

ACTIONS AND DECISIONS

Actions

Action ID	Action Description	Meeting Date	Owner	Status	Date Complete	Outcome
FSB-A124	FST to develop targeted communications to respond to service feedback	09/09/22	FST	In progress		The revised Communications and Engagement Strategy and planning responds to the recommendations made at the last meeting. Please see agenda Item 3 – Paper 1 for details.
FSB-A126	NB/FST/MH to engage with Chief Fire Officer Rob MacDougall in regard to his proposed communication with Chief Fire Officers raising awareness of the importance of the standards for all leaders	21/12/22	NB/ FST/ MH	Complete	14/03/23	All parties worked with Rob MacDougall and NFCC. This resulted in the Chairs attending the NFCC Full Council meeting on 14 th March to promote the Leadership and People Fire Standards to Chief Fire Officers.
FSB-A127	FST to action the recommendations outlined in the Fire Standards Impact Assessment paper and provide updates to the Board	21/12/22	FST	In progress		<p>The revised Communications and Engagement Strategy and planning responds to the recommendations made at the last meeting. Please see agenda Item 3 – Paper 1 for details.</p> <p>Recommendation regarding a review of HMICFRS’s publication of statements describing their judgment criteria to achieve “good” at inspection. A mapping exercise has been completed with the conclusion that there is reasonable alignment between the statements and Fire Standards. We will monitor feedback from services about these statements and their relationship with the standards and respond if any queries were raised.</p>
FSB-A128	FST to consider how feedback from the Impact Assessment engagement sessions and paper are shared with services	21/12/22	FST	In progress		Please see agenda Item 3 – Paper 1.

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FSB-A129	FST to review all Fire Standards published prior to May 2021 to ensure they cross reference the Code of Ethics Fire Standard appropriately	21/12/22	FST	Not started		Scheduled to take place in March 2023
FSB-A130	FST to formally share the report produced by CWW on EDI with the authors of the Core Code of Ethics for consideration	21/12/22	FST	Complete	23/12/22	Shared with Rob Barbour on 23/12/22. Rob committed to sharing the report with the remaining authors of the Core Code of Ethics.
FSB-A100	MH to draft a paper on NFCC Assurance processes and share with the Board at the next meeting	08/12/21	MH	Complete	21/12/22	JJ provided a response on behalf of MH. Guidance produced by NFCC undergoes assurance at an individual level, however the NFCC intends to introduce third party assurance to the broader suite of products.
FSB-A105	The Fire Standards Team to work with the relevant NFCC Lead to revise the Protection Fire Standard	08/12/21	FST	Closed	09/09/22	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. Board is content for this action to be closed. Any further updates will be provided outside of the Board meeting.
FSB-A113	The FST to work with colleagues within the NFCC producing supporting guidance to consider when any new supporting guidance is published, how the FST and Board will be notified to ensure the guidance is linked to the appropriate Fire Standard.	15/06/22	FST	Complete	21/12/22	NFCC internal restructure will influence this action with a long-term goal of improving the quality of NFCC guidance and making links to Fire Standards clearer.
FSB-A114	FST to revise the Leadership and People Fire Standards based on feedback provided by Board members prior to the Board and recirculate for approval. The Board would be asked to provide their response within 24 hours.	15/06/22	FST	Complete	09/09/22	The standards were revised based upon feedback from the Board. The two standards were recirculated, and the Board approved the revised wording. The standards were published for consultation 24 June 2022.

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FSB-A115	FST to review how Incident Command Leadership could be clarified or referenced in either the Fire Standards or through communications. This would be brought back to the Board for further discussion.	15/06/22	FST	Closed	21/12/22	Considering the Fire Control Fire Standard, three operational response standards require a review which may lead to revisions. There are ongoing discussions in the NFCC and there is a possibility that there is a need for more robust guidance on Incident Command. The Board agreed to close this action. The Board should be updated on the progress of these discussions through the regular Board papers relating to development of Fire Standards.
FSB-A116	The FST will provide initial feedback on impact assessment from the engagement event taking place in July to the Board at its next meeting in September. The FST will continue to report progress to the Board at future meetings as further impact assessment work is completed during the Autumn	15/06/22	FST	Complete	21/12/22	A report was provided at the December Board meeting under Item 3 - Paper 1.
FSB-A117	FST to draft a question on EDI within the Impact Assessment Tool.	15/06/22	FST	Complete	31/10/22	Impact Assessment engagement events have negated the widespread release of this proposed tool. A scaled down version is likely to be used as detailed in Item 5 – Paper 2. The EDI Review of Fire Standards has replaced the need for this action.
FSB-A118	FST to carry out a review of existing standards for EDI references and provide a report to Board with conclusions by the December meeting.	15/06/22	FST	Complete	21/12/22	A report was provided at the December Board meeting under Item 6 – Paper 3.
FSB-A119	Fire Standards Team to arrange meeting with HMICFRS to discuss how their inspectors interpret Fire Standards to ensure accurate judgements of service progress with implementation are made.	15/06/22	FST	Complete	29/11/22	A meeting between FST and HMICFRS Deputy Portfolio Director and team was held on 29 th November 2022. A commitment to meet regularly was agreed.
FSB-A120	SMcC and AS to draft a letter in response to the White Paper and share with the Board for information.	15/06/22	FST	Closed	09/09/22	It was agreed post-board that the Chairs would not provide a formal response to the White Paper.

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						Ongoing communication with the Home Office is in planned.
FSB-A121	JB to arrange an introductory meeting between new Fire Minister and Chair and Vice-Chair of the Fire Standards Board.	09/09/22	JB	Complete	12/12/22	A meeting has been scheduled for the FSB Chairs to meet the Minister on January 18 th at 3pm.
FSB-A122	FST to add completion dates to the Action Log	09/09/22	FST	Complete	12/12/22	Completion dates have been added to the Action Log
FSB-A123	FST to facilitate a meeting between the FSB Chairs, NC and BA to discuss elected member engagement.	09/09/22	FST	Complete	21/12/22	A meeting has been held on December 21 st directly prior to Board.
FSB-A125	FST to work with colleagues within the NFCC to consider development of a simple infographic or diagram to help show the relationship between Fire Standards, HMICFRS and other core components of continuous development.	09/09/22	FST	Complete	21/12/22	FST to share infographic with Board on December 21st

Decisions

Decision ID	Decision Description	Date
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.	15/06/2022
FSB-D042	The Board agreed that, subject to minor revisions to the Leadership and People Fire Standards as detailed above, they would be content for the standards to be opened for consultation.	15/06/2022
FSB-D043	Board is content with the proposed approach impact assessments	15/06/2022
FSB-D044	The Board agreed that actions FSB-A080, FSB-A081 and FSB-A110 were to be closed and new action FSB-A116 to be opened which would supersede these	15/06/2022
FSB-D045	The Board approved the revisions to the Protection and Prevention Fire Standards, the FST team to facilitate their publication on the website and inform services	09/09/2022

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FSB-D046	Consultation on the Leadership and People Fire Standards to close as planned on 9th September 2022 and the development process should continue in line with agreed timeline.	09/09/2022
FSB-D047	FSB approved the publication of the Leading the Service and the Leading and Developing People Fire Standards.	21/12/2022
FSB-D048	FST to implement recommendations set out within the Fire Standards Impact Assessment paper.	21/12/2022