

## Fire Authority Policy and Resources Committee

## Minutes - Action Log

This is the updated action log as of 24th October 2023 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 from the 26 <sup>th</sup> April 2023 Committee Meeting					
40	Revenue and Capital Budget Monitoring Report	Deputy Chief Executive Officer	Members noted that the report was still subject to year-end changes and a full update would be given, including any carry overs, in the report to Committee in June 2023.	<b>Update 31 October 2023</b> This information was presented to the Fire Authority on 15 June 2023 as the Policy and Resources Committee scheduled for 22 June 2023 was cancelled.	<b>Completed</b>
41	Commercial and Procurement Activity – Annual Update	Head of Commercial Team	A Member queried if the waivers could be published on the Fire Authority website. Officers stated that they could append the list of waivers to the regular report and that they could also publish them on the website.	<b>Update 31 October 2023</b> An email was sent to Members on 23 October 2023 providing further information including the latest information on 'exemptions' and 'contracts let.'	<b>Completed</b>
42	Community Risk Management Plan (CRMP) 2024/29	Head of Media, Communication and Transparency	Consultation on the plan would be carried out through community forums and then the plan would be brought back to Committee for approval in November 2023.	<b>Update 31 October 2023</b> Due to be presented to the full Fire Authority at its meeting on 20 December 2023 (rescheduled from 9 November 2023)	<b>Completed</b>

			<p>The Chair queried whether any engagement was carried out through the library service and a Member also commented that Members of the Fire Authority should be engaged to help increase engagement with the consultation. The reporting Officer explained that they would contact Members of the Fire Authority to see how they could support the engagement process.</p>	<p><b>Update 31 October 2023</b>  Email sent to Members on 6 June 2023 outlining public engagement exercise, including an example communication that could be used when engaging with their own constituents. The Service were advised to contact Huntingdon library who then sent posters to all libraries in the county, on our behalf; these posters had a QR code to access a survey.</p>	<p><b>Completed</b></p>
44	<p>Cambridgeshire Fire and Rescue Service Unwanted Fire Signals (UFS) Strategy</p>	<p>Area Commander Operational Response and Fire Protection</p>	<p>A Member asked for more detail to be included in the communication of the changes in policy to ensure that it was clear to the general public why the changes were being made and plans in place to mitigate any risks. The reporting Officer clarified that a detailed communications plan had been developed and agreed to share this with Members.</p>	<p><b>Update 31 October 2023</b>  The Service has and will continue to proactively communicate with members of the public through social media and one to one engagement with our Fire Protection teams.</p> <p>Responsible persons for buildings affected by the policy also have a responsibility to share the information on our behalf and the Service has continued to engage and support them in doing this where possible.</p>	<p><b>Completed</b></p>