



Service Plan 2004/05 A

Directorate: Fire and Rescue Service

Service Area: Fire and Rescue

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Phone Number: 823194

Location: Headquarters, St Nicholas, Newport

Date completed: 19 September 2003

Services covered: Fire and Rescue Service, Community Fire Safety

Contents: Service Plan Summary, Structure and Budget, Previous Year's Improvement Plan, Key Objectives, Key Performance Measures, Consultation, Resource Bids

1. Service Plan Summary-2004/05

For information

The Council's Corporate objectives

1. **Improving health, housing and the quality of life for all**
2. **Encouraging job creation and economic prosperity**
3. **Raising education standards and promoting lifelong learning**
4. **Creating safe and crime-free communities**
5. **Improving public transport and the highways infrastructure**
6. **Protecting the Island's physical environment**

In addition these are specific commitments from the Annual Action Statement

7. **Strong, political and managerial leadership**
8. **Strategically driven excellence in Service delivery**
9. **Improving a community focus**
10. **Organisational improvement and staff development**

The numbers indicating the Council's corporate and key objectives and commitments are used throughout this Service Plan for reference purposes.

Directorate & Service

Fire and Rescue Service and Emergency Planning Department

Service Description

- Reduce the number of fires and other emergency incidents occurring
- Reduce loss of life in fires and other emergency incidents
- Reduce the number and severity of injuries Occurring in fires and other incidents
- Safeguard the environment and heritage (both the built and natural)
- Provide communities with value for money
- To respond, on demand, to request assistance whenever there is an emergency where we have the expertise, equipment and staff to assist

Linked to Corporate Objectives

Creating safe and crime free communities.

Linked to statutory objectives

Fire Services Act
Fire Precautions Act
Health and Safety at Work Act
Fire Service Bill
Regulatory Reform Order
Civil Contingencies Bill
Licencing Act
Housing Bill

Critical Success Factors (from section 4c)

Factor	Measured By	Reported as
Public Service Agreement	ODPM	CPA
Charter Mark Award	Charter Mark Unit at Cabinet Office	Letter and Certificate
Investors in People Accreditation	South East Quality Network	Letter
FAIRMaP	Key Performance Indicators	BVPI
White Paper	Statute	Fire Service Bill to Parliament

Key Achievements from 2003/04: (from section 3)

- Maintained a fire service to the public during a sustained period of industrial action
- Actions from Best Value Review Improvement Plans
- Implementation of Resources Review
- Implemented new Incident Command System
- Recruiting Education Liaison Officer to take Fire Safety Message into Schools
- Successfully setting up and launching Young Firefighters Scheme
- Working with the Fire Authority to produce their Integrated Risk Management Plan (FAIRMaP)

Key Objectives and Improvements for 2004/05: (from section 4a and b)

- White Paper
- Delivering FAIRMaP
- CCBRN
- ICT Project
- Integrated Personal Development System
- Community Fire Safety
- Rider Availability
- Level of Commitment
- Reduction of False Alarms

Longer term objectives:

White Paper Compliance.
Collaboration in Regional Management Forum.
Radio Installation.

Checklist

Issue	Please complete all rows Y/N-if N please give explanation
Service Plan agreed with Portfolio Holder	Y
Links to corporate and key objectives and priorities	Y
Progressing e-government	Y
Issues from Staff Survey	Y
Key Partner input to Service Plan	No – Time constraints prevented consultation with partners, however, FAIRMaP consultation taking place October to December 2003

Issue	Please complete all rows Y/N-if N please give explanation
Equalities	Y
Section 17 - Crime & Disorder Act	Y
Risk Management	Y
Procurement	Y
GAGS	Y
Social Inclusion	Y
Environment and Sustainability	Y
Health and Safety	Y
Communication issues arising from your objectives/targets	Y

2. Structure and Budget 2004-05

Team	Workforce (FTE)	Staff Costs (£)	Other costs (£)
		£	£
Fire and Rescue Service	122	3,771,483	931,169
Fire Safety	11	361,692	26,012
CCBRN	1	40,576	(35,000)
Emergency Planning	3	104,454	(50,793)
Firefighters Pensions			1,129,561

Key Partners: Isle of Wight Community
 All Council Departments
 Emergency Services
 South East Fire Brigades

Accommodation: Fire Stations Newport – including Fire Control Centre and Workshop.
 Cowes
 East Cowes
 Ryde - including Brigade Training Center
 Bembridge
 Sandown
 Shanklin
 Ventnor
 Freshwater
 Yarmouth

Fire Brigade Headquarters, St. Johns Road, Newport

3. Previous Year's Improvement Plan-2003/04 (to section 1 – summary)

Task	Target Date	Outcome	Achieved & Comments	Corporate Objective

As follows:

AREA	Corporate Objectives	BV Indicators for short term issues	ACTION - SHORT TERM (0 - 1 Year)	LEAD OFFICER	ACTION - MEDIUM TERM (1 - 3 Years)	LEAD OFFICER	ACTION - LONG TERM (3 Years and Beyond)	LEAD OFFICER
<p>1. Health and Safety (H&S) Management</p>	<p>CO4 CO7</p>	<p>LBV-P3 LBV-P4 LBV-TD4 LBV-Q3 LBV-Q4 LBV-Q5 LBV-Q6 LBV-Q7</p>	<ul style="list-style-type: none"> ■ Continue progress with regard to HS3. ■ Fully implement Confined Space Regulations. ■ Review future long terms strategy with regard to revitalising Health & Safety in relation to Health & Safety target reduction for illness and accidents. ■ Carry out Health & Safety audit (external) ■ Review Performance Review for Operations, Training and Fire Safety. ■ Review risk assessments in the Brigade. ■ Implement outcomes of Stress Workshop. ■ Review Health & Safety Policies where necessary specifically AM19 ■ Use a matrix to review all Operational Training Notes, Admin Memorandums and Brigade Orders in line with outcomes of Generic Risk Assessment transposition. ■ Review Operational Plans where necessary. ■ Implement working at height regulations Risks assess Breathing Apparatus at combined operations with Hampshire Fire & Rescue Service. 	<p>H&S & Other Manager</p> <p>BTO</p> <p>SFSO</p> <p>SFSO</p> <p>THIRD O</p> <p>H&S Managers H&S Managers</p> <p>SFSO</p> <p>H&S Stn Officer</p> <p>THIRD O</p> <p>H&S Stn Officer</p>	<ul style="list-style-type: none"> ■ Consider Database for specific Health & Safety injuries/events to fit Brigade, CACFOA and Home Office. ■ Continue Progress with HS3. ■ Best Value Review of Health & Safety. 	<p>H&S Manager</p> <p>H&S & Other Managers</p> <p>SFSO</p>	<ul style="list-style-type: none"> ■ Continue Progress with HS3. ■ Implement Best Value Review Planned Improvements. 	

ISLE OF WIGHT FIRE AND RESCUE SERVICE

SERVICE ACTION PLAN 2002 - 2005

AREA	Corporate Objectives	BV Indicators for short term issues	ACTION - SHORT TERM (0 - 1 Year)	LEAD OFFICER	ACTION - MEDIUM TERM (1 - 3 Years)	LEAD OFFICER	ACTION - LONG TERM (3 Years and Beyond)	LEAD OFFICER
1. Health and Safety (H&S) Management <i>Cont/d</i>			<ul style="list-style-type: none"> ■ Link 1(1)d's to Fire Safety, Operational Support and Control for delivery to Fire Stations. 	H&S Stn Officer				
Staff Hours			190					
Revenue			2,062					
Capital								

AREA	Corporate Objectives	BV Indicators for short term issues	ACTION - SHORT TERM (0 - 1 Year)	LEAD OFFICER	ACTION - MEDIUM TERM (1 - 3 Years)	LEAD OFFICER	ACTION - LONG TERM (3 Years and Beyond)	LEAD OFFICER
2. Best Value	CO1 CO2 CO3 CO4 CO6	BVPI 142 BVPI 143 BVPI 144 BVPI 146 BVPI 149 BVPI 150 LBV-OP1 LBV-OP2 LBV-OP8	<ul style="list-style-type: none"> ■ Fire Control and Recommendations Implement year 2 planned improvements. ■ Fire Service Procurement Submit report to Council. Bid for funding create improvement action plan. ■ Community Fire Safety Submit report to Council. Bid for funding create improvement action plan. ■ Training Best Value Fundamental Review. Submit report to Council. Bid for funding ■ Office Services Best Value Fundamental Review. Submit report to Council. Bid for funding. 	FCO THIRD O THIRD O BTO CSM	<ul style="list-style-type: none"> ■ Implement year 3 & 4 planned improvements ■ Review targets in plan ■ Implement year 2 & 3 planned improvements ■ Implement year 2 & 3 planned improvement ■ Create improvement action plan. Implement year 1 & 2 planned improvements ■ Create improvement action plan. Implement year 1 & 2 planned improvements ■ Equality and Fairness ■ Service Delivery 	FCO THIRD O THIRD O CFS Officer ADO CSM BTO DCFO	<ul style="list-style-type: none"> ■ Best Value Fundamental Review ■ Implement year 4 planned improvements Review targets in plan ■ Implement year 4 planned improvements Review targets in plan ■ Implement year 3 & 4 planned improvements Review targets in plan ■ Implement year 3 & 4 planned improvements Review targets in plan ■ Best Value Fundamental Review submit report to Council ■ Best Value Fundamental Review submit report to Council 	THIRD O THIRD O CFS Officer ADO BTO CSM BTO DCFO

ISLE OF WIGHT FIRE AND RESCUE SERVICE

SERVICE ACTION PLAN 2002 - 2005

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2. Best Value <i>Cont/d</i>			<ul style="list-style-type: none"> ■ Enhancing Life Opportunity Create planned improvement. Implement improvement plan. ■ Isle of Wight Council Reviews Assist with Review in the Council which impact with the Fire Service 	CFO	<ul style="list-style-type: none"> ■ Implement year 2 & 3 planned improvement ■ Assist with Reviews in the Council which impact with the Fire Service 	CFO	<ul style="list-style-type: none"> ■ Implement year 4 improvements. Review targets in plan ■ Assist with Reviews in the Council which impact with the Fire Service 	CFO
Staff Hours			1,636					
Revenue			17,757					
Capital								

ISLE OF WIGHT FIRE AND RESCUE SERVICE

SERVICE ACTION PLAN 2002 - 2005

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3. Equality and Fairness at Work	CO1 CO2 CO3 CO6	LBV-TD5 LBV-TD6 LBV-TD8 LBV-Q2	<ul style="list-style-type: none"> ■ Continued training for identified personnel (75) ■ Monitor effectiveness. ■ Monitor implementation. ■ Progress Equality Action Plan. ■ Carry out a Culture Audit. ■ Commence implementation of Council's Equalities Policy Council wide. ■ Carry out a Council wide audit of Race Relations (Amendment) Act 2000. 	BTO CFO CFO	<ul style="list-style-type: none"> ■ Completion of training for all Fire Service personnel. ■ Audit/review all systems. ■ Evaluate and review outcomes of Equality Action Plan. ■ Implement any outcomes from Culture Audit. ■ Continue work on Equalities Policy. 	BTO CFO	<ul style="list-style-type: none"> ■ Implement any outcomes of Equality Action Plan. ■ Review Fairness and Dignity Statement. ■ Review Equalities Policy. 	BTO CFO
Staff Hours			600					
Revenue			6,512					
Capital								

ISLE OF WIGHT FIRE AND RESCUE SERVICE

SERVICE ACTION PLAN 2002 - 2005

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5. Investors in People (IIP)	CO1 CO2 CO3 CO4 CO6 BVCHI's:- BV1 BV2 BV5A BV5B BV6 BV7 BV156 BV8 BV9 BV10 BV11 BV12 BV13 BV14 BV15 BV16 BV17	BVPI 145 BVPI 147 BVPI 150 LBV-OP4 LBV-OP8 LBV-P1 LBV-P2 LBV-P3 LBV-P4 LBV-TD1 LBV-TD2 LBV-TD3 LBV-TD4 LBV-TD5 LBV-TD6 LBV-TD7 LBV-TD8 LBV-Q1 LBV-Q2 LBV-Q7 LBV-Q8	<ul style="list-style-type: none"> ■ Maintain standard and review processes. ■ Consider link with other Equality issues in the Brigade for example Charter Mark and EFQM. ■ Prepare for re-assessment 2003/04. 	BTO	<ul style="list-style-type: none"> ■ Re-assessment 2003/04. ■ Implement any improvement areas from re-assessment. 	BTO	<ul style="list-style-type: none"> ■ Maintain standard. ■ Continue improvements area. 	BTO
Staff Hours			20					
Revenue			217					
Capital								

ISLE OF WIGHT FIRE AND RESCUE SERVICE

SERVICE ACTION PLAN 2002 - 2005

AREA	Corporate Objectives	BV Indicators for short term issues	ACTION - SHORT TERM (0 - 1 Year)	LEAD OFFICER	ACTION - MEDIUM TERM (1 - 3 Years)	LEAD OFFICER	ACTION - LONG TERM (3 Years and Beyond)	LEAD OFFICER
6. Home Office Report on the Thematic Inspection: Community Fire Safety (CFS)	CO1 CO2 CO3 CO4 CO5 CO7 CO8	BVPI 142 BVPI 143 BVPI 144 BVPI 146 BVPI 147 BVPI 149 LBV-OP1 LBV-OP2 LBV-OP7 LBV-FS1 LBV-FS2 LBV-FS3 LBV-Q1 LBV-Q7 LBV-Q8	<ul style="list-style-type: none"> ■ Continue agenda of action. ■ Complete action points. 	CFS Officer CFS Officer	<ul style="list-style-type: none"> ■ Review Brigade compliancy with report. 	THIRD O	.	
Staff Hours			80					
Revenue			868					
Capital								

ISLE OF WIGHT FIRE AND RESCUE SERVICE

SERVICE ACTION PLAN 2002 - 2005

AREA	Corporate Objectives	BV Indicators for short term issues	ACTION - SHORT TERM (0 - 1 Year)	LEAD OFFICER	ACTION - MEDIUM TERM (1 - 3 Years)	LEAD OFFICER	ACTION - LONG TERM (3 Years and Beyond)	LEAD OFFICER
7. Community Fire Safety (CFS) Panel (Members)	CO1 CO2 CO3 CO4 CO5 CO7 CO8	BVPI 142 BVPI 143 BVPI 144 BVPI 146 BVPI 147 BVPI 149 LBV-OP1 LBV-OP2 LBV-OP7 LBV-FS1 LBV-FS2 LBV-FS3 LBV-Q1 LBV-Q7 LBV-Q8	<ul style="list-style-type: none"> ■ Identify areas of activity and create an action plan for implementation. ■ Implement panel requirements. 	THIRD O CFS Officer	<ul style="list-style-type: none"> ■ Evaluate and review progress. 		<ul style="list-style-type: none"> ■ Evaluate and review progress. 	
Staff Hours			Est. 100					
Revenue			1,085					
Capital								

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8. Incident Command system (ICS)	CO1 CO2 CO3 CO4 CO5 CO7 CO8	BVPI 142 BVPI 143 BVPI 144 BVPI 145 LBV-OP1 LBV-OP2 LBV-OP3 LBV-OP4 LBV-OP7 LBV-P2 LBV-Q1 LBV-Q3 LBV-Q4 LBV-Q7 LBV-Q8	<ul style="list-style-type: none"> ■ Evaluate & Review implementation of operational procedures. ■ Implement changes where necessary. 	THIRD O ADO			<ul style="list-style-type: none"> ■ Analysis review and evaluate existing policies. 	
Staff Hours			20					
Revenue			217					
Capital								

