



**NOTTINGHAMSHIRE**  
**Fire & Rescue Service**  
*Creating Safer Communities*

Nottinghamshire and City of Nottingham  
Fire and Rescue Authority

# **POLICY AND STRATEGY COMMITTEE OUTCOMES**

Report of the Chair of the Policy and Strategy Committee

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**Agenda No:**

**Date:** 5 September 2008

**Purpose of Report:**

To report to Members the business and actions of the Policy and Strategy Committee meeting of 1 August 2008.

## **CONTACT OFFICER**

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## 1. BACKGROUND

As part of the revised Governance arrangements the Authority has delegated key responsibilities for policy and strategy to the Policy and Strategy Committee. As part of those delegated responsibilities, the Chair of the Policy and Strategy Committee and the Management lead report to the Authority on its business and actions as agreed at Fire & Rescue Authority meeting on 1 June 2007.

## 2. REPORT

- 2.1 The minutes of the Policy and Strategy Committee meeting on 1 August 2008 are attached to this report at Appendix B. The following summarises the main points of the papers discussed at the meeting.
- 2.2 The Policy and Strategy Committee were in receipt of a report presenting the proposed Member Development Strategy 2008/10 and were asked to endorse the Strategy and recommend to the full Fire and Rescue Authority its formal adoption, along with the requirement for all Members of the Authority to approve and sign the Members' role description which was included as an appendix to the report. These recommendations were endorsed. Following discussion, Members asked for an additional recommendation to be included to reflect the need for Members to provide evaluation and feedback on conferences and training attended. It was therefore resolved that Members would feed back to the Policy and Strategy Committee on conferences and training attended.
- 2.3 A further report presented for consideration was concerning Equality and Diversity and put forward proposals for revised governance arrangements. The Committee was asked to recommend to the full Fire and Rescue Authority that the existing governance arrangements for equality and diversity are amended to reflect the new arrangements. It was further requested that the Committee recommends to the Authority that the proposed new Equality Board be tasked with devising a revised set of performance indicators on which the Performance Monitoring Committee will receive its quarterly report on equalities issues. These recommendations were endorsed with the caveat that proposed amendments to the report suggested by the Committee be made before submission to the full Authority.
- 2.4 The Committee were then asked to consider exclusion of the public for the remaining two items. This was agreed. The Committee subsequently considered reports concerning:
  - § Fireguard Project; and
  - § Strategic Management Team Arrangements.

### **3. FINANCIAL IMPLICATIONS**

All financial implications were considered as part of the original reports submitted to the Policy and Strategy Committee.

### **4. HUMAN RESOURCES AND LEARNING AND DEVELOPMENT IMPLICATIONS**

All human resources and learning and development implications were considered as part of the original reports submitted to the Policy and Strategy Committee.

### **5. EQUALITY IMPACT ASSESSMENT**

An equality impact assessment has been undertaken and concludes that there are no implications arising from this report. The equality impact assessment is given as Appendix A to this report.

### **6. CRIME AND DISORDER IMPLICATIONS**

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

### **7. LEGAL IMPLICATIONS**

There are no legal implications arising from this report.

### **7. RISK MANAGEMENT IMPLICATIONS**

The Service's performance in relation to matters addressed through Policy and Strategy Committee is scrutinised through a range of audit processes. The Service needs to continue to perform well in these areas as external scrutiny through Comprehensive Performance Assessment and auditors' judgement is key to future Service delivery.

### **8. RECOMMENDATIONS**

Members are requested to note the contents of this report and the business undertaken by the Policy and Strategy Committee.

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

None.

Councillor Darrell Pulk  
**CHAIR OF POLICY AND STRATEGY COMMITTEE**

## INITIAL EQUALITY IMPACT ASSESSMENT

<i>Section</i> SMT	<i>Manager</i> CFO Frank Swann	Date of Assessment 01 August 2008	New or Existing N/A
Name of Report to be assessed		<b>POLICY AND STRATEGY COMMITTEE OUTCOMES</b>	
1. Briefly describe the aims, objectives and purpose of the report.		To report to the Authority the business and actions of the Policy and Strategy Committee meeting of 02 May 2008.	
2. Who is intended to benefit from this report and what are the outcomes?		The Authority require a report on the business of its Committees on a regular basis.	
3. Who are the main stakeholders in relation to the report?		Fire and Rescue Authority Members.	
4. Who implements and who is responsible for the report?		Implementation of any actions arising is the responsibility of the Chief Fire Officer.	

5. Please identify the differential impact in the terms of the six strands below. Please tick yes if you have identified any differential impacts. Please state evidence of negative or positive impacts below.

