

FIRE AUTHORITY  
POLICY AND  
RESOURCES  
COMMITTEE

Minutes - Action Log

This is the updated action log as at 26<sup>th</sup> September 2018 and captures the actions arising from the most recent Policy and Resources Committee meetings and updates Members on the progress on compliance in delivering the necessary actions.

MINUTES OF THE JANUARY 2017 COMMITTEE					
<u>Minute No.</u>	<u>Report Title</u>	<u>Action to be taken by</u>	<u>Action</u>	<u>Comments</u>	<u>Status</u>
101.	UPDATE ON STRATEGIC WORKFORCE OBJECTIVES	R Hylton / D Thompson	There was a request for a Member Briefing regarding progress in relation to the age related claim due to pension changes.	Outcome expected early 2019.	Action ongoing
MINUTES FROM THE 14 <sup>th</sup> DECEMBER COMMITTEE 2017					
<u>Minute No.</u>	<u>Report Title</u>	<u>Action to be taken by</u>	<u>Action</u>	<u>Comments</u>	<u>Status</u>

32.	<b>ANNUAL REVIEW OF THE OPERATION OF THE ICT SHARED SERVICE AGREEMENT</b>	Matthew Warren	a) <b>Current constraints – aligning the pay structures with Bedfordshire.</b> The Chairman to assist by meeting with his opposite number in Bedfordshire to try to move things on, <b>Action Matthew Warren had now taken over this action.</b>	Meeting between chairpersons scheduled for 17 October 2018.	<b>Action ongoing</b>
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#### MINUTES FROM THE JULY COMMITTEE 2018

67.	<b>CAMBRIDGESHIRE AND PETERBOROUGH FIRE AUTHORITY BDO EXTERNAL AUDIT COMPLETION REPORT – AUDIT FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2018 AND STATEMENT OF ACCOUNTS</b>	Matthew Warren	a) The officers involved in the accounts production were congratulated by the Committee for having received such a clean bill of health from the external auditor and The Deputy Chief Executive was requested to pass on the thanks of the Committee to all the relevant staff involved.		<b>Action completed</b>
		Dawn Cave	b) Democratic Services asked to look to avoid clashes between this Committee and Pension Fund Board.		<b>Action Completed</b>
68.	<b>FIRE AUTHORITY RESERVE STRATEGY</b>	John Anderson to provide Councillor Nethsingha with leaver figures broken by age groups.	A question was raised regarding what was the age range of new recruits and wastage level in particular age groups. In reply the average age of recruits was under thirty. In terms of leavers in particular age bands, this information		<b>Action Ongoing</b>

			would be collected and provided to the Member outside of the meeting.		
<b>71.</b>	<b>FIRE AUTHORITY PROGRAMME MANAGEMENT MONITORING REPORT</b>	<b>Rick Hylton</b>	P088 On-Call Project Stage 2 – send Members dates of On-Call engagement events, dates were 17, 18, 24 and 25 September 2018.	Members advised of dates by email on 28 <sup>th</sup> August 2018.	<b>Action Completed</b>
<b>72.</b>	<b>WORKFORCE DIVERSITY</b>	<b>Deb Thompson</b>	a) Councillor Nethsingha requested of the numbers of BME people who had attended tests and then gone on to join the Service. Whilst accepting the number of applicants from BME was low, if it could be shown this drop-out rate was consistent, whatever the person's ethnicity, it would not be such an issue.	a) A response, via email, to Cllr Nethsingha and the wider Committee was provided.	<b>Action Completed</b>
		<b>Jon Anderson / Alison Scott.</b>	b) It was suggested and agreed that the qualification requirements of Five GCSE's including English should be reviewed by officers as potentially being a barrier.	b) This is being looked at as part of an ongoing member lead review into approach to recruitment.	<b>Action Ongoing</b>
<b>74.</b>	<b>FIRE AUTHORITY CALL OUTS DURING JUNE-JULY</b>	<b>JJ Penney</b>	There was a request that the Fire Service increase publicity regarding the need to ensure that outside BBQ's were properly extinguished after use.		<b>Action Completed</b>