



**NOTTINGHAMSHIRE AND CITY OF NOTTINGHAM
FIRE AND RESCUE AUTHORITY (NFRS)**

**MINUTES of the Annual General Meeting held at Fire and Rescue Services HQ,
Bestwood Lodge, Arnold Nottingham NG5 8PD on 9 June 2017 from 2.00 pm - 2.40
pm**

Membership

Present

Councillor Brian Grocock (Chair)
Councillor Michael Payne (Vice-Chair)
Councillor Liaqat Ali
Councillor Nicki Brooks
Councillor Andrew Brown
Councillor Eunice Campbell
Councillor John Clarke
Councillor Sybil Fielding
Councillor Vaughan Hopewell
Councillor Patience Uloma Ifediora
Councillor John Longdon
Councillor Jackie Morris
Councillor Francis Purdue-Horan
Councillor Mike Quigley MBE
Councillor Phil Rostance
Councillor Malcolm Wood
Councillor Jason Zadrozny (from item 3)

Absent

Councillor Tony Harper

Also in attendance

Nottinghamshire Police and Crime Commissioner, Paddy Tipping

Colleagues, partners and others in attendance:

John Buckley	-	Chief Fire Officer, NFRS
Wayne Bowcock	-	Deputy Chief Fire Officer, NFRS
Craig Parkin	-	Assistant Chief Fire Officer, NFRS
Malcolm Townroe	-	Clerk and Monitoring Officer to the Fire Authority
James Welbourn	-	Governance Officer

1 APPOINTMENT OF CHAIR

**RESOLVED to appoint Councillor Brian Grocock as the Chair for the municipal year
2017/18.**

2 APPOINTMENT OF VICE CHAIR

Councillor Michael Payne and Councillor Andrew Brown were nominated for appointment as Vice-Chair. When put to the vote, the following votes were received for Councillor Michael Payne (10):

Councillor Liaqat Ali
Councillor Nicki Brooks
Councillor Eunice Campbell
Councillor John Clarke
Councillor Sybil Fielding
Councillor Brian Grocock
Councillor Patience Ifediora
Councillor Jackie Morris
Councillor Michael Payne
Councillor Malcolm Wood

The following votes (6) were received for Councillor Andrew Brown

Councillor Andrew Brown
Councillor Vaughan Hopewell
Councillor John Longdon
Councillor Francis Purdue-Horan
Councillor Mike Quigley MBE
Councillor Phil Rostance

RESOLVED to appoint Councillor Michael Payne as Vice-Chair.

3 APOLOGIES FOR ABSENCE

Councillor Tony Harper.

4 DECLARATIONS OF INTERESTS

None.

5 MINUTES

The minutes of the meeting held on 24 February were agreed as a correct record and signed by the Chair.

6 CHAIRS' ANNOUNCEMENTS

The Chair welcomed everyone to the meeting, in particular, the new Members of the Authority. He outlined the following points:

- A new Member induction meeting will take place at the riding of the Finance and Resources Committee on 7 July for new Members and old;

- The Chair paid tribute to past Members and will write to them and thank them on behalf of the Fire Authority;
- Those Members who have served a full term of 4 years will be invited back in September to receive a certificate of service. Special mentions went to John Allin, Chris Barnfather, Roger Jackson, Dave Liversidge, Mike Pringle, Darrell Pulk, Ken Rigby, Gordon Wheeler and Liz Yates;
- The past Chair, Darrell Pulk served on the Authority for 14 years, 12 of those years as the Chair. The Chair recommended that the Chief Fire Officer considered this through the internal awards process;
- Since the meeting in February, there have been three terrorist incidents in the UK, in Westminster, Manchester and London Bridge, with the loss of 30 lives and more than 100 injured. Thoughts were with those affected along with their families and friends. Thanks went to those who responded, both from the Emergency Services and the general public.

Everyone present then stood in a minute's silence.

