

I.R.M.P. ACTION PLAN 2004/05 FIRST QUARTER REVIEW

This document is reviewed and re-evaluated on a quarterly basis and the results reported to CLT and to the Authority.
All dates in the "Progress" column refer to 2004 unless otherwise stated.

<u>No.</u>	<u>Action Plan</u>	<u>Executive Officer</u>	<u>Responsible Officer</u>	<u>Priority</u>	<u>Timeframe</u>		<u>First Quarter Progress</u>
1.	Continue to offer Home Fire Risk Assessments and, where necessary, fit smoke alarms to all households in Merseyside as part of a completely free service.	DCFO	Fire Safety Manager	High	2004/05		HFRAs are continuing with the following monthly totals completed in the first quarter: April 1711; May 1139; June 1418. Quarterly total 4268. Some 1800 HFRA referrals have been brought in by the 60s+ initiative which allows HFRAs to be carried out in the at risk older persons group.
2.	Increase the percentage of smoke alarms which operate in accidental dwelling fires.	DCFO	Fire Safety Manager	High	2004/05		Analysis indicates that of accidental dwelling fires that occurred in the first quarter 2004/05, 43.2% had a working smoke alarm. This percentage is lower than the equivalent quarter last year (47.2%) and below the Service Plan target for 2004/05 (60%). Officers are currently devising a revisit programme to replace batteries which is the main cause of smoke alarms not operating.

<u>No.</u>	<u>Action Plan</u>	<u>Executive Officer</u>	<u>Responsible Officer</u>	<u>Priority</u>	<u>Timeframe</u>		<u>First Quarter Progress</u>
3.	Promote residential sprinklers as the ultimate fire safety measure and work with Government, local authorities, the sprinkler industry, developers and designers of buildings and other interested bodies to promote low cost, self-contained 'first attack' systems, including partial property protection, to achieve a far wider use of this safety system. Continue to lobby the ODPM to influence the current review of the Building Regulations to include residential sprinklers.	DCFO	Fire Safety Manager	High	2004/05		Negotiations are in hand to have residential sprinklers installed in two new housing schemes for vulnerable people in New Heartlands areas. In partnership with Safer Merseyside Partnership, Barford Engineering & Aquamist, work is progressing on a low cost self-contained "first attack" system.
4.	Work with Local Education Authorities to promote school sprinklers as a cost effective risk reduction measure and to achieve a commitment to have sprinklers in the design of two new schools in 2004/05.	DCFO	Fire Safety Manager	High	2004/05		This action is complete in that sprinkler systems have been commissioned for St.Jerome's in Formby and a part installation at Deyes High School in Maghull. Additionally sprinklers are being installed in a rebuilt area of Rock Ferry High School, Birkenhead. Work is continuing with LEAs to promote further sprinkler installations.

<u>No.</u>	<u>Action Plan</u>	<u>Executive Officer</u>	<u>Responsible Officer</u>	<u>Priority</u>	<u>Timeframe</u>		<u>First Quarter Progress</u>
5.	Through local initiatives and partnership working, gain access to the most hard to reach and vulnerable in the community, in particular, the older residents and those with physical and behavioural challenges. We will create more fire safety 'advocates' from within local communities to deliver a more flexible customer focused home safety strategy. They will be representative of a 'target group' by virtue of ethnicity, gender, age or other characteristics.	DCFO	Fire Safety Manager	Very High	2004/05		Consultation with FBU & UNISON concluded 7 May. One Community Safety Advocate, redeployed from within the Service, commenced in the Sefton District in March. 3 Older People Advocates commenced 5 April. 2 further Older People Advocates on target to start in September. 2 Deaf Community Advocates on target September (selection process assisted by Merseyside Society for Deaf People). 2 CFS Ff posted April/June. 1 to retire in August.
6.	Deliver and extend our youth programmes designed to develop self-esteem and community awareness. These will be expanded by the introduction of a Young Firefighter Scheme.	DCFO	Fire Safety Manager	Medium	2005/06		Princes Trust Volunteer (PTV) scheme now extended to Speke/Garston & Knowsley areas. Huyton fire station is being used in Knowsley & plans are in preparation for modifications to Speke fire station to allow a room here to be used for PTV. There are proposals to extend the scheme to Southport.
7.	Play an active role and set targets in the various local District and Merseyside partnerships where they are involved in community safety, including reducing incidences of fire and non-fire emergencies	DCFO	District Managers	Medium	2004/05		Working with District Councils, with District (& Station) Managers sitting on CDRPs, JAGs & NAGs. A range of arson initiatives has started, along with a number of District specific schemes.

