

## report

meeting	<b>NOTTINGHAMSHIRE AND CITY OF NOTTINGHAM FIRE AUTHORITY</b>	
date	<b>23<sup>rd</sup> July 2004</b>	Agenda item number

### REPORT OF THE CHIEF FIRE OFFICER

#### LOCAL (INTEGRATED) RISK MANAGEMENT PLAN – PROGRESS ON IMPLEMENTATION 2004/2005, PROPOSALS FOR 2005/2006

#### 1. PURPOSE OF THE REPORT

To appraise Fire Authority Members of the progress to date of the implementation of the year 1 (2004/2005) Local (Integrated) Risk Management Plan, which began on 1<sup>st</sup> April 2004; and to present Members with outline draft proposals for the 2005/2006 plan.

#### 2. BACKGROUND

2.1 Members will recall that the Office of the Deputy Prime Minister issued instructions for all Fire Authorities to complete an IRMP by means of Fire Service Circular 7/2003 issued in April 2003.

2.2 Nottinghamshire and City of Nottingham's IRMP was published after an extensive planning and consultation process following ODPM guidance. This was approved by Members in its final form for implementation by the Fire Authority on 26<sup>th</sup> March 2004.

#### 3 REPORT

##### IRMP 1 (2004/2005)

3.1 The Year 1 IRMP firmly focuses on prevention of fires, death and injury and identifies methods to create the capacity to do so from within existing resources without compromising the intervention (firefighting and rescue) capability of the service.

3.2 As the plan contains a number of inter-related projects and work-streams its implementation is phased to ensure appropriate resourcing and sequencing to avoid overloading the organisation beyond its capacity to handle these changes.

- 3.3 Work-stream progress is monitored by the IRMP team within Information Services. All work-streams are identified as making satisfactory progress. A brief account of the current disposition of individual work-streams is attached to this report.
- 3.4 A number of work-streams contained within the Year 1 IRMP are to research areas that will inform the Year 2 IRMP. Some of the work-streams will begin implementation within this financial year, but may continue being implemented and refined within the time-span of the Year 2 (2005/2006) IRMP.

### **IRMP 2 (2005/2006)**

- 3.5 To enable the Service to complete its draft, consult and implement the Year 2 (2005/2006) IRMP, the original team from Information Services have commenced their work. As with the inaugural plan timeframes are limited so there is a need to agree the strategy as early as July 2004.
- 3.6 The 2005/2006 Local Risk Management Plan will build on the principles and objectives from the current IRMP. There is no requirement to re-frame these principles although it is the intention of the new IRMP to re-enforce the underlying reasons through the Authority's Vision, Aims and Objectives.
- 3.7 For 2005/2006 the proposal is to channel activity into three specific areas: Community Safety, Legislative Enforcement and Operational Response. Human Resource, Finance and Corporate Leadership issues will be stated as underpinning factors and drivers where applicable.
- 3.8 Under the heading of Community Safety it is proposed to:-
- Examine the options of securing and staffing community safety advice centres in the areas of most need, be it in partnership or as a sole provider of safety information
  - Further engage with the community to increase our involvement in the reduction of avoidable injuries
  - Build on our partnerships such as LSP and CDRP's to actively contribute and support other agencies in the quality of life for our community as a whole
  - Evaluate the effectiveness of the Abandoned Vehicle removal scheme to see if the principles can be applied to other initiatives

3.9 In addition to these proposals we will continue to:-

- Expand the implementation of Risk Watch to reach more schools within our community
- Increase the number of Home Safety Checks, thus reaching a wider range of households
- Enhance the work of the Arson Reduction Task Force introduced in 2004

3.10 Under the heading of Legislative Enforcement it is intended to:-

- Implement the Regulatory Reform Order for Fire Safety Enforcement which is currently out for consultation
- Introduce non-uniform enforcement officers to further maximise the principal of community engagement

3.11 In addition to these proposals, to continue to:-

- Consolidate the restructure of the enforcement Fire Safety Teams which came into operation in July 2004
- Engage with other agencies tasked with enforcement to provide a consistent delivery of service to the public

3.12 Under the heading of Operational Response it is proposed to:-

- Evaluate the response to Road Traffic Accidents, in light of the proposed statutory duty contained within the Fire and Rescue Services Bill
- Implement retained crewing for some of special appliances
- Assess type, nature and times around demands for non RTA special services and evaluate options for differing response protocols
- Investigate the provisions and distribution of resources for operational response specifically with regard to over-the-border provision
- Evaluate our present officer cover around demand, location, incident type Incident Command and duty systems
- Implement the demands of enhanced roles stemming from the Civil Resilience Directorate (e.g. Search & rescue, High Volume Pumping, Water Safety)

