



## BEDFORDSHIRE FIRE AND RESCUE AUTHORITY

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Members of Human Resources Policy and Challenge Group.

Bedford Borough Councillors: C Atkins and J Mingay

Central Bedfordshire Councillors: P Downing

Luton Borough Councillors: Y Waheed, T Khan and R Saleem

A meeting of **Human Resources Policy and Challenge Group** will be held at **Conference Room, Fire and Rescue Service Headquarters, Kempston, Bedford MK42 7NR** on **Thursday, 29 March 2018** 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 11 January 2018 (Pages 1 - 6)
5.	Human Resources Programme and Performance Monitoring 2017/18 Quarter 3 and Programmes to date	ACO	To consider a report (Pages 7 - 18)
6.	Proposed Human Resources Indicators and Targets for 2018/19	ACO	To consider a report (Pages 19 - 28)

<b>Item</b>	<b>Subject</b>	<b>Lead</b>	<b>Purpose of Discussion</b>
7.	New Internal Audit Reports completed to date	ACO	To consider a report (Pages 29 - 44)
8.	Audit and Governance Action Plans Monitoring Report	ACO	To consider a report (Pages 45 - 50)
9.	2017/18 Corporate Health and Safety Objectives progress and proposed 2018/19 Corporate Health and Safety Objectives	ACO	To consider a report (Pages 51 - 56)
10.	Functional Fitness Testing in BRFS, introducing the Drill Ground Assessment	SFA	To receive a presentation by Ian Hammett
11.	Corporate Risk Register	HOA	To consider a report (Pages 57 - 60)
12.	Review of Work Programme 2017/18	Chair	To consider a report (Pages 61 - 68)

### **Mobile Devices**

Can Members please bring their mobile device(s) to this meeting in order for it be registered and synced to Modern.gov after the meeting. Thank you.

Next Meeting

10.00 am on 28 June 2018 at Conference Room, Fire and Rescue Service Headquarters, Kempston, Bedford MK42 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.