

Minutes of the Meeting of the  
EAST MIDLANDS REGIONAL MANAGEMENT BOARD

Held: Thursday 26 January 2006 at 2.00 pm at Leicestershire  
Fire and Rescue Headquarters, Leicester Road, Glenfield, Leicester  
LE3 8HD



P R E S E N T:

Derbyshire Fire Authority  
Councillor Richard Gerrard  
Councillor Paul Smith

Leicester, Leicestershire and Rutland Combined Fire Authority  
Councillor Peter Roffey  
Councillor Graham Perkins

Lincolnshire County Council  
Councillor Mrs Jean Johnson  
Councillor Peter Robinson

Northamptonshire County Council  
Councillor Mrs Liz Tavener

Nottinghamshire and City of Nottingham Fire Authority  
Councillor Darrell Pulk  
Councillor Brent Charlesworth

Officers in Attendance

Chief Fire Officers

Mr Brian Tregunna, CFO Derbyshire Fire Authority  
Mr Dave Webb, CFO, Leicester, Leicestershire and Rutland CFA  
Mr Mike Thomas, CFO, Lincolnshire Fire Authority  
Mr David Archer, CFO, Northamptonshire Fire Authority  
Mr Paul Woods, CFO, Nottinghamshire and City of Nottingham Fire Authority

Mrs Judi Beresford, Nottinghamshire Fire and Rescue Service  
Ms Joy Willoughby, ACO, Derbyshire Fire Authority

Board Officers

Mr Guy Goodman, Clerk to the Board, Leicester City Council  
Ms Jane Doubleday, Business Support Team, Leicester City Council  
Ms Johanne Robbins, Business Support Team, Leicester City Council  
Mr Trevor Peel, EMRMB Treasurer, Leicester, Leicestershire and Rutland CFA  
Mrs Jo Beresford, Regional Programme Manager, Lincolnshire Fire Authority  
Ms Marie Ensor, Press Officer, Nottinghamshire County Council

ODPM

Mr Jeremy Lodge, Business Change Manager

**55. APOLOGIES FOR ABSENCE**

Apologies were received from Councillor Bill Parker (Northamptonshire).

**56. MINUTES OF THE PREVIOUS MEETING OF THE BOARD**

RESOLVED:

that the minutes of the meeting held on 8 December 2005 be approved as a correct record and signed by the Chairman.

**57. DECLARATIONS OF INTEREST**

There were no declarations of interest.

**58. CORRESPONDENCE RECEIVED BY THE BOARD**

There was no correspondence received by the Board.

**59. OTHER BUSINESS OF THE CHAIR**

There was no other business of the Chair.

**60. BUSINESS REMAINING FROM THE LAST MEETING**

There were two items remaining from the last meeting.

Minute 45 a) regarding Corporate Membership of East Midlands LGA. The Chairman felt it was not appropriate to pursue this matter at the present time and had decided not to proceed. It would be brought back to the Board later in the year when it was appropriate.

RESOLVED:

that Corporate Membership of the EMLGA would not be pursued at the present time.

Minute 45 b) regarding a letter concerning training of members. The Clerk had received no response regarding this.

RESOLVED:

that no further action would be taken.

## **61. QUESTIONS RECEIVED UNDER STANDING ORDER 8.1**

There were no questions received.

## **62. MINUTES AND REPORTS OF SUB-COMMITTEES AND PANELS**

There were no minutes and reports of Sub-Committees and Panels to receive.

## **63. REPORTS OF THE CLERK**

The Clerk informed the Board that there would be a special meeting of the Board at 2 pm on Thursday 16 February at Northamptonshire to consider the RCC governance arrangements. This meeting would be followed by the planned Briefing on resilience and procurement.

The Board was asked to agree to the proposed dates for the Board meetings to be held in the Municipal Year 2006/07:

15 June 2006 (AGM)  
7 September 2006  
19 October 2006  
7 December 2006  
25 January 2007  
5 April 2007

RESOLVED:

that the proposed dates of Board meetings for the Municipal year 2006/07 be accepted.

## **64. REPORTS OF THE TREASURER**

### **64.1 BUDGET 2006/07**

The Treasurer submitted a report to the Board detailing the proposed budget for 2006/07. A paper was circulated at the meeting replacing Paragraph 2.12 of the report with a revised budget proposal. The major revisions were in the reduction in the cost for the Regional ADC and recruitment centre (by passing the Management work to the Workforce Development Project) and to Regional Fire Investigation (by agreeing alternative management arrangements).

