

**MINUTES OF EXECUTIVE COMMITTEE MEETING HELD AT FIRE AND RESCUE HEADQUARTERS ON 30 NOVEMBER 2021
AT 10AM**

Present: Councillors Y Waheed (Vice Chair in the Chair), K Choudhry and M Headley

CFO A Hopkinson and ACO G Chambers

Councillor J Chatterley, Mr J Atkinson, Ms S Fecondi and Mrs S Green were present via Teams

21-22/EC/25 Apologies

25.1 There were no apologies for absence.

21-22/EC/26 Declaration of Disclosable Pecuniary and Other Interests

26.1 There were no declarations of interests.

21-22/EC/27 Communications

27.1 The Chief Fire Officer referred to email communications he had circulated to Members regarding the updated position in relation to the application of immediate detriment. All Members present confirmed that they had received the communications.

21-22/EC/28 Minutes

RESOLVED:

That the Minutes of the meeting held on 7 September 2021 be confirmed as a true record, subject to the confidential version of the Minutes being recirculated to Members of the Executive and there being no issues with the confidential Minute arising.

21-22/EC/29 Public Participation

Members noted that no questions had been received in accordance with the public participation scheme approved at the meeting of the Fire and Rescue Authority held on 5 April 2000 (Minute 99/fa/94 refers).

21-22/EC/30 Portfolio Lead Update

- 30.1 Following the last meeting of the full Authority, at which Councillor Headley expressed the view that the Portfolio Lead Updates should be accompanied by a written report of some description, the Chief Fire Officer led a discussion on how to more effectively report on the Portfolio Lead areas.
- 30.2 As there would only be one or two areas reported on at any one Authority meeting, the view was expressed that any additional workload to produce a written report to be published with the agenda would not be onerous. The two page highlight report would be an ideal accompaniment to the presentation and allow other Members to prepare any questions they may wish to ask at the meeting. This highlight report will be circulated in advance of the meeting.

RESOLVED:

That a brief highlight report be submitted for the relevant Portfolio Lead updates at the full Fire and Rescue Authority meetings.

21-22/EC/31 Work Programme

- 31.1 The Executive received its updated work programme.
- 31.2 The Chief Fire Officer suggested that the Portfolio Lead Updates item did not need to be a standing item on the Executive agendas.
- 31.3 The view was expressed that the ongoing review of the Scheme of Delegation may lead to the identification of policies which should be submitted to the Executive for consideration.

RESOLVED:

That the Work Programme be received and the cyclical agenda items be noted, with the removal of Portfolio Lead updates as a standing item.

21-22/EC/32 Local Government Act 1972, Schedule 12A, Paragraphs 1, 2, 3, 4 and 5 of Part 1: Exclusion of the Public

RESOLVED:

That, pursuant to Sections 100A(2) and 100A(4) of the Local Government Act 1972, the public be excluded from the discussion of the following items on the grounds that the matters to be discussed involve the likely disclosure of exempt information as defined in Paragraphs 1, 2, 3, 4 and 5 of Part 1 of Schedule 12A to the Act (as amended):

Item

32.1 Home Office Immediate Detriment Guidance Update

33.1 Anonymous Complaint

The meeting ended at 11.11 am