



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

**MINUTES**

of the meeting of the Authority held on **9 SEPTEMBER 2005** at County Hall,  
West Bridgford, Nottingham from 10.30 am to 11.50 am.

**Membership**

	Councillor Pulk	(Chair)
	Councillor Charlesworth	(Vice-Chair)
^	Councillor Butler	
	Councillor Cottee	
	Councillor Davidson	
	Councillor Fielding	
	Councillor Griggs	
	Councillor Grocock	
	Councillor Hemsall	
	Councillor Henshaw	
^	Councillor Knight	
	Councillor Lally	
	Councillor O'Riordan	
^	Councillor Pettengell	
	Councillor Rigby	
	Councillor Spencer	
^	Councillor Stephenson	
	Councillor Wood	

Members absent are marked ^

**42 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Butler, Knight, Pettengell and from Councillor Stephenson (on Council business)

**43 MINUTES**

**RESOLVED** that the minutes of the last meeting held on 29 July 2005, copies of which had been circulated, be confirmed and signed by the Chairman.

#### **44 DECLARATIONS OF INTEREST**

No declarations of interest were made.

#### **45 CHAIR'S ANNOUNCEMENTS**

The Chair reported that he had visited further fire stations and that a formal process would be developed in line with the new governance arrangements for other members of the authority to make similar visits.

In acknowledgement of their valued hard work and dedication while serving on the Fire and Rescue Authority, the Chair presented certificates to former councillors Bennett, Pepper, Smith and Tsimbiridis, who, following the local election, had not returned to office. On behalf of the Authority, the Chair wished the retiring councillors every success in their future ventures.

#### **46 GOVERNANCE**

Consideration was given to a joint report of the Chair and Chief Fire Officer, copies of which had been circulated, proposing revised governance arrangements.

The Vice-Chair, Councillor Charlesworth, requested that his intention to do as much as he was able to include all members in this venture be recorded.

#### **RESOLVED**

- (1) that the revised governance structure as presented in Appendix A to the report be approved;**
- (2) that the timetable and implementation provisions contained in paragraph 3.4 of the report be approved.**

Councillor Spencer requested that his vote dissenting against recommendation 15b regarding political balance be recorded.

#### **47 COMMUNITY SAFETY PLAN (IRMP) 2006-09**

Consideration was given to a report of the Chief Fire Officer and Community Safety Plan consultation document, copies of which had been circulated.

**RESOLVED that the Community Safety Plan consultation document be approved for public and stakeholder consultation for a period of twelve weeks commencing Monday 13 September 2005.**

#### **48 COMMUNITY SAFETY UPDATE**

Consideration was given to a report of the Chief Fire Officer, copies of which had been circulated, detailing the community safety initiatives and programmes undertaken within Nottinghamshire and the City of Nottingham.

**RESOLVED that the report and its implications for the Nottinghamshire Fire and Rescue Service be noted.**

**49 REGIONAL FIRE CONTROL LOCATION**

Consideration was given to a report of the Chief Fire Officer and press release from the Office of the Deputy Prime Minister which identified Willow Farm Business Park, Castle Donington, Leicestershire to be the site of the new Regional Fire Control Centre, copies of which had been circulated.

**RESOLVED that the report be noted.**

**50 PERFORMANCE MANAGEMENT OFFICER POST - ESTABLISHMENT**

Consideration was given to the report of the Chief Fire Officer, copies of which had been circulated proposing to establish a permanent post of Performance Management Officer.

**RESOLVED that a post of Performance Management Officer be established within the Information Services Department on Grade 6 and the cost be met from the Department's existing and predicted budget.**

**51 WATCH MANAGER POST WITHIN INFORMATION SERVICES – CONVERSION**

Consideration was given to a report of the Chief Fire Officer, copies of which had been circulated, proposing to convert a Watch Manager Post to an additional Geographical Information Systems Operative.

**RESOLVED that one Watch Manager post within Information Services be permanently converted to a full-time Geographical Information Systems Operative post, as detailed in the job description appended to the report, to focus on work associated with the Fire Service Emergency Cover Model.**

**52 BUDGET MONITORING STATEMENT – PERIOD ENDED 31 JULY 2005**

**RESOLVED that a report of the Chief Fire Officer, copies of which had been circulated, detailing the financial performance of the Authority up to 31 August 2005, be noted.**

**53 PRUDENTIAL CODE MONITORING REPORT**

**RESOLVED that a report of the Treasurer, copies of which had been circulated, detailing the performance of the Fire and Rescue Authority in respect of the prudential indicators for capital accounting and treasury management, be noted.**

**54 DATA PROTECTION ACT COMPLIANCE**

Consideration was given to a report of the Chief Fire Officer, copies of which had been circulated informing members of the actions of the Authority to address the outcome of the Data Protection Act Compliance audit in June 2004.

**RESOLVED that the report and measures to address shortfalls identified by the Audit be noted.**

## **55 ANTI-FRAUD POLICY**

Consideration was given to a report of the Standards Committee and proposed Anti-Fraud policy, copies of which had been circulated.

**RESOLVED that the draft Anti-Fraud policy be approved and included as an Appendix to the Nottinghamshire and City of Nottingham Fire and Rescue Authority Members' Handbook.**

## **56 GIFTS AND HOSPITALITY POLICY**

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

**RESOLVED that subject to clarification from the Standards Board for England that the policy is consistent with the national model code of conduct**

- (1) that the Gifts and Hospitality policy be approved and included as an Appendix to the Nottinghamshire and City of Nottingham Fire and Rescue Authority Members Handbook;**
- (2) that the policy be circulated to all employees of the Nottinghamshire and City of Nottingham Fire and Rescue Service.**

## **57 GRANTING OF INDEMNITIES TO MEMBERS AND OFFICERS**

Consideration was given to a report of the Standards Committee and proposed Statement of Officers and Members Indemnities, copies of which had been circulated.

**RESOLVED that the Statement of Officers' and Members' Indemnities be adopted and incorporated into the Nottinghamshire and City of Nottingham Fire and Rescue Authority Members Handbook.**