

## NORTH WALES FIRE AND RESCUE AUTHORITY EXECUTIVE PANEL

Minutes of the Executive Panel Meeting of the North Wales Fire and Rescue Authority held on 12 February 2018 at Fire and Rescue Headquarters, St Asaph. Meeting commenced at 10am.

### PRESENT

#### Councillors:

M Ll Davies (Chair)	Denbighshire County Council
M Bateman	Flintshire County Council
B Blakeley	Denbighshire County Council
A Davies	Denbighshire County Council
V Gay	Flintshire County Council
R Griffiths	Anglesey County Council
J B Hughes	Gwynedd Council
E W Jones	Anglesey County Council
P R Lewis	Conwy County Borough Council
R E Parry	Conwy County Borough Council
A Tansley	Conwy County Borough Council

### ALSO PRESENT:

K Finch (Treasurer); G Owens (Deputy Clerk); R Simmons and R Fairhead (Assistant Chief Fire Officers); S Morris (Assistant Chief Officer); T Williams (Corporate Communications Manager); A Davies (Member Liaison Officer); H MacArthur (Assistant Chief Officer Designate).

### APOLOGIES

R Roberts	Wrexham County Borough Council
G Williams	Gwynedd Council
S A Smith	Chief Fire Officer and Chief Executive

### 1 DECLARATIONS OF INTERESTS

1.1 None

### 2 NOTICE OF URGENT MATTERS

2.1 There were no urgent matters.

### 3 MINUTES OF THE MEETING HELD ON 23 OCTOBER 2017

3.1 The minutes of the last meeting were submitted for approval.

3.2 **RESOLVED to approve the minutes as a true and correct record.**

#### 4 MATTERS ARISING

4.1 There were no matters arising.

#### 5 WALES AUDIT OFFICE ANNUAL IMPROVEMENT REPORT 2016/17

5.1 The Assistant Chief Officer (Corporate Policy and Performance) introduced the report, from the Auditor General for Wales, which reviewed the Authority's performance and arrangements.

5.2 Andy Bruce from the Wales Audit Office gave a more detailed overview of the Annual Improvement Report (AIR) which provided a summary and assessment of the 2016/17 year.

5.3 Members noted that proposals for improvement had been made to 'strengthen asset management arrangements by:

- P1 Clearly defining the roles and responsibilities for decision making for asset management and within the Authority's Annual Governance Statement.
- P2 Agreeing common measures with the other Welsh Fire and Rescue Authorities to assess key indicators around land and buildings to enable comparison of performance and the identification of developing trends.'

5.4 In terms of P1 above, Mr Bruce explained that the result of the asset management audit was very positive, but that "clearly defining roles and responsibilities for decision making of asset management" will help ensure clarity in future.

5.5 It was noted that proposal P2 had been made for all three FRAs in Wales to encourage collaboration across Wales on issues such as maintenance costs and sustainability of the FRAs' land and building assets. The WAO envisages that having common performance indicators will support the three FRAs to compare aspects of land and building management and share learning to identify the most efficient methods of managing those assets. The Chair suggested that this proposal should be considered via the National Issues Committee.

5.6 ACFO Simmons reminded members that NWFRS has attained the platinum award against the corporate health standard which covers sustainability, fleet and building issues. NWFRS is one of the few organisations in Wales that has achieved the platinum level and it is considered that this is partly due to the work of the Fleet and Facilities departments. A re-assessment against the corporate health standard is planned for later in the year.

5.7 Members were also informed about the Chief Fire and Rescue Adviser's thematic review, conducted in early 2017, on 'Learning lessons to avoid safety critical incidents – How well do Fire and Rescue Authorities in Wales learn lessons from incidents to improve public and firefighter safety'.

5.8 **RESOLVED to note the annual improvement report.**

## 6 EUROPEAN UNION GENERAL DATA PROTECTION REGULATION

6.1 The report was presented to inform members about the NWFRS' implementation plan to ensure compliance with the European Union (EU) General Data Protection Regulation (GDPR) which comes into effect on 25 May 2018.

6.2 It was noted that NWFRS has established a project team to oversee the GDPR work and that arrangements are in place for regular reporting and monitoring of progress to ensure delivery of the project plan. As part of the plan, awareness sessions are being held for staff together with a reminder that protecting data is everyone's responsibility. It was requested that the awareness session be delivered to the FRA members and it was confirmed that this will be arranged.

6.3 A progress update will be provided to the Executive Panel meeting in July and to the full Authority meeting in September 2018.

6.4 **RESOLVED to note**

- (i) the actions being taken by NWFRS to comply with the GDPR; and**
- (ii) that an awareness session will be delivered to FRA members.**

## 7 IMPROVEMENT AND WELL-BEING PLAN 2019/20

7.1 The Assistant Chief Officer (Corporate Policy and Planning) presented, for information, the proposed timetable for producing the Authority's Improvement and Well-being Plan 2019/20 in accordance with applicable legislation.

7.2 **RESOLVED to note the proposed timetable for producing the Authority's Improvement and Well-being Plan 2019/20.**

## 8 MONITORING OF INCIDENT-RELATED INFORMATION

8.1 The Assistant Chief Fire Officer presented the report which gave members an update about the re-establishment of the electronic reporting capability for incident-related information following the installation of a new mobilising software system in March 2017.

8.2 Following the installation of a new replacement command and control system in 2017, there continued to be an issue around accessing relevant data to provide quarterly monitoring reports to the Executive Panel. NWFRS' officers had met with the system suppliers in January 2018 and had emphasised the importance of re-establishing the ability to produce this type of report. The suppliers had identified that the work required to resolve the issue would take approximately three months to complete.

8.3 **RESOLVED to note the information provided in this report.**