<u>No.</u>	<u>Action Plan</u>	<u>Executive Officer</u>	<u>Responsible Officer</u>	<u>Priority</u>	<u>Timeframe</u>		<u>First Quarter Progress</u>
8.	Work with partners to develop a pan Merseyside approach to reducing the risk from abandoned vehicles.	DCFO	Fire Safety Manager	High	2004/05		Liverpool & Knowsley both have fast tracked vehicle removal schemes. An equivalent scheme in Wirral should be on line shortly. Importantly, the Arson Task Force has secured Chief Executive approval for all Merseyside local authorities to develop fast track schemes.
9.	Develop the partnership with our Police colleagues to create a Fire/Police Arson and Fire Investigation Protocol and develop partnership working at Headquarters and area level and devise common recording methods.	DCFO	Fire Safety Manager	Medium	2004/05		The Fire/Police "Arson & Fire Investigation Protocol" was signed at a media launch at Fire Service HQ on 25 May. This protocol is a building block for future partnership working. A police officer has been working at Fire Service HQ since September 2003 & continues to be an integral part of the Arson Task Force located here. Local P.I.s are being developed & progressed through central JAG.
10.	Introduce, with partners, a pan Merseyside approach to the boarding up of unoccupied properties and the removal of combustible materials	DCFO	Fire Safety Manager	Medium	February 2005		Meetings have been held with the Registered Social Landlords to discuss issues of vulnerable properties left vacated & fire loading within those properties.

<u>No.</u>	<u>Action Plan</u>	<u>Executive Officer</u>	<u>Responsible Officer</u>	<u>Priority</u>	<u>Timeframe</u>		<u>First Quarter Progress</u>
11.	Work closely with our Police colleagues on an area and Merseyside basis to predict patterns of arson, investigate them professionally and seek successful prosecutions where appropriate. Also identify those properties most vulnerable to an arson attack and, with the responsible person(s), carry out a joint arson risk assessment. Seek funding from Government and elsewhere to support the Authority's arson objective and work with other youth agencies/bodies to influence young people on the dangers of arson (these include Youth Offending Teams, Youth Inclusion Programmes, alternative referral from the Courts and The Prince's Trust Volunteers).	DCFO	Fire Safety Manager	High	2004/05		Princes Trust Volunteer scheme expanded-see Action 6. Progress is being made on the employment of 5 Arson Reduction Advocates, funded by the Arson Control Forum until April 2006. To assist in the professional investigation of fires, arson reduction and community safety, a fire investigation dog and dog handler are now attached to the Arson Task Force.
12.	Build upon our active involvement on Crime & Disorder Reduction Panels and strengthen the Merseyside Arson Task Force, including the employment of "arson interventionists" to work at District Council level reducing the incidence of arson. We will also look at arson reduction from a regional perspective.	DCFO	Fire Safety Manager	Medium	2004/05		Progress is being made on the employment of 5 Arson Reduction Advocates, funded by the Arson Control Forum until April 2006. Adverts placed on 19 June. Over 100 information packs sent out. Selection process scheduled for July & August with Advocates due to start on 20 September. The posts will be primarily District based and the five Chief Executives have been contacted & asked if they would like an Advocate to join their Community Safety Team.

