



## **NOTTINGHAMSHIRE & CITY OF NOTTINGHAM FIRE & RESCUE AUTHORITY - POLICY & STRATEGY**

**MINUTES of the meeting held at Fire and Rescue Services HQ, Bestwood  
Lodge, Arnold Nottingham NG5 8PD on 18 July 2014 from 10.00 am - 10.35 am**

### **Membership**

#### Present

Councillor Brian Grocock  
Councillor Chris Barnfather  
Councillor Gordon Wheeler  
Councillor John Wilmott

#### Absent

Councillor Jon Collins  
Councillor Darrell Pulk (Chair)

Councillor David Smith (substitute for Councillor Darrell Pulk)  
Councillor Malcolm Wood (substitute for Councillor Jon Collins)

### **Colleagues, partners and others in attendance:**

John Buckley	Chief Fire Officer
Peter Hurford	Treasurer to the Nottinghamshire and City of Nottingham Fire and Rescue Authority
Neil Timms	Strategic Director of Finance and Resources
Malcolm Townroe	Clerk and Monitoring Officer to the Nottinghamshire and City of Nottingham Fire and Rescue Authority
Laura Wilson	Constitutional Services Officer, Nottingham City Council

### **1 CHAIR OF THE MEETING**

Councillor Brian Grocock, as Vice-Chair of the Authority, chaired the meeting in the absence of Councillor Darrell Pulk.

### **2 APOLOGIES FOR ABSENCE**

Councillor Jon Collins  
Councillor Darrell Pulk

### **3 DECLARATIONS OF INTERESTS**

None

#### **4 MINUTES**

The Committee confirmed the minutes of the meeting held on 25 April 2014 as a correct record and they were signed by the Chair.

#### **5 ANNUAL STATEMENT OF ASSURANCE**

John Buckley, Chief Fire Officer, introduced his report presenting the draft Annual Statement of Assurance for 2012/13 which is required by the Fire and Rescue National Framework for England to provide an accessible way for communities, government, local authorities and other partners to assess their local fire and rescue authority's performance. It gives an overall assessment of the Authority's compliance with the Framework, with particular focus on:

- finance – demonstrating that public money is used economically, efficiently and effectively;
- governance – ensuring internal control is effective and there is appropriate transparency in place;
- operational matters – demonstrating appropriate consultation on the development of the Integrated Risk Management Plan, and that the Authority is meeting its statutory service delivering obligations.

**RESOLVED to approve the Annual Statement of Assurance for 2012/13 for sign off by the Chair of the Authority and the Chief Fire Officer.**

#### **6 FUTURE POLICY DEVELOPMENT**

John Buckley, Chief Fire Officer, introduced his report proposing to establish a working group, consisting of the Chair of the Committee and 4 further members, to work with the Chief Fire Officer to enhance member engagement in policy shaping by establishing mechanisms and opportunities for greater interaction between members and officers to ensure that collective knowledge and experience is utilised in the early stages of development of future long term policies.

The Committee commented that the size of the working group may have to be revised to ensure that all political parties are represented.

**RESOLVED to agree to the formation of a working group, consisting of the Chair of the Committee and 4 further members, to work with the Chief Fire Officer to enhance opportunities for increased development, information and knowledge sharing, subject to the working group having the remit to amend the group size if it is necessary.**

#### **7 INDEPENDENT REMUNERATION PANEL**

Malcolm Townroe, Clerk to the Authority, introduced his report seeking approval for the appointment of an Independent Remuneration Panel, comprising of 3 independent members, to review the existing scheme of Members' Allowances and highlighted the following points:

- (a) the Panel will be given a copy of the previous report and the current structure. It will be able to interview who it feels necessary;

- (b) it will be up to members to decide if they accept the recommendations of the Panel.

**RESOLVED to**

- (1) agree that the Clerk and Treasurer to the Authority establish an Independent Remuneration Panel, comprising of 3 independent members;**
- (2) agree that the remit of the Panel will be to review the existing level of members' allowances and annual uplift arrangements;**
- (3) agree that the Clerk to the Authority will report the outcome of the Independent Remuneration Panel to a future meeting of the Committee.**

**8 EXCLUSION OF THE PUBLIC**

The Committee decided to exclude the public from the meeting during consideration of the remaining agenda item in accordance with Section 100A(4) of the Local Government Act 1972 on that basis that, having regard to all the circumstances, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

**9 EXEMPT MINUTES**

The Committee confirmed the exempt minutes of the meeting held on 25 April 2014 as a correct record and they were signed by the Chair.