

report

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| meeting | NOTTINGHAMSHIRE AND CITY OF NOTTINGHAM FIRE & RESCUE AUTHORITY | |
| date | 10 December 2004 | agenda item number |

REPORT OF THE CHIEF FIRE OFFICER

IMPROVEMENT AND DEVELOPMENT BOARD

1. PURPOSE OF REPORT

The purpose of this report is to present Members with the minutes of the Improvement and Development Board meeting held on 4 November 2004.

2. BACKGROUND

The Improvement and Development Board has now been formed for some time and it was agreed that all minutes from the meetings of the Board would be submitted to Fire Authority Members for their information. The unadopted minutes of the meeting are attached as Appendix A.

3. REPORT

3.1 The Improvement and Development Board met on 4 November 2004 to update members on :-

- Local (Integrated) Risk Management Plan 2004/2005
- Local (Integrated) Risk Management Plan 2005/2006 - Consultation
- CPA Peer Review

3.2 For Members' information, the Improvement and Development Board meeting on 16 December 2004 will be assessing sickness levels within Nottinghamshire Fire and Rescue Service.

4. FINANCIAL IMPLICATIONS

There are no financial implications arising from this report.

5. PERSONNEL IMPLICATIONS

There are no personnel implications arising from this report.

6. EQUAL OPPORTUNITY IMPLICATIONS

There are no equal opportunity implications arising from this report.

7. RISK MANAGEMENT IMPLICATIONS

There are no risk management Implications arising from this report.

8. RECOMMENDATIONS

The Members note the contents of the report and attached minutes.

9. BACKGROUND PAPERS

None.

Paul Woods
CHIEF FIRE OFFICER



NOTTINGHAMSHIRE FIRE & RESCUE SERVICE
DRAFT Minutes of Improvement & Development Board
 held on
Thursday 4 November 2004
 at 1000 hours
 in the Training Room

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| Present: | Councillor Graham Jackson | Elected Member – Chair |
| | Councillor Brent Charlesworth | Elected Member – Vice Chair |
| | Councillor P M Hempsall | Elected Member |
| | Councillor Andy Freeman | Elected Member |
| | Paul Woods | CFO |
| | Martyn Emberson | DCFO |
| | Frank Swann | ACFO – Information Services |
| | Neil Colton | ACFO – Safety Services |
| | Adam Moore | RFU |
| | Rod Oldroyd | DO – Performance Review |
| | Ian Taylor | SDO – Information Services |
| | Martin Smart | FOA |
| | Peter Smith | Solace |
| | Michael Price | Solace |
| | Dawn White | Minutes |
| Apologies | Councillor John Cottee | Elected Member |
| | George Ware | Unison |
| | Paul Woods } late | CFO |
| | Councillor Freeman } arrivals | Elected Member |

| Agenda Item | Previous Minute Item | | Action By |
|-------------|----------------------|--|-----------------|
| 1. | | APOLOGIES FOR ABSENCE As above. | |
| 2. | | MINUTES OF LAST MEETING: 23 September 2004 The minutes were accepted as a true record. It was noted that the roles of those present were incorrect and stated that these were corrected before the minutes were presented to CFA. | |
| 3. | | MATTERS ARISING | |
| | 3. | Arson Task Force Kevin Poxon joined this week from the Police Force and the group has already made significant progress with his help. | |
| | 3. | Pay Verification Update A reply has now been received from the Audit Commission but management are not happy with the response and will be responding. Chairman to respond as well. | DCFO & Chairman |

3.

Fire & Rescue National Framework

All members should now have a copy of the framework document, but we are still having problems with obtaining copies from the ODPM. The document has been made available electronically. It is hoped to alleviate the same problems next year.

4.

Performance Management Framework Project Update

Meeting held with Cheshire where four areas were agreed: Leadership (Vision), Measuring Performance, Challenging Review and Engagement. Things are going well, however there is an issue with funding – we are still awaiting confirmation of the process to receive the grant.

6.

Fire Station/Workplace Visits – IRMP Stage II

Seventeen of the twenty-nine visits have been done and most have gone well. Feedback shows a positive effect.

4.

Local (Integrated) Risk Management Plan 2004/05 Update

4.1

Discretionary Mobilising and Unwanted Signals Policy: This policy went live mid July and frontline staff are beginning to see the benefits. 435 calls were seen as non-emergency reducing the risks associated to Firefighters and the public alike with blue light calls.

