

Fire Authority Overview and Scrutiny Committee

Minutes - Action Log

This is the updated action log as at 20 April 2023 and captures the actions arising from the most recent Overview and Scrutiny Committee meetings and will form an outstanding action update to Members on the progress on compliance in delivering the necessary actions.

Minute No.	Report Title	Action to be taken by	Action	Comments	Status
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Minutes of the October 2022 Committee

38	IRMP Performance Measures	ACFO	Flexible working Suggested forming a task and finish group on staff recruitment and retention, following results from the South Cambridgeshire District Council four day week trial.	Update 20 April 2023 Trial scheduled to run January to end of March 2023. Officers will monitor and report outcomes before a task and finish group is formed. See Minute 45 below.	Completed
			Data presentation Requested that future reports clarify Year One on the rolling five year charts.	Data is presented in annotated year blocks with a directional arrow.	Completed

39	Fire Authority Programme Management – Monitoring Report	DCEO	Replacement ICCS and Mobilising Solution Members voiced concerns regarding the cost of Airwave for taxpayers nationally and requested a member briefing on the subject.	Update 19 January 2023 Subject will be included on the agenda at the next Member seminar scheduled for February 2023. Update 20 April 2023 Member seminar in February 2023 was a site visit to St Johns; next seminar planned for June 2023.	Ongoing
42	Annual Review – CPFA Compliance with the Local Government Transparency Code	Scrutiny and Assurance Manager	The Overview and Scrutiny Committee agenda plan would be updated to include a paper on the forum (public consultation forum)	Update 20 April 2023 Agenda item (Community Engagement Forum – Update) at meeting scheduled for 20 April 2023.	Completed
45	CPFA Overview and Scrutiny Committee Work Programme	Scrutiny and Assurance Manager	Inclusion of a potential staffing task and finish group and public consultation forum report.	Update 19 January 2023 Staffing task and finish group added to January 2023 meeting agenda and public consultation forum added to April 2023 meeting agenda. Update 20 April 2023 Established that staffing task and finish group work is related to Minute 38 above. Will therefore take forward under this action.	Completed Ongoing
Minutes of the January 2023 Committee					
48	IRMP Performance Measures	ACFO	Noted that the A1307, A1198 - Papworth St Agnes junction - and A1 Wittering had high rates of road traffic accidents. Signage work occurring to mitigate accidents.	Update 20 April 2023 Verbal update to be given at the meeting.	Extant

			The service agreed to request information from police databases regarding road accidents occurring on the A14 from Ellington to the Keyston/Bythorn junction following a change to the road layout.		
49	Update on the Expansion of Crews of Three Appliance Mobilisations to all Incident Types	Area Commander Smith	It was requested that Mr Harris and Overview and Scrutiny Committee Members receive a written response to the statement within five working days.	Update 20 April 2023 Both Mr Harriss and members of the committee received a written response via email on 24 January 2023.	Completed
			Established that data from crews-of-three mobilisations would be included on the Performance Dashboard and RNB Performance Report, which would highlight any concerns. This could also be included as a regular report to the Fire Authority. It was requested this was also seen quarterly by the Overview and Scrutiny Committee.	Update 20 April 2023 Verbal update to be given at the meeting.	Extant
		Democratic Services	Expressed a desire to endorse the action taken. It was therefore proposed by Councillor McGuire, seconded by Councillor Gardener, and resolved unanimously to amend the recommendation to reflect this and circulate the minutes of this meeting to the Fire Authority.	Update 20 April 2023 Amended recommendation detailed in 19 January 2023 Overview and Scrutiny Committee Minutes (Minute 49) and Minutes presented to the Fire Authority as Agenda Item 8 at their meeting on 10 February 2023.	Completed
53	Cambridgeshire and Peterborough Fire Authority Overview	Scrutiny and Assurance Manager	The committee discussed what areas or issues might add value to the scrutiny function. It was agreed	Update 20 April 2023 Minutes 38 and 45 above refer.	Extant

	and Scrutiny Work Programme		not to progress the existing member-led review of estates, property management and capital programme but focus on people themes. Terms of reference for a member-led review on employee retention would be drafted and circulated for comment.		
			The committee agreed to a site visit at St John's on 10 February 2023.	Update 20 April 2023 Site visit was arranged and well attended by Authority Members.	Completed