



BEDFORDSHIRE FIRE AND RESCUE AUTHORITY

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

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, 16 December 2015** starting at **10.00 am**.

Union Representatives have been invited to attend the meeting.

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 29 September 2015 (Pages 1 - 8)
5.	Human Resources Performance Monitoring 2015/16 Quarter 2 and Programmes to date	ACO	* To consider a report (Pages 9 - 20)

Item	Subject	Lead	Purpose of Discussion
6.	New Internal Audit Reports	ACO	* To consider a report (Pages 21 - 36)
7.	Corporate Risk Register	HSSP	*To consider a report (Pages 37 - 40)
8.	Service Gyms and Equipment	HSSP	* To consider a report (Pages 41 - 46)
9.	Review of Human Resources Policy and Challenge Group Effectiveness	ACO	* To consider a report (Pages 47 - 50)
10.	Review of Work Programme 2015/16	Chair	*To consider a report (Pages 51 - 56)
	Next Meeting		10.00 am on 15 March 2016 at Conference Room, Fire and Rescue Service Headquarters, Kempston, Bedford MK41 7NR

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.