



## NATIONAL ISSUES COMMITTEE

### MINUTES OF THE NATIONAL ISSUES COMMITTEE MEETING HELD ON TUESDAY 24 JANUARY 2017 AT PARC NOYADD PARK, LLANDRINDOD WELLS

#### 256. PRESENT:

Councillor	Fire & Rescue Service Authority
D T Davies (Chair)	Chair of South Wales
M LI Davies (Deputy Chair)	Chair of North Wales
J Dudley (Deputy Chair)	Chair of Mid & West Wales
S Bradwick	Deputy Chair of South Wales
P Lewis	Deputy Chair of North Wales
R Rees-Evans	Deputy Chair of Mid & West Wales

#### APOLOGIES:

None

**OFFICERS PRESENT:** - CFO C Davies – Mid & West Wales FRS, DCFO M Crennell – Mid & West Wales FRS, CFO H Jakeway – South Wales FRS, DCO S Chapman – South Wales FRS, CFO S Smith – North Wales FRS, DCFO D Docx – North Wales FRS, Ms S Watkins – Programme Co-ordinator

#### 257. DECLARATIONS OF INTEREST

There were no declarations of interest.

#### 258. CHAIR'S ANNOUNCEMENTS

##### PROGRAMME CO-ORDINATOR

The Chair informed Members that it was the Programme Co-ordinator's last meeting as she had recently been promoted to a new role. He took the opportunity to congratulate the Programme Co-ordinator, and to thank her for all her support and hard work on behalf of the National issues Committee over the last year, and wished her good luck in her new role.

## **COUNCILLOR S BRADWICK**

The Chair informed Members that Councillor Bradwick was due to go into hospital for surgery, and on behalf of the National Issues Committee he wished him good luck and a speedy recovery following his operation.

## **MEETING WITH WELSH GOVERNMENT MINISTER**

The Chair informed Members that he was due to meet Cabinet Secretary Carl Sargeant on 1 February, 2017, to discuss a number of issues, including the National Issues Committee. Feedback on the one to one meeting would be provided in due course.

## **RETIREMENT OF ACO LIZ AITKEN**

Following the recent retirement of ACO Liz Aitken, Mid & West Wales FRS, the Chair wished to record the Committee's best wishes for her retirement, and to thank her for her work on behalf of the National Issues Committee.

## **THANK YOU ADDRESS**

Due to the forthcoming local elections taking place in May 2017, the Chair advised Members that a new administration may be in place at the next National Issues Committee meeting. He took the opportunity to thank Members and Officers for all their help and support over the last 5 years. He stated that it had been a pleasure and privilege to chair the meetings, and was pleased to report that the work of the National Issues Committee had brought the three Welsh Fire & Rescue Services working closer together.

The Chair stressed that the National Issues Committee had been a worthwhile venture, and together Members and Officers had been successful in achieving a number of positive outcomes, along with the co-operation from three Welsh Government Ministers over the last 5 years.

The Chair also took the opportunity to thank the Administrative Officer for providing admin support at all National Issues Committee meetings since June 2013.

Members responded by thanking the Chair for his guidance and professionalism in successfully leading the meetings, which had helped to build relationships, as well as providing an understanding on a number of issues.

## **259. NATIONAL ISSUES COMMITTEE STRUCTURE AND REPORTING MECHANISM**

The DCO of South Wales FRS presented a report to Members on the National Issues Committee structure and reporting mechanism, which had been slightly tweaked since the last meeting.

### **RESOLVED THAT**

Members agreed to note the update report on the National Issues Committee structure and reporting mechanism.

## **260. MINUTES OF PREVIOUS MEETING**

The following minutes were received and accepted as a true record of proceedings:-

- National Issues Committee held on 25 October 2016
- Pwyllgor Materion Cenedlaethol A Gynhallwyd 25 Hydref 2016

## **261. UPDATE ON OUTSTANDING ISSUES ARISING FROM THE PREVIOUS NATIONAL ISSUES COMMITTEE MEETING HELD ON 25 OCTOBER 2016**

The DCO of South Wales FRS informed Members that there were no outstanding issues to report since the last meeting.