ISLE OF WIGHT FIRE AND RESCUE SERVICE

SERVICE ACTION PLAN 2002 - 2005

AREA	Corporate Objectives	BV Indicators for short term issues	ACTION - SHORT TERM (0 - 1 Year)	LEAD OFFICER	ACTION - MEDIUM TERM (1 - 3 Years)	LEAD OFFICER	ACTION - LONG TERM (3 Years and Beyond)	LEAD OFFICER
9. Proficiency Training	CO2 CO3 CO4 CO6	BVPI 144 LBV-OP8 LBV-P1 LBV-TD1 LBV-TD2 LBV-TD3 LBV-TD4 LBV-TD5 LBV-TD6 LBV-TD7 LBV-Q1 LBV-Q2 LBV-Q3 LBV-Q4 LBV-Q7 LBV-Q8	<ul style="list-style-type: none"> ■ Monitor/review proficiency based training for Wholetime and Retained personnel. ■ Research and evaluate the new IPDS System. ■ Create an implementation plan for IPDS. To include role as an Assessment Centre subject to DTLR Guidance 	BTO	<ul style="list-style-type: none"> ■ Implement IPDS. ■ Review implementation action plan with regard to proposed Assessment Centre 	BTO	<ul style="list-style-type: none"> ■ Review proficiency based and IPDS Policies. 	BTO
Staff Hours			112					
Revenue			1,215					
Capital								

AREA	Corporate Objectives	BV Indicators for short term issues	ACTION - SHORT TERM (0 - 1 Year)	LEAD OFFICER	ACTION - MEDIUM TERM (1 - 3 Years)	LEAD OFFICER	ACTION - LONG TERM (3 Years and Beyond)	LEAD OFFICER
10. Information Technology (IT)	CO2 CO3 CO6 CO7	LBV-OP7 LBV-OP8	<ul style="list-style-type: none"> ■ Implement outcomes from Project Plan in liaison with IT Manager. 	CSM	<ul style="list-style-type: none"> ■ Implement outstanding issues planned for year 2 monitor and review existing processes. 	CSM	<ul style="list-style-type: none"> ■ Monitor and review. 	CSM
Staff Hours			500					
Revenue			5,427					
Capital			ICT CAPITAL BID					

AREA	Corporate Objectives	BV Indicators for short term issues	ACTION - SHORT TERM (0 - 1 Year)	LEAD OFFICER	ACTION - MEDIUM TERM (1 - 3 Years)	LEAD OFFICER	ACTION - LONG TERM (3 Years and Beyond)	LEAD OFFICER
12. Replacement Radio Scheme	CO4 CO7	BVPI 150 LBV-Q1 LBV-Q7 LBV-Q8	<ul style="list-style-type: none"> ■ Membership of Southern Brigades' Collaboration Group. ■ Plan for tendering process following recommendations by collaboration Group. ■ Plan for implementation of new radio scheme. ■ Consider use of a Project Manager to progress this plan. ■ Quarterly report to the Select Committee. 	DCFO THIRD O FCO THIRD O THIRD O	<ul style="list-style-type: none"> ■ Implement action plan to procure new radio scheme. 	THIRD O	<ul style="list-style-type: none"> ■ Carry out review of new radio scheme in the Brigade. 	THIRD O
Staff Hours			4,368					
Revenue			47,410					
Capital			50,000					

AREA	Corporate Objectives	BV Indicators for short term issues	ACTION - SHORT TERM (0 - 1 Year)	LEAD OFFICER	ACTION - MEDIUM TERM (1 - 3 Years)	LEAD OFFICER	ACTION - LONG TERM (3 Years and Beyond)	LEAD OFFICER
13. Administration	CO1 CO2 CO3 CO4 CO6 CO7 BVCHI's:- BV1 BV2 BV5A BV5B BV6 BV7 BV156 BV8 BV9 BV10 BV11 BV12 BV13 BV14 BV15 BV16 BV17	LBV-TD8 LBV-Q1 LBV-Q2 LBV-Q8	<p>Station Systems</p> <ul style="list-style-type: none"> Integrate IT systems when available (As part of ICT Project). <p>Electronic Filing</p> <ul style="list-style-type: none"> Produce full recommendations and reports in liaison with ICT Manager. <p>Staff Development and Training</p> <ul style="list-style-type: none"> Review outcomes from previous year TNA. Continued implementation of training for all administrative support staff as documented in the Training Needs Analysis. <p>Data Protection Act</p> <ul style="list-style-type: none"> Carry out review according to Action Plan and implement. <p>Freedom of Information Act</p> <ul style="list-style-type: none"> Review requirements for implementation. Implement requirements 	OSM	<p>Station Systems</p> <ul style="list-style-type: none"> Transfer all paper based forms and returns to computer. <p>Electronic Filing</p> <ul style="list-style-type: none"> Produce implementation plans. <p>Staff Development and Training</p> <ul style="list-style-type: none"> Outcomes of action plan to be fully implemented. <p>Data Protection Act</p> <ul style="list-style-type: none"> Monitor processes and results review and re-evaluate where required. <p>Freedom of Information Act</p> <ul style="list-style-type: none"> Monitor processes and review in light of Government Guidance <p>Brigade Library</p> <ul style="list-style-type: none"> Produce implementation plan to administer a Brigade library for all published documentation. 	OSM	<p>Station Systems -</p> <ul style="list-style-type: none"> Review and update where necessary. <p>Electronic Filing-</p> <ul style="list-style-type: none"> Complete integration of electronic paper based systems. <p>Staff Development and Training</p> <ul style="list-style-type: none"> Audit/review progress and update where necessary. <p>Data Protection Act</p> <ul style="list-style-type: none"> Monitor and review <p>Freedom of Information Act</p> <ul style="list-style-type: none"> Monitor and review. <p>Brigade Library</p> <ul style="list-style-type: none"> Implement according to plan. Review and revise as appropriate. 	OSM
Staff Hours			350					
Revenue			3,798					
Capital								

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14. Public Information	CO1 CO2 CO3 CO4 CO7 BVCHI's:- BV1 BV2 BV5A BV5B BV6 BV7 BV156 BV8 BV9 BV10 BV11 BV12 BV13 BV14 BV15 BV16 BV17	LBV-TD8 LBV-Q1 LBV-Q2 LBV-Q8	<p>Annual Report</p> <ul style="list-style-type: none"> ■ Compile and produce Annual Report. <p>Brigade Organisation, Management and Performance Booklet</p> <ul style="list-style-type: none"> ■ Consult and review. <p>Information Leaflets</p> <ul style="list-style-type: none"> ■ Obtain feedback. <p>Complaints Procedure</p> <ul style="list-style-type: none"> ■ Monitor number and type of complaints. ■ Recommend focus of actions to reduce types. ■ Pro-actively monitor response times to ensure targets are met. 	CSM	<p>Annual Report</p> <ul style="list-style-type: none"> ■ Consult, review and reproduce on an annual basis. <p>Brigade Organisation, Management and Performance Booklet</p> <ul style="list-style-type: none"> ■ Revise as necessary for re-issue in Year 4. <p>Information Leaflets</p> <ul style="list-style-type: none"> ■ Continuously consult, review and update. ■ Revise as necessary for re-issue in Year 4. <p>Complaints Procedure</p> <ul style="list-style-type: none"> ■ Monitor number and type of complaints. ■ Recommend focus of actions to reduce types. ■ Pro-actively monitor response times to ensure targets are met. 	CSM	<p>Annual Report</p> <ul style="list-style-type: none"> ■ Consult, review and reproduce on an annual basis. <p>Complaints Procedure</p> <ul style="list-style-type: none"> ■ Monitor number and type of complaints. ■ Recommend focus of actions to reduce types. ■ Pro-actively monitor response times to ensure targets are met. 	CSM
Staff Hours			50					
Revenue			542					
Capital								

ISLE OF WIGHT FIRE AND RESCUE SERVICE

SERVICE ACTION PLAN 2002 - 2005

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15. Risk Based Standards of Fire Cover	CO1 CO4 CO7	BVPI 142 BVPI 143 BVPI 144 BVPI 145 BVPI 146 BVPI 149 BVPI 150 LBV-OP1 LBV-OP2 LBV-OP3 LBV-OP4 LBV-OP8 LBV-P2 LBV-Q1 LBV-Q7 LBV-Q8	<ul style="list-style-type: none"> ■ Assess Report from Central Fire Brigades' Advisory Council. ■ Consider ICT implications. ■ Create an action plan. 	THIRD O	<ul style="list-style-type: none"> ■ Develop Standards of Fire Cover Policy. ■ Submit to Select Committee. ■ Submit to Executive Committee. 	CFO	<ul style="list-style-type: none"> ■ Validate Policy. ■ Monitor and review. 	DCO
Staff Hours			50					
Revenue			542					
Capital								

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SERVICE ACTION PLAN 2002 - 2005

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16. Managing the Brigade's Finances, Budget Control and Monitoring	CO2 CO3 CO4 CO7	BVPI 142 BVPI 145 BVPI 147 BVPI 150 LBV-OP3 LBV-OP4 LBV-OP5 LBV-P2 LBV-TD1 LBV-TD2 LBV-Q1 LBV-Q8	<ul style="list-style-type: none"> ■ Implement Year 1 of CMT Finance Service Plan, savings and service improvements/ reductions. ■ Create next 3 years of CMT Finance Service Plan. ■ Monitor quarterly with Account Manager and Senior Accounting Technician. 	CFO	<ul style="list-style-type: none"> ■ Management of CMT Finance Service Plan. ■ Create next 3 years of CMT Finance Service Plan. ■ Monitor quarterly with Account Manager and Senior Accounting Technician. ■ Submit capital bids. 	CFO	<ul style="list-style-type: none"> ■ Management of CMT Finance Service Plan. ■ Create next 3 years of CMT Finance Service Plan. ■ Monitor quarterly with Account Manager and Senior Accounting Technician. ■ Submit capital bids. 	CFO
Staff Hours			60					
Revenue			651					
Capital								

ISLE OF WIGHT FIRE AND RESCUE SERVICE

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17. Participating in the Corporate Management and Development of the Council.	CO1 CO2 CO3 CO4 CO5 CO6 CO7 CO8	BVPI 145 BVPI 150 LBV-TD8 LBV-Q1 LBV-Q2 LBV-Q8	<ul style="list-style-type: none"> ■ Ensure visions, values and objectives are integral to those of the Fire Service. ■ Pro-active involvement in and development of CMT issues. ■ Develop modernising agenda issues. ■ Chair Council's Equalities Group. ■ Attendance and full participation in:- <ul style="list-style-type: none"> ☞ Training Champions ☞ Risk Management Group ☞ Safety Liaison Officers Group ☞ IIP Panel ☞ Absence Management Group 	CFO	<ul style="list-style-type: none"> ■ Maintain integrity of visions, values and objectives. 	CFO	<ul style="list-style-type: none"> ■ Maintain integrity of visions, values and objectives. 	CFO
Staff Hours			249					
Revenue			2,702					
Capital								

ISLE OF WIGHT FIRE AND RESCUE SERVICE

SERVICE ACTION PLAN 2002 - 2005

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18. Major Incident Plan	CO1 CO4 CO5 CO7 CO8	LBV-Q1 LBV-Q7 LBV-Q8	<ul style="list-style-type: none"> ■ Create new Incident Plan 	THIRD O	<ul style="list-style-type: none"> ■ Monitor, evaluate and review 	THIRD O		
Staff Hours							30	
Revenue							325	
Capital								

AREA	Corporate Objectives	BV Indicators for short term issues	ACTION - SHORT TERM (0 - 1 Year)	LEAD OFFICER	ACTION - MEDIUM TERM (1 - 3 Years)	LEAD OFFICER	ACTION - LONG TERM (3 Years and Beyond)	LEAD OFFICER
19. Home Office Report on the Thematic Inspection: Fit for Duty.	CO1 CO2 CO3 CO4	LBV-P1 LBV-P2 LBV-P3 LBV-P4 LBV-TD4 LBV-TD5 LBV-Q3 LBV-Q4	<ul style="list-style-type: none"> ■ Research the Report and its findings. ■ Cross match with current Policy. 	BTO	<ul style="list-style-type: none"> ■ Create Policy Proposals for BMT. ■ Create action plan for implementation. 	BTO	<ul style="list-style-type: none"> ■ Phased implementation. 	
Staff Hours							40	
Revenue							434	
Capital								

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SERVICE ACTION PLAN 2002 - 2005

AREA	Corporate Objectives	BV Indicators for short term issues	ACTION - SHORT TERM (0 - 1 Year)	LEAD OFFICER	ACTION - MEDIUM TERM (1 - 3 Years)	LEAD OFFICER	ACTION - LONG TERM (3 Years and Beyond)	LEAD OFFICER
20. Home Office Report on the Thematic Inspection: Managing the Modernised Fire Service	CO2 CO3 CO4 CO7	LBV-TD8 LBV-Q1 LBV-Q2 LBV-Q8			<ul style="list-style-type: none"> ■ Research the Report and its findings. ■ Cross match with current Policy. 	CFO DCO	<ul style="list-style-type: none"> ■ Create Policy Proposal for BMT. ■ Create action plan for implementation. 	CFO DCO
Staff Hours								
Revenue								
Capital								

AREA	Corporate Objectives	BV Indicators for short term issues	ACTION - SHORT TERM (0 - 1 Year)	LEAD OFFICER	ACTION - MEDIUM TERM (1 - 3 Years)	LEAD OFFICER	ACTION - LONG TERM (3 Years and Beyond)	LEAD OFFICER
21. Retained Recruitment/ Retention	CO2 CO3 CO4 CO6	BVPI 145 LBV-OP3 LBV-OP4 LBV-P1 LBV-P2 LBV-P4 LBV-TD8 LBV-Q1 LBV-Q8	<ul style="list-style-type: none"> ■ Campaign programme. ■ Implement programme. ■ Analyse success. ■ Review programme. ■ Create focus group. 	BTO	<ul style="list-style-type: none"> ■ Create (Retention) Policy. ■ Control monitor and adjust campaign programme as necessary 	BTO		
Staff Hours			60					
Revenue			651					
Capital								

ISLE OF WIGHT FIRE AND RESCUE SERVICE

SERVICE ACTION PLAN 2002 - 2005

AREA	Corporate Objectives	BV Indicators for short term issues	ACTION - SHORT TERM (0 - 1 Year)	LEAD OFFICER	ACTION - MEDIUM TERM (1 - 3 Years)	LEAD OFFICER	ACTION - LONG TERM (3 Years and Beyond)	LEAD OFFICER
22. Joint Inspections of all known Houses in Multiple Occupation (HMO).	CO1 CO4 CO7	BVPI 143 BVPI 144 LBV-OP1 LBV-OP2 LBV-FS1	<ul style="list-style-type: none"> ■ Complete joint inspections of medium risk HMO's. 	DSFSO	<ul style="list-style-type: none"> ■ Complete all HMO Task Force activities. 	SFSO	<ul style="list-style-type: none"> ■ Review status of known HMO's. ■ Undertake joint inspections as required. 	SFSO DSFSO
Staff Hours			236					
Revenue			2,561					
Capital								