7 MEMBERSHIP OF THE AUTHORITY, REVIEW OF COMMITTEES, APPOINTMENTS TO COMMITTEES AND BOARDS AND DATES OF FUTURE MEETINGS

RESOLVED to:

(1) note the following appointments to the Fire Authority:

City Council Members

**Councillor Liaqat Ali
Councillor Eunice Campbell
Councillor Brian Grocock
Councillor Patience Uloma Ifediora
Councillor Jackie Morris
Councillor Malcolm Wood**

County Council Members

**Councillor Nicki Brooks
Councillor Andrew Brown
Councillor John Clarke
Councillor Sybil Fielding
Councillor Tony Harper
Councillor Vaughan Hopewell
Councillor John Longdon
Councillor Michael Payne
Councillor Francis Purdue-Horan
Councillor Mike Quigley MBE
Councillor Phil Rostance
Councillor Jason Zadrozny;**

(2) approve the committee structure;

(3) approve the following appointments, Chairs and dates of meetings:

Nottinghamshire and City of Nottingham Fire and Rescue Authority (10:30am)

22 September 2017

15 December 2017

16 February 2018

8 June 2018 (AGM)

Policy and Strategy Committee (10:00am)

21 July 2017 Councillor Brian Grocock (Chair)

10 November 2017 Councillor Sybil Fielding

2 February 2018 Councillor Michael Payne

11 May 2018 Councillor Malcolm Wood

Councillor Andrew Brown

Councillor Tony Harper

Human Resources Committee (10:00am)

14 July 2017 Councillor John Clarke (Chair)

20 October 2017 Councillor Liaqat Ali

26 January 2018 Councillor Jackie Morris

4 May 2018 Councillor Vaughan Hopewell

Councillor John Longdon

Councillor John Clarke and Councillor John Longdon were nominated for appointment as Chair of the Human Resources Committee. When put to the vote, the following votes were received for Councillor John Clarke (10):

Councillor Liaqat Ali

Councillor Nicki Brooks

Councillor Eunice Campbell

Councillor John Clarke

Councillor Sybil Fielding

Councillor Brian Grocock

Councillor Patience Ifediora

Councillor Jackie Morris

Councillor Michael Payne

Councillor Malcolm Wood

The following votes (6) were received for Councillor John Longdon:

Councillor Andrew Brown

Councillor Vaughan Hopewell

Councillor John Longdon

Councillor Francis Purdue-Horan

Councillor Mike Quigley MBE

Councillor Phil Rostance

Councillor Jason Zadrozny abstained from voting. Councillor Tony Harper had given apologies.

Community Safety Committee (10:00am)

30 June 2017	Councillor Eunice Campbell (Chair)
6 October 2017	Councillor Nicki Brooks
12 January 2018	Councillor Patience Uloma Ifediora
20 April 2018	Councillor Andrew Brown
	Councillor Tony Harper
	Councillor Jason Zadrozny

Councillor Eunice Campbell and Councillor Andrew Brown were nominated for appointment as Chair of the Community Safety Committee. When put to the vote, the following votes were received for Councillor Eunice Campbell (10):

**Councillor Liaqat Ali
Councillor Nicki Brooks
Councillor Eunice Campbell
Councillor John Clarke
Councillor Sybil Fielding
Councillor Brian Grocock
Councillor Patience Ifediora
Councillor Jackie Morris
Councillor Michael Payne
Councillor Malcolm Wood**

The following votes (6) were received for Councillor Andrew Brown:

**Councillor Andrew Brown
Councillor Vaughan Hopewell
Councillor John Longdon
Councillor Francis Purdue-Horan
Councillor Mike Quigley MBE
Councillor Phil Rostance**

Councillor Jason Zadrozny abstained from voting. Councillor Tony Harper had given apologies.

Finance and Resources Committee (10:00am)

7 July 2017	Councillor Malcolm Wood (Chair)
13 October 2017	Councillor John Clarke
19 January 2018	Councillor Brian Grocock
27 April 2018	Councillor Francis Purdue-Horan
	Councillor Mike Quigley MBE

Councillor Malcolm Wood and Councillor Mike Quigley MBE were nominated for appointment as Chair of the Finance and Resources Committee. When put to the vote, the following votes were received for Councillor Malcolm Wood (9):

**Councillor Liaqat Ali
Councillor Nicki Brooks
Councillor Eunice Campbell
Councillor John Clarke
Councillor Sybil Fielding
Councillor Patience Ifediora
Councillor Jackie Morris
Councillor Michael Payne
Councillor Malcolm Wood**

The following votes (6) were received for Councillor Andrew Brown:

**Councillor Andrew Brown
Councillor Vaughan Hopewell
Councillor John Longdon
Councillor Francis Purdue-Horan
Councillor Mike Quigley MBE
Councillor Phil Rostance**

Councillor Jason Zadrozny abstained from voting. Councillor Tony Harper had given apologies.

