUTHORITY -
HUMAN RESOURCES COMMITTEE**

**MINUTES of the meeting held at Fire and Rescue Services HQ, Bestwood
Lodge, Arnold Nottingham NG5 8PD on 10 October 2014 from 13.32 pm - 14.07
pm**

Membership

Present

Councillor Michael Payne (Chair)
Councillor Liz Yates
Councillor John Allin (as substitute for
Councillor Sybil Fielding)

Absent

Councillor Eunice Campbell
Councillor Stephen Garner
Councillor Sybil Fielding

Colleagues, partners and others in attendance:

Tracy Crump - Head of HR Services
Nick Linthwaite - HR Manager
Craig Parkin - Assistant Chief Fire Officer
Carol Jackson - Governance Officer, Nottingham City Council

11 APOLOGIES FOR ABSENCE

Councillor Sybil Fielding
Councillor Stephen Garner

12 DECLARATIONS OF INTERESTS

None

13 MINUTES

The Committee confirmed the minutes of the meeting held on 11 July 2014 as a correct record and they were signed by the Chair.

14 HUMAN RESOURCES UPDATE

Craig Parkin, Assistant Chief Fire Officer, introduced the Chief Fire Officer's quarterly report updating members on human resources issues within the Service. The

following statistics relating to Quarter 1 (Q1), 1 April - 30 June 2014 were drawn to Members' attention:

- absence rates have increased by 12% (150.5 days) across the workforce as a whole during Q1, compared to the previous quarter and by 29% compared to the same quarter of 2013;
- the increase is accounted for primarily by non-uniformed sickness absence. 70% of this is long term in nature i.e. for a period of more than 28 days and relates to significant medical issues e.g. surgery, stress/anxiety and musco-skeletal conditions;
- staff with stress related illnesses are offered support from Occupational Health with a view to getting them back to work as quickly as possible;
- targeted absence for 2014/15 remains as for 2013/14;
 - whole time and control 6 days;
 - non-uniformed 7 days;
 - whole workforce 6.25 days;
- there have been 19 leavers and 7 starters since the last report. Fire-fighter roles are over-strength by 6 posts with 14 vacancies at supervisory level. A Crew Manager selection process will be run in early November to address the gap in Supervisory Manager roles. This will reduce the over-establishment of fire-fighters;
- there were two whole-time retirements on the grounds of permanent ill-health during Q1 of 2014-15. These are the first for a number of years;

Members felt that the Nottingham Post's coverage of absence figures following the publication of this report had not reflected the true picture of absence across the organisation. The Chair agreed to respond to the article published by the Post by way of a letter for publication, setting out the full facts for the benefit of the public.

RESOLVED to endorse the report.

15 ESTABLISHMENT OF COMMUNICATIONS OFFICER POST

Craig Parkin, Assistant Chief Fire Officer, introduced the Chief Fire Officer's report seeking approval for the establishment of a Communications Officer post within the Corporate Communications and Administration team. The proposed new role will be one dealing with day-to-day activity and help deal with the growing demand for information and provide the ability to respond quickly to this demand.

The Chair asked the Assistant Chief Fire Officer to pass on the Committee's thanks to the Corporate Communications team for the excellent job it is doing in maintaining effective and pro-active media services, keeping the media, staff and the public fully informed in difficult times.

RESOLVED to support the establishment of a new post of Communications Officer and to recommend this to the Combined Fire Authority.

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16 DISCRETIONS UNDER THE LOCAL GOVERNMENT PENSIONS SCHEME

Craig Parkin, Assistant Chief Fire Officer, introduced the Chief Fire Officer's report seeking member approval on the Service policy statement in relation to the discretions that exist under the Local Government Pension Scheme.

RESOLVED to approve the Service policy statement regarding application of employer discretions under the Local Government Pension Scheme

17 EXCLUSION OF THE PUBLIC

The Committee decided to exclude the public from the meeting during consideration of the remaining agenda item in accordance with Section 100A(4) of the Local Government Act 1972 on that basis that, having regard to all the circumstances, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

18 REGRADING OF POSTS

Craig Parkin, Assistant Chief Fire Officer, introduced the Chief Fire Officer's report notifying members of the applications considered by the Job Evaluation Panel in respect of changes to the permanent non-uniformed establishment, during the period April to September 2014 (inclusive).

