



## BEDFORDSHIRE FIRE AND RESCUE AUTHORITY

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Councillor C Atkins  
Councillor M Ayub  
Councillor P Downing  
Councillor J Mingay  
Councillor Y Waheed (Chair)

A meeting of **Human Resources Policy and Challenge Group** will be held at **Conference Room, Fire and Rescue Service Headquarters, Kempston, Bedford MK41 7NR** on **Wednesday, 21 September 2016** starting at **10.00 am**.

Karen Daniels  
Service Assurance Manager

### A G E N D A

Item	Subject	Lead	Purpose of Discussion
1.	Apologies	Chair	
2.	Declarations of Disclosable Pecuniary and Other Interests	Chair	Members are requested to disclose the existence and nature of any disclosable pecuniary interest and any other interests as required by the Fire Authority's Code of Conduct.
3.	Communications	Chair	
4.	Minutes	Chair	To confirm the Minutes of the meeting held on 7 June 2016 (Pages 1 - 10)
5.	Human Resources Performance Monitoring 2016/17 Quarter 1 and Programmes to Date	ACO	* To consider a report (Pages 11 - 20)
6.	Audit and Governance Action Plans Monitoring Report	ACO	* To consider a report (Pages 21 - 26)
7.	Health and Safety Annual Report 2015/16	HSSP	* To consider a report (Pages 27 - 48)

<b>Item</b>	<b>Subject</b>	<b>Lead</b>	<b>Purpose of Discussion</b>
8.	Corporate Risk Register	HSSP	*To consider a report (Pages 49 - 52)
9.	Review of Work Programme 2016/17	Chair	*To consider a report (Pages 53 - 56)
	Next Meeting		The next meeting is to be held at 10am on 5 January 2017 at Fire and Rescue Service Headquarters

### **DECLARATIONS OF INTEREST**

From 1 July 2012 new regulations were introduced on Disclosable Pecuniary Interests (DPIs). The interests are set out in the Schedule to the Code of Conduct adopted by the Fire Authority on 28 June 2012. Members are statutorily required to notify the Monitoring Officer (MO) of any such interest which they, or a spouse or civil partner or a person they live with as such, have where they know of the interest.

A Member must make a verbal declaration of the existence and nature of any Disclosable Pecuniary Interest and any other interest as defined in paragraph 7 of the Fire Authority's Code of Conduct at any meeting of the Fire Authority, a Committee (or Sub-Committee) at which the Member is present and, in the case of a DPI, withdraw from participating in the meeting where an item of business which affects or relates to the subject matter of that interest is under consideration, at or before the consideration of the item of business or as soon as the interest becomes apparent.