- 3.13 In addition to these proposals, to continue to:-
- Introduce Co-responding in areas identified by EMAS as a risk to the community
  - Explore further, the integration of Operational Staff not on full time contracts, into the mainstream operational establishment
  - Populate the Fire Service Emergency Cover (FSEC) database to assist with our planning
  - Develop the discretionary mobilising policy to facilitate best use of operational resources
- 3.14 The human Resource strategy to underpin these three main areas will deal with issues such as the continued implementation of the IPDS framework, incorporating training from qualified trainers, delivered at the point of need, rather than a centrally delivered system. Implementation of processes and procedures arising from national negotiations locally and through engaging with the Regional Management Board on the provision and delivery of HR services. To continue working with all staff affected by the potential regional delivery of services to ensure best preparation.
- 3.15 The Corporate Objectives will continue to be implemented in line with the IRMP. In particular to address corporate issues arising from the Comprehensive Performance Assessment trial, engaging with the Regional Management Board on regional opportunities and assessing and implementing further Government directives such as the Framework document. The completion of a Performance Management Framework to measure internal performance will be essential to the Continuing evaluation of the Service structure to ensure service delivery is effective and efficient. We will also continue maintaining a risk profile of those hazards that may prevent completion of our objectives
- 3.16 The Financial strategy will be focused on ensuring that the services delivered through the Local Risk Management Plan will be cost effective and present no additional burden to the present budget predictions. A specific assessment of all of IRMP intentions will be made. To develop the RMB workstream approach to the provision of financial services.
- 3.17 In line with Government indications and the proposed Autumn ratification of the Framework Document, the expected time-scale for the 2005/2006 IRMP is as follows:-
- 23<sup>rd</sup> July 2004.....Initial Objectives to CFA

- 03<sup>rd</sup> September 2004...Final Consultation Document to CFA for Approval
- 13<sup>th</sup> September 2004...Consultation begins
- 14<sup>th</sup> October 2004.....IRMP Key Stakeholder Seminar.....
- 6<sup>th</sup> December 2004.....Consultation ends
- 14<sup>th</sup> January 2005..... Final Draft for CFA approval
- 25<sup>th</sup> February 2005.....Formal adoption of 2005/2006 IRMP by CFA
- 1st April 2005..... IRMP becomes part of  
Nottinghamshire's local delivery

3.18 It is proposed, that the strategy used for the consultation process is amended from that used with the first IRMP. The intention is to produce two documents for circulation. One will be a more “friendly” public document which will present a more open and receptive package with which the wider public can engage. This will be supplemented with a technical paper which will provide more detailed evidential information for members, unions and other key stakeholders. The intention is to maximise engagement with the community and invite a greater number of responses to the proposals. A wider usage of the local press and media is proposed to reach as much of the community as possible.

3.19 The IRMP will also reflect the current three year strategy approved by the CFA at their meeting of 26<sup>th</sup> March 2004. It also takes account of initiatives started under the current IRMP which will flow into the next year.

#### **4 FINANCIAL IMPLICATIONS**

4.1 The production of IRMP is now embedded within the organisation and presents no additional costs.

4.2 There will be costs associated with the consultation process but these will be addressed from within existing budgets.

4.3 The planning and production of 2005/2006 IRMP will be in parallel with the 2005/06 budget planning cycle and the requirements financially will be incorporated within the Authority's overall budget.

## **5 PERSONNEL IMPLICATIONS**

- 5.1 There are no direct Personnel Implications arising from this report. Any personnel implications that arise from the IRMP implementation will be addressed as part of that work.

## **6 EQUAL OPPORTUNITIES IMPLICATIONS**

- 6.1 As with the existing IRMP copies will be available in the ten main languages spoken in Nottinghamshire as well as large print, audio format and Braille.

## **7 RISK MANAGEMENT IMPLICATIONS**

- 7.1 The production of an IRMP is part of the planning cycle for Fire and Rescue Services included within the Fire and Rescue Services Bill and the associated Framework Document. The Authority has a duty to produce such a plan.

## **8 RECOMMENDATIONS**

- 8.1 That Members approve the outline proposals for the 2005/2006 Local (Integrated) Risk Management Plan.
- 8.2 That Members approve the proposed consultation and communication Strategy for the 2005/2006 Local (Integrated) Risk Management Plan.
- 8.3 That Members agree the proposed time scales for the production of the 2005/2006 Local (Integrated) Risk Management Plan.
- 8.4 That Members agree to the key stakeholders seminar on 14<sup>th</sup> October 2004.

## **9 BACKGROUND PAPERS FOR INSPECTION**

There are no papers for inspection

Paul Woods  
**CHIEF FIRE OFFICER**

## **APPENDIX**

### **IRMP WORKSTREAM IMPLEMENTATION REPORT TO NOTTINGHAMSHIRE AND CITY OF NOTTINGHAM FIRE AUTHORITY JULY 2004.**

#### **DISCRETIONARY MOBILISING**

Completion of control staff training has been completed, with infrastructure and mobilising system enhancements to support operators put in place. Welfare arrangements to support control staff have been verified. Go-live will occur in mid July 2004.

