



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: 25 September 2015

Purpose of Report:

To report to Members the business and actions of the Fire Authority committee meetings which took place in July 2015.

CONTACT OFFICER

Name : John Buckley
Chief Fire Officer

Tel : (0115) 967 0880

Email : john.buckley@notts-fire.gov.uk

Media Enquiries Contact : Bridget Aherne
(0115) 967 0880 bridget.aherne@notts-fire.gov.uk

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	03 July 2015
Finance and Resources Committee	10 July 2015
Human Resources Committee	17 July 2015
Policy and Strategy Committee	24 July 2015

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 AND CITY OF NOTTINGHAM
FIRE AND RESCUE AUTHORITY**

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

MINUTES of the meeting held at Fire and Rescue Service Headquarters, Bestwood Lodge, Arnold, Nottingham, NG5 8PD on 3 July 2015 from 10.02am to 11.01am.

Membership

Present

Councillor Eunice Campbell (Chair)

Councillor Brian Grocock

Councillor Ken Rigby

Councillor Roger Jackson

Councillor Eunice Campbell (Chair)

Councillor Dave Liversidge

Councillor Malcolm Wood

Councillor Malcolm Wood (substitute for Councillor Mike Pringle)

Absent

Councillor Mike Pringle,

Substituted by Councillor Malcolm

Wood

Colleagues, partners and others in attendance:

Wayne Bowcock - Deputy Chief Fire Officer

Catherine Ziane-Pryor - Governance Officer

1 APOLOGIES FOR ABSENCE

An apology for absence was received from Councillor Mike Pringle, for whom Councillor Malcolm Wood substituted.

2 DECLARATIONS OF INTERESTS

None.

3 MINUTES

The Committee confirmed the minutes of the meeting held on 27 March 2015 as a true record and they were signed by the Chair.

4 PRIMARY AUTHORITY SCHEME

Wayne Bowcock, Deputy Chief Fire Officer, presented the report which updates members on the Primary Authority Scheme.

The following points were highlighted:

- (a) having taken part in the trial since January 2013, Nottinghamshire Fire and Rescue Service (NFRS) is to continue working as a Primary Authority with Boots UK now that the scheme has been adopted within legislation and came into effect on 1 April 2014;
- (b) although legislation is clear, interpretation of that legislation by different Fire and Rescue Authorities has meant that some larger companies with multiple business sites have received inconsistent guidance and enforcement advice from the different Fire and Rescue Authorities responsible for the areas in which each premises is sited;
- (c) having linked with Boots UK, NFRS will continue to provide advice on fire protection standards which will be applied to all Boots UK premises including those sited in other counties;
- (d) other fire and rescue services are aware that NFRS has taken responsibility for providing the core guidance and setting the standards for the company and will refer to these when inspecting premises based within their own boundaries;
- (e) if on undertaking a fire safety for enforcement check at a Boots UK premises outside of Nottinghamshire, the attending fire and rescue service have a query or concern, this is raised directly with NFRS as the Primary Authority, which will then check that it complies to the standards agreed, or ensures the concern is addressed;
- (f) each Primary Authority is responsible for providing fire safety training to their partner business;
- (g) Boots UK have given very positive feedback on the service provided by NFRS although a broader reaching improvement has been suggested regarding communication between primary authorities. It is predicted that communications will improve once a central database is operational;
- (h) it is proposed that further business partners are engaged with NFRS, through the Primary Authority Scheme;
- (i) all costs for the Primary Authority service provided to the partner business are covered from the business.

Councillors suggested that the Finance and Resources Committee consider undertaking a review to ensure that the Primary Authority Program is cost neutral to NFRS.

RESOLVED

- (1) to note the requirement to comply with the Primary Authority Scheme under the obligations within the Regulatory Reform (Fire Safety) Order 2005;
- (2) to endorse Nottinghamshire Fire And Rescue Service expanding the delivery of the Primary Authority Scheme to other businesses from April 2015.

5 EMERGENCY FIRST RESPONDING

Wayne Bowcock, Deputy Chief Fire Officer, presented the report which informs members of a trial of the Emergency First Responder Scheme (EFRS) with East Midlands Ambulance Service (EMAS) at Harworth and Newark Fire Stations.