ISLE OF WIGHT FIRE AND RESCUE SERVICE

SERVICE ACTION PLAN 2002 - 2005

AREA	Corporate Objectives	BV Indicators for short term issues	ACTION - SHORT TERM (0 - 1 Year)	LEAD OFFICER	ACTION - MEDIUM TERM (1 - 3 Years)	LEAD OFFICER	ACTION - LONG TERM (3 Years and Beyond)	LEAD OFFICER
23. Media Plan	CO2 CO3 CO4 CO7 CO8	BVPI 142 BVPI 143 BVPI 144 BVPI 145 BVPI 146 BVPI 147 BVPI 149 BVPI 150 LBV-TD8 LBV-Q1 LBV-Q2 LBV-Q8			<ul style="list-style-type: none"> ■ Consult Council's Communications Manager. ■ Research Emergency Planning and other emergency services' strategies. 	DCO	<ul style="list-style-type: none"> ■ Construct a Media Plan to fit the Island Agencies' Strategy. 	DCO
Staff Hours								
Revenue								
Capital								

AREA	Corporate Objectives	BV Indicators for short term issues	ACTION - SHORT TERM (0 - 1 Year)	LEAD OFFICER	ACTION - MEDIUM TERM (1 - 3 Years)	LEAD OFFICER	ACTION - LONG TERM (3 Years and Beyond)	LEAD OFFICER
24. Young Firefighters' Scheme.	CO1 CO2 CO3 CO4 CO7	LBV-TD8	<ul style="list-style-type: none"> ■ Implement this scheme. ■ Review and evaluate provision and audit finances. 	CSM	<ul style="list-style-type: none"> ■ Review and evaluate provision. 	CSM		
Staff Hours			100					
Revenue			1,085					
Capital								

ISLE OF WIGHT FIRE AND RESCUE SERVICE

SERVICE ACTION PLAN 2002 - 2005

AREA	Corporate Objectives	BV Indicators for short term issues	ACTION - SHORT TERM (0 - 1 Year)	LEAD OFFICER	ACTION - MEDIUM TERM (1 - 3 Years)	LEAD OFFICER	ACTION - LONG TERM (3 Years and Beyond)	LEAD OFFICER
25. Island's Fire Service Group	CO3 CO4 CO5 CO7 CO8	Indicators to be identified as a result of meeting.			<ul style="list-style-type: none"> ■ Explore interest from other British and Channel Island Fire Services. ■ Explore Member involvement. ■ Inaugural meeting. 	CFO	<ul style="list-style-type: none"> ■ Evaluate and review progress and impact. 	CFO
Staff Hours								
Revenue								
Capital								

AREA	Corporate Objectives	BV Indicators for short term issues	ACTION - SHORT TERM (0 - 1 Year)	LEAD OFFICER	ACTION - MEDIUM TERM (1 - 3 Years)	LEAD OFFICER	ACTION - LONG TERM (3 Years and Beyond)	LEAD OFFICER
26. Positive Pressure Ventilation (PPV)	CO3 CO4 CO6	BVPI 142 BVPI 143 BVPI 144 LBV-OP1 LBV-OP2 LBV-Q1 LBV-Q3 LBV-Q4 LBV-Q7 LBV-Q8	<ul style="list-style-type: none"> ■ To investigate the viability and costings involved in the:- <ul style="list-style-type: none"> ☞ purchase of PPV ☞ training of PPV ☞ usage of PPV 	BTO	<ul style="list-style-type: none"> ■ Produce Brigade Policy and Strategic Plan for the training of all operational personnel. ■ Review options available for providing this type of training. ■ Training frequency and objective to be agreed. ■ <i>Note: Must fit with Brigade's ICS Policy.</i> ■ Bid for funding. ■ 		<ul style="list-style-type: none"> ■ Implement PPV training. ■ Command rolling programme of training. ■ Audit/review quality assurance. 	
Staff Hours			64					
Revenue			694					
Capital								

ISLE OF WIGHT FIRE AND RESCUE SERVICE

SERVICE ACTION PLAN 2002 - 2005

AREA	Corporate Objectives	BV Indicators for short term issues	ACTION - SHORT TERM (0 - 1 Year)	LEAD OFFICER	ACTION - MEDIUM TERM (1 - 3 Years)	LEAD OFFICER	ACTION - LONG TERM (3 Years and Beyond)	LEAD OFFICER
27. Management of Fire Safety	CO1 CO4 CO6 CO7	BVPI 142 BVPI 143 BVPI 147 BVPI 149 LBV-OP1 LBV-OP2 LBV-SAF1 LBV-SAF2	<ul style="list-style-type: none"> To provide the Brigade with a policy on the frequency of re-inspections and risk assessment to complement the work place fire precautions legislation fire safety policy already adopted 	SFSO	<ul style="list-style-type: none"> Evaluate and review policy. 	SFSO		
			<ul style="list-style-type: none"> To produce the Fire Precautions Act 1971 (as amended) Fire Safety Policy as part of the Fire Safety Manual series of policies. 	SFSO	<ul style="list-style-type: none"> Evaluate and review policy. 	SFSO		
Staff Hours			80					
Revenue			868					
Capital								

ISLE OF WIGHT FIRE AND RESCUE SERVICE

SERVICE ACTION PLAN 2002 - 2005

AREA	Corporate Objectives	BV Indicators for short term issues	ACTION - SHORT TERM (0 - 1 Year)	LEAD OFFICER	ACTION - MEDIUM TERM (1 - 3 Years)	LEAD OFFICER	ACTION - LONG TERM (3 Years and Beyond)	LEAD OFFICER
28. Home Office Report on the Thematic Inspection reducing false alarms	CO4 CO6 CO7	BVPI 146 BVPI 149 BVPI 150	<ul style="list-style-type: none"> ■ Study report and in particular the 20 recommendations that are addressed to the Fire Service, Fire Industry and central Government. 	SFSO	<ul style="list-style-type: none"> ■ Continue agenda of action. 	DSFSO	<ul style="list-style-type: none"> ■ Review Brigade compliance with report 	SFSO
			<ul style="list-style-type: none"> ■ Study and priorities the 6 recommendations specifically addressed to the Fire Service. 	SFSO	<ul style="list-style-type: none"> ■ Complete recommendations 	DSFSO		
			<ul style="list-style-type: none"> ■ Commence agenda of action. 	DSFSO				
Staff Hours			80		80		24	
Revenue			808		3,672		1,102	
Capital			NIL		NIL		NIL	

AREA	Corporate Objectives	BV Indicators for short term issues	ACTION - SHORT TERM (0 - 1 Year)	LEAD OFFICER	ACTION - MEDIUM TERM (1 - 3 Years)	LEAD OFFICER	ACTION - LONG TERM (3 Years and Beyond)	LEAD OFFICER
29. Performance Management			<ul style="list-style-type: none"> ■ Research Performance Management System in conjunction with EFQM. ■ Design Performance Management System. 	DCFO	<ul style="list-style-type: none"> ■ Implement Performance Management System Self assess EFQM. 		<ul style="list-style-type: none"> ■ Review Performance. 	
Staff Hours			50					
Revenue			542					
Capital								

ISLE OF WIGHT FIRE AND RESCUE SERVICE

SERVICE ACTION PLAN 2002 - 2005

AREA	Corporate Objectives	BV Indicators for short term issues	ACTION - SHORT TERM (0 - 1 Year)	LEAD OFFICER	ACTION - MEDIUM TERM (1 - 3 Years)	LEAD OFFICER	ACTION - LONG TERM (3 Years and Beyond)	LEAD OFFICER
30. Resources Review			<ul style="list-style-type: none"> ■ Implement outcome of Resource Review. 	DCFO	<ul style="list-style-type: none"> ■ Monitor and Review 			
Staff Hours				250				
Revenue				2,713				
Capital				NIL				

AREA	Corporate Objectives	BV Indicators for short term issues	ACTION - SHORT TERM (0 - 1 Year)	LEAD OFFICER	ACTION - MEDIUM TERM (1 - 3 Years)	LEAD OFFICER	ACTION - LONG TERM (3 Years and Beyond)	LEAD OFFICER
31. Human Resources Strategy			<ul style="list-style-type: none"> ■ Create Strategy ■ Submit Policy Proposal 	BTO/Admin Personnel	<ul style="list-style-type: none"> ■ Implement Policy 			
Staff Hours				150				
Revenue				1,628				
Capital								

B Emergency Planning

SERVICE AIM/OBJECTIVE	TASKS	TARGETS AND DATES	RESPONSIBLE OFFICER	DIRECTORATE/CORPORATE OBJECTIVE TO WHICH THIS TASK CONTRIBUTES
<p>a. To provide a strategic level of service for the Island employing the principles of integrated emergency management.</p>	<p>1. Respond to incidents and the aftermath.</p>	<p>Ongoing</p>	<p>MJ</p>	<p>D2, C1 and C4, Strategy 1 and 7</p>
	<p>2. Update Temporary Mortuary Plan.</p>	<p>June</p>	<p>JR</p>	<p>D2, C1 and C4, Strategy 1 and 7</p>
	<p>3. Update Major Activation Plan.</p>	<p>June (Following restructure)</p>	<p>MC</p>	<p>D2, C1 and C4, Strategy 1 and 7</p>
	<p>4. Update Oil Pollution Plan.</p>	<p>September</p>	<p>MJ</p>	<p>D2, C1 and C4, Strategy 1 and 7</p>
	<p>5. Update Nuclear Radiation Plan.</p>	<p>December</p>	<p>JR</p>	<p>D2, C1 and C4, Strategy 1 and 7</p>
	<p>6. Publish Resources Database.</p>	<p>May</p>	<p>MC</p>	<p>D2, C1 and C4, Strategy 1 and 7</p>
	<p>7. Start to implement the 2001 Best Value Report:</p>	<p>Ongoing</p>	<p>MJ</p>	
	<p>I. Develop Performance Indicators to meet national standards.</p>	<p>June</p>	<p>MJ</p>	<p>D2, D4, C1 and C4, Strategy 1 and 7</p>
	<p>II. Publish E.P. information and plans on the Council's web site.</p>	<p>April</p>	<p>MC</p>	<p>D3, C1 and C4, Strategy 1 and 7</p>

SERVICE AIM/OBJECTIVE	TASKS	TARGETS AND DATES	RESPONSIBLE OFFICER	DIRECTORATE/CORPORATE OBJECTIVE TO WHICH THIS TASK CONTRIBUTES
<p>a. To provide a strategic level of service for the Island employing the principles of integrated emergency management.</p>	<p>III. Expand partnership work in formulating plans.</p>	<p>September</p>	<p>MJ</p>	<p>D2, D3, C1, and C4, Strategy 1 and 7</p>
<p>b. To provide and facilitate appropriate levels of training for staff, Members and other relevant agencies.</p>	<ol style="list-style-type: none"> 1. Attend European Computer Driving Licence Course. 2. Attend course on Fundamentals of Emergency Planning. 3. Organise Regional Trauma Coordinators seminar. 4. Attend Tactical Crisis Management Course. 5. Fire and Public Safety Development Day. 6. Assist in organising Exercise Needle Sharp. 7. Attend Emergency Planning Conference. 8. SOLFIRE South exercise. 9. Organise E.P. Trauma Conference. 	<p>Fortnightly until June</p> <p>April</p> <p>May</p> <p>May</p> <p>May</p> <p>TBN</p> <p>July</p> <p>TBN</p> <p>Feb/Mar</p>	<p>JR/MC</p> <p>MC</p> <p>JR</p> <p>JR</p> <p>MJ</p> <p>JR</p> <p>MJ</p> <p>MJ</p> <p>JR</p>	<p>D4</p> <p>D4, C1 and C4, Strategy 1 and 7</p> <p>D4, C1 and C4, Strategy 1 and 7</p> <p>D4, C1 and C4, Strategy 1 and 7</p> <p>D3, D4,</p> <p>D4, C1 and C4, Strategy 1 and 7</p> <p>D4, C1 and C4, Strategy 1 and 7</p> <p>D4, C1 and C4, Strategy 1 and 7</p> <p>D4, C1 and C4, Strategy 1 and 7</p> <p>D4, C1 and C4, Strategy 1 and 7</p>

SERVICE AIM/OBJECTIVE	TASKS	TARGETS AND DATES	RESPONSIBLE OFFICER	DIRECTORATE/CORPORATE OBJECTIVE TO WHICH THIS TASK CONTRIBUTES
<p>c. Provide and maintain the Council's Emergency Operations Centre in a state of continuous readiness.</p>	<p>1. Test and maintain the emergency communications facilities on a regular basis.</p>	<p>100% functionality throughout the year</p>	<p>MJ</p>	<p>D2, C1 and C4, Strategy 1 and 7</p>
	<p>2. Keep stocks of stationery at a level high enough to support ten hours work.</p>	<p>As required</p>	<p>MC</p>	<p>D2, C1 and C4, Strategy 1 and 7</p>
	<p>3. Ensure the regular maintenance and servicing of the standby generator.</p>	<p>100% functionality throughout the year</p>	<p>MJ</p>	<p>D2, C1 and C4, Strategy 1 and 7</p>
	<p>4. Ensure relevant plans are kept updated and readily available.</p>	<p>Ongoing</p>	<p>MC</p>	<p>D2, C1 and C4, Strategy 1 and 7</p>

4. Key Performance Measures

4a Objectives of Service 2004/5, 2005/6, 2006/7 (to section 1 – summary)

Objective	Action	Outcome	Target & date to be achieved	Key Officer/ Partners	Link to Corporate Objective	Bid to budget process
Deliver the requirements of the Government White Paper 'Our Fire and Rescue Service'.	Work with the Fire Authority to deliver the modernisation agenda.	An efficient and effective, modern Fire and Rescue Service that meets the requirements of the White Paper.	2005	All staff/ODPM	7. Strong political and managerial leadership 8. Strategically driven excellence in Service delivery <ul style="list-style-type: none"> Improving access to services Protecting people, property and livelihoods Targeting greatest needs Preserving and improving the Island's environment Improving community cohesion 	✓
Deliver the FAIRMaP	Carry out actions as set out under FAIRMaP	The FAIRMaP is in place and being actioned according to the Improvement Plan	As stated on Improvement Plan	Fire Authority/ Brigade Management Team/ FAIRMaP Board/various	1. Improving health, housing and the quality of life for all <ul style="list-style-type: none"> Improving access to services Targeting greatest needs Improving community cohesion 2. Encouraging job creation and economic prosperity 4. Creating safe and crime-free communities <ul style="list-style-type: none"> Protecting people, property and livelihoods 6. Protecting the Island's physical environment <ul style="list-style-type: none"> Preserving and improving the Island's environment 10. Organisational improvement and staff development	✓

To install ICT Systems according to FAIRMaP requirements	Initiative Evidence Sheet No's: 1A(b), (c), (d), (e) (g)	The F&RS are able to use the following: MIS Communications MIS Data Collection System MIS Data Collection System MIS Reporting System MIS Reporting System	End 2003 Mid 2004 Mid 2004 Mid 2004 Mid 2006	CSM/ Suppliers/ICT Department	2. Encouraging job creation and economic prosperity 4. Creating safe and crime-free communities • Protecting people, property and livelihoods 6. Protecting the Island's physical environment • Preserving and improving the Island's environment 10 Organisational improvement and staff development	✓
To undertake the work Required by the ODPM to determine the Fire Service Emergency Cover (FSEC)	To recruit, install and train specialist team.	Research and analysis completed and actions taken based on the results.	End 2005	Third Officer/ CSM/ Fire Service Policy Unit	2. Encouraging job creation and economic prosperity 4. Creating safe and crime-free communities • Protecting people, property and livelihoods 6. Protecting the Island's physical environment • Preserving and improving the Island's environment 10 Organisational improvement and staff development	✓
To ensure the Fire and Rescue Service is fully prepared against the threat of terrorism. (CCBRN)	To work with CACFOA regional collaboration group and other emergency services under government guidance.	All precautions in place and staff fully trained.			4. Creating safe and crime-free communities • Protecting people, property and livelihoods	✓

4b Service Improvement Plan 2004/5, 2005/6, 2006/7 (to section1 –summary)

