



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

**MINUTES**

of the meeting of the Authority held on **7 SEPTEMBER 2007** at The Council House, Old Market Square, Nottingham from 10.35 am to 11.33 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 James  
Councillor J Knight  
Councillor P Lally  
Councillor J O'Riordan  
Councillor P Owen  
^ Councillor T Pettengell  
Councillor K Rigby  
Councillor T Spencer  
Councillor M Wood

Members absent are marked ^

**29 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Griggs and Pettengell.

**30 DECLARATIONS OF INTERESTS**

No declarations of interests were made.

### **31 MINUTES**

**RESOLVED that the minutes of the last meeting held on 29 June 2007, copies of which had been circulated, be confirmed and signed by the Chair.**

### **32 CHAIR'S ANNOUNCEMENTS**

It was with sadness that the Chair informed the Authority of the recent passing of Retford Watch Manager John Day who actively promoted Community Safety and instructed at training sessions around the country. In memory of Mr Day, all persons attending the meeting stood for a minutes silence.

The Chair also reported that he and the Chief Fire Officer had been visiting full time fire stations to meet with and discuss issues which concerned fire fighters. This had proved a very valuable and informative exercise. It was intended that, in due course, retained stations and the staff at Headquarters would be included in the cycle of visits.

The Chair, opposition party members and officers had attended a very interesting discussion event with affected staff regarding the transition to the Regional Control Centre.

It was noted that Edwinstowe, Carlton and Newark fire stations were holding public events during the weekend of 8-9 September. The Chair and Chief Fire Officer were to attend the Annual United Kingdom Firefighters Memorial Service which was to be held in London on Sunday 9 September to commemorate all the firefighters who had died in action from World War II to the present day.

### **33 MEMBERSHIP**

**RESOLVED**

- (1) that the appointment of Councillor O'Riordan to Nottinghamshire and City of Nottingham Fire and Rescue Authority by the County Council in place of Councillor Holt be noted;**
- (2) that Councillor O'Riordan be appointed to the following committees:-**

**Performance Monitoring Committee  
Personnel Committee;**

- (3) that the Authority's thanks be recorded to Councillor Holt for her contribution while serving on the Fire and Rescue Authority.**

### **34 AMENDMENTS TO GOVERNANCE ARRANGEMENTS**

Consideration was given to a report of the Chief Fire Officer, copies of which had been circulated, which proposed amendments to the terms of reference of the Policy and Strategy Committee.

**RESOLVED**

- (1) that the remit of the Policy and Strategy Committee be amended to include responsibility for the governance and direction of arrangements for commissioning of Authority members' development programme and succession planning;
- (2) that members continue to monitor and review governance arrangements to ensure the Service maintained high standards in this area as far as Comprehensive Performance Assessment and other audit processes were concerned.

### **35 DELEGATIONS TO THE CHIEF FIRE OFFICER**

Consideration was given to a report of the Clerk, copies of which had been circulated, which proposed to extend the Chief Fire Officers' scheme of delegation.

#### **RESOLVED**

- (1) that the existing scheme of delegation be extended to include provision for the Chief Fire Officer to:-
  - (a) settle any claim against the Authority up to a maximum level of £15,000;
  - (b) settle any claim against the Authority in excess of £15,000 following consultation with the Chair, Vice Chair and opposition spokespersons;
  - (c) exercise the powers and duties of the Authority, including without prejudice to the foregoing, the instigation of legal proceedings under the following legislation:-
    - (i) the Fire Precautions (Workplace) Regulations 1997 or any subsequent re-enactment thereof;
    - (ii) the Regulatory Reform (Fire Safety) Order 2005 or any subsequent re-enactment thereof;
- (2) that reports be submitted to the Performance Monitoring Committee on a 6 monthly basis setting out details of any claims settled or prosecutions brought under these delegations during the previous 6 months.

### **36 CODE OF CONDUCT**

Consideration was given to a report of the Clerk, copies of which had been circulated, which presented the recommendation of the Standards Committee to adopt the revised code of conduct.

#### **RESOLVED**

- (1) that the revised final draft of the Code of Conduct, with the ten General Principles of Public Life as a preamble, be adopted and a copy be forwarded to all members of the Authority;

- (2) that members be offered further training on the new Code of Conduct and that any such training undertaken, be recorded;**
- (3) that the Standards Committee be informed accordingly.**

### **37 DISCRETIONARY COMPENSATION PAYMENTS POLICY**

Representatives of the Fire Brigades Union asked a question of the Chair regarding this item, to which a verbal response was given.

