



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

MINUTES

of the meeting of the Authority held on **19 DECEMBER 2008** Fire and Rescue Service Headquarters, Bestwood Lodge, Nottingham from 10.30 am to 11.26 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 ^

52 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors O'Riordan, Pettengell, Rigby and Spencer.

53 MINUTES

RESOLVED that the minutes of the last meeting held on 5 September 2008, copies of which had been circulated, be confirmed and signed by the Chair.

54 DECLARATIONS OF INTEREST

Frank Swann, Chief Fire Officer, declared a personal and prejudicial interest in agenda item 11, Appointment of Chief Fire Officer (Designate) (minute 62), as the report affected his position, which precluded him from speaking and he left the room prior to consideration of this item.

Neil Timms, Head of Finance and Resources, declared a personal and prejudicial interest in agenda item 20, Strategic Management Team arrangements (minute 71), as the report affected his position, which precluded him from speaking and he left the room prior to consideration of this item.

Andrew Beale, Assistant Chief Fire Officer, declared a personal and prejudicial interest in agenda item 20, Strategic Management Team arrangements (minute 71), as the report affected his position, which precluded him from speaking and he left the room prior to consideration of this item.

John Buckley, Acting Assistant Chief Fire Officer, declared a personal and prejudicial interest in agenda item 20, Strategic Management Team arrangements (minute 71), as the report affected his position, which precluded him from speaking and he left the room prior to consideration of this item.

55 CHAIR'S ANNOUNCEMENTS

The Chair made the following announcements:

- (1) a certificate of support had been presented to the Nottinghamshire and City of Nottingham Fire and Rescue Service for their assistance with the reserved armed forces. The certificate had been signed off by John Hutton MP and Defence Secretary and Sir John Stirrup, Chief of Defence. The certificate would be hung in a prominent place within the Headquarters reception area;
- (2) a recent decision by the European Parliament prevented the UK from opting out of the working directive in the future. There would need to be a phased implementation on this ruling, however further work needs to be undertaken on the implications of this ruling on the Fire and Rescue Service, as some of the retained fire fighters might find it difficult to continue as some already held other full time positions.

56 COMMUNITY SAFETY PLAN 2010 - 2013 AND THE INTEGRATED RISK MANAGEMENT PLANNING PROCESS

Consideration was given to a report of the Chief Fire Officer, copies of which had been circulated, seeking approval and engagement in an Integrated Risk Management Planning (IRMP) process, to help inform the next Community Safety Plan which was due to start in April 2010.

RESOLVED

- (1) that the process of an IRMP to take place within the following timeframes be approved:

January 2009 - May 2009	Conduct IRMP process
May 2009 - August 2009	Formulate IRMP outcomes into Community Safety
August 2009 - November 2009	Consult widely on Plan
November 2009 - January 2010	Respond to consultation and make any amendments as necessary
January 2010 - March 2010	Present 3 year plan
April 2010	Formal adoption by Fire and Rescue Authority of 2010 - 2013 Community Safety Plan

- (2) that the principle of a 2010 - 2013 Community Safety Plan in response to the requirements of the Fire and Rescue Service National Framework 2008 – 2011 be supported.

57 MEMBER DEVELOPMENT POLICY

Consideration was given to a report of the Chief Fire Officer, copies of which had been circulated, seeking the formal adoption of the Member Development Policy.

RESOLVED that the formal adoption of the Member Development Policy, be approved.

58 LOCAL GOVERNMENT ASSOCIATION ANNUAL FIRE CONFERENCE 2009

Consideration was given to a report of the Chief Fire Officer, copies of which had been circulated, which informed members of the Local Government Association Conference to be held at the Bristol Marriott Hotel, Bristol from Tuesday 10 March to Wednesday 11 March 2009 and sought approval for attendance of members at this conference.

RESOLVED that representation by the Fire and Rescue Authority at this conference be made on the basis two members from the majority group, and one from the lead opposition group and one other member of the Authority.

59 FIRE AND RESCUE CONFERENCE 2009

Consideration was given to a report of the Chief Fire Officer, copies of which had been circulated, which informed members of the Fire and Rescue 2009 Conference and Exhibition and sought approval for the attendance of members.

RESOLVED that, as part of an ongoing programme of member training and development, representation of the Fire and Rescue Authority at this conference be

made on the basis of two members from the majority group and one from the lead opposition group, plus one other member of the Authority.

60 FUTURE SERVICE DELIVERY

Consideration was given to a report of the Chief Fire Officer, copies of which had been circulated, advising members of the revised arrangements regarding operational cover within Nottingham City Centre.

