



NOTTINGHAMSHIRE
Fire & Rescue Service
Creating Safer Communities

Nottinghamshire and City of Nottingham
Fire and Rescue Authority

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

Report of the Clerk

Agenda No:

Date: 23 May 2008

Purpose of Report:

This report notifies membership of the Authority following the Annual Meetings of the County and City Councils, requests nominations to committees and boards and seeks confirmation of their terms of reference and dates of meetings. It also seeks to appoint Chairs of committees from those appointed to serve on them.

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1. BACKGROUND

Following the implementation of the new governance arrangements the Authority has continued to deliver its wider community safety agenda through the newly established committee structure. At the Annual General Meeting the Authority is required to resolve what committees shall be appointed, their terms of reference and the number of voting members. It is also suggested that the chairs of committees should be appointed by the Authority at its Annual General Meeting in order to ensure continuity of business.

2. REPORT

2.1 The City Council nominated the following members:-

Councillor A Foster
Councillor P Griggs (Lead Member)
Councillor B Grocock
Councillor H James
Councillor T Spencer
Councillor M Wood

2.2 The following County Council members were nominated in May 2008:-

Councillor B Cooper
Councillor J Cottee
Councillor S Fielding
Councillor J Hemsall
Councillor P Henshaw
Councillor J Knight
Councillor P Lally
Councillor J O'Riordan
Councillor P Owen
Councillor T Pettengell
Councillor D Pulk (Lead Member)
Councillor to be advised

2.3 Committee Membership

2.3.1 The Authority is asked to appoint members to the following Committees and, from those appointments, to appoint the Chair of each Committee. In the case of the Standards Committee it is recommended that the independent member be appointed Chair.

Committee (total places)	Labour Group places	Conservative Group places	Liberal Democrat Group places
<u>Policy and Strategy Committee</u> (6) – to include Chairs of the Fire and Rescue Authority, Human Resources, Finance and Resources, and Community Safety Committees	4	1	1
<u>Performance Monitoring Committee</u> (5)	3	2	0
<u>Human Resources Committee</u> (5)	3	2	0
<u>Community Safety Committee</u> (5)	3	2	0
<u>Finance and Resources Committee</u> (5)	3	2	0
<u>Personnel Committee</u> (7) – to include 1 member from the HR Committee.	4	2	1
<u>Appointments Committee</u> (6) - to include Chair and Vice Chair of the Authority	4	1	1
<u>Standards Committee</u> (3 plus 1 independent)	1	1	1

2.3.2 In addition, the Authority is asked to appoint members to the Equalities Board on the basis of 3 Labour Group places and 1 Conservative Group place and to confirm the membership of the Best Value Review Board as Chair and Vice Chair of the Fire and Rescue Authority with other members appointed by invitation depending on the Best Value Review being undertaken.

2.4 Dates of Future Meetings

The proposed schedule for full Fire and Rescue Authority and Committee meetings is as follows:-

2.4.1

Nottingham and City of Nottingham

Fire and Rescue Authority (10. 30 am)

27 June 2008

5 September 2008

19 December 2008

20 February 2009

AGM 29 May 2009

There will be Labour Group and Conservative Group meetings at 9.45am prior to full Authority meetings.

2.4.2

Policy and Strategy Committee (10.00 am)

1 August 2008
14 November 2008
30 January 2009
24 April 2009

2.4.3

Performance Monitoring Committee (10.00 am)

18 July 2008
7 November 2008
23 January 2009
17 April 2009

2.4.4

Human Resources Committee (10.30 am)

4 July 2008
17 October 2008
9 January 2009
20 March 2009

2.4.5

Community Safety Committee (10.00 am)

11 July 2008
31 October 2008
16 January 2009
3 April 2009

2.4.6

Finance and Resources Committee (10.00 am)

25 July 2008
24 October 2008
19 September 2008
12 December 2008
27 March 2009

2.4.7 The Personnel Committee will meet as required.

2.4.8 The Standards Committees will meet at least once a year and then as required.

2.4.9 The Appointments Committee will meet as required.

2.4.10 The Best Value Review Board will meet as required.

2.4.11 The Equalities Board will meet quarterly.

3. FINANCIAL IMPLICATIONS

3.1 The City Council provides the Clerk and Monitoring Officer for all meetings of the Fire and Rescue Authority, Policy and Strategy Committee, Standards Committee and Personnel Committee. Nottingham City Council makes provision for a Committee Administrator to be present for all committee meetings identified in 2.3 above, for which agendas and minutes will be circulated by the Clerk. For 2008/09 the cost to Nottinghamshire and City of Nottingham Fire and Rescue Authority for these services will be £31,000. Any additional services will be recharged separately.

3.2 An independent remuneration committee established the allowances to be paid to Fire and Rescue Authority Members and this also provided for these to be up rated annually in accordance with Local Government pay awards. The latest member's allowances scheme was approved by the Authority at its meeting on 22 February 2008.

4. HUMAN RESOURCES AND LEARNING AND DEVELOPMENT IMPLICATIONS

There are no human resources or learning and development implications arising from this report.

5. EQUALITY IMPACT ASSESSMENT

There are no specific equality issues arising from this report.

6. CRIME AND DISORDER IMPLICATIONS

There are no crime and disorder implications arising from this report.

7. RISK MANAGEMENT IMPLICATIONS

Failure to agree committee Membership and to set dates and times for meetings may lead to a failure of the governance arrangements.

8. RECOMMENDATIONS

It is recommended that:-

- 8.1 appointments to the Fire and Rescue Authority be noted;
- 8.2 appointments to committees and appointments of committee chairs be made and dates of meetings be approved;
- 8.3 that all meetings of the Authority and its committees be held at Fire and Rescue Service Headquarters, Bestwood Lodge, Nottingham;
- 8.4 That Mr Best be appointed the independent member of the Standards Committee.

9. BACKGROUND PAPERS FOR INSPECTION (OTHER THAN PUBLISHED DOCUMENTS)

None.

Malcolm R Townroe
CLERK TO THE AUTHORITY