Objective	Action	Outcome	Target	Key Officer/Partner	Linked to Corporate Objective	Bid to Budget process
Community Safety	To carry out the strategy to educate and assist the community in fire prevention. Increase Education Liaison Officer to fulltime.	A safer place to live with minimum fires.	BVPI 142 (i) No. of calls to fire attended per 10,000 population: 2003/4 52.5 2004/5 52 2005/5 52	Third Officer/ CFS Department /Schools/ Health Visitors/ Youth Offending Teams	Improving health, housing and the quality of life for all <ul style="list-style-type: none"> Improving access to services Targeting greatest needs Improving community cohesion 2. Encouraging job creation and economic prosperity 4. Creating safe and crime-free communities <ul style="list-style-type: none"> Protecting people, property and livelihoods 6. Protecting the Island's physical environment <ul style="list-style-type: none"> Preserving and improving the Island's environment 10. Organisational improvement and staff development	✓
Integrated Personal Development System	To work with the IPDS Hub at Fire Service College and other training providers to ensure IPDS fully implemented	The IPDS is fully integrated and staff are following appropriate development paths.	Fully trained and developed workforce.	Brigade Training Officer Fire Service College/ Collaborative arrangements with other Fire and Rescue Services/other training providers	Improving health, housing and the quality of life for all <ul style="list-style-type: none"> Improving access to services Targeting greatest needs Improving community cohesion 2. Encouraging job creation and economic prosperity 4. Creating safe and crime-free communities <ul style="list-style-type: none"> Protecting people, property and livelihoods 6. Protecting the Island's physical environment <ul style="list-style-type: none"> Preserving and improving the Island's environment 10. Organisational improvement and staff development	✓

Retained firefighters undertaking Community Safety Work	To facilitate and train retained firefighters.	A safer place to live with minimum fires	BVPI 142 (iii) No. of accidental dwelling fires per 10,000 dwellings. 2003/4 20.19 2004/5 19.08 2005/6 18.6 With PSA 17.3	Third Officer/ Brigade Training Officer/ CFS Department	4. Creating safe and crime-free communities • Protecting people, property and livelihoods	✓
Specialist Training	To carry out training in specialist skills, e.g. working on or near water, working at height, etc. The encouragement and facilitation of a fit and health workforce.	Our workforce has the specific skills necessary for every eventuality.		Brigade Training Officer/ Fire Service College/Partner Fire and Rescue Services/other training providers/ Occupational Health Department	4. Creating safe and crime-free communities • Protecting people, property and livelihoods 10. Organisational improvement and staff development	✓
Rider Availability	Retained ¾ cover and retained retention.	To ensure confidence levels are maintained	BVPI145b % of incidents, which passed the standards of fire cover – number of riders.	Brigade Training Officer	4. Creating safe and crime-free communities • Protecting people, property and livelihoods	✓

Level of Commitment	Increase level of commitment of Community Safety from intervention	Identify staff whose role could move to 100% prevention from intervention.	BVPI 142 (iii) No. of accidental dwelling fires per 10,000 dwellings. 2003/4 20.19 2004/5 19.08 2005/6 18.6 With PSA 17.3	Third Officer/ Brigade Training Officer Station Commanders/ CFS Department/ Social Services/Arson Prevention Group, etc.	4. Creating safe and crime-free communities • Protecting people, property and livelihoods	✓
Unwanted Fire Signals	To reduce the number of incidents of false or unwanted calls.	As Initiative Sheet 2A(g) in the FAIRMaP Improvement Programme	10% reduction in the number of Unwanted Fire Signals.	Third Officer/ Brigade Training Officer/ Alarm Reception Centre/Property owners and proprietors	8. Strategically driven excellence in Service delivery	✓
Vehicle Fleet Deployment	Place Turntable Ladder at Ryde Fire Station and the Control Unit at Newport Fire Station	High level of Response to East Coast Towns	Completion Date end 2004	Third Officer/ Station Commanders	4. Creating safe and crime-free communities • Protecting people, property and livelihoods	✓

4c Critical Success Factor Table (to section 1- summary)

Critical Success Factor	Outcome	Key Actions	Key Dates
Public Service Agreement	<ul style="list-style-type: none"> • Reduction in number of accidental dwelling fires • Reduced injuries • No deaths 	Community Safety Activities, e.g. Home Fire Safety Checks Education Demonstrations Partnership Working	2005/2006
Charter Mark Award	Retention of Charter Mark accreditation	Continuous Improvement in quality of customer service	Re-assessment in July 2005
Investors in People Accreditation	Retention of IIP	Continue to value, train and develop our staff.	Reassessment 2004
FAIRMaP	<ul style="list-style-type: none"> • Reduction in the number of fires and other emergency incidents occurring • Reduction in loss of life in fires and other emergency incidents • Reduction in the number and severity of injuries occurring in fires and other incidents • Safeguarding the environment and heritage (both the built and natural) • Providing communities with value for money. 	<ul style="list-style-type: none"> • Identification of existing and potential risks to our community • Evaluation of the effectiveness of our current preventative, protective and response arrangement. • Identification of opportunities for improvement and determination of policies and standards for prevention and intervention • Determination of the resources required to meet these policies and standards. • Inclusion of arrangements for implementation, monitoring, audit and review. • 	<p>Consultation: General Public – September/October 2003 Fire and Rescue Service Staff: October 2003 Focus Groups – October/November 2003 Other Emergency Services – October 2003 Results of Consultation to Fire Authority/Executive Committee – January 2004 Start Implementation of Action Plan – April 2004</p>

5. Key Performance Measures and Targets 2004/05

5a Targets for the Annual Action Statement 2004/05

Target Description	Target 2003/04 If app.	Target 2004/05	Benchmark figure and year if app.	Source
BVPI 145(a) % of incidents which passed the standards of fire cover – number of appliances	99%	99%	N/A	BVPI Performance Plan
BVPI 145(b) % of incidents which passed the standards of fire cover – number of riders	99%	99%	N/A	BVPI Performance Plan
BVPI 145(c) % of incidents which passed the standards of fire cover – attendance times	98%	98.5%	N/A	BVPI Performance Plan

5b Mandatory targets 2004/05

Performance Indicator and source	Target 2002/3	Actual 2002/3	Target 2003/4	Target 2004/5	Benchmark Figure	Source
Public Service Agreement (PSA) BVPI 142 (iii) No. of accidental dwelling fires per 10,000 dwellings.	21.36	18.5	20.19	19.08		BVPI Performance Plan
BVPI 143(i) No. of deaths arising from accidental fires in dwellings per 100,000 population	0	0	0	0		
BVPI 143(ii) No. of injuries arising from accidental fires in dwellings per 100,000 population	9	8.3	8.5	8		
BVPI 157 – The number and types of interactions that are enabled for electronic delivery as a percentage of the types of interactions that are legally permissible for electronic delivery.				100%		This figure is only available as part of the Corporate measure although the Fire and Rescue Service will be publishing it's targets in the future.
Targets for Equal Opportunities within the Fire and Rescue Service						
LBV F&R 8a Number of female uniformed personnel	12	9	13	14		
LBV F&R 8b Number of uniformed from ethnic minority group	1	0	2	2		
LBV F&R 8c Number of non-uniformed personnel	1	0	1	1		

5c Other key targets 2004/05

Performance Indicator and source	Target 2002/3	Actual 2002/3	Target 2003/4	Target 2004/5	Benchmark Figure	Source

6a Consultation 2003/04

Subject for Consultation	Dates and Contact	Consultation with whom	Key Results of Consultation	Actions taken/ cross ref to Key Objectives/ Improvement Plan
FAIRMaP	<p>Group Description</p> <p>1: Focus Group established through the Community Partnership Forum. Comprising representatives from local communities, Parish Councillors, private and voluntary sector groups, community groups and organisations.</p>	<p>Type of Consultation</p> <p>Presentations with facilitated group focus sessions. Phased over 3 sessions with each providing the opportunity to build upon information provided.</p>	Not yet known	Results to be presented to Executive Committee February 2004
	<p>2: Fire and Rescue Service Personnel, Representative Bodies and other Emergency Services through the Joint Liaison Group.</p>	<p>Presentations to each group, which will include copies of the draft documents and opportunity for feedback through question and answer sessions and written feedback opportunities.</p>		Results to be presented to Executive Committee February 2004

	<p>3: Key Stakeholders including, for example, Her Majesty's Fire Service Inspectorate, Member of Parliament, Education and Social Services, Prison Authority, English Heritage, National Trust, Isle of Wight Coroner, Heads of all Emergency Services and other services.</p>	<p>This group will receive a copy of the full draft document and will be invited to respond with their comments.</p>		<p>Results to be presented to Executive Committee February 2004</p>
	<p>4: General Public</p>	<p><i>An information flyer will be sent out inside the County Press outlining the principles behind the Fire Authority Integrated Risk Management Plan and inviting comments. There will be locations where copies of the summary or full draft document can be accessed and also details will be available on the IWFRS website.</i></p>		<p>Results to be presented to Executive Committee February 2004</p>

6b Future consultation 2004/05, 2005/06, 2006/7

Subject for consultation	Dates and contact	Consultation with whom
FAIRMaP	2008/08	All Stakeholders
Improvement Plan	Annually	All Stakeholders

7. Resource Bids Summary

Reference Number	Description	Financial Implications			
		2004/5 £000	2005/6 £000	2006/7 £000	2007/8 £000
1.	ICT Systems and Programmes Ongoing Support	190,000 47,000	81,000 50,000	69,000 44,500	73,000 Yr on Yr 44,500
2.	Integrated Personal Development System	100,000	100,000	100,000	Yr on Yr
3.	Fire Service Emergency Cover (FSEC)	100,000	93,000	93,000	100,000
4.	CCBRN Vehicle Maintenance	15,000	15,000	15,000	Yr on Yr
5.	Conditions of Service	180,000 +?	?	?	?
6.	Community Fire Safety FTE	13,000	13,000	13,000	Yr on Yr
7.	Retained Community Fire Safety and ¾ Units	25,000	40,000	55,000	70,000
8.	Wholtime Overtime and Recruitment	75,000	75,000	75,000	Yr on Yr
9.	PPV	-	30,000	40,000	50,000
10	Specialist Training On or Near Water/Height	30,000	42,000	42,000	Yr on Yr
	Total So Far	775,000+?	538,000+?	546,500+?	582,500+?

Resource Bid Forms

Reference number: 1

Service Area: Fire and Rescue Service - ICT Systems & Programmes
Ongoing Support

1. Nature of service

To provide effective support to enable the provision of emergency assistance to fire and rescue incidents and the carrying out of prevention initiatives in order to lower the number of incidents on the Isle of Wight.

2. Key objectives delivered

- Improving health, housing and quality of life for all
 - Raising education standards and promoting lifelong learning
 - Creating safe and crime-free communities
 - Improving public transport and the highways infrastructure
 - Protecting the Island's physical environment
- By:
- Enforcing all relevant legislation
 - Ensuring the fire safety message is delivered and understood
 - Responding to public demand for services whenever there is an emergency where we have the expertise, equipment and staff to assist
 - Offering advice
 - Being able to deal with any eventuality and be fully competent and equipped
 - Having no unwanted fires on the Island
 - Maintaining continuous availability of all our people, equipment and resources

3. Current resource use

	Gross £000	Income £000	Net £000
Fire and Rescue	4,736,915	9,848	4,727,067
Fire Safety	417,891	10,119	407,772
CCBRN	41,776	36,200	5,576
Emergency Planning	125,198	72,230	52,968
Firefighter Pensions	1,108,851	185,574	923,277

4. Service volumes and outputs

Total no. of incidents attended 2002/03

Total no. of households where home fire safety checks were carried out 2002/03

5. Key performance indicators

	IWC Current	IWC target	Benchmark	Comments
BVPI 142 (i) Number of calls to fire attended per 10,000 population	46.30	53.00	53.40	Benchmark is lowest number of calls within the Family Group (Gloucestershire)
BVPI 142 (ii) Number of calls to primary fires per 10,000 population	25.40	30.60	29.30	Benchmark is lowest number of calls within the Family Group (Cornwall)
BVPI 142 (iii) number of calls to accidental dwelling fires per 10,000 dwelling	18.50	21.36	14.40	Benchmark is lowest number of calls within the Family Group (Warwickshire)
BVPI 150 Expenditure per head of population on the provision of Fire and Rescue Services	41.76	43.00	30.50	Midpoint of Family Group

6. Benchmarking data

See 5 above			
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7. Service development proposal

In accordance with the ICT Project, agreed by the Executive Committee, 11 December 2001; the ICT Strategic Plan for the Fire and Rescue Service, approved by the Executive Committee 26 February 2003 and the re-affirmation to align with the Fire Authority Integrated Risk Management Plan presented to the Select Committee on 16 September 2003.

Capital Bids as indicated in item 8 have been submitted for the provision of ICT Systems for the managing of the performance, administration, operational requirements, monitoring of risk and decision making. All new systems have a revenue element year on year to cover maintenance agreements and upgrades.

8. Additional resources required (if any)				
	2004-05 £000	2005-06 £000	2006-07 £000	2007-/08 £000
Training Database	4.5	4.5	4.5	4.5
Information/Knowledge Management System	6.0	6.0	6.0	6.0
Data Protection	15.0	2.0	2.0	2.0
Operational GIS	12.0	12.0	12.0	12.0
MIS Visual Reporting System	4.5	4.5	4.5	4.5
Retained Attendance/Payroll Report System		7.5	7.5	7.5
Replacement PC's		10.0	5.0	5.0
	190.0	81.0	69.0	73.0
Total	232.0	127.5	108.5	112.5

9. Training and Development requirements (if any)				
	2004-05 £000	2005-06 £000	2006-07 £000	2007-08 £000
New Systems Training for Officers and Support Staff	5.0	3.5	3.0	3.0
Total	5.0	3.5	3.0	3.0

10. Linkages to partners, other services, corporate values

The enhanced systems will mean the Isle of Wight Fire and Rescue Service can enjoy closer communications and information sharing facilities, thus ensuring a high level of contribution to community initiatives and close working relationships with mainland Fire and Rescue Services on collaborative issues.

11. Impact on key performance indicators – measure of success

The proposal will have a direct impact upon our performance indicators, by improving our performance management processes, giving us the intelligence (information) in order that we can react to legislative changes in an efficient and effective manner and streamlining all our back-office processes.

12. Key corporate objectives delivered by the bid

The provision of these ICT systems will enable the Fire and Rescue Service to meet its objectives as set out in the FAIRMaP.

Resource Bid Forms

Reference number: 2.

Service Area: Fire and Rescue Service - Integrated Personal Development System

1. Nature of service

The Integrated Personal Development System provides a structured learning path to enable every member of staff to train and develop throughout their career; the majority of the training will take place at the Fire Service College (Moreton-in-Marsh).

2. Key objectives delivered

- Improving health, housing and the quality of life for all
- Raising education standards and promoting life long learning
- Creating safe and crime free communities
- Protecting the Island's physical environment
- Protecting people, property and livelihoods
- Targeting a greatest need
- Raising educational attainment
- Widening educational opportunities and participation. A responsive Council

3. Current resource use

	Gross £000	Income £000	Net £000
Fire and Rescue	4,736,915	9,848	4,727,067
Fire Safety	417,891	10,119	407,772
CCBRN	41,776	36,200	5,576
Emergency Planning	125,198	72,230	52,968
Firefighter Pensions	1,108,851	185,574	923,277

4. Service volumes and outputs

TNA Number of Courses 21
Number of Students 24

5. Key performance indicators

	IWC Current	IWC target	Bench- mark	Comments

6. Benchmarking data

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7. Service development proposal

The Integrated Personal Development Scheme is inclusive of all members of fire and rescue service staff. This new scheme is commended by Her Majesty's Inspector of Fire Services and the Office of the Deputy Prime Minister. Features prominently in the Heads of Agreement Pay Settlement for 2003 detailed in Fire Service Circular 9/2003 the requirements of which are:

The training and development will secure high quality service provision.