<u>No.</u>	<u>Action Plan</u>	<u>Executive Officer</u>	<u>Responsible Officer</u>	<u>Priority</u>	<u>Timeframe</u>		<u>First Quarter Progress</u>
13.	Offer those schools most at risk of an arson attack a specific arson risk assessment.	DCFO	Fire Safety Manager	Medium	2004/05		The process for offering schools most at risk from arson attacks was rolled out in the Sefton District in June. The risk assessment compliments the existing Workplace Fire risk Assessment.
14.	Increase the number of volunteers who are acting as "Friends of Merseyside Fire Service" to promote fire safety awareness within all sections of the community and extend the range of issues Friends are able to help us with. This expansion will demand a new relationship with voluntary sector partners.	CFO	Stn. Manager Huyton	Low	2004/05		Three year SLA (April 2004 to March 2007) between the Authority & Fire Support Network approved by Community Safety Committee 22 April (CFO/60/04). The number of volunteers working with Fire Support Network has increased from 89 in April to 100 in June.
15.	Revise the role & duties of day related 'uniformed' staff in the light of the settlement of the recent national pay dispute. This will be in response to the need to be available when the community and the Service needs them the most. Any new system of work will be within the framework provided by the pay agreement and will include flexible working arrangements.	DCFO ACFO	Fire Safety Manager	High	2004/05		Consultation with FBU/FOA concluded 5 May 2004. No agreement. There is a possibility that this may be referred to TAP.
16.	Seek to introduce a third party accreditation scheme, for equipment, system installation and fire safety advice to support building owners and occupiers in meeting their fire safety responsibilities.	DCFO	Fire Safety Manager	Low	2004/05		Work on this Action is scheduled to start in the third quarter of 2004/05.

<u>No.</u>	<u>Action Plan</u>	<u>Executive Officer</u>	<u>Responsible Officer</u>	<u>Priority</u>	<u>Timeframe</u>		<u>First Quarter Progress</u>
17.	In conjunction with the Universities in Liverpool, establish a contestable research fund of £25,000 with the aim of encouraging academic research into fire related matters in Merseyside.	DCFO	I.P.D.S. Manager	Medium	2004/05		Project Team led by Tony Wood & Deb Appleton. Meeting held with Professor Merahti, John Moores University in June. Meeting scheduled with Prof Denis Smith, Liverpool University July. Expressions of interest are to be sought for research based upon IRMP in September.
18.	Continue to work closely with building owners and occupiers and with the fire alarm companies, to make sure fire alarms are correctly installed and maintained and to develop good building management practice to reduce the number of unwanted false alarms. Where this fails we will be prepared, where appropriate, to publicise the diversion of public resources and, where appropriate, take enforcement action to improve the management of their buildings.	DCFO	Fire Safety Manager	High	2004/05		Main parameters agreed. Draft SOP prepared for consultation/comments. Station Commanders have all submitted action plans for the reduction of these unwanted calls which is being performance managed under PIMS. FPA keen to be involved. Meeting held on 18 June. The policy being followed by the Authority is consistent with Government guidelines which have been adopted by the NW Regional Management Board.
19.	Work more closely with call receiving centres to put in place some filtering and additional monitoring of AFA calls received in their centres.	ACFO	Ops Planning Manager	Medium	January, 2005		Work is due to commence in the second quarter, 2004/05

<u>No.</u>	<u>Action Plan</u>	<u>Executive Officer</u>	<u>Responsible Officer</u>	<u>Priority</u>	<u>Timeframe</u>		<u>First Quarter Progress</u>
20.	<p>Respond to alarms with automatic equipment in line with the risks they present. This means that we propose:</p> <ul style="list-style-type: none"> - to make no change to the current arrangements for responding to calls for assistance in domestic properties where a smoke detector is sounding; - to mobilise two appliances under emergency conditions in response to all alarms from automatic equipment unless in an exceptional circumstance a risk assessment has indicated an enhanced initial attendance is required. <p>This is in accordance with the Authority's risk response standards and A.F.A. policy.</p>	DCFO	Ops Planning Manager	Very High	August 2004		Risk assessment produced, final audit taking place. Implementation expected by early August.
21.	Formalise our policy to challenge callers to our mobilising centre when there is reason to believe that the call may not be genuine.	ACFO	Ops Planning Manager	High	November 2004		Completed & operational as at the end of May.
22.	Introduce a protocol to respond to abandoned calls from public phone boxes, only where there is a good reason to believe they may be genuine.	ACFO	Ops Planning Manager	High	September 2004		Completed & operational as at the end of May.

