

FIRE AUTHORITY
POLICY AND
RESOURCES
COMMITTEE

Minutes - Action Log

This is the updated action log as at 6th January 2017 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 DECEMBER 2016 COMMITTEE					
Minute No.	Report Title	Action to be taken by	Action	Comments	Status
87.	DRAFT MEDIUM TERM FINANCIAL STRATEGY 2017 TO 2020	Matthew Warren The Deputy Chief Executive	With reference to paragraph 1.3.1 of the Strategy and the reference to the assumption that the Economy would continue to grow slowly in the medium term with inflation in line with the Bank of England target, The Deputy CE was happy to add a warning note in this paragraph that this assumption could change if the Government came under pressure to change the 1% figure and agree to a higher pay settlement.		Action completed

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89.	EQUALITY AND INCLUSION COMPLIANCE REPORT 2015-16 FOR THE PERIOD APRIL 2015 – MARCH 2016	Sam Smith Human Resources Business Partner	<p>1) In respect of the bar chart on page 10 it was suggested that in future it would be more useful to have numbers as opposed to percentages, and to include common intervals.</p> <p>2) The final version to be approved by the full Fire Authority should include an executive summary.</p>	<p>Noted.</p> <p>Executive Summary added; report due for presentation to Authority on 9 February 2017.</p>	Action completed
90.	REVENUE AND CAPITAL BUDGET MONITORING REPORT 2016-17	Matthew Warren The Deputy Chief Executive	<p>1) In future the colour appendix should include a key to explain what the green, red and yellow represented. Also details of Projects to year end should be provided.</p> <p>2) In respect of the table in 6.1, investigation to be undertaken and explanation provided outside of the meeting regarding the figure of -14 as the total committed to date for IT and communications, as it appeared very low when compared to the original budget and revised estimate figure.</p>	<p>Noted.</p> <p>Complete; explanation provided.</p>	Action completed

91.	MEDIATION PROCESS – STATEMENT OF BEST PRACTICE	Sam Smith Human Resources Business Partner	In discussion there had been recognition of the value of working closer with other partners especially in respect of using arbitrators from outside of the Fire Service as a way forward. Councillor Sales indicated that there was a Countywide Mediation Service which should perhaps be further explored– Sam Smith undertook to investigate further.	Noted.	Action still in progress
93.	POLICY AND RESOURCES COMMITTEE WORK PROGRAMME	The Deputy Chief Executive Democratic Services Deb Thompson	<p>:</p> <p>a) To organise a Member Briefing for the Committee on 26th January to be held at 10 a.m.</p> <p>b) The January Committee meeting should have a later starting time of 11 a.m.</p> <p>c) To note the Policy and Resources Committee Work Programme with the addition of the Integrated Risk Management Plan being added to the 26th January Agenda.</p>	<p>Member briefing has been scheduled as requested.</p> <p>Revised invitations sent out.</p> <p>Complete; item added to the agenda.</p>	<p>Action completed</p> <p>Action completed</p> <p>Action completed</p>