8. Additional resources required (if any)

	2004-05 £000	2005-06 £000	2006-07 £000	2007-08 £000
Total				

9. Training and Development requirements (if any)

	2004-05 £000	2005-06 £000	2006-07 £000	2007-08 £000
Training	100	100	100	100
Total	100	100	100	100

10. Linkages to partners, other services, corporate values

The Fire Service College continues to be the Brigade's partner in national training for core development subjects. The independent review into the Fire Service 2002 promoted the Fire Service College as a centre of excellence.

Much work is being carried out presently and will be in the future with our South East Regional Brigades in human resource issues and regional training.

11. Impact on key performance indicators – measure of success

All staff are fully trained and following appropriate development programmes.

12. Key corporate objectives delivered by the bid

- Health and Safety at Work
- Excellence in Service Delivery
- Investor in People

Resource Bid Forms

Reference number: 3.

Service Area: Fire and Rescue Service - Fire Service Emergency Cover

1. Nature of service

To provide effective emergency assistance to fire and rescue incidents and the carrying out of intervention initiatives in order to lower the number of incidents on the Isle of Wight.

2. Key objectives delivered

- Improving health, housing and quality of life for all
 - Raising education standards and promoting lifelong learning
 - Creating safe and crime-free communities
 - Improving public transport and the highways infrastructure
 - Protecting the Island's physical environment
- By:
- Enforcing all relevant legislation
 - Ensuring the fire safety message is delivered and understood
 - Responding to public demand for services whenever there is an emergency where we have the expertise, equipment and staff to assist
 - Offering advice
 - Being able to deal with any eventuality and be fully competent and equipped
 - Having no unwanted fires on the Island
 - Maintaining continuous availability of all our people, equipment and resources

3. Current resource use

	Gross £000	Income £000	Net £000
Fire and Rescue	4,736,915	9,848	4,727,067
Fire Safety	417,891	10,119	407,772
CCBRN	41,776	36,200	5,576
Emergency Planning	125,198	72,230	52,968
Firefighter Pensions	1,108,851	185,574	923,277

4. Service volumes and outputs

Total number of incidents attended 2002/2003	1770
Total number of households where home fire safety checks were carried out 2002/2003	243

5. Key performance indicators

	IWC Current	IWC target	Benchmark	Comments
BVPI 142 (i) Number of calls to fire attended per 10,000 population	46.3	53	53.4	Benchmark is lowest number of calls within the Family Group (Gloucestershire)
BVPI 142 (ii) Number of calls to primary fires attended per 10,000 population	25.4	30.6	29.3	Benchmark is lowest number of calls within the Family Group (Cornwall)
BVPI 142 (iii) Number of calls to accidental dwelling fires per 10,000 dwellings	18.5	21.36	14.4	Benchmark is lowest number of calls within the Family Group (Warwickshire)
BVPI 150 Expenditure per head of population on the provision of Fire and Rescue Service	41.76	43.90	30.50	Midpoint of Family Group

6. Benchmarking data

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7. Service development proposal

Under the new requirements of FAIRMaP, the ODPM are distributing to all Fire and Rescue Services, software that will be used to assess the risk on the Island for predicting the loss of life and property associated with a given disposition of fire fighting resources. The implementation of this process using this software, Fire Service Emergency Cover (FSEC), will require a dedicated team with associated computer equipment.

This development is key to the implementation of risk based standards for intervention at emergency incidents.

8. Additional resources required (if any)				
	2004-05 £000	2005-06 £000	2006-07 £000	2007-08 £000
1 Assistant Divisional Officer	39.0	39.0	39.0	39.0
1 Station Officer	32.0	32.0	32.0	32.0
1 Support Assistant (clerical)	15.0	15.0	15.0	7.0
Computer Hardware	7.0			15.0
Support Costs	7.0	7.0	7.0	7.0
Total	100.0	93.0	93.0	100.0

9. Training and Development requirements (if any)				
	2004-05 £000	2005-06 £000	2006-07 £000	2007-08 £000
Total				

10. Linkages to partners, other services, corporate values
Fire, Health and Safety Directorate, ODPM for FSEC liaison purposes CACFOA Region ICT Group ICT Department, County Hall FSEC Supplier and Support Services

11. Impact on key performance indicators – measure of success
The results of the FSEC work will impact on the key indicators and will result in the formulation of new indicators.

12. Key corporate objectives delivered by the bid
FAIRMaP

Resource Bid Forms

Reference number: 4.

Service Area: Fire and Rescue Service - CCBRN Vehicle Maintenance

1. Nature of service

The Government is providing new vehicles to combat terrorism. One vehicle is for the provision of mass decontamination of the public and the second vehicle is for urban search and rescue. Conventional, Chemical, Biological, Radiological and Nuclear (CCBRN) threats are high on the agenda in our Nation today. Whilst these vehicles are being provided free of charge by the Government, the maintenance of such vehicles lies with the Fire Authority.

2. Key objectives delivered

Improving health, housing and the quality of life for all.
Creating safe and crime free communities.
Protecting the Island's physical environment.

- Promoting health and well-being
- Protecting people, property and livelihoods
- Targeting greatest need
- Preserving and improving the Island's environment
- A responsive Council
- Proactive Risk Management
- Health and Safety

3. Current resource use

	Gross £000	Income £000	Net £000
Fire and Rescue	4,736,915	9,848	4,727,067
Fire Safety	417,891	10,119	407,772
CCBRN	41,776	36,200	5,576
Emergency Planning	125,198	72,230	52,968
Firefighter Pensions	1,108,851	185,574	923,277

4. Service volumes and outputs

The Fire and Rescue Service will be fully prepared in the event of a terrorist/CCBRN incident.

5. Key performance indicators

	IWC Current	IWC target	Bench- mark	Comments
LBV F&R OP 5c Fleet availability - % of time vehicle fleet was available – Special Appliance	99.6	98.6	N/A	

6. Benchmarking data

N/A			
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7. Service development proposal

To enable maintenance of the two vehicles from Government, Incident Response Unit (IRU) and a Rapid Response Vehicle (RRV). Both due in the Brigade by December 2003. The maintenance of these appliances has to be met from Brigade's budgets and currently there is no provision for the two new vehicles.

Both vehicles are necessary to provide protection to the Island in case of a terrorist incident or other major incident.

8. Additional resources required (if any)

	2004-05 £000	2005-6 £000	2006-07 £000	2007-08 £000
Maintenance for two new vehicles	15.0	15.0	15.0	15.0
Total	15.0	15.0	15.0	15.0

9. Training and Development requirements (if any)				
	2004-05 £000	2005-06 £000	2006-07 £000	2007-08 £000
Total				

10. Linkages to partners, other services, corporate values

There are many partnerships and links to other services in the provision of this intervention provision for the Island. Emergency Services are key to the successful recovery from a terrorist incident. Where an incident occurs on the Island resources will be fed in from the rest of the country and so too if there is an incident on the mainland our CCBRN resource may be called upon to assist them.

11. Impact on key performance indicators – measure of success

The measure of success will be the maintenance to a high state of operational readiness. In pursuance of the Corporate Objectives detailed in item 2.

12. Key corporate objectives delivered by the bid

Improving health, housing and the quality of life for all.
 Creating safe and crime free communities.
 Protecting the Island’s physical environment.

- Promoting health and well-being
- Protecting people, property and livelihoods
- Targeting greatest need
- Preserving and improving the Island’s environment
- A responsive Council
- Proactive Risk Management
- Health and Safety

Resource Bid Forms

Reference number: 5.

Service Area: Fire and Rescue Service - Conditions of Service

1. Nature of service

This resource bid is as a result of the Firefighters pay claim and Retained Pension Scheme claim. After a period on Industrial Action a Heads of Agreement settlement was agreed between the Fire Authorities and the Fire Brigades' Union. All parts of the pay claim have not yet been resolved even though the next pay round is within 2003/04 with an additional claim in 2004/05.

2. Key objectives delivered

Creating safe and crime free communities.
Strong political and managerial leadership.
Organisational improvement and staff development.

- A responsive Council
- Raising the image and profile of the Island
- A performance driven organisation

3. Current resource use

	Gross £000	Income £000	Net £000
Fire and Rescue	4,736,915	9,848	4,727,067
Fire Safety	417,891	10,119	407,772
CCBRN	41,776	36,200	5,576
Emergency Planning	125,198	72,230	52,968
Firefighter Pensions	1,108,851	185,574	923,277

4. Service volumes and outputs

5. Key performance indicators

	IWC Current	IWC target	Bench- mark	Comments

6. Benchmarking data

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7. Service development proposal

The Service Development proposal – there are 4 elements to this resource bid.

The Firefighters pay claim will in 2004/05 have a 7% increase from April to July and from July to March a 4.2% pay rise.

In 2005/06 the Firefighters pay rise from April to July will be 4.2% and from July to March based on a new pay formula, which has not yet been determined. The pay formula will apply in 2006/07 but it is not agreed if this pay formula will continue into 2007/08.

Retained pay parity has not yet been determined but it is assumed that the retained pay will reflect that of a Wholetime Firefighter.

Fire Control pay parity is also unresolved presently a Fire Control Operator earns 92% of a Firefighters salary so it is likely that there is an 8% maximum increase if pay parity is successful.

The Retained pension scheme failed on appeal at the High Court consideration is being made for another appeal by representative bodies lawyers.

8. Additional resources required (if any)				
	2004-05 £000	2005-06 £000	2006-07 £000	2007-08 £000
Firefighters Pay Claim	180.0	?	?	?
Retained Pay Parity	?	?	?	?
Fire Control Pay Parity	?	?	?	?
Retained Pension Scheme	?	?	?	?
Total	?	?	?	?

9. Training and Development requirements (if any)				
	2004-05 £000	2005-06 £000	2006-07 £000	2007-08 £000
Total				

10. Linkages to partners, other services, corporate values

11. Impact on key performance indicators – measure of success
Sufficient budget to meet the Conditions of Service costs.

12. Key corporate objectives delivered by the bid
<p>Creating safe and crime free communities. Strong political and managerial leadership. Organisational improvement and staff development.</p> <ul style="list-style-type: none"> • A responsive Council • Raising the image and profile of the Island • A performance driven organisation

Resource Bid Forms

Reference number: 6.

Service Area: Fire and Rescue Service - Community Fire Safety

1. Nature of service

Community Fire Safety is the principal driver for the reduction in fires, deaths, injuries and severity of injuries for the Isle of Wight Fire and Rescue Service. Prevention rather than intervention is the key objective.

2. Key objectives delivered

Improving health, housing and the quality of life for all.
Raising educational standards and promoting life long learning.
Creating safe and crime free communities.
Protecting the Island's physical environment.

- Promoting health and well-being
- Social inclusion
- Protecting people, property and livelihoods
- Targeting greatest need
- Raising educational attainment
- Widening educational opportunities and participation

3. Current resource use

	Gross £000	Income £000	Net £000
Fire and Rescue	4,736,915	9,848	4,727,067
Fire Safety	417,891	10,119	407,772
CCBRN	41,776	36,200	5,576
Emergency Planning	125,198	72,230	52,968
Firefighter Pensions	1,108,851	185,574	923,277

4. Service volumes and outputs

5. Key performance indicators

	IWC Current	IWC target	Bench-mark	Comments
BVPI 142 (i) Number of calls to fire attended per 10,000 population	46.3	53	53.4	Benchmark is lowest number of calls within the Family Group (Gloucestershire)
BVPI 142 (ii) Number of calls to primary fires attended per 10,000 population	25.4	30.6	29.3	Benchmark is lowest number of calls within the Family Group (Cornwall)
BVPI 142 (iii) Number of calls to accidental dwelling fires per 10,000 dwellings	18.5	21.36	14.4	Benchmark is lowest number of calls within the Family Group (Warwickshire)
BVPI 143 (i) Number of deaths arising from accidental fires in dwellings per 100,000 population	9.	0.	0.	Benchmark is lowest number of deaths within the Family Group (Gloucestershire)
BVPI 143 (i) Number of injuries arising from accidental fires in dwellings per 100,000 population	8.3	9.	7.5	Benchmark is lowest number of injuries within the Family Group (Northumberland)
BVPI 144 (b) Accidental fire in dwellings confined to room of origin in smaller cities/larger towns and classified as B Risk	100%	92%	94.7	Benchmark is lowest number of accidental fires in dwellings within the Family Group (Gloucestershire)
BVPI 144 (c) Accidental fire in dwellings confined to room of origin in smaller towns and urban residential areas and classified as C risk	95%	92%	86.2	Benchmark is lowest number of accidental fires in dwellings within the Family Group (Cornwall)
BVPI 144 (d) Accidental fire in dwellings confined to room of origin in rural villages and classified as D risk	100%	96%	79.7	Benchmark is lowest number of accidental fires in dwellings within the Family Group (Shropshire)

6. Benchmarking data

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7. Service development proposal

This bid is to increase the existing half post in Community Fire Safety Education to a fulltime post. The half post has been so successful in educating youngsters at school but cannot cope with the necessary volume to make maximum impact and the Head of Community Safety Partnership.

Crime and Disorder
 Isle of Wight Education Department and Directorate
 Isle of Wight Schools
 Arson Prevention Forum

8. Additional resources required (if any)

	2004-05 £000	2005-06 £000	2006-07 £000	2007-08 £000
Further ½ post ongoing year on year	13.0	13.0	13.0	13.0
Total	13.0	13.0	13.0	13.0

9. Training and Development requirements (if any)

	2004-05 £000	2005-06 £000	2006-07 £000	2007-08 £000
Total				

10. Linkages to partners, other services, corporate values

Community Safety Partnerships.

11. Impact on key performance indicators – measure of success

The measure of success will be better and more fulsome, links with Education's department and schools and children to educate on the danger of fire. This will reflect on our Performance Indicator targets to reduce the number of deaths, injuries from fire and number of fires.

12. Key corporate objectives delivered by the bid

- Improving health, housing, i.e. the quality of life for all
- Encouraging job creation, i.e. economic prosperity
- Creating safe and criminal free communities
- Protecting the Island's natural environment

Resource Bid Forms

Reference number: 7.

Service Area: Fire and Rescue Service - Retained $\frac{3}{4}$ Units and Community Fire Safety

1. Nature of service

To maintain operational availability of retained personnel an increase in 2 per year at $\frac{3}{4}$ units to ensure Standards of Fire Cover. Additional resources are required for input to Community Fire Safety to carry out home fire safety checks in their local community.

2. Key objectives delivered

Improving health, housing and equality of life for all.
Creating safe and crime free communities.
Protecting the Island's physical environment.
Improving a community focus.
Organisational improvement and staff development.