### **RESOLVED THAT**

Members accepted the update on outstanding issues arising from the previous National Issues Committee meeting.

## **262. PROGRAMME CO-ORDINATORS UPDATE**

The Programme Co-ordinator presented a report updating Members on the 6 key projects.

The Programme Co-ordinator wished to record her thanks to the three Deputy Officers for hosting and sponsoring the National Issues Committee Middle Management Event which took place on 9 November, 2016, as well as to the three Welsh Services for assisting in co-ordinating the function.

Following lengthy discussion on the National Issues Committee website and security issues with protecting the online password, the Programme Co-ordinator agreed to change the password to a more secure one, and to discuss website security issues with the ICT Security Group.

### **RESOLVED THAT**

Members agreed to note the progress report to date on each of the key projects.

The Chair thanked the Programme Co-ordinator for a positive report.

### **263. EUROPEAN UNION GENERAL DATA PROTECTION REGULATIONS**

The DCO of South Wales FRS informed Members that all data protection legislation in the European Union Member States would be replaced by the European Union General Data Protection Regulations on 25 May 2018, without the need for implementation of legislation. This would come into force regardless of the Brexit decision.

### **RESOLVED THAT**

- 263.1 Under the Common & Specialist Services work-stream, Members agreed that consideration be carried out on the implications of the regulations, how best to plan for their introduction, and how to mitigate against any substantial risk and financial implications.
- 263.2 Following lengthy discussion on cost implications and penalty levels, Officers agreed that existing resources would be used, and that a sensible approach would be

adopted to implement the European Union General Data Protection Regulations.

Members thanked Officers for all their hard work in reviewing the legislation.

#### **264. COMMON & SPECIALIST SERVICES – PROFESSIONAL SUPPORT SERVICES CORPORATE PEER ASSESSMENT**

The DCO of South Wales FRS presented a report to Members which outlined the feedback received at the National Issues Committee Middle Leader even in relation to the proposed Corporate Peer Assessment review

#### **RESOLVED THAT**

- 264.1 Members agreed to note the Middle Leader feedback.
- 264.2 Following a question and answer session, Members agreed to note that the next stages for Corporate Peer Assessment would be:-
- To capture the information and evidence from review work already undertaken.
  - In recognition of the differing structures and models, each Service to develop their own assessment criteria.
  - For self-assessment exercises to be undertaken, and results reported back to the National Issues Committee

#### **265. COMMUNITY RISK REDUCTION FIRE INVESTIGATION**

The DCFO of Mid & West Wales FRS presented a report to Members which outlined the key collaborative areas agreed by the All Wales Fire Scene Investigation Group, and identified the future work areas for the Group in the All Wales Community Risk Reduction Delivery Plan.

## **RESOLVED THAT**

Following a question and answer session, Members agreed to note the Terms of Reference, and to support the collaborative areas identified in the Community Risk Reduction work-stream Key Delivery Plan for the All Wales Fire Scene Investigation Group for 2016-2019.

### **266. BUSINESS SAFETY GROUP PROGRESS AGAINST BUSINESS PLAN**

The DCFO of Mid & West Wales FRS presented a report to Members which outlined the work of the Welsh Business Safety Group within the wider context of Community Risk Reduction. The report provided Members with an overview of its business plan and key working groups, including its Terms of Reference.

## **RESOLVED THAT**

- 266.1 Members agreed to note and endorse the work of the Welsh Business Safety Group, and its contribution to the overarching Community Risk Reduction, and National Issues Committee vision.
- 266.2 Following a question and answer session, Officers agreed to ensure an Equality Impact Assessment was included, and to share information on operations intelligence.

### **267. NATIONAL ISSUES COMMITTEE ALL WALES HOME SAFETY WORK STREAM**

The DCFO of Mid & West Wales FRS presented a report to Members which outlined the key collaborative areas as agreed by the All Wales Home Safety Group, and identified the future work areas for the Group in the Work Plan.

