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## Additional / To Follow Agenda Items

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**Nottinghamshire and City of Nottingham  
Fire and Rescue Authority**

### Meeting of the Authority

**Date:** Friday, 24 May 2024      **Time:** 10.30 am

**Venue:** Joint Fire / Police HQ, Sherwood Lodge, Arnold, Nottingham, NG5 8PP

**Governance Officer:** Laura Wilson   **Direct Dial:** 0115 8764301

### Agenda

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

Nottinghamshire and City of Nottingham  
Fire and Rescue Authority

# **MEMBERSHIP OF THE AUTHORITY, APPOINTMENTS TO COMMITTEES AND BOARDS AND DATES OF FUTURE MEETINGS**

Report of the Clerk and Monitoring Officer

**Date:** 24 May 2024

**Purpose of Report:**

To confirm membership of the Authority following the annual meetings of the County and City Councils; to confirm the committee structure and to request nominations to committees and boards; and to confirm dates of meetings. It also seeks to appoint Chairs of certain committees from those appointed to serve on them.

**Recommendations:**

It is recommended that:

- Appointments to the Fire and Rescue Authority be noted;
- The committee structure be approved;
- Appointments to committees and appointments of committee chairs be made and dates of meetings be approved;
- Appointments be made to the Strategic Inclusion Board and Pensions Board.

## **CONTACT OFFICER**

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Clerk and Monitoring Officer to the Authority

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## **1. BACKGROUND**

- 1.1 Since the last Annual General Meeting in May 2023, the Authority has successfully continued to deliver its wider community safety agenda and this has included meetings at venues other than Joint Headquarters. Some meetings have been held at Highfields Fire Station in Beeston and one at Mansfield Fire Station. These meetings were all open to the public other than for elements where exempt information was being considered. During the course of the Coronavirus Pandemic the Authority live streamed its meetings through YouTube to ensure that the public at large had the ability to view the decisions that were being taken and this has continued as part and parcel of the Authority's desire to ensure transparency of decision making.
- 1.2 At the Annual General Meeting the Authority is required to resolve what committees are to be appointed and the number of voting members. In accordance with the previously established practice it is also recommended that the chairs of major committees, other than Policy and Strategy, where the Chair of the Authority holds that role, be appointed in order to ensure continuity of business.

## **2. REPORT**

- 2.1 The City Council has appointed the following members:-

Councillor Anwar Khan (Labour)  
Councillor Salma Mumtaz (Labour)  
Councillor Nayab Patel (Labour)  
Councillor Nick Raine (Labour)  
Councillor Samina Riaz (Labour)  
Councillor Audra Wynter (Labour)

- 2.2 The County Council has appointed the following members:-

Councillor Callum Bailey (Conservative)  
Councillor Richard Butler (Conservative)  
Councillor John Clarke (Labour)  
Councillor Robert Corden (Conservative)  
Councillor Sybil Fielding (Labour)  
Councillor Tom Hollis (Independent Alliance)  
Councillor John Lee (Conservative)  
Councillor Michael Payne (Labour)  
Councillor Thomas Smith (Conservative)  
Councillor Nigel Turner (Conservative)  
Councillor Roger Upton (Conservative)  
Councillor Jason Zadrozny (Independent Alliance)

## COMMITTEE STRUCTURE

2.3 Following the City Council elections in May 2023 the committee memberships were reviewed to take account of the political balance requirements. In view of the fact that there has been no change in political balance at either the City or County Councils through this year's received nominations the appointment requirements for the committees remain the same. The Police and Crime Commissioner (PCC) election in May 2024 brought about a change in the office of PCC and Gary Godden (Labour) was elected to the role. Mr Godden has indicated that he wishes to be appointed to the Authority under his statutory entitlement as did his predecessor.

## COMMITTEE MEMBERSHIP

- 2.4 The Authority is asked to appoint members to the Committees set out in the table below in accordance with the political balance rules and, from those appointments, to appoint the chairs of the Human Resources, Community Safety and Finance and Resources Committees. The Chair of the Authority will act as Chair of the Policy and Strategy and Appointments Committees. The Chair of the Personnel Committee will be appointed at each meeting.
- 2.5 Following the previous changes to the Standards Regime the Authority resolved to address any issues of a Standards nature through the Policy and Strategy Committee. Since that change was made, there have been no Standards issues to address.
- 2.6 In addition to the committee appointments, the Authority is asked to appoint members to the Strategic Inclusion Board on the basis of 3 Labour Group places, 2 Conservative Group places and 1 Independent Alliance Group place.
- 2.7 Pensions Board – the Authority is asked to appoint 1 councillor member and 1 officer member together with a councillor substitute. The current councillor member is Councillor Fielding and the officer role undertaken by ACFO Michael Sharman. The councillor substitute was Councillor Ifediora who is no longer a member of the Authority so a replacement will need to be appointed.

