

ACTIONS AND DECISIONS

Actions

Action ID	Action Description	Meeting Date	Owner	Status	Outcome
FSB-A080	Fire Standards Team (FST) to work with key stakeholders as proposed in the paper* to clarify the data required to form a current baseline and the metrics needed to measure benefits of Fire Standards in future.	19/04/2021	FST	In progress	It is proposed that this action is discussed at board for potential closure.
FSB-A081	Fire Standards Team to arrange discussion with ZB to clarify datasets available to map to those required to support both establishing a current baseline and metrics for benefits realisation work.	19/04/2021	FST	In progress	It is proposed that this action is discussed at board for potential closure.
FSB-A082	CPO to draft a joint Board/Inspectorate statement emphasising the importance of data collection.	19/04/2021	FST	Not started	It is proposed that this action is reviewed following the Chairs meeting with HMICFRS on Monday 13 th June 2022.
FSB-A100	MH to draft a paper on NFCC Assurance processes and share with the Board at the next meeting	08/12/2021	MH	In progress	Update to be provided at the next Board meeting
FSB-A105	The Fire Standards Team to work with the relevant NFCC Lead to revise the Protection Fire Standard.	08/12/2021	FST	In Progress	Work on this commenced in April 2022, the NFCC Policy Protection Reform Unit is in the process of redrafting the relevant wording with support from subject matter experts and the Protection and Business Safety Committee.
FSB-A108	JB to clarify whether any work in the Home Office may overlap, conflict with or support a standard on assurance.	08/12/2021	JB	Not started	Update to be provided at the next Board meeting
FSB-A110	Fire Standards Team to review benefits management process with either an external consultant or the NFCC's benefits manager when available, to continue to liaise with the Chairs and provide an update at the next Board meeting.	08/12/2021	FST	In progress	It is proposed that this action is discussed at board for potential closure.

Action ID	Action Description	Meeting Date	Owner	Status	Outcome
FSB-A109	Fire Standards Team to draft an impact survey in early 2022 and share with Board for review before circulating to services.	08/12/2021	FST	In progress	Please see Item 6 - Paper 2
FSB-A106	The Board agreed for discovery work on the proposed Fire Standards should continue and a paper with the proposals should be brought to the next meeting for further discussion and decision.	08/12/2021	FST	Completed	Please see Item 7 – Paper 4
FSB-A098	Fire Standards Executive Team to arrange an in-person Fire Standards Board workshop by November 2021 following the publication of the White Paper.	14/07/2021	FST	Completed	A workshop took place in February 2022.
FSB-A092	MH to put in place NFCC QA processes for guidance. Update to be provided at the next Board meeting.	14/07/2021	MH	Completed	MH advised that work on this had started within the NFCC. Further information would be provided at the next Board meeting as per FSB-A100.
FSB-A089	Fire Standards Executive Team to engage with James Webb regarding the Safeguarding Fire Standard.	14/07/2021	FST	Completed	The FST engaged directly with the Home Office to ensure all feedback was collected and addressed.
FSB-A099	The Fire Standards Team to update the Action log with the missing actions from the minutes of the previous Board meeting.	08/12/2021	FST	Completed	Actions were added to the previous board action log. The revised version was published on the FSB website
FSB-A101	Fire Standards Team to revise layout and style of action log to improve clarity	08/12/2021	FST	Completed	Action log table has been revised to improve clarity
FSB-A102	Fire Standards Team to work with the Safeguarding Workstream Lead to revise the wording of benefit one of the draft Safeguarding Fire Standard and share the revised version with the Board for approval via email.	08/12/2021	FST	Completed	The safeguarding benefit in question was revised in collaboration with the Safeguarding workstream lead and was approved by the Board. The Fire Standard has subsequently been published.
FSB-A103	The Fire Standards Team to add communication methods used for each change level to the review process	08/12/2021	FST	Completed	The review process has been updated to reflect this

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FSB-A104	The Fire Standards Team to revise the moderate review process to include an action for the Chairs to share their decision with the Board prior to it being completed with an agreed time limit.	08/12/2021	FST	Completed	The review process has been updated to reflect this
FSB-A107	The Fire Standards Team to meet with the NFCC Lead on Environment and Sustainability.	08/12/2021	FST	Completed	The FST met with the NFCC Lead for Environment and Sustainability in early Feb 2022. An update will be provided at the next Board meeting.
FSB-A111	The Fire Standards Team to invite a representative from the HMICFRS to attend the next Board meeting.	08/12/2021	FST	Completed	Alex Hill has confirmed attendance at the next Board meeting.
FSB-A112	Fire Standards Team to share draft Leadership Fire Standards with LGA and APCC colleagues in December for early peer review feedback by January 2022.	08/12/2021	FST	Completed	Leadership Fire Standards were shared with the LGA and APCC representatives and feedback was received in January 2022.

Decisions

Decision ID	Decision Description	Date
FSB-D033	Board agreed to the revised timeline for the Well-Led Organisation Fire Standard.	19/04/2021
FSB-D034	The Board agreed that Fire Standards benefits should be comprised of both the desired outcome and the actions services must take being achieved.	14/07/2021
FSB-D035	The Board approved a revision to the Development Process to include Board sign-off of scope.	14/07/2021
FSB-D036	The Board agreed to sign off the draft Prevention Fire Standard to commence QA, notwithstanding continued discussion with the Home Office regarding the benefits.	14/07/2021
FSB-D037	The Board agreed that the Well-Led Organisation Fire Standard be renamed Service Leadership.	14/07/2021
FSB-D038	The Board agreed to approve the draft Safeguarding Fire Standard to commence QA, notwithstanding a revision to benefit one.	08/12/2021
FSB-D039	The Board approved the Fire Standards Review Process.	08/12/2021
FSB-D040	The Board agreed that the Protection Fire Standard should be reviewed following the moderate review process.	08/12/2021
FSB-D041	The Board agreed an impact assessment survey was required to establish a baseline and provide insight to the Board about whether Fire Standards were being adopted by services and how they are approaching their implementation. 8 June 2022	08/12/2021