RESOLVED:

- 1) that the funding for the Regional Employee Relations Officer for 2006/07 as specified in Paragraph 2.4 of the report be agreed
- 2) that the funding for the Regional Control Project Team for 2006/07 as specified in paragraph 2.7 of the report be agreed
- 3) that the funding for the remainder of the regional projects for 2006/07 as specified in the revised paragraph 2.12 of the report be agreed

## **65. REPORTS OF THE CHIEF FIRE OFFICERS OF CONSTITUENT AUTHORITIES**

### **65.1 COMMAND & CONTROL WORKSTREAM - REGIONAL CONTROL CENTRE**

CFO Webb submitted a report to the Board updating the position regarding the Regional Control Centre. There was nothing significant to report on other than the groundwork had started on the site and that the developers were happy for the Press Office to arrange a ceremony to advertise the commencement of work on the Regional Control Centre. This was likely to be during March 2006.

CFO Webb confirmed that regarding Governance issues work was still progressing with ODPM to iron out differences between the FiReControl and Firelink projects.

RESOLVED:

that the report be noted

### **65.2 NATIONAL FRAMEWORK DOCUMENT**

CFO Woods submitted a report to the Board with a draft Board submission to be forwarded to ODPM by 10 February 2006 which was the end of the consultation period on the latest National Framework document. Members accepted the draft submission other than some amendments to the wording of Paragraph 6 to indicate that different FRA structures whilst presenting some challenges should not pose insurmountable difficulties for regional working. It was agreed that this would be altered.

RESOLVED:

that the draft submission (Appendix 1) be agreed and submitted to the ODPM subject to Paragraph 6 being revised by CFO Woods, in consultation with the Chairman and the Clerk to reflect the Board's view.

### **65.3 REGIONAL PROCUREMENT PROCESS**

CFO Thomas submitted a report to the Board updating on the progress to date against the Regional Procurement Strategy. The National Procurement Strategy had now been published and FireBuy established. A full Business Case as requested by the Board at its last meeting was not yet completed but was being drafted at the moment.

Councillor Pulk confirmed that there were already some tangible results coming through from this project.

RESOLVED:

that the report be noted

#### **65.4 WORKFORCE DEVELOPMENT WORKSTREAM - REGIONAL ADC & RC**

Judi Beresford, Nottinghamshire Fire Service, gave a presentation to the Board on the continued implementation of Regional Collaboration in Recruitment and Assessment Development Centres and gave an overview of the key points. There had been positive feedback from the scheme already piloted in Derbyshire. The recruitment campaign had been successful in attracting women and disabled applicants and those from minority ethnic communities. In addition it is anticipated that the costs of the project will be reduced for the 2007/08 period once the initial equipment had been purchased. The Board would need to consider appointing a Regional Manager to co-ordinate recruitment and selection and career progression through the ADC process. The Regional Manager would need to be assisted by an Administrator to co-ordinate the process across the region. Each Fire Authority would also need trained assessors to support the project.

CFO Tregunna clarified that the Workforce Development Manager would now be combined with the Regional ADC Manager as approved in the Budget for 2006/07 which would substantially reduce the costs of the project. The Chairman commented that there would be substantial benefits from introducing uniformity of quality and standards of staff recruitment and training across the region. It was noted that the success of the Regional ADC Pilot had been highly commended and endorsed by Sue Evans from the National ADC Project Team.

Members of the Board, although wishing to support the project, felt that it would have been easier to see exactly what they were agreeing to if the report had a summary at the beginning to clarify this. The Clerk to the Board confirmed that the subject of reports had been covered in the Governance Audit presented to the meeting held on 8 December 2005. A new report template was being developed taking on board these issues and this would be in use for the next meeting.

#### **RESOLVED:**

- 1) that the project would move forward by combining the current Workforce Development Project Manager's post with the proposed ADC Manager's post until 31 March 2008 with a review to determine any extension at a later date.
- 2) that an ADC Administrative Assistant be appointed until 31 March 2008.
- 3) that the Workforce Development Project plans would be adjusted accordingly.

#### **65.5 JOINT PARTNERSHIP FORUM**

CFO Woods presented the draft minutes of the most recent meeting of the Joint Partnership Forum held on 5 January 2006. The one item of note was the draft grievance policy which was distributed to the Forum for consultation and consideration at the next meeting of the Forum on 16 February 2006.

#### **RESOLVED:**

that the draft minutes be noted

## **65.6 REGIONAL PROGRAMME UPDATE**

Jo Beresford, Regional Programme Manager, submitted a Progress/Exception Report to the Board. There was nothing further to report at this stage.

RESOLVED:

that the report be noted

## **65.7 ESTABLISHING REGIONAL PRIORITIES**

CFO Woods submitted a report to the Board detailing three options for the Strategic Review of Integrated Common Services. In the light of the budget already agreed for 2006/07 CFO Woods indicated that Option One, submitting a bid to the Capacity Building Fund, was probably the only feasible one. Although this was the cheapest option it was still felt that it was preferable to the other two not just on the grounds of cost.

RESOLVED:

that the report be accepted and that Option One is the preferred option of the Board.

## **66. CONSIDERATION OF MOTIONS TABLED BY MEMBERS**

There were no motions tabled by members.

## **67. CLOSE OF MEETING**

The Chairman declared the meeting closed at 3.10 pm.