- (a) the Service has been involved in community emergency first responding with EMAS for the past 14 years but only in a limited capacity involving four fire stations;
- (b) Under the existing scheme, a responder car is kept at the fire station and collected by retained fire staff when called to a non-fire medical emergency incident. At the same time EMAS dispatch an ambulance to provide support at the incident;
- (c) a refreshed trial scheme, which started on 1 April 2015 and will run for six months, involves two firefighters attending emergency calls in a blue light equipped response vehicle which is kept with the on-call retained firefighters, either at their home or place of business. Crews are mobilised directly by EMAS Control if the incident is within six minutes travel of the crew, who can then provide emergency medical assistance;
- (d) it is emphasised that emergency fire cover is not compromised and EMAS continue to dispatch a support crew to the incident;
- (e) EMAS provides training and overarching clinical governance, in addition to contributing to the use of the vehicle and the whole cost of one firefighter as this aligns with the EMAS lone responder policy;
- (f) not all participating Fire and Rescue Authorities choose to deploy two firefighters to an incident, but Nottinghamshire Fire and Rescue Service have found this to be the most appropriate position;
- (g) some other Fire And Rescue Services have decided not to provide a responder car but attend incidents with a fire appliance and a full fire crew;
- (h) the University of Hull and Vanguard Consultants Ltd will evaluate the effectiveness of the trial and this will be reported back to this Committee.

Members welcomed the positive effect of the scheme during the first month of the trial, during which 23 incidents were attended, but are concerned at the financial impact on the Service of providing two firefighters when the cost of only one is covered.

RESOLVED to note the report and receive a further report on conclusion of the trial period.

6 SERVICE DELIVERY ACTIVITY

Wayne Bowcock, Deputy Chief Fire Officer, presented the report which updates members on the service delivery activity relating to 'prevention, protection and response' which are identified as priorities within the Integrated Risk Management Plan 2014 to 2019 and the Service Delivery Business Plan.

The following points were highlighted:

- (a) Community Safety Priorities are:
 - i. 'Persons at Risk;
 - ii. Road Safety;
 - iii. Older Persons, and;
 - iv. Education;
- (b) the Person's at Risk Team (PART) has been established to work with partner agencies, ensuring that information is shared, and on specific Service priority activities which are outlined within the report;
- (c) other partnership working includes engagement with the Multi-Agency Safeguarding Hub (MASH) and the City and County Safeguarding Boards;
- (d) work continues to engage and educate new and emergency communities, both with regard to domestic and business safety and enforcement. This includes a BME Support Officer and a Business Education Advocate, supported by Nottingham University foreign language Students, engaging with target groups;
- (e) inter-partner staff development on community safety awareness has resulted in members of Nottinghamshire Police taking part in a work-placement period with the PART;
- (f) the Safety Advisory Groups (SAG) consider and work in partnership (Councils, Police, and Fire and Rescue Services) to identify potential risks and agreeing measures to avoid them, at specific venues and events such as football stadia, sports grounds and large public events;
- (g) As discussed in a previous agenda item, the First Responder Scheme continues with an additional pilot testing refreshed arrangement;
- (h) crews continue to deliver a range of safety packages to school children;
- (i) the Player Street fire on 30 March 2015, which lasted 12 days, at its height required approximately 20 fire crews, including crews and appliances from neighbouring Fire and Rescue Authorities under the Mutual Strategic Cover Agreement. This enabled 283 other incidents to be responded to during the Player Street fire;
- (j) there were 3 fire deaths in the past year, all of whom were vulnerable people;

- (k) 506 road traffic collisions were attended and 12 people died on the roads;
- (l) road safety will continue to be a priority in the Community Safety Strategy 2016-2019.

It is noted that the Service will be attending the '999 Emergency Services Day' to be held on 30 August 2015 at Clumber Park.

RESOLVED to note the report.



