

FIRE AUTHORITY
POLICY AND
RESOURCES
COMMITTEE

Minutes - Action Log

This is the updated action log as at 15 April 2019 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.	Original outcome received in favour of FBU. Government has appealed and we await the outcome of that process.	Action ongoing

MINUTES FROM THE 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.	ANNUAL REVIEW OF THE OPERATION OF THE ICT SHARED SERVICE AGREEMENT	M Warren	a) Current constraints – aligning the pay structures with Bedfordshire. The Chairman to assist by meeting with his opposite number in Bedfordshire to try to move things on.	Meeting between Chairpersons took place in October 2018. Shared Services Agreement for five years signed. Ongoing discussions to align terms and conditions.	Complete

MINUTES FROM THE JULY COMMITTEE 2018

<u>Minute No.</u>	<u>Report Title</u>	<u>Action to be taken by</u>	<u>Action</u>	<u>Comments</u>	<u>Status</u>
68.	FIRE AUTHORITY RESERVE STRATEGY	J 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 would be collected and provided to the Member outside of the meeting.		Complete
72.	WORKFORCE DIVERSITY	D Thompson	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	a) A response, via email, to Councillor Nethsingha and the wider Committee was provided.	Complete

			shown this drop-out rate was consistent, whatever the person's ethnicity, it would not be such an issue.		
		J Anderson / A Scott	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.	Action Ongoing

MINUTES FROM THE SEPTEMBER COMMITTEE 2018

<u>Minute No.</u>	<u>Report Title</u>	<u>Action to be taken by</u>	<u>Action</u>	<u>Comments</u>	<u>Status</u>
72.	MINUTES OF THE MEETING HELD ON 26th July 2018	R Hylton	Point 25 – Minute 57 'Integrated Risk Management Plan Refresh Update'. Would updates on the audits carried out regarding fire assessments on schools be provided?	RH to provide an update.	Complete
72.	MINUTES OF THE MEETING HELD ON 26th July 2018		Point 68 - Action in relation to leavers figures broken down by age group. Could a copy of the figures be circulated to all Committee Members again?	See also Action 72 above; figures circulated again to the Committee by RH on 10 October 2018.	Complete
75.	TREASURY MANAGEMENT POLICY AMENDMENT – INVESTMENTS	M Warren	Members discussed the money market fund and it was explained that at present there was no proposal to use this. It was also clarified that the Authorities current advisors were Link Asset Services.	M Warren to bring an update if the strategy changes. No change.	Complete
75.	TREASURY MANAGEMENT POLICY	M Warren	Clarification was also sought from on the initials CNAV/LVNAV/VNAV that	M Warren to clarify.	Complete

	AMENDMENT INVESTMENTS –		appeared under Money Market Funds in the table at point 6 of the report.		
75.	TREASURY MANAGEMENT POLICY AMENDMENT INVESTMENTS –	M Warren	Members agreed to an amendment to the proposed maximum amount for Money Market Funds to be 50% of available funds amended from 100%.	M Warren to amend.	Complete
75.	TREASURY MANAGEMENT POLICY AMENDMENT INVESTMENTS –	M Warren	Members sought a paper on cash flow to show how much should be easily available and the relative risk on going on a higher return.	M Warren to bring a paper in December/January 2019. Cash flow risk unchanged as at April 2019.	Bring forward to mid-2019
75.	TREASURY MANAGEMENT POLICY AMENDMENT INVESTMENTS –	M Warren	Members felt that it would be beneficial to invite Link Asset Services to Committee to discuss the options.	M Warren to arrange. Linked to Action 75 above.	Bring forward to mid-2019