<i>STRAND</i>	<b>Y</b>	<b>N</b>	<i>NEGATIVE IMPACT</i>	<i>POSITIVE IMPACT</i>
Race		<b>X</b>		
Gender		<b>X</b>		
Disability		<b>X</b>		
Religion or Belief		<b>X</b>		
Sexuality		<b>X</b>		
Age		<b>X</b>		

6. Can this adverse impact be justified on the grounds of promoting equality of opportunity for one group?	<b>Y</b>	<b>N</b>	7. Should the policy/service proceed to a full impact assessment?	<b>Y</b>	<b>N</b>
					<b>X</b>

**I am satisfied that this policy has been successfully impact assessed. I understand the impact assessment of this policy is a statutory obligation and that, as owners of this policy, we take responsibility for the completion and quality of this process.**

Signed (completing person): **CFO Frank Swann**

Date: **01 August 2008**



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

**POLICY AND STRATEGY COMMITTEE**

**MINUTES**

of the meeting of the held on **1 AUGUST 2008** at Fire and Rescue Service Headquarters, Bestwood Lodge from 10.00 am to 11.35 am.

**Membership**

Councillor D Pulk                      (Chair)  
Councillor J Cottee  
Councillor S Fielding  
Councillor P Griggs  
Councillor P Lally  
Councillor K Rigby

Members absent are marked ^

**1    DECLARATIONS OF INTERESTS**

Frank Swann, Chief Fire Officer, declared a personal and prejudicial interest in agenda item 8, Strategic Management Team Arrangements (minute 7), as the report affected his position, which precluded him from speaking and he left the room prior to consideration of this item.

Dave Horton, Acting Deputy Chief Fire Officer, declared a personal and prejudicial interest in agenda item 8, Strategic Management Team Arrangements (minute 7), as the report affected his position, which precluded him from speaking and he left the room prior to consideration of this item.

**2    MINUTES**

**RESOLVED** that the minutes of the last meeting held on 2 May 2008, copies of which had been circulated, be confirmed and signed by the Chair.

### **3 MEMBER DEVELOPMENT STRATEGY 2008/10**

Consideration was given to a report of the Chief Fire Officer, copies of which had been circulated, informing members and seeking endorsement of the proposed Member Development Strategy, and of the request for each individual member of the Fire and Rescue Authority to agree and sign their generic role descriptions.

#### **RESOLVED**

- (1) that the Member Development Strategy be endorsed;**
- (2) that the requirement for all members of the Fire and Rescue Authority to approve and sign the members role description be endorsed;**
- (3) that the Fire and Rescue Authority be recommended to formally adopt the Member Development Strategy and role descriptions;**
- (4) that members' feedback to the Policy and Strategy Committee on conferences and training courses attended, including an evaluation of the event.**

### **4 EQUALITY AND DIVERSITY**

Consideration was given to a report of the Chief Fire Officer, copies of which had been circulated, presenting members with a revised structure for equality and diversity management within Nottinghamshire Fire and Rescue Service.

#### **RESOLVED**

- (1) that the revised governance arrangements in respect of equality and diversity management, as amended by this Committee, be approved;**
- (2) that the Fire and Rescue Authority be recommended to amend the existing governance arrangements for equality and diversity to reflect the new arrangements;**
- (3) that the Fire and Rescue Authority be recommended to task the proposed new Equality Board with devising a revised set of performance indicators, on which the Performance Monitoring Committee would receive its quarterly report on equalities issues.**

### **5 EXCLUSION OF THE PUBLIC**

**RESOLVED that the public be excluded from the meeting during consideration of the remaining items in accordance with Section 100A(4) of the Local Government Act 1972 on the basis that, having regard to all the circumstances, the public interest in maintaining the exemption outweighed the public interest in disclosing the information, as defined in paragraphs 1 and 3.**



## **6 FIREGUARD PROJECT**

Consideration was given to a report of the Chief Fire Officer, copies of which had been circulated, updating members as to the current situation with regard to the national Fireguard Project.

### **RESOLVED**

- (1) that Nottinghamshire Fire and Rescue Service's involvement to date and the key elements of the Fireguard Project be noted;**
- (2) that a final report, with clear recommendations, be submitted to the Fire and Rescue Authority at its meeting on 5 September 2008 for decision.**

## **7 STRATEGIC MANAGEMENT TEAM ARRANGEMENTS**

Frank Swann and Dave Horton left the room prior to consideration of this item.

Consideration was given to a report of the Clerk to the Fire and Rescue Authority, copies of which had been circulated, updating members on the current situation at the strategic management level within the Fire and Rescue Service and putting forward proposals for future arrangements.

**RESOLVED that the Clerk to the Fire and Rescue Authority submit a further report for consideration at the full Authority meeting on 5 September 2008.**