

**CABINET MEMBER FOR SAFER & STRONGER COMMUNITIES
DELEGATED DECISIONS**

17 OCTOBER 2011

**INTEGRATED RISK MANAGEMENT PLAN (IRMP) OXFORDSHIRE
FIRE AND RESCUE AUTHORITY - DRAFT ACTION PLAN 2012-13**

Report by the Assistant Chief Fire Officer

Introduction

1. This report proposes a number of projects to be included within the Fire Authority's Integrated Risk Management Action Plan (IRMP) for the fiscal year 2012-13. The proposals summarise areas where the Service's Senior Leadership Team believe service improvements may be achieved. The proposals (in some instances) also take into account views from staff within Oxfordshire Fire & Rescue Service following a period of initial consultation in August 2011. To meet the requirements of the IRMP process, each proposal is supported by evidence, validating both their inclusion and their contribution to improved community engagement and community/firefighter safety. Similarly, each proposal recognises the prevailing economic constraints.
2. These proposals, if approved by the Cabinet Member for Safer & Stronger Communities, will be adopted in the final version of the IRMP Action Plan 2012-13 subject to further consultation & scrutiny. Each project will be subject to close monitoring, reviewed every quarter and reported to the Cabinet Member responsible for Safer & Stronger Communities.
3. The Fire and Rescue Services Act 2004 received Royal Assent on 22 July 2004. Part 3, Chapter 21 of this legislation requires the Secretary of State to prepare a Fire and Rescue National Framework to which Fire Authorities must have regard when discharging their functions.
4. The Secretary of State initially published the latest Fire and Rescue National Framework in May 2008. The purpose of the Framework was to provide strategic direction from central government whilst ensuring that authorities continue to make local decisions. The Framework set out the Government's objectives for the Fire and Rescue Service and what fire and rescue authorities should do to achieve these objectives. More recently, Ministers have stated that the 2008/11 National Framework remains in force, but the Minister responsible for Fire and Rescue matters no longer expects to enforce the following aspects of it - Regional Management Boards, Equality and Diversity, Workforce Development and Asset management. Whilst there is expected to be a new version of the Framework document released this year the Minister has made it clear that the use of Integrated Risk Management

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Planning (IRMP) will continue to determine the need for and allocation of local fire prevention, protection and response resource to allow local decisions to be made by practitioners and elected members on the basis of locally assessed risks and circumstances.

5. The 2008-11 Fire and Rescue National Framework requires each Fire and Rescue Authority to produce a publicly available IRMP covering at least a three-year time span which:
 - Is regularly reviewed and revised and reflects up-to-date risk information and evaluation of service delivery outcomes
 - Has regard to the risk analyses completed by Local and Regional Resilience Forums including those reported in external Community Risk Registers (CRRs) and internal risk registers, to ensure that civil and terrorist contingencies are captured in their IRMP
 - Reflects effective consultation during its development and at all review stages with representatives of all sections of the community and stakeholders
 - Demonstrates how prevention, protection and response activities will be best used to mitigate the impact of risk on communities in a cost effective way
 - Provides details of how Fire and Rescue Authorities deliver their objectives and meet the needs of communities through working with partners
 - Has undergone an effective equality impact assessment process.
6. Fire and Rescue Authorities should review the effectiveness of 'cross-border' integration arrangements with neighbouring authorities and set these out appropriately in their IRMPs.
7. Oxfordshire Fire and Rescue Authority published its strategic IRMP in April 2008 providing the strategic direction for the next five years. This document is subjected to annual review and updated and amended as required. The current strategic IRMP requires no amendment for the fiscal year 2012-13 and will be refreshed as a new ten year strategic document for the fiscal year 2013-14.
8. The projects that have been proposed for the action plan 2012-13 will be subject to consultation for 12 weeks starting on the 14 November 2011. During this period, Oxfordshire Fire Authority will consult with neighbouring Fire and Rescue Services, partner organisations such as the Highways Agency and the Environment Agency, the Fire Brigades Union, Oxfordshire Fire and Rescue staff (uniformed and non-uniformed) and members of the public.
9. The Senior Management from Oxfordshire Fire and Rescue Service will respond to the comments made during the consultation period and the responses will be made available to Cabinet in the final report in 2012 and published on the internet for public access.

10. The following items summarise the projects for inclusion in the IRMP Action Plan for the fiscal year 2012-13:

- **Project 1: Business Continuity Review**

Responsible Manager: Area Manager – Business & Improvement

Objective: To supplement existing arrangements by fundamentally reviewing the business continuity arrangements for Oxfordshire Fire & Rescue Service. This will include capital assets, ICT systems, human resource and neighbouring Fire Authority arrangements as defined with sections 13 and 16 of the Fire and Rescue Services Act 2004.