- Promoting health and well-being
- Protecting people, property and livelihoods
- Improving community cohesion
- A responsive Council
- Proactive Risk Management

3. Current resource use

	Gross £000	Income £000	Net £000
Fire and Rescue	4,736,915	9,848	4,727,067
Fire Safety	417,891	10,119	407,772
CCBRN	41,776	36,200	5,576
Emergency Planning	125,198	72,230	52,968
Firefighter Pensions	1,108,851	185,574	923,277

4. Service volumes and outputs

Total number of households where home fire safety checks were carried out
2002/2003 243

5. Key performance indicators

	IWC Current	IWC target	Benchmark	Comments
BVPI 142 (i) Number of calls to fire attended per 10,000 population	46.3	53	53.4	Benchmark is lowest number of calls within the Family Group (Gloucestershire)
BVPI 142 (ii) Number of calls to primary fires attended per 10,000 population	25.4	30.6	29.3	Benchmark is lowest number of calls within the Family Group (Cornwall)
BVPI 142 (iii) Number of calls to accidental dwelling fires per 10,000 dwellings	18.5	21.36	14.4	Benchmark is lowest number of calls within the Family Group (Warwickshire)
BVPI 143 (i) Number of deaths arising from accidental fires in dwellings per 100,000 population	9.	0.	0.	Benchmark is lowest number of calls within the Family Group (Gloucestershire)
BVPI 143 (i) Number of injuries arising from accidental fires in dwellings per 100,000 population	8.3	9.	7.5	Benchmark is lowest number of calls within the Family Group (Northumberland)
BVPI 145 (b) % of incidents which passed the standards of fire cover – attendance times	98.7%	99%	N/A	

6. Benchmarking data

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7. Service development proposal

To place more resources into community safety budget to facilitate more Home Fire Safety Risk assessments, leaflets and subsequent referrals to wide parts of the community. In order to ensure availability of personnel an increase into ¼ units is required. It is difficult not only to recruit retained firefighters but also to recruit sufficient to give 24 hours cover. Where there is a deficiency on a fire station an increase in ¾ units would help the meet the Standards of Fire Cover.

8. Additional resources required (if any)				
	2004-05 £000	2005-06 £000	2006-07 £000	2007-08 £000
Resources into Community Safety	10.0	10.0	10.0	10.0
Retained ¾ Units	15.0	30.0	45.0	60.0
Total	25.0	40.0	55.0	70.0

9. Training and Development requirements (if any)				
	2004-05 £000	2005-06 £000	2006-07 £000	2007-08 £000
Total				

10. Linkages to partners, other services, corporate values
<p>The Community Social Services Arson Prevention Initiatives</p>

11. Impact on key performance indicators – measure of success
<p>Reduction of fires and severity of injuries.</p>

12. Key corporate objectives delivered by the bid
<ul style="list-style-type: none"> • Improving health, housing, i.e. the quality of life for all • Encouraging job creation, i.e. economic prosperity • Creating safe and crime free communities • Protecting the Island’s natural environment

Resource Bid Forms

Reference number: 8.

Service Area: Fire and Rescue Service - Wholetime, Overtime and Recruitment

1. Nature of service

The maintenance of crewing levels where abnormal absences occur and in preparation for predictable establishment changes.

2. Key objectives delivered

Creating safe and crime free communities.
Protecting the Island's physical environment

- Protecting people, property and livelihood
- Targeting greatest need
- A responsive Council
- Health and Safety

3. Current resource use

	Gross £000	Income £000	Net £000
Fire and Rescue	4,736,915	9,848	4,727,067
Fire Safety	417,891	10,119	407,772
CCBRN	41,776	36,200	5,576
Emergency Planning	125,198	72,230	52,968
Firefighter Pensions	1,108,851	185,574	923,277

4. Service volumes and outputs

5. Key performance indicators

	IWC Current	IWC target	Bench- mark	Comments
BVPI 145 (b) % of incidents which passed the standards of fire cover – attendance times	98.7%	99%	N/A	

6. Benchmarking data

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7. Service development proposal

To have consistency in the crewing levels where abnormal absences occur above the ridership factor allowance of 15%. And to recruit the firefighter 3 months before a firefighter retires so that the firefighter is trained and on the run when the retirement occurs.

8. Additional resources required (if any)

	2004-05 £000	2005-06 £000	2006-07 £000	2007-08 £000
Overtime	45.0	45.0	45.0	45.0
Recruitment	30.0	30.0	30.0	30.0
Total	75.0	75.0	75.0	75.0

9. Training and Development requirements (if any)

	2004-05 £000	2005-06 £000	2006-07 £000	2007-08 £000
Total				

10. Linkages to partners, other services, corporate values

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11. Impact on key performance indicators – measure of success

Crewing levels are maintained at 5 on the first pump and 4 on the second pump.

12. Key corporate objectives delivered by the bid

Creating safe and crime free communities.
Protecting the Island's physical environment

- Protecting people, property and livelihood
- Targeting greatest need
- A responsive Council
- Health and Safety

Resource Bid Forms

Reference number: 9.

Service Area: Fire and Rescue Service - Positive Pressure Ventilation (PPV)

1. Nature of service

Positive Pressure Ventilation (PPV) will improve the safety of firefighters and will enhance the quality of fire fighting and rescue. PPV can be used in a defensive or offensive mode clearing smoke from a building to enable firefighters to do their task safely and with the reduction of smoke damage to property.

2. Key objectives delivered

Improving health, housing and the quality of life for all.
Creating safe and crime free communities.
Protecting the Island's physical environment.
Organisational improvement and staff development.

- Promoting health and well-being
- Protecting people, property and livelihood
- Preserving and improving the Island's environment
- Promoting and protecting the Island's unique heritage
- A responsive Council
- Proactive Risk Management
- Health and Safety

3. Current resource use

	Gross £000	Income £000	Net £000
Fire and Rescue	4,736,915	9,848	4,727,067
Fire Safety	417,891	10,119	407,772
CCBRN	41,776	36,200	5,576
Emergency Planning	125,198	72,230	52,968
Firefighter Pensions	1,108,851	185,574	923,277

4. Service volumes and outputs

Total number of incidents attended 2002/2003	1770
Total number of households where home fire safety checks were carried out 2002/2003	243

5. Key performance indicators

	IWC Current	IWC target	Benchmark	Comments
BVPI 144 (b) Accidental fire in dwellings confined to room of origin in smaller cities/larger towns and classified as B Risk	100%	92%	94.7	Benchmark is lowest number of accidental fires in dwellings within the Family Group (Gloucestershire)
BVPI 144 (c) Accidental fire in dwellings confined to room of origin in smaller towns and urban residential areas and classified as C risk	95%	92%	86.2	Benchmark is lowest number of accidental fires in dwellings within the Family Group (Cornwall)
BVPI 144 (d) Accidental fire in dwellings confined to room of origin in rural villages and classified as D risk	100%	96%	79.7	Benchmark is lowest number of accidental fires in dwellings within the Family Group (Shropshire)

6. Benchmarking data

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7. Service development proposal

This provision will help limit damage to property and even restrict fire spread from the room of origin. The working environment for firefighters in buildings on fire will improve with PPV giving greater safety and visibility by venting heat and smoke from the building.

8. Additional resources required (if any)

	2004-05 £000	2005-06 £000	2006-07 £000	2007-08 £000
Positive Pressure Ventilation Equipment		30.0	40.0	50.0
Total		30.0	40.0	50.0

9. Training and Development requirements (if any)				
	2004-05 £000	2005-06 £000	2006-07 £000	2007-08 £000
Total				

10. Linkages to partners, other services, corporate values

11. Impact on key performance indicators – measure of success

Reduction in loss/damage to property
Reduction in injuries to firefighters

12. Key corporate objectives delivered by the bid

Improving health, housing and the quality of life for all.
Creating safe and crime free communities.
Protecting the Island's physical environment.
Organisational improvement and staff development.

- Promoting health and well-being
- Protecting people, property and livelihood
- Preserving and improving the Island's environment
- Promoting and protecting the Island's unique heritage
- A responsive Council
- Proactive Risk Management
- Health and Safety

Resource Bid Forms

Reference number: 10.

Service Area: Fire and Rescue Service - Specialist Training – On or Near Water /Working at Height / Physical Fitness

1. Nature of service

There is now an increasing need for specialisms in specific types of raining. Working on or Near Water, Working at Heights and the fitness of personnel are all specialist areas. Staff need to be trained in these areas.

2. Key objectives delivered

Improving health, housing and the quality of life for all.
Raising educational standards and promoting life long learning.
Creating safe and crime free communities.
Protecting the Island's physical environment.
Organisational improvement and staff development.

- Protecting people, property and livelihoods
- Targeting greatest need
- Preserving and improving the Island's environment
- A responsive Council
- Health and Safety

3. Current resource use

	Gross £000	Income £000	Net £000
Fire and Rescue	4,736,915	9,848	4,727,067
Fire Safety	417,891	10,119	407,772
CCBRN	41,776	36,200	5,576
Emergency Planning	125,198	72,230	52,968
Firefighter Pensions	1,108.851	185,574	923,277

4. Service volumes and outputs

These are new areas of training.

5. Key performance indicators

	IWC Current	IWC target	Bench- mark	Comments
LBV F&R OP1 Number of deaths from fires	0	0		
LBV F&R OP2 Number of injuries from fires (excluding precautionary checks)	11	22		
BV 12 (i) Fire Service Personnel – Number of days/shifts lost to long-term and short-term sickness	9	9.9		
BV 15 (a) Percentage of employees retiring on grounds of ill health as a percentage of the total workforce	1.64	2.0		
LBV F&R HS (1) Number of days lost due to reportable accidents under RIDDOR Regulations	514	530		
LBV F&R HS (2) Number of accidents to all personnel recorded in the accident book	30	36		
LBV F&R HS (3) Number of personnel injured by accidents involving appliances and service vehicles	0	7		
LBV F&R HS (4) Number of personnel injured by accidents involving equipment	1	3		

6. Benchmarking data

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7. Service development proposal

The work of the fire service is now more diversified in areas of rescue from height and working on and near water using Government guidance on risk assessment to keep personnel and members of the public safe. This has resulted in a new way of training and use of equipment.

Also whilst ensuring we meet our mission of saving life and property, we must as firefighters keep ourselves fit for duty at all times. A Home Officer Thematic Review entitled 'Fit for Duty' was issued to Brigades in February 2000 with recommendations as to fitness and monitoring of firefighters health.

The Instructor's post would be ½ water and height training and ½ fit for duty monitoring of firefighters.

8. Additional resources required (if any)				
	2004-05 £000	2005-06 £000	2006-07 £000	2007-08 £000
Instructor	25.0	25.0	25.0	25.0
Year on year height and water equipment		12.0	12.0	12.0
Total	25.0	37.0	37.0	37.0

9. Training and Development requirements (if any)				
		2004-05 £000	2005-06 £000	2006-07 £000
Training	5.0	5.0	5.0	5.0
Total	5.0	5.0	5.0	5.0

10. Linkages to partners, other services, corporate values

Training provides
Coastguard
Occupational Health
Other emergency services

11. Impact on key performance indicators – measure of success

Our workforce has the skills necessary for every eventuality.

12. Key corporate objectives delivered by the bid

- Improving health, housing, i.e. the quality of life for all
- Encouraging job creation, i.e. economic prosperity
- Creating safe and criminal free communities
- Protecting the Island's natural environment

Resources Bid Appraisal

Reference Service Area

Proposal

Please score the resource bid on a scale of 0 to 5 for each of the following criteria:

	Score (0 to 5)	Weight
How well would the proposal improve delivery of the Council's objectives?	<input type="text" value="5"/>	6
Does the proposal represent value for money?	<input type="text" value="5"/>	3
Will it deliver worthwhile key performance improvements?	<input type="text" value="5"/>	3
Is it relatively affordable in both short and long term?	<input type="text" value="4"/>	1
Are partnership opportunities maximised?	<input type="text" value="3"/>	1
Does the provider have capacity for successful delivery?	<input type="text" value="5"/>	1
Is the bidder an efficient provider of existing services?	<input type="text" value="5"/>	1
Do statutory considerations lend support to the bid?	<input type="text" value="5"/>	4

Overall ranking: 97%

Resources Bid Appraisal

Reference Service Area

Proposal

Please score the resource bid on a scale of 0 to 5 for each of the following criteria:

	Score (0 to 5)	Weight
How well would the proposal improve delivery of the Council's objectives?	<input type="text" value="5"/>	6
Does the proposal represent value for money?	<input type="text" value="5"/>	3
Will it deliver worthwhile key performance improvements?	<input type="text" value="5"/>	3
Is it relatively affordable in both short and long term?	<input type="text" value="4"/>	1
Are partnership opportunities maximised?	<input type="text" value="3"/>	1
Does the provider have capacity for successful delivery?	<input type="text" value="5"/>	1
Is the bidder an efficient provider of existing services?	<input type="text" value="5"/>	1
Do statutory considerations lend support to the bid?	<input type="text" value="5"/>	4

Overall ranking: 97 %

Resources Bid Appraisal

Reference Service Area

Proposal

Please score the resource bid on a scale of 0 to 5 for each of the following criteria:

	Score (0 to 5)	Weight
How well would the proposal improve delivery of the Council's objectives?	<input type="text" value="5"/>	6
Does the proposal represent value for money?	<input type="text" value="5"/>	3
Will it deliver worthwhile key performance improvements?	<input type="text" value="5"/>	3
Is it relatively affordable in both short and long term?	<input type="text" value="5"/>	1
Are partnership opportunities maximised?	<input type="text" value="5"/>	1
Does the provider have capacity for successful delivery?	<input type="text" value="5"/>	1
Is the bidder an efficient provider of existing services?	<input type="text" value="5"/>	1
Do statutory considerations lend support to the bid?	<input type="text" value="5"/>	4

Overall ranking: %

Resources Bid Appraisal

Reference Service Area

Proposal

Please score the resource bid on a scale of 0 to 5 for each of the following criteria:

	Score (0 to 5)	Weight
How well would the proposal improve delivery of the Council's objectives?	<input type="text" value="5"/>	6
Does the proposal represent value for money?	<input type="text" value="5"/>	3
Will it deliver worthwhile key performance improvements?	<input type="text" value="5"/>	3
Is it relatively affordable in both short and long term?	<input type="text" value="5"/>	1
Are partnership opportunities maximised?	<input type="text" value="5"/>	1
Does the provider have capacity for successful delivery?	<input type="text" value="5"/>	1
Is the bidder an efficient provider of existing services?	<input type="text" value="5"/>	1
Do statutory considerations lend support to the bid?	<input type="text" value="5"/>	4

Overall ranking: %

Resources Bid Appraisal

Reference Service Area

Proposal

Please score the resource bid on a scale of 0 to 5 for each of the following criteria:

	Score (0 to 5)	Weight
How well would the proposal improve delivery of the Council's objectives?	<input type="text" value="5"/>	6
Does the proposal represent value for money?	<input type="text" value="5"/>	3
Will it deliver worthwhile key performance improvements?	<input type="text" value="5"/>	3
Is it relatively affordable in both short and long term?	<input type="text" value="5"/>	1
Are partnership opportunities maximised?	<input type="text" value="1"/>	1
Does the provider have capacity for successful delivery?	<input type="text" value="5"/>	1
Is the bidder an efficient provider of existing services?	<input type="text" value="5"/>	1
Do statutory considerations lend support to the bid?	<input type="text" value="5"/>	4
It is difficult to appraise Conditions of Service with the criteria set		
Overall ranking:	<u>96%</u>	

Resources Bid Appraisal

Reference Service Area

Proposal

Please score the resource bid on a scale of 0 to 5 for each of the following criteria:

	Score (0 to 5)	Weight
How well would the proposal improve delivery of the Council's objectives?	<input type="text" value="4"/>	6
Does the proposal represent value for money?	<input type="text" value="4"/>	3
Will it deliver worthwhile key performance improvements?	<input type="text" value="3"/>	3
Is it relatively affordable in both short and long term?	<input type="text" value="3"/>	1
Are partnership opportunities maximised?	<input type="text" value="5"/>	1
Does the provider have capacity for successful delivery?	<input type="text" value="5"/>	1
Is the bidder an efficient provider of existing services?	<input type="text" value="5"/>	1
Do statutory considerations lend support to the bid?	<input type="text" value="1"/>	4