<b>Committee (total places)</b>	<b>Labour Group places</b>	<b>Conservative Group places</b>	<b>Independent Alliance Group places</b>
<b><u>Policy and Strategy Committee (6)</u></b> – to include the Chair of the Fire and Rescue Authority plus 5 other members	3	2	1
<b><u>Human Resources Committee (6)</u></b>	3	2	1
<b><u>Community Safety Committee (6)</u></b>	3	2	1
<b><u>Finance and Resources Committee (7)</u></b>	4	3	

<b><u>Personnel Committee (7)</u></b> – to include 1 member from the HR Committee.	4	3	
<b><u>Appointments Committee (6)</u></b> - to include the Chair and Vice Chair of the Authority	3	2	1

## **DATES OF FUTURE MEETINGS**

2.8 The proposed schedule for full Fire and Rescue Authority and Committee meetings is as follows:

2.8.1 **Nottinghamshire and City of Nottingham Fire and Rescue Authority (10.30 am unless otherwise stated)**  
26 July 2024  
20 September 2024  
13 December 2024  
28 February 2025  
23 May 2025 (AGM)

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

2.8.2 **Policy and Strategy Committee (10.00 am)**  
5 July 2024  
15 November 2024 (this meeting will be held at Highfields Fire Station)  
31 January 2025  
4 April 2025

2.8.3 **Human Resources Committee (10.00 am)**  
28 June 2024  
8 November 2024  
24 January 2025  
28 March 2025

2.8.4 **Community Safety Committee (10.00 am)**  
14 June 2024  
11 October 2024 (this meeting will be held at Highfields Fire Station)  
10 January 2025  
14 March 2025

2.8.5 **Finance and Resources Committee (10.00 am)**  
21 June 2024  
18 October 2024  
17 January 2025  
21 March 2025 (this meeting will be held at Highfields Fire Station)

2.8.6 The Personnel Committee will meet as required.

2.8.7 The Appointments Committee will meet as required.

2.8.8 The Strategic Inclusion Board will meet at the rising of each full Fire Authority meeting excluding the AGM.

2.8.9 In addition to these formal meetings a Members' Seminar will be held on 6 September 2024.

### **3. FINANCIAL IMPLICATIONS**

3.1 The City Council previously provided the Clerk and Monitoring Officer for all meetings of the Fire and Rescue Authority, Policy and Strategy Committee and Personnel Committee. That service is now provided direct following the employment of the present Clerk and Monitoring Officer by the Authority following his retirement from the City Council. The City Council still provides for a Constitutional Services Officer to be present for all committee meetings identified in 2.5 above, for which agendas and minutes will be circulated by the City Council on behalf of the Clerk. For 2024/25 the recharge to Nottinghamshire and City of Nottingham Fire and Rescue Authority by the City Council for these services should not exceed £27,000 plus VAT. Any additional services and printing costs will be recharged separately. In 2023/24 these amounted to just under £1000 plus VAT.

3.2 The last substantive report of the Independent Remuneration Panel (IRP) regarding members' allowances was brought to the Authority in February 2023 and, other than to note that an annual inflator will be applied in accordance with the approved scheme, there are no further matters for it to report on at this stage.

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

There are no human resources or learning and development implications arising from this report other than those that relate to member development and training.

### **5. EQUALITIES AND ETHICAL IMPLICATIONS**

An equality impact assessment has not been undertaken because this report does not amend existing policy or service provision. There are no specific equality issues arising from this report.

### **6. ENVIRONMENTAL AND SUSTAINABILITY IMPLICATIONS**

There are no environmental or sustainability implications arising from this report.

### **7. LEGAL IMPLICATIONS**

7.1 There is a legal requirement for the Authority to hold an annual general meeting.

- 7.2 The Combined Fire and Rescue Authorities (Membership and Allowances) Amendment Regulations, which came into effect on 18 March 2020, varied the Nottinghamshire Fire Services (Combination Scheme) Order 1997 in the manner set out in Schedule 17 to those amendment regulations but, in particular, provided the ability for the Police and Crime Commissioner to request that they be appointed to the Authority with full voting rights. The previous Commissioner made such a request and so has the latest incumbent of that office.

## **8. RISK MANAGEMENT IMPLICATIONS**

Failure to agree committee membership and to set dates and times for meetings may lead to a failure of the governance arrangements.

## **9. COLLABORATION IMPLICATIONS**

There are no collaboration implications arising out of the contents of this report.

## **10. RECOMMENDATIONS**

It is recommended that:

- 10.1 Appointments to the Fire and Rescue Authority be noted.
- 10.2 The committee structure be approved.
- 10.3 Appointments to committees and appointments of committee chairs be made and dates of meetings be approved.
- 10.4 Appointments be made to the Strategic Inclusion Board and Pensions Board.

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

None.

Malcolm R Townroe, Solicitor  
**CLERK AND MONITORING OFFICER TO THE AUTHORITY**