Outcome: OFRS will have suitable & sufficient business continuity arrangements in place to deal with planned, unplanned or extreme events.

- **Project 2: Recruitment & Advancement Review**

Responsible Manager: Area Manager – Service Support

Objective: To fundamentally review firefighter selection, recruitment & advancement within OFRS. Since Fire & Rescue Authorities are no longer constrained by National Firefighter Selection Tests (NFFST) and Advancement & Development Centre's (ADCs)¹ there is a significant opportunity to address areas of concern within the recruitment & advancement process.

Outcome: A more streamlined & robust recruitment & advancement process that best meets the local needs and circumstances of Oxfordshire Fire & Rescue Service & Oxfordshire County Council.

- **Project 3: Road Traffic Casualty Reduction**

Responsible Manager: Area Manager - Safety

Objective: To utilise the recently re-structured Road Safety Team in determining & delivering a comprehensive Road Safety strategy which compliments the '365 alive vision' and the 'Travelling in confidence' strand within the business strategy.

Outcome: Improved safety education and operational response to RTCs, contributing to the reduction of injuries and fatalities from road related hazards & a societal cost saving to the county of Oxfordshire.

- **Project 4: Olympics 2012 Pre-Planning**

Responsible Manager: Area Manager – Operations & Resilience

Objective: To fully engage with the Thames Valley Local Resilience Forum, South East Fire & Rescue Authorities and other key partners with regards to Olympic pre-planning within the Thames Valley area.

Outcome: OFRS will be confident & more effective in its resilience & response arrangements to potential 'major events' at venues in relation to the Olympics 2012.

¹ This was announced at the Fire Ministerial workshop on 29th July 2010

- **Project 5: Retained Duty System (RDS) Availability Review**
Responsible Manager: Area Manager – Operations & Resilience

Objective: To fundamentally review the RDS particularly in relation to selection, recruitment (links with project 2), retention, crewing arrangements & support from Wholetime resources. This will include areas such as competence levels & potential revised crewing arrangements for both RDS & Wholetime resources.

Outcome: A Retained Duty System that best meets the local needs and circumstances of Oxfordshire Fire & Rescue Service & Oxfordshire County Council and the local communities and ensures suitable 'arrangements' are in place as required by Section 2 of the Health and Safety at Work Act 1974, .

- **Project 6: Operational Assurance Framework**
Responsible Manager: Area Manager – Projects

Objective: To develop a strategic operational assurance framework within OFRS to evidence that suitable 'arrangements' are in place as required by Section 2 of the Health and Safety at Work Act 1974, and to maintain and improve fire-fighter safety.

Outcome: An improvement in the way that OFRS identifies, understands, manages and mitigates risk, leading to improved community safety, operational resilience, service delivery & a safer workforce.

- **Project 7: Data Sharing to Improve the Safeguarding of Vulnerable Adults & Children**
Responsible Manager: Area Manager – Safety

Objective: To review & improve data sharing protocols within OFRS, Social & Community Services and other relevant stakeholders in relation to improving safeguarding arrangements for vulnerable adults & children

Outcome: A reduction, particularly in relation to the number of fire fatalities & serious injuries within this vulnerable group. Improved protection of vulnerable adults & children for non – fire related events.

- **Project 8: Review of Incident Command, Baseline Worst Case Operational Scenario Planning Assumptions.**
Responsible Manager: Area Manager – Operations and Resilience

Objective: To examine the organisational implications of the nationally prescribed Incident Command System in relation to the agreed baseline worst case scenario planning assumptions.

Outcome: As required by Section 2 of the Health and Safety at Work Act 1974, organisational evidence and assurance that effective 'arrangements' are identified and implemented to ensure adequate resources for pre-determined attendance levels to operational incidents including officer attendance and command roles.

- **Project 9: Improving Fire Control Resilience**
Responsible Manager; Deputy Chief Fire Officer

Objective: To deliver increased resilience in our call receipt, mobilising and incident management arrangements in line with OCC Cabinet requirements based on either a Thames Valley approach or alternative contingency arrangement.

Outcome: Implementation of arrangements to more effectively handle large volumes of 999 emergency calls and to increase the abilities of partners, if necessary, to receive calls and mobilise fire engines on Oxfordshire's behalf. Overall public safety will be enhanced by increased resilience

Financial and Staff Implications

11. Each project will fully recognise the prevailing economic constraints, delivering efficiencies or allowing existing/additional services to be delivered more effectively.

RECOMMENDATION

12. The Cabinet Member is RECOMMENDED to approve the proposed projects to be included for further consultation & scrutiny in the draft IRMP Action Plan 2012/13.

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Background papers:

National Framework document for the Fire and Rescue Service
Oxfordshire Fire Authority Integrated Risk Management Plan 2008-13
The Fire and Rescue Service National Framework 2008-11.

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