Overall ranking: 67%

Resources Bid Appraisal

Reference Service Area

Proposal

Please score the resource bid on a scale of 0 to 5 for each of the following criteria:

	Score (0 to 5)	Weight
How well would the proposal improve delivery of the Council's objectives?	<input type="text" value="4"/>	6
Does the proposal represent value for money?	<input type="text" value="5"/>	3
Will it deliver worthwhile key performance improvements?	<input type="text" value="5"/>	3
Is it relatively affordable in both short and long term?	<input type="text" value="4"/>	1
Are partnership opportunities maximised?	<input type="text" value="1"/>	1
Does the provider have capacity for successful delivery?	<input type="text" value="4"/>	1
Is the bidder an efficient provider of existing services?	<input type="text" value="5"/>	1
Do statutory considerations lend support to the bid?	<input type="text" value="3"/>	4

Overall ranking: 80%

Resources Bid Appraisal

Reference Service Area

Proposal

Please score the resource bid on a scale of 0 to 5 for each of the following criteria:

	Score (0 to 5)	Weight
How well would the proposal improve delivery of the Council's objectives?	<input type="text" value="3"/>	6
Does the proposal represent value for money?	<input type="text" value="3"/>	3
Will it deliver worthwhile key performance improvements?	<input type="text" value="4"/>	3
Is it relatively affordable in both short and long term?	<input type="text" value="2"/>	1
Are partnership opportunities maximised?	<input type="text" value="1"/>	1
Does the provider have capacity for successful delivery?	<input type="text" value="4"/>	1
Is the bidder an efficient provider of existing services?	<input type="text" value="5"/>	1
Do statutory considerations lend support to the bid?	<input type="text" value="0"/>	4

Overall ranking:

Resources Bid Appraisal

Reference Service Area

Proposal

Please score the resource bid on a scale of 0 to 5 for each of the following criteria:

	Score (0 to 5)	Weight
How well would the proposal improve delivery of the Council's objectives?	<input type="text" value="3"/>	6
Does the proposal represent value for money?	<input type="text" value="4"/>	3
Will it deliver worthwhile key performance improvements?	<input type="text" value="3"/>	3
Is it relatively affordable in both short and long term?	<input type="text" value="3"/>	1
Are partnership opportunities maximised?	<input type="text" value="0"/>	1
Does the provider have capacity for successful delivery?	<input type="text" value="4"/>	1
Is the bidder an efficient provider of existing services?	<input type="text" value="5"/>	1
Do statutory considerations lend support to the bid?	<input type="text" value="2"/>	4

Overall ranking: 59%

Resources Bid Appraisal

Reference	<input type="text" value="10"/>	Service Area	<input type="text" value="Fire & Rescue Service"/>
Proposal	<input type="text" value="Specialist Training"/>		

Please score the resource bid on a scale of 0 to 5 for each of the following criteria:

	Score (0 to 5)	Weight
How well would the proposal improve delivery of the Council's objectives?	<input type="text" value="3"/>	6
Does the proposal represent value for money?	<input type="text" value="3"/>	3
Will it deliver worthwhile key performance improvements?	<input type="text" value="5"/>	3
Is it relatively affordable in both short and long term?	<input type="text" value="2"/>	1
Are partnership opportunities maximised?	<input type="text" value="3"/>	1
Does the provider have capacity for successful delivery?	<input type="text" value="4"/>	1
Is the bidder an efficient provider of existing services?	<input type="text" value="5"/>	1
Do statutory considerations lend support to the bid?	<input type="text" value="4"/>	4
Overall ranking:	<u>72%</u>	

INDEX FOR RISK DESCRIPTIONS	PAGE NUMBER
Administrative Support Services – workplace risks	92
Community Safety – chip pan demonstrator and public displays	93
Community Safety – education	94
Community Safety - home visits	95
Failure of radio system	96
Firehouse (Brigade Training Centre)	97
Industrial action	98
ICT systems	99
Litigation	100
Major civil contingency	101
Non-statutory intervention	102
Off station drill/exercise sites	103
Partnerships	104
Prevention of environmental damage following intervention by Fire & Rescue Service	105
Provision of ICT	106
Recruit testing (wholetime/retained)	107
Recruit training (retained)	108
Regulatory Reform (Fire Safety) Order	109
RRO Background	110
Retention of retained personnel	111
Statutory (operational) intervention	112
Stress related sickness/absence	113
Terrorist threat/CCBRN	114
Working environment – departments and stations	115
Working on highways (hydrant technician)	116

RISK DESCRIPTION – ADMINISTRATIVE SUPPORT SERVICES – WORKPLACE RISKS			
Action Plan			
Ranking	Score	Risk Categories	
Impact/severity	1	Strategic	
Likelihood	2	Operational	✓
Present control standard	good	Financial	
Improvement potential	easy	Hazard	
Action timescale			
Background to Risk			
(Insert information about the risk that explains it further including any history and potential impact and likelihood evaluation information)			
Normal office working environment risks where staff and members of the public have access			
Current controls to manage risk			
Continuous risk assessments			
Actions to take to improve the management of this risk		Responsibility	Timescale for completion
Continuous reviews and management Annual inspections		ASO	
Who are the stakeholders?		Details of any contingency arrangements	
Staff and visiting members of the public		Bomb, terrorist threat and fire evacuation procedures	
Status report for improvement actions			
KPI's, auditing and warning mechanisms		Reporting methods	

RISK DESCRIPTION – COMMUNITY SAFETY – CHIP PAN DEMONSTRATOR AND PUBLIC DISPLAYS			
Action Plan			
Ranking	Score	Risk Categories	
Impact/severity	2	Strategic	✓
Likelihood	2	Operational	✓
Present control standard	good	Financial	
Improvement potential	easy	Hazard	✓
Action timescale	ongoing		
Background to Risk			
(Insert information about the risk that explains it further including any history and potential impact and likelihood evaluation information)			
Risk of burns, fumes and effects of radiated heat, proximity to houses, tents, cars and overhead power lines			
Current controls to manage risk			
Risk assessment carried out Onsite assessment prior to demonstration			
Actions to take to improve the management of this risk		Responsibility	Timescale for completion
Continual assessment Periodic review of risk assessment Training and competency assessment		CFSO	
Who are the stakeholders?		Details of any contingency arrangements	
Firefighters Members of public			
Status report for improvement actions			
Continual review and assessment			
KPI's, auditing and warning mechanisms		Reporting methods	

RISK DESCRIPTION – COMMUNITY SAFETY - EDUCATION			
Action Plan			
Ranking	Score	Risk Categories	
Impact/severity	1	Strategic	✓
Likelihood	1	Operational	
Present control standard	good	Financial	
Improvement potential	easy	Hazard	✓
Action timescale	ongoing		
Background to Risk			
(Insert information about the risk that explains it further including any history and potential impact and likelihood evaluation information)			
Visit to schools and allied schemes, firesetters, arson prevention			
Current controls to manage risk			
Employment of educationalist – CRB checked Risk assessment Updating/formulating of policy			
Actions to take to improve the management of this risk		Responsibility	Timescale for completion
Continual re-assessment Review of policy Ongoing competency training		OFM	
Who are the stakeholders?		Details of any contingency arrangements	
Children Teaching staff Educationalist			
Status report for improvement actions			
Continual review of risk			
KPI's, auditing and warning mechanisms		Reporting methods	

RISK DESCRIPTION – COMMUNITY SAFETY - HOME VISITS			
Action Plan			
Ranking	Score	Risk Categories	
Impact/severity	1	Strategic	✓
Likelihood	2	Operational	✓
Present control standard	good	Financial	
Improvement potential	moderate	Hazard	
Action timescale	ongoing		
Background to Risk			
(Insert information about the risk that explains it further including any history and potential impact and likelihood evaluation information)			
Home Fire Safety Checks on request and referral from housing association			
Current controls to manage risk			
Risk assessments Fire service personnel involved are CRB checked			
Actions to take to improve the management of this risk		Responsibility	Timescale for completion
Continual review and training carried out		CFS Dept Head	Ongoing
Who are the stakeholders?		Details of any contingency arrangements	
Home owners Firefighters		Minimum of two per team per visit	
Status report for improvement actions			
Continual review of risk			
KPI's, auditing and warning mechanisms		Reporting methods	

RISK DESCRIPTION – FAILURE OF RADIO SYSTEM			
Action Plan			
Ranking	Score	Risk Categories	
Impact/severity	3	Strategic	✓
Likelihood	2	Operational	
Present control standard	some controls	Financial	✓
Improvement potential	moderate	Hazard	✓
Action timescale	2007		
Background to Risk			
(Insert information about the risk that explains it further including any history and potential impact and likelihood evaluation information)			
The present radio system and equipment is very old and virtually non-serviceable and becoming non-reliable. Failure of the radio across the Island would have a dramatic effect on the efficiency and safety of fire ground command and control.			
Current controls to manage risk			
2 bay separate transmitter stations. St Boniface and Golden Hill Fort. Some spares held by maintenance engineers. Regular testing and maintenance. Fire Link collaboration.			
Actions to take to improve the management of this risk		Responsibility	Timescale for completion
A new radio scheme, operating on a digital 'bearer' technology is due to replace existing radio equipment in due course. A full risk assessment on current system has been undertaken.		ODPM/Firelink FCO	2007
Who are the stakeholders?		Details of any contingency arrangements	
Members of the public Fire service personnel NTL ODPM/Firelink		The use of mobile phones held on each appliance	
Status report for improvement actions			
Successful implications of new radio scheme			
KPI's, auditing and warning mechanisms		Reporting methods	

RISK DESCRIPTION – FIREHOUSE (BRIGADE TRAINING CENTRE)			
Action Plan			
Ranking	Score	Risk Categories	
Impact/severity	1	Strategic	✓
Likelihood	2	Operational	✓
Present control standard	good	Financial	
Improvement potential	moderate	Hazard	✓
Action timescale			
Background to Risk			
(Insert information about the risk that explains it further including any history and potential impact and likelihood evaluation information)			
Purpose built construction for the use of fire, in a training environment			
Current controls to manage risk			
Risk assessment Drill/exercise brief Operational & Training Notes Fire Service Training Manual Safety systems			
Actions to take to improve the management of this risk		Responsibility	Timescale for completion
Instructors qualified as Breathing Apparatus Instructors and Fire Behaviour Instructors		BTO ADO Senior Instructor Instructor	
Who are the stakeholders?		Details of any contingency arrangements	
Firefighters			
Status report for improvement actions			
KPI's, auditing and warning mechanisms		Reporting methods	

RISK DESCRIPTION – INDUSTRIAL ACTION			
Action Plan			
Ranking	Score	Risk Categories	
Impact/severity	3	Strategic	✓
Likelihood	2	Operational	✓
Present control standard	Some basic control	Financial	
Improvement potential	difficult	Hazard	
Action timescale			
Background to Risk			
(Insert information about the risk that explains it further including any history and potential impact and likelihood evaluation information)			
The possibility of industrial action by Fire & Rescue personnel			
Current controls to manage risk			
Management structures in place to provide contingency plans to deal with event as necessary Possible support from Government			
Actions to take to improve the management of this risk		Responsibility	Timescale for completion
Industrial relations meetings Early warning system through industrial relations legislation		DCO	
Who are the stakeholders?		Details of any contingency arrangements	
Members of the public Fire & Rescue personnel Members of the authority		Constructed as required	
Status report for improvement actions			
KPI's, auditing and warning mechanisms		Reporting methods	
		Reporting as necessary to BMT & members of the authority as necessary	

RISK DESCRIPTION – ICT SYSTEMS			
Action Plan			
Ranking	Score	Risk Categories	
Impact/severity	2	Strategic	✓
Likelihood	2	Operational	✓
Present control standard	good	Financial	✓
Improvement potential	moderate	Hazard	
Action timescale	ongoing		
Background to Risk			
(Insert information about the risk that explains it further including any history and potential impact and likelihood evaluation information)			
ICT systems are integral to supporting the processes required for the administrative support of the IWF&RS			
Current controls to manage risk			
Daily back-ups kept in fire proof safe All documents filed on server/network All staff trained to the appropriate level New server to be placed in County Hall server farm			
Actions to take to improve the management of this risk		Responsibility	Timescale for completion
Who are the stakeholders?		Details of any contingency arrangements	
All staff of IWF&RS ICT Department Customers Suppliers Partners			
Status report for improvement actions			
KPI's, auditing and warning mechanisms		Reporting methods	

RISK DESCRIPTION – LITIGATION			
Action Plan			
Ranking	Score	Risk Categories	
Impact/severity	4	Strategic	✓
Likelihood	2	Operational	✓
Present control standard	good	Financial	✓
Improvement potential	moderate	Hazard	✓
Action timescale	ongoing		
Background to Risk			
(Insert information about the risk that explains it further including any history and potential impact and likelihood evaluation information)			
In the present litigious culture, the risk of litigation to the fire service from the aftermath of fire service actions is a potential financial threat to our profile and reputation			
Current controls to manage risk			
Incident Command Systems of work Positive health and safety culture of fire personnel Dynamic risk assessment procedure Officer/leadership Close liaison with other emergency agencies			
Actions to take to improve the management of this risk		Responsibility	Timescale for completion
Incident Command System monitoring procedures Service exercises Silver exercises with other agencies Supervision of operations		Operational Commander BTO BTO Operational Commander	Ongoing
Who are the stakeholders?		Details of any contingency arrangements	
Fire service personnel Members of the public Commerce H&S Executive Environment Agency Civil Actons		Command structure and operational protocols Dynamic risk assessments	
Status report for improvement actions			
Ongoing monitoring Review of Incident Command System 2006			
KPI's, auditing and warning mechanisms		Reporting methods	
BVPIs		Outcomes of operational performance reported annually to BMT	

RISK DESCRIPTION – MAJOR CIVIL CONTINGENCY			
Action Plan			
Ranking	Score	Risk Categories	
Impact/severity	4	Strategic	✓
Likelihood	3	Operational	✓
Present control standard	some controls	Financial	✓
Improvement potential	difficult	Hazard	✓
Action timescale	24 months		
Background to Risk			
(Insert information about the risk that explains it further including any history and potential impact and likelihood evaluation information)			
To ensure that preparation and procedures are in place to deal with potential major civil contingency or terrorist threat			
Current controls to manage risk			
CCBRN Home Office Guidance MOU between Health Service & Fire Service Home Office publication 'Dealing with Disaster' Tactical working group meetings			
Actions to take to improve the management of this risk		Responsibility	Timescale for completion
2004 Livex exercise 6 monthly tactical working group meetings Further internal brigade CCBRN training		BTO OFM BTO	2004 Ongoing End 2004
Who are the stakeholders?		Details of any contingency arrangements	
Member of the public Fire service personnel		As above	
Status report for improvement actions			
Successful completion of training requirements for fire personnel Learning points from 2004 Livex exercise			
KPI's, auditing and warning mechanisms		Reporting methods	

RISK DESCRIPTION – NON-STATUTORY INTERVENTION			
Action Plan			
Ranking	Score	Risk Categories	
Impact/severity	3	Strategic	✓
Likelihood	3	Operational	✓
Present control standard	good	Financial	
Improvement potential	moderate	Hazard	✓
Action timescale	ongoing		
Background to Risk			
(Insert information about the risk that explains it further including any history and potential impact and likelihood evaluation information)			
Response to a wide range of non-statutory incidents including RTA's and rescues of people trapped in machinery or water			
Current controls to manage risk			
Fire Service Manual, Incident Command System, dynamic management of risk, standard operating procedures, Operational and Training Notes			
Actions to take to improve the management of this risk		Responsibility	Timescale for completion
Incident monitoring Competency assessment in command and control Regular review of standard operating procedures		BMT OFM Duty Officer/Incident Commander	
Who are the stakeholders?		Details of any contingency arrangements	
County Council Members of the public Firefighters			
Status report for improvement actions			
Debriefing, monitoring competency assessments, review of working documents			
KPI's, auditing and warning mechanisms		Reporting methods	