RESOLVED to note the report.



NOTTINGHAMSHIRE & CITY OF NOTTINGHAM FIRE & RESCUE AUTHORITY - POLICY & STRATEGY COMMITTEE

**MINUTES of the meeting held at Fire and Rescue Services HQ Bestwood Lodge
Arnold Nottingham NG5 8PD on 7 November 2014 from 10.00 am – 11.40 am.**

Membership

Present

Councillor Darrell Pulk (Chair)
Councillor Chris Barnfather
Councillor John Wilmott

Absent

Councillor Brian Grocock
Councillor Jon Collins
Councillor Gordon Wheeler

Councillor Roger Jackson (substitute for Councillor Gordon Wheeler)
Councillor David Smith (substitute for Councillor Jon Collins)

Colleagues, partners and others in attendance:

John Buckley	Chief Fire Officer
Peter Hurford	Treasurer to the Nottinghamshire and City of Nottingham Fire and Rescue Authority
Craig Parkin	Assistant Chief Fire Officer
Neil Timms	Strategic Director of Finance and Resources
Malcolm Townroe	Clerk and Monitoring Officer to the Nottinghamshire and City of Nottingham Fire and Rescue Authority
Carol Jackson	Governance Officer, Nottingham City Council

10 APOLOGIES FOR ABSENCE

Councillor Brian Grocock
Councillor Jon Collins
Councillor Gordon Wheeler

The Chair welcomed Councillor Roger Jackson both to the meeting and to the Fire Authority.

11 DECLARATIONS OF INTERESTS

John Buckley, Chief Fire Officer and Craig Parkin, Assistant Chief Fire Officer, both declared a personal interest in agenda item 4, 'Conditions of Service Questionnaire', in so far as it related to the Gold Book and left the meeting whilst this part of the report was considered.

Councillor Chris Barnfather declared an interest in agenda item 7, 'Complaint from Fire Industry Association' as he is a Director of Nottinghamshire Fire and Rescue Service (Trading) Limited.

12 MINUTES

The Committee confirmed the minutes of the meeting held on 18 July 2014 as a correct record and they were signed by the Chair.

13 CONDITIONS OF SERVICE QUESTIONNAIRE

John Buckley, the Chief Fire Officer, introduced his report seeking approval of a formal response to the Department for Communities and Local Government (DCLG) conditions of service questionnaire.

The following points were highlighted for Members;

- the questionnaire is the result of the Government (following the review by Sir Ken Knight) commissioning a consultant to undertake an independent review to establish; 'whether the conditions of service for fire fighters (Grey and Gold Books) are seen as actual or perceived barriers to change that could otherwise provide a more efficient service to the public';
- the consultant undertaking the review has issued separate questionnaires to both Authorities and their employees. The consultant has been offered a face to face meeting with the Authority but has declined the invitation;
- the Consultant is expected to report to Government on the review by February 2015;

Members were invited to comment on the proposed response by the Authority attached to the report. Members approved the proposed responses save for those to question 28. Members agreed that the proposed response to question 28(b) be amended to read;

'It is a fundamental right to withdraw labour. Locally, staff have responded to a life risk incident during a period of industrial action.'

Councillors Barnfather and Jackson did not agree that fire-fighters should have a blanket right to strike.

John Buckley, Chief Fire Officer and Craig Parkin, Assistant Chief Fire Officer, left the meeting whilst the Gold Book element of the report was considered.

The Chair asked the Chief Fire Officer to pass on the Committee's thanks to colleagues in Corporate Services and Human Resources for their work on the questionnaire.

RESOLVED to approve the final version of the response to the questionnaire as the formal submission of the Fire Authority.

Councillors Barnfather and Jackson requested that their disagreement with the answer to question 28 be noted in that they did not agree that fire fighters should have a blanket right to strike.

14 PERFORMANCE MONITORING REPORT

John Buckley, the Chief Fire Officer, introduced his report updating members on the proposed arrangements for performance monitoring following the decision of the Authority to remove the Performance Monitoring Committee.

