



AFSA East Midlands Regional Meeting - Held on Monday 22 February 2010 – 1000 hrs
At Nottinghamshire Fire and Rescue Service HQ

Present: Jaggit Hayer (Chair – AFSA E.Mids), Jagtar Singh (AFSA National Off) , Matt Sismey (E&D Officer) matt.sismey@notts-fire.gov.uk, Tom Briggs (E&D Assistant) Thomas.Briggs@Notts-fire.gov.uk, Francesca Williams (E&D Assistant) francesca.williams@notts-fire.gov.uk, Guninder Nagi (CSO) Guninder.Nagi@notts-fire.gov.uk

Apologies: AM Bryan Bennett (DFRS), AM Kam Basi (DFRS), Evan Blackwood-Pitter (DFRS), Nina Kang (DFRS), Shareen Akhtar (DFRS), Jane Cork (DFRS), Jaz Johal (DFRS), Pam Sidhu (DFRS), Andy Meakin (DFRS), Dalton Powell (Notts FRS), Naseem Begum (Notts FRS), Sian Butle (Northants FRS)

Minuting: Jagtar Singh/Jag Hayer

No.	Agenda Item	Action	Completion date	Owner
1	<p>Domestics, Introductions and Apologies</p> <p>Jaggit Hayer- National Cultural Awareness rep and the E. Mids Regional Chair of AFSA - Crew Manager – DFRS Control Management Team</p> <p>Matt Sismey – Notts E&D Officer Guninder- 4 years Notts community liaison Tom- Assistant E&D lead 6 months Francesca Notts E&D lead 4 years</p> <p>Apologies: as noted above and DCFO Andy Beal (Notts FRS)</p>			
2	<p>Minutes of last meeting Agreed – MS/JH</p>			



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3	<p>Matters Arising</p> <p>Nina Kang has stood down from Co-Chair role (E.Mids AFSA) to concentrate on national role (General Secretary).</p> <p>Guninder agreed to take up joint Chair</p> <p>Agreed to have three E.Mids AFSA meetings a year</p> <p>Elections for positions will be held when we have sufficient members registered and when we have people wishing to take up roles.</p>	<p>GN – to speak with Line Manager</p>		
4	<p>AFSA Reps within each FRS in E.Mids</p> <p>We all need to work on improving representation from the other FRSs – to assist with this we will ensure all FRS have an opportunity to take part by having meetings in different E.Midlands regional FRS over the next year.</p> <p>AFSA needs to sell our positive message to all E&D leads, Directors of FRS, CFOA members, CFO's. Region currently has three full Corporate members, Derbyshire, Notts, Northants. With strong support for our charity work from Lincolnshire.</p> <p>All agreed that the Chair and or Jagtar Singh should attend a future regional E&D meeting to promote the good work of AFSA.</p>	<p>MS – provide dates of next E&D Meetings to JH</p> <p>JH to action letter – once GN spoken with Line Manager</p> <p>JH to obtain dates of next regional E&D meeting</p>		<p>MS</p> <p>JH</p> <p>JH</p>



	<p>Chair to write to all CFO on progress nationally and regionally. Draft letters to be circulated before being sent.</p>	JH		JH
5	<p>AFSA Membership Derbyshire experience was that membership was not dependent on just one communication strategy but many different methods such as : word of mouth, monthly in-house magazine 'Hot Gossip' and Weekly Information Sheet (WIS). DFRS also had CFO Tregunna giving support to AFSA by attending meetings and by donating firekit for the AFSA Tanzania Project. Also DFRS have received support from DFRS's E&D Champions and other Managers. AFSA membership within DFRS includes personnel from a diverse range of roles. DFRS hosted an AFSA National Development day in June 2009.</p> <p>Agreed that the East Midlands FRS AFSA could also host another National Development day to help raise awareness of AFSA and to develop a vision for the Regional AFSA group.</p> <p>Also agreed that the Region consider holding a joint meeting with West Midlands AFSA</p> <p>Each Service rep needs to gather data and build a local data base.</p> <p>Jag- to send individual membership form. Form also can be downloaded from AFSA website Jag to request Iain to send East Midlands members</p>	<p>Include as part of E.Mids AFSA Action Plan</p> <p>JH – to include with circulation of minutes</p>		<p>JH</p> <p>JH</p>



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6	<p>National website – www.AFSA.co.uk Web-Developer is Andy Meakin – ameakin@derbys-fire.gov.uk from Derbyshire. Nina Kang (General Secretary also ensuring information for website is passed to Andy Meakin. All to give feedback on the website All to send information that can go on the web - consider any work in areas of Recruitment/ Positive Action campaigns, Community Fire Safety, Community Events/Engagement, Charity, web links etc.</p>	ALL		ALL
7	<p>AFSA National Conference Report will be circulated after next national meeting – will also be on www.AFSA.co.uk</p>	forward once received		Nina Kang – General Secretary
8	<p>Look forward 2010 AFSA Conference – Lancashire Will be held in Lancashire - early Nov 2010 CFOA President agreed to host Fire Minister - letter has been sent and we are optimistic of attendance.</p>			
No.	Agenda Item	Action	Completion Date	Owner
10	<p>CFOA Equality and Diversity Champions – E&D Leaflet Area Manager Bryan Bennett (DFRS) has asked for FRSs to contribute to the content of this leaflet – Case Studies needed. Examples for Case Studies either</p>	ALL		



	<p>directly to AM Bennett abennett@derbys-fire.gov.uk or to Jag Hayer</p> <p>Will also be taking this request to the National AFSA Committee Meeting on Thurs (25/2/10)</p> <p>Request that final leaflet is also passed to Chair - AFSA</p>	JH		JH
11	<p>Any other Business</p> <ol style="list-style-type: none"> 1. Media Mogul An event to be run in Notts on 7th of March to which AFSA members would be invited. This will be debriefed at the next meeting. 2. Success and history of AFSA – Jagtar Singh provided all present with update/info 3. Media department in Notts- working well with E&D to develop products and support positive action 4. Notts have developed a community booklet and will share with AFSA 			



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11a	<p>Meeting Evaluation <i>Was this a good investment of your time?</i> Yes worth while everyone <i>Did you learning improve as result of meeting?</i></p> <ul style="list-style-type: none"> • Learnt about success of AFSA and what its core purpose • Learnt about the charity work • Leant about the benefits of Charity work • Learn something new every time I come to meeting • Francesca- learnt more about AFSA and how we can use community engagements work • Matt- learn how we can work in partnership with AFSA <p><i>Will you be happy to attend a future meeting</i> All agreed to attend as found the meeting very useful</p>			
12	<p>Date and venue of next meeting In three months to be agreed by circulation – proposal to have next meeting in Northamptonshire FRS</p>	JH – date in May 2010 – check with Northants		JH

NEXT MEETING: date tbc - May 2010

Signed *Jag Hayer*

Chair – AFSA East Midlands