<u>No.</u>	<u>Action Plan</u>	<u>Executive Officer</u>	<u>Responsible Officer</u>	<u>Priority</u>	<u>Timeframe</u>		<u>First Quarter Progress</u>
23.	Develop a protocol with Transco, referring all calls to attend gas leaks or carbon monoxide detectors to them to deal with.	ACFO	Ops Planning Manager	Low	February, 2005		Completed and operational on 14 June. This policy applies to all property & not just domestic property.
24.	Relocate the Authority's specialised vehicle/equipment capability at two operational resource centres. The locations for these centres will be Kirkdale and Birkenhead fire stations.	ACFO	Ops Planning Manager	Top Priority	May 2004		Turnout area for retained established (20 minutes). Consultation with RBs concludes on 29 July. Scheme has slipped as original completion date was end of May. Now likely to be September. Following a report to CLT 13/04, it is proposed that the prime movers at both ORCs will continue to be staffed by the duty watch, with drivers undertaking retained duties to provide resilience to third and subsequent prime mover mobilisations.
25.	Site a foam unit and bulk water carrier at appropriate alternative location(s), staffed on a flexible basis.	ACFO	Support Services Manager	Medium	January, 2005		Capital funding for these vehicles is not available in 2004/05. It is hoped that sufficient resources can be allocated in 2005/06 so the scheme has been slipped to that year.
26.	Reduce the number of aerial appliances we maintain from 5 to 4. These pan Merseyside vehicles will be sited at Southport, City Centre, Eccleston and Birkenhead.	ACFO	Support Services Manager	Top Priority	November, 2004		Consultation concluded. Risk assessment completed. Croxteth aerial to be removed from operational use wef 17 July. The vehicle will be retained as a spare and for training purposes.

<u>No.</u>	<u>Action Plan</u>	<u>Executive Officer</u>	<u>Responsible Officer</u>	<u>Priority</u>	<u>Timeframe</u>		<u>First Quarter Progress</u>
27.	Replace two of the four aerial appliances with combined pump platform appliances. These will form part of the Authority's aerial appliance capability.	ACFO	Support Services Manager	Medium	2005/06 & 2006/07		Strathclyde Fire Service are shortly to obtain a vehicle to a similar specification to that envisaged for Merseyside CPPs. It is proposed that we liaise with Strathclyde during the course of this year to ensure the vehicle is suitable for purpose & that it can be used successfully by a diverse workforce. If appropriate, orders for vehicles will be placed in 2005/06.
28.	Subject to the outcome of the public enquiry, relocate our City Centre Fire Station from its current location at Canning Place to a new site at St. Anne Street, Liverpool	ACFO	Support Services Manager	Medium	2005/06		Demolition of Canning Place is a pivotal part of Paradise Street Development Area (PSDA). Results of Public Inquiry on PSDA announced in May. Revised overall scheme now back to planners. Main contractor appointed. Following surveys of St. Anne St site, Grade 2 listed buildings can't be used as they are & will be rebuilt with new materials except where older materials can be reused. Plans for new station modified as a result & now well advanced. Modified planning permission being sought. Scheduled to be on site in January 2005, complete in February 2006. No net cost to the Authority.
29.	Establish with District Councils and Merseyside Police, a strategy for dealing with unsafe structures across Merseyside and review our role in attending such incidents.	ACFO	Ops Planning Manager	Low	2005/2006		Work on this will commence later this financial year.

