



NOTTINGHAMSHIRE AND CITY OF NOTTINGHAM FIRE AUTHORITY

MINUTES

of the Annual General Meeting of the Authority held on **11 JUNE 2004** at
County Hall, West Bridgford from 10.30 am to 11.30 am.

Membership

- Councillor Charlesworth
- Councillor Bennett
- ^ Councillor Bosnjak
- Councillor Cottee
- Councillor Davison
- Councillor Freeman
- Councillor Griggs
- ^ Councillor Grocock
- ^ Councillor Hempsall
- Councillor Jackson
- Councillor O'Toole
- Councillor Pepper
- ^ Councillor Pulk
- Councillor Smith
- Councillor Spencer
- ^ Councillor Stephenson
- Councillor Tsimbirdis
- Councillor Wood

Members absent are marked ^

1 APPOINTMENT OF CHAIRMAN

RESOLVED that Councillor Jackson be appointed Chairman of the Authority for the municipal year 2004/05.

2 APPOINTMENT OF VICE CHAIRMAN

RESOLVED that Councillor Charlesworth be appointed Vice-Chairman for the municipal year 2004/05.

3 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Bosnjak, Grocock (on City Council business) and Hempsall.

4 MINUTES

RESOLVED that the minutes of the meeting of the Authority held on 30 April 2004 and of a meeting of the Special Finance Committee held on 11 May 2004, copies of which had been circulated, be confirmed and signed by the Chairman.

5 DECLARATIONS OF INTERESTS

No declarations of interests were made.

6 CHAIRMAN'S ANNOUNCEMENTS

The Chairman reported that the meeting at which the appeal to the Office of the Deputy Prime Minister (ODPM) against the capping of the Authority was discussed had taken place between Minister Phil Hope and the Chief Fire Officer, Chairman of the Authority, Treasurer to the Authority and Paddy Tipping MP. A decision would be available from the ODPM in mid July.

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

Consideration was given to a report of the Clerk, copies of which had been circulated.

RESOLVED

- (1) that the appointment of the following County Council and City Council representatives to the Fire Authority be noted:-

Nottinghamshire County Council

**Councillor Bennett
Councillor Bosnjak
Councillor Cottee
Councillor Davison
Councillor Freeman
Councillor Hempsall
Councillor Jackson
Councillor O'Toole
Councillor Pepper
Councillor Pulk
Councillor Smith
Councillor Tsimbiridis**

Nottingham City Council

**Councillor Charlesworth
Councillor Griggs
Councillor Grocock
Councillor Spencer
Councillor Stephenson
Councillor Wood**

- (2) that appointments to committees etc be made as follows:-

Personnel Committee

**Councillor Charlesworth
Councillor Bennett
Councillor Bosnjak
Councillor Jackson
Councillor Pepper
Councillor Pulk**

Standards Committee

**Councillor Griggs
Councillor Spencer
plus one member of the Liberal Democrat Group to be notified to the Clerk
Mr Richard Best (Independent Member)**

Improvement and Development Board

**Councillor Charlesworth
Councillor Bennett
Councillor Cottee
Councillor Freeman
Councillor Hemsall
Councillor Jackson**

Ad Hoc Members Group on Equalities

**Councillor Bosnjak
Councillor Jackson
Councillor O'Toole
Councillor Tsimbiridis**

- (3) that dates of meetings be approved as set out below, together with the administrative arrangements for those meetings as set out in the report:-

Combined Fire Authority (10.30 am)

2004

**23 July
3 September
22 October
10 December**

2005

**14 January
25 February
15 April
3 June**

Ad-Hoc Members Group on Equalities (10.00 am)

2004

15 June
14 September
26 October
7 December

2005

18 January
1 March
12 April

Improvement and Development Board (10am)

2004

24 June
5 August
23 September
4 November
16 December

2005

27 January
10 March
21 April

Personnel Committee

Meetings as required at the rising of Combined Fire Authority meetings.