**NOTTINGHAMSHIRE AND CITY OF NOTTINGHAM
FIRE AND 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 July 2015 from 10.00am to 10.46am**

Membership

Present

Councillor Malcolm Wood (Chair)
Councillor John Clarke
Councillor Gordon Wheeler
Councillor Liz Yates (Substitute for Councillor Chris Barnfather)
Councillor Darrell Pulk (Substitute for Councillor John Allin)

Absent

Councillor John Allin, Substituted by Councillor Darrell Pulk
Councillor Chris Barnfather, Substituted by Councillor Liz Yates

Colleagues, partners and others in attendance:

Neil Timms - Assistant Chief Officer for Finance and Resources
Sue Maycock - Head of Finance
Catherine Ziane-Pryor - Governance Officer

1 APOLOGIES FOR ABSENCE

Councillor Chris Barnfather for whom Councillor Liz Yates is substitute;
Councillor John Allin, for whom Councillor Darrell Pulk is substitute.

2 DECLARATIONS OF INTERESTS

None.

3 MINUTES

The Committee confirmed the minutes of the meeting held on 17 April 2015 as a true record and they were signed by the Chair.

4 REVENUE AND CAPITAL MONITORING REPORT TO MAY 2015

Neil Timms, Assistant Chief Officer for Finance and Resources, presented the report which informs members of the financial performance of the Service in the year 2015/16 to the end of May 2015.

The report identifies areas of overspend and underspend against the approved budget and provides explanations as to why these variances have occurred.

In summary the following underspend and overspend were outlined:

Revenue Budget	Underspend	overspend
Whole Time Pay		£47,000
Retained Pay		£68,000
Administrative and Support Pay	£54,000	
Indirect Employee Expenses		£17,000
Premises	£50,000	
Fuel		£78,000
Supplies and Services		£68,000
Support Services		£20,000
Capital Financing Costs	£131,000	
Income	TBC	TBC
Industrial Action		£11,000 to date

The following points were highlighted:

- (a) there is an overall variance of 1% underspend on the revenue budgets;
- (b) although fuel can be seen to be an overspend, this is not necessarily the case and is a reflection of the way in which fuel purchase is recorded. This is to be addressed and the new recording system agreed to be able to account for fuel as it is used and not whilst it is held in reserve tanks;
- (c) the Capital Programme to 2015/16 has been approved by members at £3,407,000;
- (d) it is very early in the financial year to be reporting on the capital programme and to date £202,000 has been spent;
- (e) it is not possible to release the new appliances until the new radios can be fitted;
- (f) the Tri-Service Control is scheduled to go live in September 2015 as part of a phased implementation.

Councillor's questions were responded to as follows:

- (g) a property tour would be exceptionally useful for members to see and understand the condition of some stations and the proposals to rebuild;
- (h) the budget is phased accordingly to take account of seasonal peaks and troughs.

The question was raised by a Councillor, as to how long ago the Terms and Conditions of employment for the Service had been reviewed and suggested that, in the current difficult financial climate for the Service, a review be considered.

RESOLVED

- (1) to note the report;**
- (2) for an extract of this minute, specifically regarding a suggested review of Terms and Conditions, be forwarded to the Chair of the Human Resources Committee and the Chief Fire Officer.**

5 PRUDENTIAL CODE MONITORING REPORT TO 31 MAY 2015

Neil Timms, Assistant Chief Officer for Finance and Resources, presented the report which informs members of the performance for the two-month period to 31 May 2015 with regard to the Prudential Indicators for Capital Accounting Treasury Management, illustrating that the Authority is complying with Prudential limits.

It is noted that that the Authority is not currently entering into any new borrowing, has not done so since 2010, and will not do so until it is necessary, which may be towards the end of this financial year.

RESOLVED to note the report.

6 INTERNAL AUDIT ANNUAL REPORT 2014/15

Neil Timms, Assistant Chief Officer for Finance and Resources, presented the report which provides the only report prepared by the Authority's Internal Auditors, Nottinghamshire County Council.