<u>No.</u>	<u>Action Plan</u>	<u>Executive Officer</u>	<u>Responsible Officer</u>	<u>Priority</u>	<u>Timeframe</u>		<u>First Quarter Progress</u>
30.	Enter a partnership with the Heart of Mersey organisation with the aim of reducing the effects of coronary heart disease in Merseyside, in line with Government targets.	ACFO	Personnel Manager	Medium	2004/05		Initial meeting held with Heart of Mersey to consider options. A second meeting to include Occupational Health staff to be arranged to progress issue to conclusion.
31.	Run a pilot scheme, at location(s) to be determined, in partnership with Mersey Regional Ambulance Service, where both services will co-respond to specified calls where someone is suspected of having a heart attack. Firefighters will be equipped with defibrillators and be trained in their use. After 12 months, the pilot scheme will be reviewed to consider its success and whether it should be continued and extended to other areas of Merseyside.	ACFO	Ops Planning Manager	Very High	October, 2004		Partnership agreed. Protocol being developed. Equipment being specified. CLT 13/04 agreed to introduce in SRT initially & train members to respond to "Category A" calls. Consultation to be commenced. Third quarter completion anticipated.
32.	Develop protocols with District Councils and all social housing providers to reduce the number of non-life threatening incidents we attend.	ACFO	Ops Planning Manager	Low	December, 2004		Work on this project is scheduled for the third quarter of 2004/05.

<u>No.</u>	<u>Action Plan</u>	<u>Executive Officer</u>	<u>Responsible Officer</u>	<u>Priority</u>	<u>Timeframe</u>		<u>First Quarter Progress</u>
33.	Establish a dedicated rescue team to ensure the Authority meets the expanded role of the Service in respect of rescue from non-fire emergencies.	ACFO	Ops Planning Manager	Very High	January, 2005		Team to be located at Croxteth fire station. Vehicle specification agreed & ordered. Consultation with RBs complete. Interviews completed and Team selected. Training scheduled to commence on 2 August for 3 months. SRT scheduled to be in place during the third quarter of 2004/05.
34.	Establish response standards to life threatening non-fire emergencies, following analysis of relevant data.	CFO	Knowledge/ Risk Manager	Medium	August, 2004		Currently analysing data on life threatening non-fire emergencies (special services) with a view to establishing appropriate response standards.
35.	Use the outcome of the risk assessment of the River Mersey to inform future response arrangements to the tidal River Mersey and use it to inform our response to other water rescue situations. Provide training to our personnel to allow them to work safely on or near water during emergencies.	ACFO	Ops Planning Manager	Medium	December, 2004		Report due December. Implications of this report to be assessed in fourth quarter 2004/05.

<u>No.</u>	<u>Action Plan</u>	<u>Executive Officer</u>	<u>Responsible Officer</u>	<u>Priority</u>	<u>Timeframe</u>		<u>First Quarter Progress</u>
36.	Expand our urban search and rescue capability.	ACFO	Ops Planning Manager	Medium	January, 2005		Work is ongoing with the ODPM to obtain medium & high urban search & rescue equipment modules for use with the Special Rescue Team. It is anticipated that these will be received in October. Urban search & rescue dog and handler in training. SRT to commence training at Fire Service College in August.
37.	Produce a new risk map of Merseyside with areas categorised as high, medium or low risk and set new attendance times for these areas.	CFO	Knowledge/Risk Manager	High	2004/05		Work is ongoing populating the FSEC risk analysis & modelling software. When complete, this will be overlaid with information produced by the Blue8 GIS system & the Active software to produce the new risk map.
38.	Introduce a protocol to share relevant data with the Police & Ambulance Services (in respect of emergency incidents)	DCFO	Knowledge/Risk Manager (was Fire Safety Manager)	Medium	January, 2005		Work on this is due to commence in the second quarter 2004/05.
39.	Pending production of the new risk map of Merseyside, the Authority will send two fire engines to all property fires in areas classed as 'C' risk with the first engine arriving at the incident in 8 minutes and the second in 10 minutes. The Authority aims to achieve this attendance time on at least 85% of occasions.	ACFO	Ops Planning Manager	High	May 2004		Risk assessment produced, final audit taking place. Implementation expected during the second quarter of 2004/05.