RISK DESCRIPTION – OFF STATION DRILL/EXERCISE SITES			
Action Plan			
Ranking	Score	Risk Categories	
Impact/severity	1	Strategic	✓
Likelihood	2	Operational	✓
Present control standard	good	Financial	
Improvement potential	moderate	Hazard	✓
Action timescale			
Background to Risk (Insert information about the risk that explains it further including any history and potential impact and likelihood evaluation information)			
Buildings, land identified as being suitable for various fire service training, but not under the control of fire service			
Current controls to manage risk			
Drill/exercise brief Risk assessment of site prior to drill Fire Service Training Manual Operational & Training Notes			
Actions to take to improve the management of this risk		Responsibility	Timescale for completion
The risk assessments will be conducted by persons considered competent by the CFO in accordance with the Management of Health and Safety at Work Regs 1999		BTO ADO Senior Instructor Instructors Station Manager Station Junior Officers	
Who are the stakeholders?		Details of any contingency arrangements	
Members of the public			
Status report for improvement actions			
KPI's, auditing and warning mechanisms		Reporting methods	

RISK DESCRIPTION – PARTNERSHIPS			
Action Plan			
Ranking	Score	Risk Categories	
Impact/severity	1	Strategic	✓
Likelihood	1	Operational	✓
Present control standard	good	Financial	✓
Improvement potential	moderate	Hazard	
Action timescale	ongoing		
Background to Risk			
(Insert information about the risk that explains it further including any history and potential impact and likelihood evaluation information)			
To ensure that existing and potential partnerships are risk assessed and analysed to ensure our liabilities to the authority are considered and managed			
Current controls to manage risk			
Experience of managers Guidance from national forums where appropriate Guidance from Insurance and Risk Section (IOW Council) Guidance notes from presentation at operational risk groups			
Actions to take to improve the management of this risk		Responsibility	Timescale for completion
Some senior managers have received risk management training		Insurance & Risk Dept	2002
Further managers to receive training from Council			2003/04
Further awareness training to all managers			Oct 2003
Who are the stakeholders?		Details of any contingency arrangements	
Members of the public Other partners Fire & Rescue personnel Members of the authority			
Status report for improvement actions			
Review of partnerships every 3 years			
KPI's, auditing and warning mechanisms		Reporting methods	

RISK DESCRIPTION – PREVENTION OF ENVIRONMENTAL DAMAGE FOLLOWING INTERVENTION BY FIRE AND RESCUE SERVICE			
Action Plan			
Ranking	Score	Risk Categories	
Impact/severity	3	Strategic	✓
Likelihood	3	Operational	✓
Present control standard	some controls	Financial	✓
Improvement potential	difficult	Hazard	✓
Action timescale	ongoing		
Background to Risk			
(Insert information about the risk that explains it further including any history and potential impact and likelihood evaluation information)			
To ensure that the brigade has a strategy to prevent or minimise occurrences that have an environmental impact. Also the threat of litigation.			
Current controls to manage risk			
Fire service special procedure 139 Incident Command System Dynamic risk assessment Close liaison with Environment Agency			
Actions to take to improve the management of this risk		Responsibility	Timescale for completion
The need to produce an environmental policy concerned with Fire and Rescue's service operations		Third Officer	End 2006
Who are the stakeholders?		Details of any contingency arrangements	
Members of the public Fire service personnel Environment Agency		Special procedure to contact and work with Environment Agency	
Status report for improvement actions			
To protect the reputation and profile of the Fire and Rescue Service whilst minimising loss and damage to the environment whenever possible			
KPI's, auditing and warning mechanisms		Reporting methods	
		Operational reports as necessary to BMT	

RISK DESCRIPTION – PROVISION OF ICT			
Action Plan			
Ranking	Score	Risk Categories	
Impact/severity	2	Strategic	✓
Likelihood	2	Operational	✓
Present control standard	Some control	Financial	✓
Improvement potential	Moderate	Hazard	
Action timescale	Ongoing		
Background to Risk (Insert information about the risk that explains it further including any history and potential impact and likelihood evaluation information)			
Supplier support could cease during the life of the contract Supplier could fail to deliver as specified Equipment fails Equipment of inferior quality Insufficient resources available to provide ICT necessary to supply data for FAIRMaP improvements			
Current controls to manage risk			
Supplier contracts checked through Legal Department Procurement procedure follows financial regulations Purchasing through ICT Dept where relevant Prince 2 project management of all ICT projects Previous and current budget bids			
Actions to take to improve the management of this risk		Responsibility	Timescale for completion
Who are the stakeholders?		Details of any contingency arrangements	
All staff of IWF&RS ICT Department Customers Suppliers Partners			
Status report for improvement actions			
KPI's, auditing and warning mechanisms		Reporting methods	

RISK DESCRIPTION – RECRUIT TESTING (WHOLETIME/RETAINED)			
Action Plan			
Ranking	Score	Risk Categories	
Impact/severity	1	Strategic	✓
Likelihood	2	Operational	✓
Present control standard	good	Financial	
Improvement potential	easy	Hazard	✓
Action timescale			
Background to Risk			
(Insert information about the risk that explains it further including any history and potential impact and likelihood evaluation information)			
Tests both practical and written used to assess and select potential firefighters			
Current controls to manage risk			
Fire Service Circular 11/2000, 18/2000, 14/2001 Fire Service Training Manual Operational & Training Notes			
Actions to take to improve the management of this risk		Responsibility	Timescale for completion
Only qualified personnel to oversee tests and testing procedure		BMT BTO	
Who are the stakeholders?		Details of any contingency arrangements	
Firefighters Members of the public			
Status report for improvement actions			
KPI's, auditing and warning mechanisms		Reporting methods	

RISK DESCRIPTION – RECRUIT TRAINING (RETAINED)			
Action Plan			
Ranking	Score	Risk Categories	
Impact/severity	1	Strategic	✓
Likelihood	2	Operational	✓
Present control standard	good	Financial	
Improvement potential	easy	Hazard	✓
Action timescale			
Background to Risk (Insert information about the risk that explains it further including any history and potential impact and likelihood evaluation information)			
Process of taking civilian recruits and training them to be retained firefighters in 10 days			
Current controls to manage risk			
Fire Service Training Manual Operational & Training Notes Dynamic Management of Risk Competency based training			
Actions to take to improve the management of this risk		Responsibility	Timescale for completion
Continual monitoring of recruits Debrief of all training Instructors qualified Regular review of procedures		BTO ADO Senior Instructor Instructors	
Who are the stakeholders?		Details of any contingency arrangements	
Firefighters			
Status report for improvement actions			
KPI's, auditing and warning mechanisms		Reporting methods	

RISK DESCRIPTION – REGULATORY REFORM (FIRE SAFETY) ORDER			
Action Plan			
Ranking	Score	Risk Categories	
Impact/severity	3	Strategic	✓
Likelihood	3	Operational	✓
Present control standard	some	Financial	✓
Improvement potential	difficult	Hazard	
Action timescale	end 2005		
Background to Risk			
(Insert information about the risk that explains it further including any history and potential impact and likelihood evaluation information)			
See page number 110			
Current controls to manage risk			
Existing resources			
Actions to take to improve the management of this risk		Responsibility	Timescale for completion
Once the full implications of the RRO are known and the policy for enforcement is formulated, a needs analysis should be undertaken to determine the level of resources necessary for implementation		SFSO	End 2005
Who are the stakeholders?		Details of any contingency arrangements	
IW Council NCSC OFSTED IW Magistrates Hampshire Police Members of the community Visitors to IW		Working with CACFOA, through regional sub groups to national policy development group	
Status report for improvement actions			
KPI's, auditing and warning mechanisms		Reporting methods	
To be developed			

BACKGROUND TO RISK

There is a risk to the Authority of failure to meet the statutory duties to be imposed on Fire Authorities in the forthcoming RRO. Issues impacting on these duties are those such as internal management structures, competence levels of staff, adequate numbers of staff and the impact of our retirement profile; which will result in substantial loss of experience from the Fire Safety function.

An important element of the new legislation is the need for robust enforcement, in a very pro-active preventative mode. Being adapted, to flush out potential failures before they can impact upon the safety of the community. Therefore, it is not yet possible to evaluate the full impact that the enforcement of the RRO will have on the requirement for additional personnel or resources in the future.

Factors to be considered include the probable significant impact of the new Licensing Act and proposed new Housing Act, along with the outcome of the RRO regarding enforcement of fire safety generally. The Licensing Bill provides for the Fire Authority to deal with all fire safety matters in licensed premises and the Housing Bill proposes a similar arrangement for the common parts of HMO's. This needs to be considered in the light of continuing shortfalls in the staffing of my Fire Safety team.

It is envisaged that the need for administrative support will increase with the new demands placed upon service delivery by the RRO, including fire investigation and fire safety audits. This impact will need to be quantified and proposals for any additional provisions made in due course.

RISK DESCRIPTION – RETENTION OF RETAINED PERSONNEL			
Action Plan			
Ranking	Score	Risk Categories	
Impact/severity	1	Strategic	✓
Likelihood	3	Operational	✓
Present control standard	poor	Financial	
Improvement potential	difficult	Hazard	
Action timescale	ongoing		
Background to Risk			
(Insert information about the risk that explains it further including any history and potential impact and likelihood evaluation information)			
It is paramount to keep retention of our retained personnel in order to maintain sufficient strength to enable fire appliances to respond as required to emergency incidents 24 hours a day			
Current controls to manage risk			
Absence management system Occupational Health procedures and facilities Integrated Personal Development System (IPDS) Attendance management system			
Actions to take to improve the management of this risk		Responsibility	Timescale for completion
Implementation of (IPDS) Take guidance from ODPM on family friendly policies into account Review of Occupational Health provision		BTO	2005 2006
Who are the stakeholders?		Details of any contingency arrangements	
The community Personnel of IWF&RS		The use of support officers for early intervention where possible. Monitoring of attendances at fires	
Status report for improvement actions			
Full implementation of FAIRMaP initiatives			
KPI's, auditing and warning mechanisms		Reporting methods	

RISK DESCRIPTION – STATUTORY (OPERATIONAL) INTERVENTION			
Action Plan			
Ranking	Score	Risk Categories	
Impact/severity	3	Strategic	
Likelihood	3	Operational	✓
Present control standard	good	Financial	✓
Improvement potential	moderate	Hazard	
Action timescale	ongoing		
Background to Risk			
(Insert information about the risk that explains it further including any history and potential impact and likelihood evaluation information)			
Response to a wide range of emergency incidents			
Current controls to manage risk			
National Best Practice, Incident Command System, dynamic risk assessments, management of risk, standard operating procedures, Operational and Training Notes			
Actions to take to improve the management of this risk		Responsibility	Timescale for completion
Incident monitoring Ongoing competency assessment Regular review of standard operating procedures		BMT OFM Duty Officer/Incident Commander	Ongoing
Who are the stakeholders?		Details of any contingency arrangements	
Firefighters Members of the public County Council		Fire Control special procedure	
Status report for improvement actions			
Debriefing, monitoring and formulated review of working documents			
KPI's, auditing and warning mechanisms		Reporting methods	

RISK DESCRIPTION – STRESS RELATED SICKNESS/ABSENCE			
Action Plan			
Ranking	Score	Risk Categories	
Impact/severity	1	Strategic	✓
Likelihood	2	Operational	✓
Present control standard	Some controls	Financial	
Improvement potential	moderate	Hazard	
Action timescale	ongoing		
Background to Risk			
(Insert information about the risk that explains it further including any history and potential impact and likelihood evaluation information)			
The protocol of staff that may suffer from stress (work related or non-work related) whilst at work which may result in long term sickness absence			
Current controls to manage risk			
Occupational Health provision Counselling services Absence management procedures Case meetings Return to work procedures			
Actions to take to improve the management of this risk		Responsibility	Timescale for completion
Full implementation of absence management procedures		All managers	End 2005
Implementation of 'Fit for Duty' Thematic review recommendations		BTO	End 2006
Who are the stakeholders?		Details of any contingency arrangements	
All Fire & Rescue personnel The community		Line Manager intervention at first sign of stress	
Status report for improvement actions			
Review of Occupational Health provision Reduction of sickness levels (Fit for Duty)			
KPI's, auditing and warning mechanisms		Reporting methods	

RISK DESCRIPTION – TERRORIST THREAT/CCBRN			
Action Plan			
Ranking	Score	Risk Categories	
Impact/severity	4	Strategic	✓
Likelihood	2	Operational	✓
Present control standard	some controls	Financial	✓
Improvement potential	difficult	Hazard	✓
Action timescale	18 months		
Background to Risk			
(Insert information about the risk that explains it further including any history and potential impact and likelihood evaluation information)			
There is a risk to the population of the IoW from terrorist groups releasing chemical or biological agents into the environment			
Current controls to manage risk			
Joint services protocol for CCBRN incidents, Incident Command System, Strategic National Guidance, Decontamination of people exposed to CCBRN substances or materials, dynamic management of risk			
Actions to take to improve the management of this risk		Responsibility	Timescale for completion
Enhanced training		CCBRN Liaison Officer OFM BMT	Ongoing
Who are the stakeholders?		Details of any contingency arrangements	
Firefighters Other emergency agencies Members of public		As above and special procedures (DSP's)	
Status report for improvement actions			
Central Government involvement, additional equipment being provided			
KPI's, auditing and warning mechanisms		Reporting methods	

RISK DESCRIPTION – WORKING ENVIRONMENT – DEPARTMENTS & STATIONS			
Action Plan			
Ranking	Score	Risk Categories	
Impact/severity	2	Strategic	✓
Likelihood	2	Operational	✓
Present control standard	good	Financial	
Improvement potential	easy	Hazard	✓
Action timescale	ongoing		
Background to Risk			
(Insert information about the risk that explains it further including any history and potential impact and likelihood evaluation information)			
Provision of working equipment, the office environment, electrical hazards, fire hazards, slips, trips and falls, existing workloads, stress			
Current controls to manage risk			
Risk assessments carried out, workplace inspections undertaken annually, electrical testing on portable appliances annually, health and safety training for all staff			
Actions to take to improve the management of this risk		Responsibility	Timescale for completion
Regular review of health and safety training requested and update Annual review of workplace and regular review of risk assessments		Function Managers/staff	
Who are the stakeholders?		Details of any contingency arrangements	
Support staff and officers Visitors to Department			
Status report for improvement actions			
KPI's, auditing and warning mechanisms		Reporting methods	

RISK DESCRIPTION – WORKING ON HIGHWAYS (HYDRANT TECHNICIAN)			
Action Plan			
Ranking	Score	Risk Categories	
Impact/severity	3	Strategic	✓
Likelihood	3	Operational	✓
Present control standard	good	Financial	
Improvement potential	easy	Hazard	✓
Action timescale			
Background to Risk			
(Insert information about the risk that explains it further including any history and potential impact and likelihood evaluation information)			
Employment of hydrant maintenance persons checking hydrants positioned on highways			
Current controls to manage risk			
Risk assessment completed, provision of training and equipment provided			
Actions to take to improve the management of this risk	Responsibility	Timescale for completion	
Regular training update	Function Manager		
Who are the stakeholders?	Details of any contingency arrangements		
Firefighters Members of the community			
Status report for improvement actions			
Monitoring by Line Manager			
KPI's, auditing and warning mechanisms	Reporting methods		

