



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

MINUTES

of the meeting of the Authority held on **29 JUNE 2007** at County Hall, West
Bridgford, Nottingham from 10.30 am to 11.50 am.

Membership

- | | | |
|---|-------------------------|--------------|
| | Councillor D Pulk | (Chair) |
| | Councillor P Griggs | (Vice-Chair) |
| ^ | Councillor B Cooper | |
| | Councillor J Cottee | |
| | Councillor S Fielding | |
| ^ | Councillor A Foster | |
| | Councillor B Grocock | |
| | Councillor J Hemsall | |
| | Councillor P Henshaw | |
| ^ | Councillor H Holt | |
| ^ | Councillor H James | |
| | Councillor J Knight | |
| | Councillor P Lally | |
| | Councillor P Owen | |
| | Councillor T Pettengell | |
| | Councillor K Rigby | |
| | Councillor T Spencer | |
| | Councillor M Wood | |

Members absent are marked ^

18 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Cooper, Foster, Holt and James.

19 MINUTES

Subject to the following amendments to Appendix 1, Committee Membership, the minutes of the last meeting held on 1 June 2007, copies of which had been circulated, be signed and confirmed by the Chair:-

- (a) Councillor Grocock replace Councillor James on the Community Safety Committee, and that Councillor James replace Councillor Grocock on the Human Resources Committee;
- (b) that membership of the Best Value Review Board consist of the Chair and Vice-Chair of the Fire and Rescue Authority and such other members appointed by invitation, depending on the Best Value Review being undertaken.

20 DECLARATIONS OF INTERESTS

No declarations of interests were made.

21 CHAIR'S ANNOUNCEMENTS

The Chair reported that the recent flooding in the region had resulted in an unprecedented workload for the Service. Within a 24 hour period, 25-26 June 2007, 500 calls relating to flooding were received at the Control Centre, 150 different flooding incidents were attended by crews, with 124 individual and group rescues from the flood water. Nottinghamshire also assisted other Fire and Rescue Services within the region, mainly Lincolnshire. Water rescue equipment and skills had proved invaluable.

The Chair requested that Control Centre and Operational staff receive a letter of thanks acknowledging the effective execution of their additional workload under exceptionally challenging circumstances.

The Chair had attended a meeting of the Local Government Association (LGA) in London and had been asked to sign authorisation to progress the establishment of the Regional Control Centre.

22 STATEMENT ON INTERNAL CONTROL

Consideration was given to a report of the Chief Fire Officer, copies of which had been circulated, advising members of progress made against specific action points identified in the 2005/06 Statement on Internal Control, and presenting a draft Statement on Internal Control for 2006/07.

RESOLVED

- (1) that the following be noted:-**
 - (a) that the Statement on Internal Control served to indicate that the Service had a robust approach to internal control;**
 - (b) the achievements made against the action points raised in the Statement on Internal Control 2005/06;**
- (2) that the organisation commit to addressing the action points raised in the 2006/07 Internal Control Statement;**
- (3) that the Statement on Internal Control 2006/07 be adopted and included in the Statement of Accounts 2006/7;**

- (4) that progress reports on key areas yet to be achieved, as detailed in the report, be submitted to the Finance and Recourses Committee and the Performance Monitoring Committee for consideration.

23 FINAL ACCOUNTS 2006/07

Consideration was given to a report of the Treasurer, copies of the report had been circulated, while copies of the accounts were circulated at the meeting.

RESOLVED

- (1) that the Statement of Accounts for 2006/07 be approved;
- (2) that the capital programme slippage of £1.344m as a variation to the 2007/08 capital programme be approved.

24 INTERNAL AUDIT ANNUAL REPORT 2006/07

Consideration was given to a report of the Treasurer, copies of which had been circulated, regarding the review of internal audit by the Head of Finance and Resources. The report included a detailed analysis of progress against the plan 2006/07, a summary of reports issued to date, the Strategic Plan 2008 to 2010 and the Annual Plan 2007/08.

RESOLVED

- (1) that the Auditors Annual Report be noted and the Audit Plan for 2007/08 be approved;
- (2) that the review of Internal Audit be noted.

25 ANNUAL PERFORMANCE PLAN AND REVIEW 2007 AND COMMUNITY SAFETY PLAN 2007 UPDATE

Consideration was given to a report of the Chief Fire Officer, copies of which had been circulated, which incorporated the Annual Report 2006/07 and the Best Value Performance Plan for 2007/08.

RESOLVED that the Annual Performance Plan and Review 2007, the updated Community Safety Plan 2007 and the associated publication process be approved.

26 STRATEGIC OBJECTIVES

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

RESOLVED

- (1) that the following areas of priority identified by the Strategic Management Team be noted:-
- Implementation of an organisational structure ;
 - Development of governance and Member relationships ;

- **Horizon scanning for the future ;**
- **Increasing the Service’s national profile ;**
- **Improvement of communications and employee relations.**

(2) that, where appropriate, the delivery of these priorities be supported.

27 ORGANISING THE SERVICE FOR FUTURE DELIVERY

Consideration was given to a report of the Chief Fire Officer, copies of which had been circulated, presenting to members the revised management structure which was to be effective from 1 July 2007.

RESOLVED that the following amended management structure be noted:-

<u>Post</u>	<u>Responsibility Level</u>
Chief Fire Officer	Service-wide accountability
Deputy Chief Fire Officer	Corporate Services : <ul style="list-style-type: none"> • Performance Management • Corporate Communications • Business Planning • Administration • Risk Management
Head of Human Resources	<ul style="list-style-type: none"> • Occupational Health • Health and Safety • Training and Development • Personnel • Industrial Relations • Equalities
Head of Finance and Resources	<ul style="list-style-type: none"> • Finance • Technology • Engineering • Estates • Stores • Fire Extinguisher Maintenance/Nationwide Fire • Facilities Management
Assistant Chief Fire Officer Community Risk Response	<ul style="list-style-type: none"> • Response North • Response City/South • Operational Support
Assistant Chief Fire Officer Community Risk Reduction	<ul style="list-style-type: none"> • Fire Protection • Community Safety Team • Advocates • Community Safety

28 FIRE 2007 CONFERENCE OUTCOMES

Consideration was given to a report of the Chief Fire Officer, copies of which had been circulated, which informed Members of the outcomes of the Fire 2007 Conference, held between 22 and 24 May 2007 at the National Exhibition Centre in Birmingham and included a copy of the speech by Angela Smith MP.

RESOLVED that the report be noted and continued attendance at this significant event be, supported.