Fire Authority Minutes Action Log Agenda Item no. 4

This is the updated action log as at 6 June 2023 and captures the actions arising from the most recent Fire Authority meetings and updates Members on the progress on compliance in delivering the necessary actions.

Minutes from the 10 February 2022 meeting					
24	Chairs Announcements	Chair	It was agreed that the Chair would, on behalf of the Fire Authority, write to all local MP's, highlighting these issues (funding mechanisms).	Minute 38 of the meeting held on 16 June 2022 provided an update at that time. Lobbying continues.	**Complete**
25	Draft Fire Authority Budget 2022/23 and Medium Term Financial Plan	Scrutiny and Assurance Manager	It was suggested by Councillor Kindersley that it would be appropriate in future for the budget to be considered by the Overview and Scrutiny Committee prior to its presentation to the full Fire Authority. This proposal was supported by other Members of the Fire Authority and it was agreed that this would be scheduled into the Committee's work programme.	Overview and Scrutiny Committee received draft budget 2023/24 at its meeting on 19 January 2023. Now an annual report on that Committees work programme.	**Complete**
26	Draft Pay Policy Statement 2022/23	Scrutiny and Assurance Manager	A Member noted that there had been a Member-led Review of the Pay Policy in 2014 … Officers agreed that it may be timely to repeat such a review and agreed to schedule this on the Overview and Scrutiny Committee's work programme.	**Update 15 June 2023** Added to work programme for last meeting of the current cycle (22 April 2024) where it will be considered against other areas of interest. See also Minute 42 of the 16 June 2022 meeting below.	**Complete**

27	Proposed changes to Cambridgeshire and Peterborough Fire Authority Members' Code of Conduct	Monitoring Officer	It was suggested that if the Authority did adopt the new Code, that a Member seminar could be arranged to explore the implications of the Code and how it differed to the Codes for Cambridgeshire County and Peterborough City Councils.	**Update 15 June 2023** Potential subject area for a Member seminar on 12 July 2023.	**Ongoing**
		Scrutiny and Assurance Manager	A Member spoke in support of the adoption of the model code and suggested that it may be appropriate for the Overview and Scrutiny Committee to review how it was working after a few years of implementation.	**Update 15 June 2023** Added to work programme for last meeting of the current cycle (22 April 2024) where it will be considered against other areas of interest.	**Complete**
		Monitoring Officer	Adopt the LGA Model Code in its entirety subject to minor local additions as set out in Paragraph 7.3 of the report.	Published on website.	**Complete**
28	Members' Allowance Scheme 2022/23	Monitoring Officer	The Authority receives a further report at its next meeting on the options and costs of an independent review panel or other mechanism to determine future allowances as soon as practicable.	Not presented to June 2022 meeting and deferred at the November 2022 meeting. Presented to meeting in February 2023. **Update 15 June 2023** IRP report on the agenda of this meeting.	**Complete**
29	Draft Sustainability Strategy	DCEO	Officers were also taking advice from the Carbon Trust and aimed to bring back its detailed plans to the Fire Authority at the end of the year.	Update presented to the Authority 3 November 2022.	**Complete**

30	Update on the Relocation of Papworth to Cambourne Fire Station	Assistant Chief Fire Officer (ACFO)	It was agreed that a further report, feeding back on the information sharing process, would be presented to the next meeting of the Fire Authority. This report would also detail more fully the resources implications.	Update presented to the Authority on 16 June 2022.	**Complete**
Minutes from the 16 June 2022 meeting					
42	Business Continuity – Financial Contingency Plan	Councillor Kindersley	He also commented that it would be good for the Overview and Scrutiny Committee to review this issue (employee pay).	**Update 15 June 2023** Added to work programme for last meeting of the current cycle (22 April 2024) where it will be considered against other areas of interest.	**Complete**
Minutes from the 3 November 2022 meeting					
57	Member-led Review of CPFA Consultation with Representative Bodies	Councillors McGuire and Gowing	Discuss and agree what, after such discussion, will enable two way communication(s) between Members and the representative bodies.	Members, on receipt of any communication from representative bodies, would consult with the Chair before responding.	**Complete**
60	Appointments to Committees and Outside Bodies	Democratic Services	The other three Member Committees would also be updated to reflect the change in proportionality, so that there was a substitute identified for each political group.	**Update 15 June 2023** Revised document to be presented at this meeting to include appropriate substitutes on the Disciplinary and Grievance, Appeals and Appeals (Pensions) Committees.	**Complete**
		Democratic Services	It was also noted that the Joint Consultative Committee needed to be removed from the schedule of appointments.		**Complete**

Minutes from the 10 February 2023 meeting					
66	Draft Pay Policy Statement 2023/24	DCEO	A Member noted that the highest paid member of staff received £153,828 per annum, compared to the lowest paid who received £20,258 (full time equivalent) per annum. She asked how many employees were paid £20,258 pa? It was agreed that this information would be circulated to Members.	Information provided to Member that asked the question (one employee).	**Complete**
67	P126 Project – Update on relocation of Huntingdon Fire Station and Service Training Centre	DCEO	In response to a Member question, it was confirmed that an additional site visit could be arranged for those Members who had been unable to join the 10 February 2023 visit.	Email sent to Members to determine numbers and identify a suitable date.	**Ongoing**