The following assurances were awarded, with four further audits still in progress:

	Assurance
Migration of Fixed Asset Data (FRS 1501)	Substantial
ICT Strategy (FRS 1502)	Reasonable
Business Risk Management (follow-up) (FRS 1503)	Reasonable
Corporate Governance (FRS 1504)	Substantial
Payroll (FRS 1505)	Substantial

Capital Grant Claim (FRS 1506)	Satisfactory
Loss of Protected Pension Age (FRS 1507)	Substantial
Asset Management (FRS 1508)	Reasonable
Purchasing and Creditor Payments (FRS 1509)	Reasonable
SharePoint (FRS 1513)	Limited

The following points were highlighted and members' questions responded to:

- (a) four further audits are yet to be completed including 'Treasury Management', 'Financial Management', 'Cardiff Checks', and 'Pensions';
- (b) in auditing terms, a satisfactory rating is the best that can be achieved from an internal audit;
- (c) there are no issues or concerns regarding the quality of the audit;
- (d) the limited level of assurance issued with regard to SharePoint, is due to its introduction being in the very early stages for the Service. SharePoint will bring IT systems such as the intranet and email together and enable improved sharing of and access to information for the Service. The auditors were invited to examine the proposed process for installing this system, purely to ensure that at an early stage the arrangements are appropriate for the needs of the Service. This has been achieved and the advice provided by the auditors regarding SharePoint, will be adhered to and actioned in time for the next audit.

It is suggested that the Service's IT specialist, Gavin Harris, be invited to a future meeting to better explain the capability and benefits of SharePoint.

RESOLVED to note the report.

7 CORPORATE RISK MANAGEMENT

Neil Timms, Assistant Chief Officer for Finance and Resources, presented the report, updating members on the key risks identified for the Service which will be considered as part of the strategic decision-making process.

The Corporate Risk Register is attached to the report as Appendix A and identifies medium and high level risks.

The 3 highest risks identified in the Corporate Risk Register are as follows:

- mobilising, specifically in respect of the Emergency Services Mobile Communications Project (ESMCP);
- workforce issues, with regard to industrial action;

- use of vehicles on authority business;

In response to members' questions, it is noted that the Service holds public liability but that an additional premium is required as attending any incident which may in some way be connected to terrorism, can void insurance. To prevent this, additional cover is required but this is not predicted to hugely increase the insurance premium.

Members welcomed the public sharing of the risk register.

RESOLVED

- (1) to note the contents of the Corporate Risk Register;**
- (2) to note the assurance by Principal Officers that existing control measures and the progress in the implementation of any further control measures identified as necessary, are effective;**
- (3) to note the contents of the Strategic Risk Register and consider its contents with regard to medium and long-term strategic decision-making.**



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

HUMAN RESOURCES COMMITTEE

**MINUTES of the meeting held at Fire and Rescue Services HQ, Bestwood Lodge,
Arnold Nottingham NG5 8PD on 17 July 2015 from 10.01am to 11.39am.**

Membership

Present

Councillor Eunice Campbell
Councillor Neghat Nawaz Khan
Councillor Mike Pringle
Councillor Gail Turner
Councillor Liz Yates

Absent

Councillor Michael Payne

Councillor Darrell Pulk (Substitute for Councillor Michael Payne)

Colleagues, partners and others in attendance:

Wayne Bowcock - Deputy Chief Fire Officer
Sue Maycock - Head of Finance
Catherine Ziane-Pryor - Governance Officer

13 APPOINTMENT OF CHAIR FOR THE MEETING

In the absence of the Chair, Councillor Darrell Pulk was appointed Chair for the meeting.

14 APOLOGIES FOR ABSENCE

An apology for absence was received from Councillor Michael Payne, for whom Councillor Darrell Pulk substituted.

15 DECLARATIONS OF INTERESTS

None.

16 MINUTES

The Committee confirmed the minutes of the meeting held on 12 at June 2015 as a true record and they were signed by the presiding Chair.

17 HUMAN RESOURCES UPDATE

Wayne Bowcock, Deputy Chief Fire Officer, presented the report which updates members on the key human resources metrics for the period 1 April 2015 to 30 June 2015.

The following points were highlighted:

- (a) compared to the last quarter, sickness absence was reduced by 13%;
- (b) work continues with regard to preventing , and where this is not possible, resolving, musculoskeletal and mental health issues which account for a substantial proportion of long term sickness;
- (c) 2 disciplinary actions have been raised;
- (d) there are currently six additional whole time posts within the service, this is due to staff moving from a closed station but officers are confident that the pay budgets will be achieved by the end of the year.

Whilst members welcomed the report, especially the reduction in sickness absence, it was suggested that a percentage comparison between Quarter 1 this year and Quarter 1 last year would better reflect seasonal sickness absences.