The proposed arrangements are:

- Finance and Resources Committee currently receives reports on;
 - revenue/capital monitoring;
 - outcomes of financial audits;
 - treasury management;
 - value for money programme;
 - prudential code;
 - risk management;
 - road risk;
 - insurance claims;

and it is intended that it will now also receive reports on;

- expenditure per head;
- % undisputed invoices paid within 30 days;
- Human Resources Committee currently receives reports on;
 - sickness/absence;
 - retirements;
 - establishment figures;
 - disciplines;
 - grievances;
 - redundancies;

and it is intended that it will now also receive reports on;

- staffing equalities issues;
- Policy and Strategy Committee currently receives reports on;
 - statement of assurance;
 - transparency compliance;
 - peer assessment outcomes

and it is intended that it will now also receive reports on;

- organisational assessments;
- community equalities issues;
- IRMP progress;

- Community Safety Committee currently receives reports on;
 - response statistics;
 - prevention statistics;
 - protection statistics;
 - benchmarking

and it is intended that it will now also receive reports on;

- % of Home Safety Checks in high risk properties,
- customer satisfaction;
- operational activity.

RESOLVED to approve the arrangements set out above.

15 INFORMATION MANAGEMENT AND COMPLIANCE

John Buckley, the Chief Fire Officer, introduced his report providing Members with an overview of the measures in place for effective information management to ensure transparency and compliance.

The following key issues were drawn to the attention of Members;

- the Coalition Government has sought to unburden local government in terms of performance reporting but the requirement for greater transparency about the services being provided is putting increasing demands upon the Service in terms of the publication and provision of information;
- the number of Freedom of Information Act requests received has increased from 56 in 2012 to 112 to date in 2014;
- the Service can charge for the provision of information but only when the time taken to gather it is likely to exceed 18 hours;
- the majority of FOI requests are received from the media, disaffected employees and those being prosecuted by the Service. There are relatively few genuine public enquiries;
- there are procedures in place for dealing with FOI requests once they are received. Nevertheless dealing with them does require resources, including senior officer's time;
- by making greater use of the internet and publishing more information proactively it is hoped that this will lead to a reduction in individual requests and reduce the day to day demands on the Service;

RESOLVED to note the report.

16 COMPLAINT FROM THE FIRE INDUSTRY ASSOCIATION

Neil Timms, Strategic Director of Finance and Resources, introduced the Chief Fire Officer's report informing Members of a complaint from the Fire Industry Association (FIA) concerning Fire Authority trading companies.

The key facts are;

- the FIA represents 620 businesses operating in the same areas as the 'arms length trading companies' set up by Fire and Rescue Authorities;
- the FIA complaint is not against any individual Fire Authority but against the UK Government, accusing it of providing unlawful state aid to 'arms length companies' by allowing them the free use of the Fire and Rescue Service 'brand';
- in order to assist the Government in replying to the complaint, the Chief Fire Officer's Association and the Local Government Association, with appropriate legal advice, are drafting a joint paper which the Government may choose to use in their response to the Commission;
- as NFRS have been cited specifically in the complaint it was considered that an individual letter should be written to the Department for Communities and Local Government setting out the NFRS position and this is attached to the report;
- this is a complaint against the UK Government who will have to refute the complaint. There is no suggestion that NFRS have failed to act within the existing legislation. Management will keep a watch for any developments and report them to Members.

RESOLVED to note the report.

17 EXCLUSION OF THE PUBLIC

The Committee decided to exclude the public from the meeting during consideration of the remaining agenda item in accordance with Section 100A(4) of the Local Government Act 1972 on that basis that, having regard to all the circumstances, the public interest in maintaining the exemption outweighs the public interest in disclosing the information as defined in Paragraph 3 of Part 1 of Schedule 12A to the Act.

18 MULTI CAPABILITY ASSURANCE PROCESS OUTCOMES

John Buckley, the Chief Fire Officer, introduced his report updating Members and providing them with assurance of the operational capability of Nottinghamshire Fire and Rescue Service in relation to its national resilience role.

RESOLVED to accept the outcomes of the report and to endorse the steps being taken within Paragraph 2.9 of the report.