Standards Committee

Meetings as required

- (4) that, if unable to attend a sub group, members endeavour to provide substitutes from the Authority membership within their own political group, giving the name of the substitute to the organiser of the meeting no less than one day in advance of the meeting.

8 REVISIONS TO FINANCE STANDING ORDERS AND FINANCIAL REGULATIONS

Consideration was given to a report of the Treasurer, copies of which had been circulated, detailing minor revisions to the Authority's Financial Regulations in line with the Accounts and Audit Regulations 2003.

RESOLVED that the revisions as detailed in the report and appendix be approved.

9 STATEMENT ON INTERNAL CONTROL

Consideration was given to a report of the Chief Fire Officer, copies of which had been circulated, informing members of the proposed Statement on Internal Control for inclusion in the Statement of Accounts.

RESOLVED that the proposed Statement on Internal Control 2003/04 and the Implementation Plan for 2004/05 be approved.

10 ARSON TASK FORCE

Consideration was given to a report of the Chief Fire Officer, copies of which had been circulated, informing members of the £270,000 grant from the Arson Control Forum awarded to the Authority to aid in meeting the Government target of a 10% reduction from the 2002 figures of deliberately set fires by 2010.

RESOLVED that the report be noted and members promote the work of the Arson Task Force.

11 APPOINTMENT OF COMMUNITY SAFETY INTELLIGENCE ANALYST

Consideration was given to a report of the Chief Fire Officer, copies of which had been circulated.

RESOLVED

- (1) that the temporary post of Community Safety Intelligence Analyst be established with immediate effect for two years on Scale SO1;**
- (2) that the post be jointly funded by the Authority and from funds received from the Arson Control Forum.**

12 REGIONAL FIRE CONTROL - UPDATE

Consideration was given to a report of the Chief Fire Officer, copies of which had been circulated, updating members on the progress of the collaborative working of Nottinghamshire, Derbyshire, Leicestershire, Lincolnshire, and Northamptonshire Fire Services.

RESOLVED

- (1) that progress on the regional control project be noted;**
- (2) that Councillor Charlesworth be appointed lead member for the Regional Fire Control project;**
- (3) that the appointment of a Regional Project Manager, funded from the existing budget provision of collaborative working, be supported.**

13 IMPROVEMENT AND DEVELOPMENT BOARD

Consideration was given to a report of the Chief Fire Officer, copies of which had been circulated, including details of the proposed terms of reference, specific references for scrutiny being past performance, current performance, and future vision.

RESOLVED

- (1) that the report be noted;**
- (2) that the terms of reference for the Improvement and Development Board, as detailed in appendix B to the report, be approved.**

14 AD-HOC MEMBERS GROUP ON EQUALITIES

RESOLVED that the report of the Chief Fire Officer, copies of which had been circulated, updating members on the work carried out by the Service with regard to fairness and equality, be noted.

15 LOCAL GOVERNMENT PENSION SCHEME (AMENDMENT) REGULATIONS 2004

Consideration was given to a report of the Chief Fire Officer, copies of which had been circulated, proposing arrangements for dealing with complaints in respect of pension decisions made by the Fire Authority as an employer.

RESOLVED

- (1) that the Treasurer and Head of Finance and Resources, be named as the required 'specified persons' under the Local Government Pension Scheme (Amendment) Regulations 2004;**
- (2) that members approve the current approach to the proposed external consultant, or such other external parties as the County Council may recommend, in areas where a conflict of interest may occur.**

16 LOCAL PUBLIC SERVICE AGREEMENT

Consideration was given to a report of the Chief Fire Officer, copies of which had been circulated.

RESOLVED that the report be noted and the inclusion of the Fire Safety Target in Nottingham City Council's Local Public Service Agreement be welcomed.

17 FIRE 2004 CONFERENCE

Consideration was given to a report of the Chief Fire Officer, copies of which had been circulated, outlining details of the three day event to be held in September 2004.

RESOLVED

- (1) that approval be given to the attendance of two majority members and one minority member at the Conference;**
- (2) that the estimated cost of £750 per delegate be met from the budget provision for Member Conference Expenses.**