RESOLVED to note the report.

18 REVIEW OF WORKFORCE PLAN

Wayne Bowcock, Deputy Chief Fire Officer, presented the report which outlines the Corporate Workforce Plan 2014-16 and outlines proposals for the updated plan for 2015-17.

The following points were highlighted and members' questions responded to:

- (a) overall staffing numbers have decreased from 1007 to 966 employees during the past year;
- (b) there has been an a reduction in whole-time operational posts from 531 to 510 with a temporary over establishment of six firefighters;
- (c) the transfer of staff from Mansfield and Highfields stations following a reduction in whole-time crewing, has meant that compulsory redundancies have not been necessary;
- (d) it was predicted that 26 whole-time personnel would leave the Service during 2014/15 however only 17 did so;

- (e) it was predicted that 26 Retained Duty System staff (RDS) would leave during 2014/15, however 36 personnel left;
- (f) it has not been necessary to recruit whole-time firefighters but a RDS recruitment campaign during 2014 recruited 23 RDS trainee firefighters;
- (g) during 2014/15 there has been a reduction of 8 full-time non-operational support posts;
- (h) it was predicted that 15 support personnel would leave the Service during 2014-15 but 24 left;
- (i) there was a 7.14% turnover in Control staff during 2014/15 but due to the forthcoming implementation of the Tri-Service Mobilising System in September 2015, fixed term contracts are in place to provide cover and ensure resilience whilst training takes place;
- (j) overall absence of whole time and support employees has increased from 5.8 days to 8.25 days per employee, however, 67% of these absences are due to long-term medical conditions with a duration exceeding 28 days;
- (k) as there have not been any whole-time recruitment drives, it has not been possible to meet the equalities target of 19% of female new entrants and 10% of BME for new entrants to operational roles;
- (l) the Service is now within the top 100 employers of the Stonewall index, recognising the work undertaken to promote lesbian gay and transgender issues within the workforce;
- (m) in 2013 the Service gained accreditation as an 'excellent organisation' under the Fire Service Equality Framework;
- (n) with regard to the 2015-17 Workforce Plan, reductions of approximately £3.47 million are necessary with most of this figure predicted to be found as a result of workforce reductions;
- (o) the key areas of workforce issues identified in the revised 2015-17 Workforce Plan are outlined within the report.

Responses to members' questions and comments included:

- (p) with regard to Stonewall, the Service was striving to achieve improvements in equalities not just to achieve a top 100 ranking, but because this was the right thing to do;

- (q) during a period of staff reductions and very little recruitment, it has not been possible to focus on achieving equalities targets with regard to staffing. However, the most viable route for pursuing equality recruitment targets is through succession planning;
- (r) further consideration should be given to the current equalities targets and whether they are set too high for what can realistically be achieved in today's society when a range of impressively proactive engagement has not enabled the Service to meet the equalities targets set;
- (s) this organisation is not alone in struggling to meet equality targets so it is important to share information with partners on the recruitment methods which were successful;
- (t) recruitment of retained staff has been slightly relaxed only in that the requirement of living or working 'within five minutes travel of the station' is unrealistic in some rural areas where fewer people are within the immediate vicinity of stations. However, distance from stations has to be restrictive and there has to be a cut-off point as appliances are responding to an emergency;
- (u) progress has currently halted with regards to control collaboration with Leicestershire. This position is scheduled for review in September and an update will be provided to Members soon after;
- (v) having considered the end of employment terms and conditions of both the County and City Councils and Nottinghamshire Fire and Rescue Service, some Councillors are concerned that there is a significant difference in the 'pay-off period' with Nottinghamshire Fire and Rescue Service providing up to 66 weeks compared to local authorities providing 50 weeks and less. In times of budgetary constraint this significant difference needs to be reviewed;
- (w) a national review of terms and conditions was undertaken by Adrian Thomas prior to the election but his report has not yet been released. In addition, the LGA are also considering terms and conditions. The point has been previously discussed within the Finance Team with regard to the budget and employee expenses for which the Authority has control (this does not include pay);
- (x) to date the workforce has been supportive of the financial restraints placed on the Service and the requirements to make savings, however, it is important to ensure that in such difficult times and with further difficult decisions to be made, the workforce continues to support the decisions of the Authority. It is proposed that the best course of action regarding any consideration to changes in Terms and Conditions should primarily be discussed with the Chair of the Human Resources

Committee, the Assistant Chief Fire Officer and Chief Fire Officer, prior to progressing the issue to Committee.

