



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: 5 June 2015

Purpose of Report:

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

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1. BACKGROUND

The Authority has continued to deliver its wider community safety agenda through the established committee structure. At the Annual General Meeting the Authority is required to resolve what committees shall be appointed and the number of voting members. In accordance with the previously established practice it is also recommended that the chairs of committees be appointed at the Annual General Meeting in order to ensure continuity of business.

2. REPORT

2.1 The City Council has appointed the following members:-

Councillor E Campbell
Councillor J Collins
Councillor B Grocock
Councillor N Khan
Councillor D Liversidge
Councillor M Wood

2.2 The County Council has appointed the following members:-

Councillor J Allin
Councillor C Barnfather
Councillor J Clarke
Councillor R Jackson
Councillor M Payne
Councillor M Pringle
Councillor D Pulk
Councillor K Rigby
Councillor G Turner
Councillor G Wheeler
Councillor Y Woodhead
Councillor E Yates

2.3 Committee Structure

At last year's AGM it was resolved to subsume the work of the Performance Monitoring Committee into the Policy and Strategy Committee and to amend the terms of reference of the Policy and Strategy Committee to reflect the alteration. That change resulted in a reduction in the number of overall seats available. However, given the outcome of the latest City Council elections and the legal requirement for political balance, it is suggested that each of the committees should now have a membership of 6 in order to provide a better fit.

2.4 Committee Membership

- 2.4.1 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 chair 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.
- 2.4.2 Following the changes to the Standards Regime the Authority resolved to address any issues that would have previously been dealt with in that forum through the Policy and Strategy Committee. Since that change was made there have been no Standards issues to address. A further report will be presented to the Policy and Strategy Committee in due course to further examine the future of Standards issues.
- 2.4.3 In addition to the committee appointments, the Authority is asked to appoint members to the Strategic Equalities Board on the basis of 4 Labour Group places, 1 Conservative Group place, 1 Liberal Democrat Group place and 1 Independent Group place.

| Committee (total places) | Labour Group places | Conservative Group places | Liberal Democrat Group places | Independent Group places |
|--|----------------------------|----------------------------------|--------------------------------------|---------------------------------|
| <u>Policy and Strategy Committee</u> (6) – to include the Chair of the Fire and Rescue Authority plus 5 other members | 4 | 2 | | |
| <u>Human Resources Committee</u> (6) | 4 | 1 | | 1 |
| <u>Community Safety Committee</u> (6) | 4 | 1 | 1 | |
| <u>Finance and Resources Committee</u> (6) | 4 | 2 | | |
| <u>Personnel Committee</u> (6) – to include 1 member from the HR Committee. | 4 | 1 | | 1 |
| <u>Appointments Committee</u> (6) - to include Chair and Vice Chair of the Authority | 4 | 1 | 1 | |

2.5 Dates of Future Meetings

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

2.5.1

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

26 June 2015
25 September 2015
18 December 2015
26 February 2016
20 May 2016 AGM

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

2.5.2

Policy and Strategy Committee (10.00 am)

24 July 2015
6 November 2015
29 January 2016
29 April 2016

2.5.3

Human Resources Committee (10.00 am)

12 June 2015
17 July 2015
16 October 2015
22 January 2016
22 April 2016

2.5.4

Community Safety Committee (10.00 am)

3 July 2015
2 October 2015
8 January 2016
8 April 2016

2.5.5

Finance and Resources Committee (10.00 am)

10 July 2015

9 October 2015

15 January 2016

15 April 2016

2.5.6 The Personnel Committee will meet as required.

2.5.7 The Appointments Committee will meet as required.

2.5.8 The Strategic Equalities Board will meet quarterly.

3. FINANCIAL IMPLICATIONS

3.1 The City Council provides the Clerk and Monitoring Officer for all meetings of the Fire and Rescue Authority, Policy and Strategy Committee and Personnel Committee. It also 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 Clerk. For 2015/16 the cost to Nottinghamshire and City of Nottingham Fire and Rescue Authority for these services will be £39,500 plus VAT. Any additional services and printing costs will be recharged separately.

3.2 An independent remuneration committee established the allowances to be paid to Fire and Rescue Authority Members and this also provided for these to be up rated annually in accordance with Local Government pay awards. The payment of Members' Allowances under the Scheme was re-approved by the Authority at its meeting on 27 February 2015.

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. EQUALITY IMPACT ASSESSMENT

There are no specific equality issues arising from this report.

6. CRIME AND DISORDER IMPLICATIONS

There are no crime and disorder implications arising from this report.

7. 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.

8. RECOMMENDATIONS

It is recommended that:-

- 8.1 appointments to the Fire and Rescue Authority be noted;
- 8.2 the committee structure be approved;
- 8.3 appointments to committees and appointments of committee chairs be made and dates of meetings be approved;
- 8.4 appointments be made to the Strategic Equalities Board;

9. BACKGROUND PAPERS FOR INSPECTION (OTHER THAN PUBLISHED DOCUMENTS)

None.

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