



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

POLICY AND STRATEGY COMMITTEE

MINUTES

of the meeting of the held on **22 NOVEMBER 2006** at The Guildhall, Burton Street, Nottingham from 10.00 am to 11.10 am.

Membership

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

Members absent are marked ^

15 CHAIR'S ANNOUNCEMENTS

The Chair introduced to the Committee Ms Elizabeth Reeson who had recently been appointed as Head of Communications.

16 MINUTES

RESOLVED that the minutes of the last meeting held on 4 August 2006, copies of which had been circulated, be confirmed and signed by the Chair.

17 DECLARATIONS OF INTERESTS

No declarations of interests were made.

18 FLEET REPLACEMENT AND MANAGEMENT STRATEGY

Consideration was given to a report of the Chair of the Finance and Resources Committee, copies of which had been circulated, detailing the proposed fleet replacement and management strategy.

RESOLVED that, as recommended by the Finance and Resources Committee, the fleet replacement and management strategy, as detailed in the report, be approved.

19 CAPITAL STRATEGY

Consideration was given to a report of the Chair of the Finance and Resources Committee, copies of which had been circulated, detailing proposals for a capital strategy.

RESOLVED

- (1) that the capital strategy, as detailed in the report, be approved;**
- (2) that a feasibility study be undertaken regarding the potential to enter into Private Finance Initiative (PFI) contracts for the provision of fire stations and other buildings;**
- (3) that the Finance and Resources Committee be tasked with establishing a working group to conduct the PFI feasibility study and report the findings to the full Fire and Rescue Authority;**
- (4) that the over-programming of capital be supported to ensure that capacity for investment is maximised.**

20 RISK APPETITE

Consideration was given to a report of the Chair of Finance and Resources Committee, copies of which had been circulated.

RESOLVED that, as recommended by the Finance and Resources Committee, as detailed in the report, the adoption of a 'low risk appetite' for the Authority be approved.

21 AUDIT COMMITTEE

Consideration was given to a report of the Chair of the Finance and Resources Committee, copies of which had been circulated, which detailed the proposed terms of reference for the Finance and Resources Committee in the role of Audit Committee.

RESOLVED that this Committee recommend to the Fire and Rescue Authority, that the proposed Audit Committee terms of reference, as detailed in the report, be adopted for the Finance and Resources Committee in that role (as previously agreed by the Authority).

22 REVENUE BUDGET STRATEGY 2007/08

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

RESOLVED

- (1) that an overall planning assumption for the budget of £41,937,697 for 2007/08 be approved;**

- (2) that a Council Tax increase of less than 5% be sought;**
- (3) that the budget pressures to be faced by the Authority in 2007/8 be noted.**

23 INTERIM REPORT ON GOVERNANCE

Consideration was given to a joint report of the Chief Fire Officer and Chair of the Fire and Rescue Authority, copies of which had been circulated, together with an addendum circulated at the meeting, which presented:-

- (a) the following revision:-
 - Paragraph 3.3 - attendance at meetings of the Policy and Strategy Committee averaged 91%, and not 73% as originally indicated;
- (b) the following additional information:-
 - a traffic light grading system for attendance percentages;
 - an average attendance figure of 51% by Members at the 6 member seminars.

Concern was expressed by some Members that the attendance figures did not reflect absences from meetings due to Council commitments.

RESOLVED

- (1) that the improvements and continuity achieved following the introduction of the revised governance structure be noted and the continued commitment of Members and Officers to the process be endorsed;**
- (2) that the average member attendance of 78% for all committee meetings be noted;**
- (3) that, following a twelve month review, a report on the progress of the revised governance arrangements be submitted to this Committee;**
- (4) that the meeting attendance analysis be reported by the Chief Fire Officer at six-monthly intervals;**
- (5) that the parameters of the traffic light grading system for Member attendance at Committee and Authority meetings be amended to:-**
 - Red - less than 70%**
 - Amber - 70% to 85%**
 - Green - more than 85%**
- (6) that more thorough Member consultation be undertaken when scheduling Member seminars to ensure improved attendance;**

- (7) that the Community Safety Committee be requested to collate Member attendance and involvement information in regard to the Member Champion roles;**
- (8) that the Chairs of the Committees canvas the opinions of their membership in regard to the application and working of the revised governance arrangements and that this information be included in the twelve month review report, to be submitted by the Chief Fire Officer;**
- (9) that this report be submitted to the next meeting of the Fire and Rescue Authority.**

24 EAST MIDLANDS REGIONAL MANAGEMENT BOARD

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

RESOLVED

- (1) that the implications of this report, in conjunction with the separate 2007/08 budget papers, be noted;**
- (2) that, further details relating to the East Midlands Regional Management Board and regional projects, be circulated by the Chief Fire Officer to Members in order to refine the Authority's budget information for presentation in February 2007.**

25 SHIFT CHANGE IMPLEMENTATION

Further to minute 8, dated 4 August 2006, consideration was given to a joint report of the Chief Fire Officer and Chair of the Shift Change Implementation Group, copies of which had been circulated, together with an addendum which was circulated at the meeting which detailed the progress to date of the Shift Change Implementation Group.

RESOLVED

- (1) that the report and attached minutes be noted;**
- (2) that the thanks of the Committee to all Members, Officers and Workforce Representatives involved in the Shift Change Implementation talks be recorded.**