Consideration was given to a report of the Chief Fire Officer, copies of which had been circulated, presenting the proposed policy regarding severance payments in the event of termination of employment on the grounds of redundancy, efficiency or early retirement.

#### **RESOLVED**

- (1) that, subject to consultation on any issues raised by the Fire Brigades Union as part of the consultation exercise, the proposed Discretionary Compensation Scheme be adopted;**
- (2) that the Chief Fire Officer be tasked with forming a Compensation Board to consider and make recommendations on applications under the scheme;**
- (3) that the Human Resources Committee be given delegated responsibility for approval of compensation payments under the Policy, reporting its decisions to the Authority, and the terms of reference for the Human Resources Committee be amended accordingly.**

### **38 POLICY ON RE-ENGAGEMENT**

Representatives of the Fire Brigades Union asked questions of the Chair regarding this item, to which verbal responses were given.

Paragraph 3.2, bullet point 7 of the report – the first sentence was amended at the meeting to read as follows:-

- Re-engagement shall be on the basis of a fixed term contract of periods of no **more** than 12 months and not less than 6 months, and shall be reviewed annually by application.

Further to minute 48(3) dated 8 December 2006, consideration was given to a report of the Chief Fire Officer, copies of which had been circulated, regarding a draft policy on re-engagement on retirement of Firefighters.

#### **RESOLVED**

- (1) that the draft policy on ‘re-engagement on retirement’ be adopted;**
- (2) that the monitoring of this policy and its impact be delegated to the Human Resources Committee and that the terms of reference for the Human Resources Committee be amended accordingly.**

### **39 REDUCED IGNITION PROPENSITY (RIP) CIGARETTES**

Consideration was given to a report of the Chief Fire Officer, requested by the Community Safety Committee, copies of which had been circulated, informing members of the results of research which suggested that the introduction of RIP cigarettes could significantly reduce the number of fire deaths in accidental dwelling fires.

Members welcomed the opportunity to further the Authority's involvement in lobbying for new legislation to introduce RIP cigarettes as a standard.

**RESOLVED that the Service join the RIP Coalition in actively campaigning for the introduction of a RIP standard for cigarettes in the United Kingdom.**

### **40 SUPPORT FOR NATIONAL FLOODING RESPONSE**

Representatives of the Fire Brigades Union asked a question of the Chair regarding this item, to which a verbal response was given.

Consideration was given to a report of the Chief Fire Officer, copies of which had been circulated, informing members of the deployment of Nottinghamshire Fire and Rescue Service to Derbyshire, Gloucestershire, Hereford, Lincolnshire, Worcester and South and West Yorkshire during the recent flooding and identified the expertise and resources called upon to assist.

**RESOLVED**

- (1) that the report be noted;**
- (2) that the appreciation of the Authority be recorded for the response of firefighters, at short notice, to deploy to areas of need;**
- (3) that a letter of appreciation be sent by the Chief Fire Officer on behalf of the Authority to all fire stations and places of work, thanking members of staff for the manner in which the impact of the flooding response was dealt with by all areas of the Service.**

### **41 HUMAN RESOURCES COMMITTEE OUTCOMES**

Further to minute 16(3) dated 1 June 2007, consideration was given to a report of the Chair of the Human Resources Committee, copies of which had been circulated, which informed members of the activity of the Committee since June 2007.

**RESOLVED that the report be noted.**

### **42 FINANCE AND RESOURCES COMMITTEE OUTCOMES**

Further to minute 15(2) dated 1 June 2007, consideration was given to a report of the Chair of the Finance and Resources Committee, copies of which had been circulated, which informed members of the activity of the Committee since June 2007.

**RESOLVED that the report be noted.**

#### **43 COMMUNITY SAFETY COMMITTEE OUTCOMES**

Further to minute 14(2) dated 1 June 2007, consideration was given to a report of the Chair of the Community Safety Committee, copies of which had been circulated, which informed members of the activity of the Committee since June 2007.

**RESOLVED that the report be noted.**

#### **44 PERFORMANCE MONITORING COMMITTEE OUTCOMES**

Consideration was given to a report of the Chair of the Performance Monitoring Committee, copies of which had been circulated, which informed members of the activity of the Committee since June 2007.

**RESOLVED that the report be noted.**

#### **45 COMMITTEE MEETING DATES**

**RESOLVED that the following alteration of Finance and Resources Committee meeting dates be noted:-**

- an additional meeting rescheduled from 17 September to 20 September 2007
- change of date from 11 January 2008 to 14 December 2007