



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

MINUTES

of the of the Annual General Meeting of the Authority held on **26 June 2009** at Fire and Rescue Service Headquarters, Bestwood Lodge, Arnold, Nottingham from 10.40 am to 12.10 pm.

Membership

- ^ Councillor V Bobo
- Councillor B Cooper
- Councillor S Fielding
- Councillor A Foster
- Councillor P Griggs
- Councillor B Grocock
- Councillor J Hemsall
- Councillor H James
- Councillor K Longdon
- ^ Councillor T Pettengell
- Councillor D Pulk
- ^ Councillor K Rigby
- ^ Councillor K Rostance
- Councillor T Spencer
- Councillor L Sykes
- Councillor G Wheeler
- Councillor M Wood
- Councillor M Wright

Members absent are marked ^

1 APPOINTMENT OF CHAIR

RESOLVED that Councillor Pulk be appointed Chair of the Authority for the municipal year 2009/10.

2 APPOINTMENT OF VICE-CHAIR

RESOLVED that Councillor Griggs be appointed Vice-Chair.

3 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Bobo, Pettengell, Rigby and Rostance.

4 DECLARATIONS OF INTEREST

Mr Andrew Beale declared a personal interest in agenda item 8, Appointment of Deputy Chief Fire Officer (Designate) insofar as the report requested members to consider confirming him in the post.

5 MINUTES

RESOLVED that the minutes of the last meeting held on 3 April 2009, copies of which had been circulated, be confirmed and signed by the Chair.

6 CHAIR'S ANNOUNCEMENTS

As in previous years, the Chair welcomed newly appointed members of the Authority and acknowledged the valuable contribution of members who had served the Authority during the previous term. It was intended to invite non-returning members of the previous term to Fire and Rescue Headquarters for an informal lunch and presentation of a certificate of appreciation.

The Chair reminded members that a Member's Seminar was to be held on 31 July 2009 at Fire and Rescue Service Headquarters and would provide a valuable over-view of member's roles in the Authority.

Members were informed that one of the newest Fire and Rescue Appliances was available at the front of the building for all members to inspect at the close of the meeting.

7 MEMBERSHIP OF THE AUTHORITY, APPOINTMENTS TO COMMITTEES, DATES OF MEETINGS AND AMENDMENT TO THE TERMS OF REFERENCE FOR POLICY AND STRATEGY COMMITTEE

Consideration was given to a report of the Clerk, copies of which had been circulated, noting the appointments to the Authority, requesting nominations to committees and boards, including Chairs, seeking confirmation of dates of meetings, and proposing a change to the terms of reference of the Policy and Strategy Committee.

RESOLVED

- (1) that the membership of the Authority for the municipal year 2009/10 be noted as follows:-**

City Council appointments

**Councillor A Foster
Councillor P Griggs
Councillor B Grocock
Councillor H James
Councillor T Spencer
Councillor M Wood**

County Council appointments:

**Councillor V Bobo
Councillor B Cooper
Councillor S Fielding
Councillor J Hemsall
Councillor K Longdon
Councillor T Pettengell
Councillor D Pulk
Councillor K Rigby
Councillor K Rostance
Councillor L Sykes
Councillor G Wheeler
Councillor M Wright**

- (2) that the terms of reference for the Policy and Strategy Committee be amended to provide for a membership comprising the Chair of the Authority, a member of the Human Resources Committee, a member of the Finance and Resources Committee, a member of the Community Safety Committee and two other members;
- (3) that the following membership appointments to Committees and Boards, and the appointment of Chairs, be approved:-

Policy and Strategy Committee

**Councillor D Pulk (Chair)
Councillor J Hemsall
Councillor T Pettengell
Councillor K Rigby
Councillor M Wood
Councillor M Wright**

Performance and Monitoring Committee

**Councillor G Wheeler (Chair)
Councillor S Fielding
Councillor H James
Councillor K Rigby
Councillor L Sykes**

Human Resources Committee

**Councillor A Foster (Chair)
Councillor B Grocock
Councillor K Rostance
Councillor G Wheeler
Councillor M Wright**

Finance and Resources Committee

Councillor M Wood (Chair)
Councillor A Foster
Councillor P Griggs
Councillor T Pettengell
Councillor K Rostance

Community Safety Committee

Councillor J Hemsall (Chair)
Councillor S Fielding
Councillor B Grocock
Councillor K Longdon
Councillor L Sykes

Personnel Committee

Councillor G Wheeler (Chair)
Councillor V Bobo
Councillor S Fielding
Councillor A Foster
Councillor B Grocock
Councillor K Rostance
Councillor T Spencer

Appointments Committee

Councillor D Pulk (Chair)
Councillor P Griggs
Councillor J Hemsall
Councillor T Pettengell
Councillor K Rigby
Councillor M Wright

Standards Committee

Independent Chair – Mrs B Denby
Councillor B Cooper (Conservative Spokesperson)
Councillor A Foster
Councillor H James
Councillor M Wright
Vacancy for Independent Member

Membership of the Best Value Review Board and Strategic Equalities Board to be notified.

(4) that the following dates of Committees be approved:

Nottinghamshire and City of Nottingham Fire and Rescue Authority (10.30 am)

4 September 2009

18 December 2009

19 February 2010

AGM 28 May 2010

Facilities will be made available for all Groups to hold pre meetings at 9.45am prior to full Authority meetings.