RESOLVED

- (1) to note the report;**
- (2) for a report regarding equality targets to be submitted to a future meeting.**

19 HER MAJESTY'S ARMED FORCES CORPORATE COVENANT

Wayne Bowcock, Deputy Chief Fire Officer, presented the report which sought approval to sign the Armed Forces Corporate Covenant.

Historically the Service has supported the Armed Forces community through a voluntary pledge but now have the opportunity to sign the covenant, which includes a core statement of commitment in that:

- i. no member of the Armed Forces community should face disadvantage in the provision of public and commercial services compared to any other citizen;
- ii. in some circumstances special treatment may be appropriate, especially for the injured or bereaved.

The discipline and qualities of Armed Force's personnel sit well with the requirements of the Emergency Services and provides all round benefits for the Armed Forces, Emergency Services, communities, and the individual.

The Service currently employs six Armed Force Reservists, some of whom have been deployed to active duty.

During November 2014 the support of the Service was recognised with a silver award from Supporting Britain's Reservists and Employers (SaBRE). To be considered as qualifying for the Gold award, commitments to the corporate covenant must be shown. Already measures are in place to enhance the Service's inclusion of ex-forces personnel.

Members are assured that where combat related mental health issues occur, such as post-traumatic stress, support was provided jointly from the Armed Forces and the Fire Service. It is also noted that if a reservist employee is deployed, the military will reimburse the salary costs to the Service.

RESOLVED to approve the signing of the Armed Forces Corporate Covenant, which will be valid for a period of five years.

20 EXCLUSION OF THE PUBLIC

RESOLVED 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 the basis that, having regard to all the circumstances, the public interest in maintaining the exemptions outweighs the public interest in disclosing the information, as defined in paragraphs 1 ad 3 of Part 1 of Schedule 12A to the Act.

21 VOLUNTARY REDUNDANCY APPLICATIONS

Wayne Bowcock, Deputy Chief Fire Officer, presented the report regarding applications for voluntary redundancy.

RESOLVED for the recommendations within the report to be approved.



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

POLICY & STRATEGY COMMITTEE

MINUTES of the meeting held at Fire and Rescue Services HQ, Bestwood Lodge, Arnold Nottingham NG5 8PD on 24 July 2015 from 10.00am to 11.28am

Membership

Present

Councillor Darrell Pulk (Chair)
Councillor Gordon Wheeler
Councillor Yvonne Woodhead

Absent

Councillor Jon Collins,
Councillor Brian Grocock,
Councillor Chris Barnfather

Councillor Roger Jackson (substitute)
Councillor Neghat Nawaz Khan (substitute)
Councillor Malcolm Wood (substitute)

Colleagues, partners and others in attendance:

John Buckley - Chief Fire Officer
Malcolm Townroe - Clerk and Monitoring Officer to the Authority
Peter Hurford - Treasurer to the Authority
Richard Harbord - Independent Consultant

1 APOLOGIES FOR ABSENCE

Apologies for absence were received from:

Councillor Jon Collins, for whom Councillor Malcolm Wood was substitute;
Councillor Chris Barnfather, for whom Councillor Roger Jackson was substitute;
Councillor Brian Grocock, for whom Councillor Neghat Nawaz Khan was substitute.

2 DECLARATIONS OF INTERESTS

None.

3 MINUTES

The Committee confirmed the minutes of the meeting held on 17 April 2015 as a true record and they were signed by the Chair.

4 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 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.

5 EXEMPT MINUTES

The Committee confirmed the exempt minutes of the meeting held on 17 April 2015 as a true record and they were signed by the Chair.

6 ADJOURNMENT OF THE MEETING

At the suggestion of the Chair and with the approval of the Committee, the meeting was adjourned from 10.03am until 10.33am.

7 PROPERTY UPDATE

Malcolm Townroe, Clerk and Monitoring Officer to the Authority, introduced the report.

RESOLVED to approve the recommendations within the report and added to during the meeting.