<u>No.</u>	<u>Action Plan</u>	<u>Executive Officer</u>	<u>Responsible Officer</u>	<u>Priority</u>	<u>Timeframe</u>		<u>First Quarter Progress</u>
40.	Pending production of the new risk map of Merseyside, the Authority will send two fire engines to all property fires in areas classed as 'D' risk, with the first fire engine arriving at the incident in 10 minutes and the second in 12 minutes. The Authority aims to achieve this attendance time on at least 85% of occasions.	ACFO	Ops Planning Manager	High	May 2004		Risk assessment produced, final audit taking place. Implementation expected during the second quarter of 2004/05.
41.	Pending production of the new risk map of Merseyside in those areas currently classified as 'A' or 'B' risk, the attendance time to property fires for the first fire engine will be 5 minutes and the second within 8 minutes. The Authority aims to achieve this attendance time on at least 85% of occasions. Our policy will be to mobilise two pumps to current 'A' and 'B' risk.	ACFO	Ops Planning Manager	High	June 2004		Risk assessment produced, final audit taking place. Implementation expected during the second quarter of 2004/05.
42.	Where it is confirmed that people are still inside the property, we will send three fire engines to the incident.	ACFO	Ops Planning Manager	High	April 2004		Implemented w.e.f. 9 June.
43.	Develop our RAPID system to review appropriate response times.	CFO	Knowledge/Risk Manager	High	2004/05		RAPID system in place, copied to FBU and available on website. However, RAPID will continue to be updated as necessary as it is an evolving process.

<u>No.</u>	<u>Action Plan</u>	<u>Executive Officer</u>	<u>Responsible Officer</u>	<u>Priority</u>	<u>Timeframe</u>		<u>First Quarter Progress</u>
44.	Following the Authority's risk assessment, pilot a scheme to vary the number of appliances at any location, commensurate with such risk. The Authority will, however, maintain a rescue pump at all 26 fire stations, 24 hours a day, but the pilot will involve the relocation of support pumps.	CFO	Knowledge/Risk Manager	Very High	2004/05		A lot of preparatory work has been carried out using Blue8 GIS modelling software & some preliminary conclusions reached on possible location(s) for the trial. However Government provided FSEC risk modelling software is now available & data is being input. It is anticipated that FSEC will start to produce meaningful conclusions by September. No final decision on the location(s) for the trial will be made until FSEC has confirmed the initial conclusions produced using Blue8.
45.	Change the staffing on the third pump at Southport fire station from wholetime to a flexible staffing system(s), an example of which is retained.	ACFO	I.P.D.S. Manager	Top priority	March 2005		All watches at Southport have been consulted using face to face discussions with senior managers. Adverts have been placed in Southport free papers & 182 expressions of interest have been received from members of the community who live within the turnout area. Closing date for expressions of interest was 28 June & information packs & application forms are to be sent out. Internal expressions of interest were sought on 17 June on a whole time/retained basis from those who can provide a base within 5 mins of the station. Contracts have been drawn up for retained element. Likely implementation date is September.

<u>No.</u>	<u>Action Plan</u>	<u>Executive Officer</u>	<u>Responsible Officer</u>	<u>Priority</u>	<u>Timeframe</u>		<u>First Quarter Progress</u>
46.	Where an aerial appliance is required at an incident the Authority aim, as an interim measure until the new risk map is finalised, for it to arrive within 10 minutes to high risk areas, within 15 minutes to commercial risk and within 20 minutes to other incidents. The Authority aim to achieve this attendance time on at least 85% of occasions.	ACFO	Ops Planning Manager	High	April 2004		Fortek were requested in early April to carry out necessary development work on the mobilising system to enable all attendance standards to be monitored. Work was completed in June & attendance standards are now being monitored.
47.	Pilot the use of a targeted response vehicle (TRV) to attend secondary and vehicle fires. We will obtain new four-wheel drive vehicles to provide a response in targeted areas at peak times. Vehicles will be staffed on an overtime basis initially from 1600 – 2200 hours each day, although these times may be subject to change.	ACFO	Service Support Manager	Very High	July 2004		Order placed for vehicle. Compressed Air Foam System to be used for firefighting and order placed. Letters have been sent to all uniformed employees seeking expressions of interest in working overtime. A specific advert in respect of overtime working on the TRV will be issued shortly. Vehicle scheduled to be on the run in October.
48.	Form an Incident Command & Continuity Team who will receive specific training in Incident Command. Members of this team will attend and support the Incident Command of any significant emergencies. This Team will also attend incidents to ensure officers managing emergency incidents have a clear framework in which to work.	ACFO	Ops Planning Manager	Very High	September 2004		Consultation with RBs complete. Positions in teams advertised. Closing date passed but staffing module is being re-evaluated Training programme established. Vector training aid received and ready for use. Vehicle ordered & due for delivery in August. ICCT should be operational in the second quarter of 2004/05.