Policy and Strategy Committee (10.00 am)

31 July 2009

30 October 2009

29 January 2010

30 April 2010

Performance Monitoring Committee (10.00 am)

3 July 2009

2 October 2009

8 January 2010

26 March 2010

Human Resources Committee (10.00 am)

24 July 2009

23 October 2009

22 January 2010

23 April 2010

Community Safety Committee (10.00 am)

17 July 2009

16 October 2009

15 January 2010

16 April 2010

Finance and Resources Committee (10.00 am)

10 July 2009

9 October 2009

8 January 2010

9 April 2010

The Personnel Committee will meet as required.

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

The Appointments Committee will meet as required.

The Best Value Review Board will meet as required.

The Strategic Equalities Board will meet quarterly.

- (5) that all meetings of the Authority and its committees be held at Fire and Rescue Service Headquarters, Bestwood Lodge, Nottingham;**
- (6) that Mrs Beverley Denby be appointed as an independent member and Chair of the Standards Committee for the municipal year 2009/10.**

8 APPOINTMENT OF DEPUTY CHIEF FIRE OFFICER (DESIGNATE)

Having declared a personal and financial interest in this item, prior to consideration of this item, Mr Andrew Beale withdrew from the meeting and did not return until the Authority's consideration and resolution of the item was concluded.

Consideration was given to a report of the Chair of the Appointments Committee, copies of which had been circulated, recommending the appointment of Mr Andrew Beale to the position of Deputy Chief Fire Officer (Designate).

The Chair of the Appointments Committee commented on the exceedingly high standard of applicants for the post.

RESOLVED, unanimously, that Mr Andrew Beale be appointed as Deputy Chief Fire Officer (Designate) with a start date in post of 1 July 2009.

Deputy Chief Fire Officer (Designate) Beale rejoined the meeting.

9 FINAL ACCOUNTS 2008/09

Consideration was given to a report of the Treasurer, copies of which had been circulated, and revised copies of the statement of accounts were placed around the table. The report presented the final accounts for the year 2008/09 and informed members of the changes in accounting requirements.

Members questioned officers on the accounts and a robust discussion resulted, including on the following issues:

- direct transport costs;
- ICT equipment underspend;
- legal costs overspend and the cost of legal action for breaches of fire safety regulations versus the costs awarded by the courts;
- Prince's Trust;
- investment of funds with an institution which subsequently had its credit rating reduced;
- premise capital programme;

- underspend on staff appointments.

RESOLVED that the statement of accounts for 2008/09 be adopted.

10 STRATEGIC MANAGEMENT TEAM BUSINESS PLAN 2009/10

Consideration was given to a report of the Chief Fire Officer, copies of which had been circulated, updating members of the intended priorities of the Strategic Management Team.

Members expressed concern regarding the low number of BME applicants progressing through the recruitment process and asked that consideration be given as to why this was. Officers responded that this appeared to be a regional issue and not restricted to Nottinghamshire and as such the Regional Management Board had commissioned Nottinghamshire's Chief Fire Officer to research and produce a report examining this issue. It was suggested that once presented, the RMB report be submitted to the Human Resources Committee for consideration.

Other issues discussed included:

- the disproportionate fall-out rate of female firefighter applicants during the recruitment process;
- the Authority's work with young people in partnership with the Prince's Trust;
- the Risk Watch programme;
- promotion in schools of the Fire and Rescue Service as a career option;
- changes to the European Worktime Directive and the possible impact on the Service.

RESOLVED that the priorities identified by the Strategic Management Team for 2009/10 be noted and supported.

11 COMMUNITY SAFETY PLAN 2010-13 AND THE INTEGRATED RISK MANAGEMENT PLANNING PROCESS

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

A copy of the 'talk2us, we're listening' consultation document was attached.

RESOLVED

- (1) that the progress of the Integrated Risk Management Process, as outlined in the report, be noted;
- (2) that an update report be submitted to the next Full Fire and Rescue Authority meeting.

12 EQUALITY AND DIVERSITY CHARTER FOR FIRE AND RESCUE AUTHORITY MEMBERS

Consideration was given to a report of the Chief Fire Officer, copies of which had been circulated, encouraging members to sign the Local Government Association Fire and Rescue Authority Equality and Diversity Charter.

RESOLVED that members consider signing the Local Government Association Fire and Rescue Authority Equality and Diversity Charter.

13 REGIONAL MANAGEMENT BOARD UPDATE

Consideration was given to a report of the Chief Fire Officer, copies of which had been circulated, regarding the business of the Regional Management Board (RMB).

RESOLVED that the report and minutes of the RMB meeting held on 9 April 2009, be noted.

14 COMMITTEE OUTCOMES

Consideration was given to reports of the Chairs of the following committees, copies of which, including minutes of those meetings, had been circulated:

- (a) Finance and Resources Committee
- (b) Community Safety Committee
- (c) Performance Monitoring Committee
- (d) Policy and Strategy Committee

RESOLVED that the reports be noted.

15 FIRE AND RESCUE CONFERENCE 2009: OUTCOMES

Consideration was given to a report of the Chief Fire Officer, copies of which had been circulated, informing members of the outcomes of the Fire and Rescue Conference held at the National Exhibition Centre in Birmingham between 12 and 14 May 2009, which had been attended by members of the Authority.

RESOLVED that the report be noted.