

FIRE AUTHORITY
POLICY AND
RESOURCES
COMMITTEE

Minutes - Action Log

This is the updated action log as at 5th December 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 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	a) There was a request for a Member Briefing regarding progress in relation to the age related claim due to pension changes.	The national picture remains fluid; briefing to be arranged once final position known.	Action on hold
		M Warren	b) Deputy Chief Executive to ask the Monitoring Officer to start scoping a membership Review report including seeking existing member views so that a report with recommendations could be presented to the new Fire Authority following the May County Council elections.	Action noted. As updated at the 22 nd June Committee meeting the outcome of the Police and Crime Commissioner (PCC) business case will determine requirement for and the scope of any review.	Action on hold

	MINUTES FROM THE 28th SEPTEMBER 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>
20.	ISA 260 REPORT COMMUNICATION OF AUDIT MATTERS WITH THOSE CHARGED WITH GOVERNANCE	Barry Pryke / Zoe Thompson.	The need to amend the text in the second paragraph on page 17 of the BDO report under the title 'Working with partners' as the assumption as written was that new governance arrangements would be implemented from April 2018. This was premature, as the Home Office decision was not expected until at least December 2017.	Confirmation requested from BDO via email; awaiting response.	
21.	GENERAL DATA PROTECTION REGULATION IMPLEMENTATION – PROJECT UPDATE	John Fagg – Head of ICT	Asking whether it was feasible to insure against the substantial fines for non-compliance as detailed in the report. This would be looked into, but it was unlikely that specific insurance could be obtained.	The Service is unaware of any specific insurance policies. Focus remains firmly on ensuring we are compliant before 'go live' date in 2018.	Action completed
23.	STRATEGIC RISK AND OPPORTUNITY MANAGEMENT REGISTER – MONITORING REPORT	Tamsin Mirfin Service Transformation Manager	An issue raised was whether it was possible to obtain more real incident experience, from sharing incidents with neighbouring fire services e.g. Suffolk / Bedfordshire.	Minute 23 is an ongoing operational issue managed through our cross border agreements with neighbouring services	Action completed in terms of the explanation provided

24.	FIRE AUTHORITY PROGRAMME MANAGEMENT - MONITORING REPORT	Tamsin Mirfin Service Transformation Manager	Co-Responding Project - An update report would be provided to the full Fire Authority meeting in November.	An update Report went to Fire Authority on 15 November 2017.	Action completed