## **RESOLVED THAT**

Following lengthy discussion on fire regulations for new and old furniture items, Members agreed to note the Terms of Reference, and to support the key collaborative areas identified in the

Community Risk Reduction Group Key Delivery Plan for the All Wales Home Safety Group for 2016-2019.

## **268. ALL WALES CONTROL ARRANGEMENTS**

The CFO of South Wales FRS and CFO of Mid & West Wales FRS, informed Members that progress continued to be made in all areas of the South and Mid & West Wales Joint Public Service Centre Project. Site Acceptance Testing commenced in November 2016, and there had been notable successes in load testing, resilience arrangements, and connectivity with Fire Stations, and mobile data terminals in fire appliances. However, due to a number of software related issues, further testing needed to be carried out prior to completion of the Site Acceptance Testing, which meant that the 'go live' date had to be put back as a consequence to May 2017.

Progress continued to be made in all areas of the North Wales Control Project. The Project Team confirmed in mid-December that the project would transition from the Factory Acceptance Testing stage to Site Acceptance Testing in early 2017.

Strong communication links were in place between both Control Project Management teams to ensure that appropriate operational resilience arrangements were maintained.

The National Issues Committee Control Group continued to identify and explore opportunities to influence the development of National Control related projects. Examples included the future development of the Emergency Services Network, effective data sharing across blue light services, and various technological innovations designed to improve operational effectiveness.

### **RESOLVED THAT**

Following lengthy discussion on cost implications and the enforcement of financial penalties due to the delays in installing the software, Members agreed to note the progress of the Joint Public Service Centre and North Wales Fire Control projects, and the activities relating to the other elements of the Control Delivery Action Plan.

## **269. OPERATIONS PROGRAMME BOARD**

The CFO of South Wales FRS presented a report to Members which identified the progress being made against the key collaborative areas for the Operations Programme Board.

### **RESOLVED THAT**

Following a brief overview from Officers on issues with dealing with 'Unwanted Fire Signals', and 'Automatic Fire Alarms', Members acknowledged the work to date and agreed to continue to support the key collaborative areas of the Operations Programme Board.

## **270. NATIONAL ISSUES COMMITTEE ICT WORK STREAM**

The DCFO of North Wales FRS presented a report which updated Members of the National Issues Committee on the progress made to date in delivering national and UK wide communication priorities.

### **RESOLVED THAT**

Following discussion on Officers concerns regarding the reliability of Mobile Data Terminals, Members agreed to endorse the benefit of regular communication between the three Fire & Rescue ICT Departments in Wales, and recognised the potential risk of convergence of the 'go live' dates of the two Control Room projects.

## **271. FUTURE NATIONAL ISSUES COMMITTEE MEETINGS**

The Deputy Chief Officer of South Wales FRS presented a report for Members to consider and determine the frequency of meetings and conferences going forward in the context of the planned work programmes of the National Issues Committee work streams. Members were also asked to consider a further request from Welsh Government for observer status at the meetings.

## **RESOLVED THAT**

- 271.1 Following lengthy debate, Members unanimously agreed for the National Issues Committee to meet formally a minimum of twice a year, with additional meetings as required.
- 271.2 Members unanimously agreed for two National Issues Committee Conferences to be held each year, one for Members and Strategic Managers, and the other for Middle Managers, which would be reviewed on an annual basis.
- 271.3 Following a vote, Members agreed that the Director of Local Government (with no substitution) be invited to attend the National Issues Committee meetings as a Welsh Government official observer only, for an initial period of twelve months.

## **272. DATES OF NATIONAL ISSUE COMMITTEE MEETINGS AND PROGRAMME BOARDS**

As a consequence of their earlier discussion, the Programme Co-ordinator agreed to provide Members with an update on the dates of future National Issues Committee meetings and Programme Boards, in due course.

## **RESOLVED THAT**

Members agreed to note that an update on dates of future National Issues Committee meetings and Programme Boards would be provided in due course.