RESOLVED that the contents of the report and the actions taken to re-introduce 24/7 operational cover within the City Centre, whilst maintaining a strong emphasis on Community Safety, be noted.

61 SHIFT CHANGE REVIEW GROUP

Consideration was given to a joint report of the Chief Fire Officer and Chair of the Shift Change Review Group, copies of which had been circulated, updating members on the process of shift change implementation.

RESOLVED that the contents of the report and current developments on the working patterns of whole time operational staff be noted.

62 APPOINTMENT OF CHIEF FIRE OFFICER (DESIGNATE)

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

Consideration was given to a report of the Chair of the Appointments Committee, copies of which had been circulated, seeking approval of the recommendation from the Appointments Committee regarding the appointment of the Chief Fire Officer (designate).

RESOLVED unanimously, that the appointment of Mr Frank Swann as Chief Fire Officer (designate) be confirmed.

63 APPOINTMENT OF INDEPENDENT MEMBER OF STANDARDS COMMITTEE

Consideration was given to a report of the Clerk to the Authority, copies of which were circulated at the meeting, seeking approval of the appointment of a new temporary independent member of the Standards Committee following the resignation of the current incumbent.

RESOLVED

- (1) that Ms Beverley Denby be appointed as the independent member of the Authority's Standards Committee until the next Annual General meeting of the Authority;**
- (2) that Mr Best be thanked for his previous service to the Authority.**

64 FIRE AUTHORITY ANNUAL GENERAL MEETING - PROPOSED CHANGE OF DATE

RESOLVED that the revised date of Friday 26 June 2009 for the Annual General Meeting be approved.

65 HUMAN RESOURCES COMMITTEE OUTCOMES

Consideration was given to a report of the Chair of the Human Resources Committee, copies of which had been circulated, reporting the business and actions of the Human Resources Committee meeting on 10 October 2008.

RESOLVED that the report be noted.

66 COMMUNITY SAFETY COMMITTEE OUTCOMES

Consideration was given to a report of the Chair of the Community Safety Committee, copies of which had been circulated, reporting on the business and actions of the Community Safety Committee meeting on 31 October 2008.

RESOLVED that the report be noted.

67 PERFORMANCE MONITORING COMMITTEE OUTCOMES

Consideration was given to a report of the Chair of the Performance Monitoring Committee, copies of which had been circulated, reporting on the business and actions of the Performance Monitoring Committee meeting on 5 December 2008. Copies of Appendix B to the report, minutes of the Performance Monitoring Committee held on 5 December 2008, were circulated at the meeting.

RESOLVED that the report be noted.

68 FINANCE AND RESOURCES COMMITTEE OUTCOMES

Consideration was given to a report of the Chair of the Finance and Resources Committee, copies of which had been circulated, reporting on the business and actions of the Finance and Resources Committee meeting on 24 October 2008.

RESOLVED that the content of the report and business undertaken by the Finance and Resources Committee be noted.

69 POLICY AND STRATEGY COMMITTEE OUTCOMES

Consideration was given to a report of the Chair of the Policy and Strategy Committee, copies of which had been circulated, reporting on the business and actions of the Policy and Strategy Committee meetings of 17 October and 14 November 2008.

RESOLVED that the report be noted.

70 EXCLUSION OF PUBLIC

RESOLVED that the public be excluded from the meeting during consideration of the remaining items in accordance with Section 100(A) of the Local Government Act 1972, on the basis that, having regard to all circumstances, the public interest in maintaining the exemption outweighed the public interest in disclosing the information, as defined in Paragraphs 1 and 3 of Part 1 of Schedule 12A to the Act.

71 STRATEGIC MANAGEMENT TEAM ARRANGEMENTS

Neil Timms, Andrew Beale and John Buckley left the room prior to consideration of this item.

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

Copies of a draft advertisement for the post of Brigade Manager were circulated at the meeting.

RESOLVED

- (1) that the draft advertisement for the post of Brigade Manager be approved and that it be advertised externally with immediate effect;**
- (2) that the Appointments Committee meet to discuss the appointments process and thereafter shortlist and interview applicants;**
- (3) that, pending the recruitment of a further Brigade Manager, the role of Deputy Chief Fire Officer be undertaken by Andrew Beale for the period 1 January 2009 until 31 March 2009 and by Neil Timms for the period 1 April 2009 until 30 June 2009, both being subject to a permanent appointment being made;**
- (4) that during the temporary acting up of Andrew Beale and/or Neil Timms the temporary role of Assistant Chief Fire Officer continue to be occupied by John Buckley.**