



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

POLICY AND STRATEGY COMMITTEE

MINUTES

of meeting held on **29 OCTOBER 2010** at Fire and Rescue Service Headquarters, Bestwood Lodge from 10.00 am to 10.45 am.

Membership

Councillor D Pulk (Chair)
Councillor B Cooper
Councillor B Cross
Councillor T Pettengell
Councillor K Rigby
Councillor M Wood

Members absent are marked ^

Present as observer – Councillor P Griggs

13 DECLARATIONS OF INTERESTS

No declarations of interests were made.

14 MINUTES

RESOLVED

- (1) that the minutes of the last meeting held on 10 September 2010, copies of which had been circulated, be confirmed and signed by the Chair;**
- (2) that, further to minute 10 dated 10 September 2010, it be noted that scoping work on the business case to move towards a single ICT provision for Leicestershire, Derbyshire and Nottinghamshire Fire and Rescue Services was currently being undertaken and the Chief Fire Officer would submit a report to the next meeting.**

15 EQUALITIES REVIEW

Consideration was given to the report of the Chief Fire Officer, copies of which had been circulated. The Chief Fire Officer reported that even though there was no compulsion to undertake a review, it was still the intention to undertake a peer assessment through the Local Government Association in December 2010 on progress of the equalities agenda. The review would be completed using existing resources and would include consultation with internal and external stakeholders. The outcomes of the review would be reported to the Fire Authority for final approval prior to implementation in 2011.

RESOLVED

- (1) that this Committee continues to recognise the importance of equality targets and the Authority's commitment to such targets be reinforced;**
- (2) that the following proposed terms of reference for the Equalities Review be approved -**

To review and make recommendations on the following:

1 All current equalities objectives/targets

- **Strategic drivers for the Service in terms of equality and diversity;**
- **Single Equality Scheme: Local performance indicators and Equalities Action Plan;**
- **Fire and Rescue Service Equality Framework – reach achieving level by December 2010 – consider outcome of the peer challenge, and excellent level by 2013 – maintenance of this aspiration;**
- **Equality Act 2010: what impact would this have on the Service in the future?**
- **Equality and Diversity Strategy 2008-18.**

2 Governance

- **Scrutiny and management of performance of the equality and diversity agenda including the reporting process for Combined Fire Authority.**

3 External scrutiny/best practice

- **Peer challenge-is this process proving popular? Is it fit for purpose?**
- **Experience of other Authorities' audits;**
- **National Equalities Professionals Group.**

4. Outcomes of review

- **Revised objectives/targets/aspirations;**
- **Possible revised governance arrangements;**
- **External scrutiny/audit process.**

- (3) that it be noted that the Equality and Diversity Officer would be responsible for the review and the lead principal officer would be Assistant Chief Fire Officer John Buckley in his role as Chair of the Equalities Steering Group.

16 GOVERNANCE MONITORING

Consideration was given to the report of the Chief Fire Officer, copies of which had been circulated, providing further information and options relating to councillors' attendance at Committees and other meetings.

RESOLVED

- (1) that it be noted that the Chief Fire Officer had written, as instructed, to individual Fire Authority councillors advising them of their personal attendance;
- (2) that the following actions be approved as a way of maintaining and improving councillor attendance at Fire Authority Committees and seminars:-
- the Chief Fire Officer continue to write individually to all councillors advising them of their attendance on an annual basis;
 - the Chief Fire Officer advise the lead councillor of each group of their group councillors' attendance;
 - that clear advance notice for Fire Authority meetings and councillors' seminars be given and, where possible, this should be a minimum 6 months notice, preferably 12 months;
 - the Policy and Strategy Committee continue to receive an annual report on overall attendance;
 - under exceptional circumstances where councillors could not attend a committee, they advise the Clerk to the Authority who would contact the lead group councillor who would attempt to arrange a substitute councillor so that the committee remained quorate;
 - that it be accepted that on occasion councillors would be contacted by the Clerk to act as a substitute to ensure the committee remained quorate;
 - the Chief Fire Officer check with each councillor the address to which they wished Fire Authority material to be sent.

17 EXCLUSION OF PUBLIC

RESOLVED that the public be excluded from the meeting for the remaining item on the agenda 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.

18 SECONDMENT OPPORTUNITY

Further to minute 6 dated 30 July 2010, consideration was given to the report of the Chief Fire Officer, copies of which had been circulated.

RESOLVED that the progress made towards the secondment agreement be noted and, subject to confirmation from both Nottinghamshire and City of Nottingham Fire and Rescue Service and the North West Regional Management Board, the approach taken by the Chief Fire Officer on this matter be confirmed.