4.2

Co-Responding: ACFO Swann attended a meeting with EMAS on Tuesday 2 November. The Memorandum of Understanding was agreed and the pilot station of Retford selected. The pilot will start on 1 December 2004 for a six month trial period with a three month review. On 16 November 2004 ACFO Swann and EMAS personnel will visit Retford station to answer any questions, ACFO Swann is also invited to attend the visit to Retford Ambulance station. ACFO Swann has written to all Retford personnel and the response from the FBU and FOA has so far been positive. Defibrillator training will go ahead as most co-responder calls will be defibrillator calls. Calls to penetration injuries are not new as we already attend these. We need to give the press the message that the public will receive an enhanced service and co-responding is not a replacement.

The FBU is standing by its conference resolution although informally most crews are keen provided adequate training is given. During the pilot period only EMAS trained Retford crews will use the defibrillators. We are currently approaching the British Heart Foundation regarding obtaining defibrillators for all appliances as part of the standard kit and not as a direct part of the co-responding scheme.

4.3

Fire Safety Enforcement: 90% of all service level agreements have been completed.

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| | <p>4.4 Aerial Appliances: Jump crewing of Mansfield's ALP started in August. Of the twelve posts made available for redistribution only three have been taken up. There is a delay in premises work at Beeston, work will now not be completed until December at least. A request has been made for the Community Safety posts to be made non-uniformed as uniformed transfers are not at present forthcoming.</p> <p>4.5 Arson Task Force: The ATF has made substantial gains within the Bestwood area. The Chairman requested that a presentation be made at an Improvement and Development Board meeting in approximately 3 months time.</p> <p>4.6 Community Safety: The group need additional posts to be effective.</p> <p>4.7 Fire Services Emergency Cover Model (FSEC): There have been lots of problems with the data received back from the ODPM. The dwellings data is nearly there but the RTA data is still incorrect. We have advertised for a new member of staff, however, the person offered the post turned it down. ODPM training is no longer available which will cause problems due to staff changes etc. GIS are already able to provide most of the FSEC data and with additional software we could gain the same advantages as FSEC. The DCFO will take these issues to the next national meeting.</p> <p>4.8 Working Patterns: Need staff briefing.</p> <p>4.9 New attendance standard: The previous standards have been withdrawn. We are currently attending all incidents within 10 minutes on 92.5% of occasions. This figure will be higher as the calculation includes incidents that are of a non-emergency response.</p> <p>4.10 Riskwatch: All risk packs have been issued to schools with the first school starting to train.</p> | DCFO |
| 5. | <p>Local (Integrated) Risk Management Plan 2005/06 – Consultation Update</p> <p>Last year we received around 100 responses, this year we have far exceeded that amount already with a huge amount of postcards received. The electronic version has had 98 downloads, 293 web page views and 391 responses. A report on the responses will be brought to a future meeting. The FBU have done their own questionnaire using our freepost address and 250/300 responses have been received. The stakeholder events will be followed up towards the end of the consultation period which has four weeks left.</p> | ACFO Swann |

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| 6. | | <p>Comprehensive Performance Assessment Review</p> <p>It was felt that a peer review would be useful in advance of the CPA review at the end of February. Peter Smith from Solace said that some comments were not properly evidence based and that Solace would be independent and objective and were here to help.</p> <p>ACFO Colton has agreed to release DO Smart to work with DO Oldroyd on CPA and take over when he leaves for the Audit Commission in January.</p> <p>During the CPA audit we need to be able to evidence any issues raised.</p> <p>How we quantify certain aspects was queried, Solace advised that we need to show the actions taken and the results gained, or change our actions if results are not seen.</p> | |
| 7. | <p>7.1</p> <p>7.2</p> | <p>Any Other Business</p> <p>Terms of Reference for Board – CFO asked for performance data to present to the Board following comments by Councillor Wood regarding sickness absence. Officers are to bring reports to the next meeting.</p> <p>CFO requested a report on the issues raised by Home Risk Assessments and how our partner agencies are responding.</p> | <p>ACFO Colton</p> |
| 8. | | <p>Date of Next Meeting</p> <p>16 December 2004 at 1000 hours in the Training Room.</p> | |