Personnel Committee (meets as required)

**Councillor Liaqat Ali
Councillor Nicki Brooks
Councillor Brian Grocock
Councillor Patience Uloma Ifediora
Councillor Francis Purdue-Horan
Councillor Mike Quigley MBE
Councillor Phil Rostance**

Appointments Committee (meets as required)

**Councillor Brian Grocock (Chair)
Councillor Michael Payne
Councillor Malcolm Wood
Councillor Andrew Brown
Councillor Vaughan Hopewell
Councillor Jason Zadrozny;**

(4) appoint the following Members to the Strategic Equalities Board:

Strategic Equalities Board (meets at the rising of each full Fire Authority meeting excluding the AGM)

Councillor Brian Grocock (Chair)

Councillor Nicki Brooks
Councillor Patience Uloma Ifediora
Councillor Andrew Brown
Councillor Francis Purdue-Horan
Councillor Jason Zadrozny;

- (5) appoint Councillor Sybil Fielding as the Fire Authority member on the Local Firefighter Pension Board, and reappoint ACFO Parkin as the Principal Officer representative on the Board;**
- (6) appoint Councillor Mike Quigley MBE to the vacant Councillor Director role at Nottingham Fire Safety Limited.**

8 POLICE AND CRIME COMMISSIONER REPRESENTATION

John Buckley, Chief Fire Officer informed Members of the request from the Police and Crime Commissioner to become a Member of the Fire and Rescue Authority.

RESOLVED to:

- (1) invite the Nottinghamshire Police and Crime Commissioner (PCC) to attend Combined Fire Authority and all Committee meetings; and;**
- (2) allow the PCC to contribute to the debates and discussions that take place at those meetings, although recognising that they do not have the power to vote;**
- (3) ask the Clerk to provide a future report to the Authority to consider the request of the PCC to be fully represented on the Fire Authority, when the required amendments to legislation make this possible.**

9 THOMAS REVIEW ANALYSIS

John Buckley, Chief Fire Officer at Nottinghamshire Fire and Rescue provided feedback to Members on the work undertaken by the Thomas Review Task and Finish Working Group.

There were also recommendations from the Policy and Strategy Committee to be considered.

The report was concluded in around three months, around 18 months after it was submitted to government.

The National Fire Chiefs Council (NFCC) has responded, and from the 1 April the Chair of the NFCC will be providing operational and technical advice to Government.

RESOLVED to:

- (1) adopt the final version of the draft gap analysis attached at Appendix B of the report;**

- (2) **request that the Chief Fire Officer put into place work-streams to address areas identified within scope, and report back through the normal governance processes;**
- (3) **submit the gap analysis to the Minister of State for Policing and the Fire Service, to support the work of Government in determining their response to the Review.**

10 CHANGES TO STATUTORY DISCIPLINARY AND DISMISSAL PROCEDURES FOR PROTECTED OFFICERS

Malcolm Townroe, Clerk to the Fire Authority proposed an amendment to the Authority's Standing Orders to bring in a new procedure for the disciplining and potential dismissal of the Head of Paid Service, Monitoring Officer and Chief Finance Officer (Treasurer).

RESOLVED to:

- (1) **adopt the procedures set out in paragraphs 2.3 to 2.5 of the report, which are in relation to disciplinary matters affecting the Head of Paid Service (Chief Fire Officer), Monitoring Officer and Chief Finance Officer (Treasurer);**
- (2) **amend the Standing Orders of the Authority and the terms of reference of any affected committee to include these provisions. The Clerk to the Authority be authorized to make any and all necessary amendments;**
- (3) **have any decision to suspend the Head of Paid Service (Chief Fire Officer), Monitoring Officer or Chief Finance Officer (Treasurer) be taken by the Chair or Vice Chair of the Authority in consultation with the Monitoring Officer or one of the other 2 statutory officers in the event that the officer proposed to be suspended is the Monitoring Officer.**

11 COMMITTEE OUTCOMES

RESOLVED to note the contents of the report.

12 EXCLUSION OF THE PUBLIC

RESOLVED to exclude the public from the meeting during consideration of the remaining item 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 outweighs the public interest in disclosing the information.

13 AMENDMENTS TO THE PERMANENT ESTABLISHMENT

John Buckley, Chief Fire Officer at NFRS introduced a report on amendments to the permanent establishment.

RESOLVED to accept the recommendations in the report.