#### **UNWANTED FIRE SIGNAL POLICY**

A policy has been formulated and introduced to amend appliance mobilising to Unwanted Fire Signals (UwFS) – AFA's. Go live will occur in tandem with Discretionary Mobilising (mid July 2004). The policy encompasses both reduced mobilising to non-life risk premises (UwFS) and proactive approaches to reduce their generation. Work is in progress to further develop and refine approaches to UwFS.

#### **CO-RESPONDING**

A draft memorandum of understanding has been produced in line with nationally available guidance and has been circulated for comment to other brigades (Leicestershire and Derbyshire) and EMAS with only minor amendments required. The training of BTC trainers in the use of AED (defibrillators) was completed in April 2004 by EMAS trainers. BTC trainers are now in a position to deliver training on AED's within the organisation. An agreement has been reached to purchase AED (defibrillator) collaboratively. The first co-responder scheme within the organisation will become operational during late Autumn 2004 on a pilot basis.

#### **WORKING PATTERNS**

Research and development is continuing to identify new working patterns for uniformed staff within the organisation. To date the FBU have not engaged in this process despite numerous invitations.

#### **FIRE SAFETY ENFORCEMENT**

A Group based structure to deliver a more efficient service will go live on 12<sup>th</sup> July 2004. Service Level Agreements have been negotiated with all agencies (Ofsted, Care Standards, Building Control, etc.) for all non-statutory Fire Safety work. Personnel, transport and allied resources released on May 1<sup>st</sup> 2004 been realigned in accordance with the LRMP. Development of CFOA Regional initiatives and training taking place.

## **RISK WATCH**

The educational co-ordinator for Risk Watch should be appointed by August 2004. Implementation of the project is on target to commence roll out to predominantly city schools in September 2004. The City LEA are fully supportive of the scheme, but individual school heads have the ultimate discretion as to adoption of Risk Watch. Roll out to remaining Notts County schools is scheduled for the academic year 2005/6. As the UK lead on Risk Watch NFRS are hosting a seminar for other interested UK brigades.

## **AERIAL APPLIANCES (ALP RETAINED CREWING)**

A meeting took place to discuss human resource issues at Mansfield on 30 June 2004 all personnel along with representative bodies were invited to attend. Jump crewing of the ALP at Mansfield and redeployment of Mansfield staff is planned for August 2004. Training of Beeston personnel has been initiated and is ongoing and encompasses some new approaches to training that give a greater access to the training for retained staff. To facilitate this ALP training the reserve turntable ladder (TL) has been primarily crewed at Central Fire Station to facilitate the availability of the ALP. Jump crewing at Beeston is anticipated to commence during autumn 2004 which will discharge the interim arrangement of the TL at Central and enable redeployment of Central / Beeston staff.

## **ARSON TASK FORCE**

External funding of £120k per annum has been secured from the Arson Control Forum. To facilitate accommodation of a Police Officer in line with national best practice IT, Security and other infrastructure to police secure specifications has now been procured. Currently the team are awaiting recruitment of Police Officer to bring it up to full operating capacity.

## **DISTRICT PERFORMANCE WORKING**

New working framework for station based personnel went live on 2<sup>nd</sup> April 2004 to underpin needs of IRMP and community safety agenda.

## **COMMUNITY SAFETY**

HQ based uniformed community safety specialist posts have substantiated from the realignment of Fire Safety Enforcement resources. New specialist staff are being interviewed and appointed to provide a strategic lead for the future of community safety. Additional community safety officers will be provided on both a group and mobile task force basis, but instigation is dependant upon realignment of staff from the ALP workstream.



## **TRAINING AND DEVELOPMENT**

Progress with the IPDS is still slow owing to a number of factors not least being the lack of engagement by the FBU, but more particularly the lack of clarity and guidance being produced nationally. A regional working group has been established to review Fire Fighter Development. Locally, Safety Services are analysing the function and job role of the Crew and Watch Manager, working with the Management Development Officer who is establishing the Management Development Strategy to achieve the transition from rank to role. All training provision from Brigade Training Centre is being reviewed to align the learning outcomes with the National Occupational Standards of the IPDS role maps. To meet the training requirements of IRMP, IPDS and other corporate objectives Brigade Training Centre will have an additional 4 trainers during 2004. Elementary workplace assessor training is being delivered to watch managers in anticipation of the requirements of the Rank to Role elements of IPDS. This is pending the issue of national guidance on the frameworks / process(es) to be adopted for that purpose.

## **CONDITIONS OF SERVICE**

Work is ongoing to produce and amend policies needed to underpin IRMP aspirations. To date a number of policies have been produced.