

**Agenda Item: 4**

FIRE AUTHORITY  
POLICY AND  
RESOURCES  
COMMITTEE

Minutes - Action Log

This is the updated action log as at *18 July 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	M Warren / 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. <i>Government has lost its right to appeal. Awaiting further information on remedy.</i>	<b>Action ongoing</b>
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>
72.	WORKFORCE DIVERSITY	J Anderson / A Scott	a) 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. <i>Report due to be presented to O&amp;S Committee in October 2019.</i>	<b>Action complete</b>

## 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>
75.	TREASURY MANAGEMENT POLICY AMENDMENT – INVESTEMENTS	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 July 2019.	<b><i>Bring forward to late-2019</i></b>
75.	TREASURY MANAGEMENT POLICY AMENDMENT – INVESTEMENTS	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.	<b><i>Bring forward to late-2019</i></b>

## MINUTES FROM THE APRIL COMMITTEE 2019

<u>Minute No.</u>	<u>Report Title</u>	<u>Action to be taken by</u>	<u>Action</u>	<u>Comments</u>	<u>Status</u>
100.	STRATEGIC RISK AND OPPORTUNITIES MANAGEMENT REGISTER – MONITORING REPORT	M Warren	Officers explained that the register was due to be reviewed again as a whole in early May and that the register would be brought to the next Fire Authority Board meeting with any new risks identified.	<i>Report on work programme for next Committee meeting in October 2019 and every other meeting thereafter.</i>	<b><i>Action complete</i></b>
101	FIRE AUTHORITY PROGRAMME MANAGEMENT – MONITORING REPORT	M Warren	Members raised concerns in relation to the log in time issues and queried why this had taken so long to resolve. Officers explained that they had only been given short notice in relation to the withdrawal of the old system and ideally the upgrade to the latest version of windows would have taken place before the new VDI system was	<i>Report on programme management due to be presented to Committee 18 July 2019.</i>	<b><i>Action complete</i></b>

			<p>installed. This had cause the log in delays. There was a condition in the new contract that the Service would always have the most up to date version of the software and that more notice would be given by the new supplier in relation to withdrawal of systems. The supplier was testing over the next couple of weeks and it was anticipated that the issue would be resolved by mid-May. An update on progress would be given in the overall Programme Monitoring report taken to the next Fire Authority Board meeting.</p>		
		<b>M Warren</b>	<p>A Member queried the use of body cameras and where this was being looked into. Officers explained that this work was part of a national programme and was rolled into the project overseeing the use of recording devices and governance. The Service would review once the outcome from the national programme was known. Officers highlighted the challenges in relation to controlling and handling the data produced and what it could be used for. An update on the project would be given in the overall update to the next Fire Authority Board meeting.</p>	<p><i>National position still awaited; Report on programme management due to be presented to Committee 18 July 2019.</i></p>	<b>Action complete</b>
<b>103.</b>	<b>DATE OF NEXT MEETING</b>	<b>T Oviatt-Ham</b>	<p>It was noted that Councillors Shellens and Rogers would be unable to attend the meeting scheduled for 10 October. Attendance would be reviewed to ensure the meeting could go ahead</p>	<p><i>No other apologies received; monitoring.</i></p>	<b>Action ongoing</b>

			and the meeting would be moved if required.		
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Key: Update in *Italics*