<u>No.</u>	<u>Action Plan</u>	<u>Executive Officer</u>	<u>Responsible Officer</u>	<u>Priority</u>	<u>Timeframe</u>		<u>First Quarter Progress</u>
49.	Complete incident investigations in accordance with Authority policies and produce reports of such investigations detailing underlying factors influencing fire ignition and spread (where these can be determined), including human behaviour, fire safety knowledge and exposure to fire safety messages.	DCFO	Fire Safety Manager	Medium	June, 2004		This is complete & will be included in the 2003/04 Fatal Fires Analysis document.
50.	Introduce additional vehicles and equipment to help the Authority perform roles in connection to resilience and as an integral part of capability to provide assistance at a whole range of emergencies.	ACFO	Ops Planning Manager	High	February, 2005		Incident Response Vehicle received in Spring and on the run. Other vehicles are anticipated later this financial year.
51.	Extend the successful use of non-uniformed technical officers in the Authority fire safety team which will open up opportunities for a wider group from the community to access careers in the Fire and Rescue Service, bringing with them the knowledge which will compliment the operational experience of uniformed fire officers.	DCFO	Fire Safety Manager	Medium	2004/05		Report in early July to CLT seeking approval for a further 4 non uniformed Technical Officers on short fixed term contracts.
52.	Implement a review of rank structure to reflect the core roles identified in the IPDS in relation to risk management.	ACFO	I.P.D.S. Manager	High	2004/05		Service rank structure has been flattened to match roles (with the exception of Watch Manager). Strategy to achieve this approved & on target.

<u>No.</u>	<u>Action Plan</u>	<u>Executive Officer</u>	<u>Responsible Officer</u>	<u>Priority</u>	<u>Timeframe</u>		<u>First Quarter Progress</u>
53.	Consider development of local arrangements to make additional payments to recognise special skills which particular staff may develop.	ACFO	Personnel Manager	Medium	2004/05		Facility for payment of additional responsibility allowance already in place. Policy & procedures to be produced by the end of 2004/05.
54.	Develop options for more flexible working patterns for some firefighters, looking in particular at opportunities for part-time working, reduced commitment for some staff for night-time working, more flexible call out arrangements and arrangements where some staff may not be based at a single fire station but may move to different parts of Merseyside to address the particular risks faced by different communities.	ACFO	Personnel Manager	High	June 2004		Part time contracts have now been offered to employees along with wholetime retained contracts. Additional work has been completed regarding operational job share.
55.	Develop and implement measures to secure a better work/life balance for our staff through family/friendly policies covering areas such as childcare, parental leave, job sharing, etc	ACFO	Personnel Manager	Medium	2004/05		Work/life balance policy agreed by Policy & Finance Committee 25 September 2003. Following consultation, non uniformed trade unions agree with policy. No agreement with FBU pending settlement of national issues. Policy to be placed on intranet for all staff use in September.

<u>No.</u>	<u>Action Plan</u>	<u>Executive Officer</u>	<u>Responsible Officer</u>	<u>Priority</u>	<u>Timeframe</u>		<u>First Quarter Progress</u>
56.	After consultation with the trade unions, extend the Authority's existing arrangements for pre-arranged overtime to all firefighters, in appropriate circumstances, where this can help the Authority to improve services and reduce risk, in a cost effective way	ACFO	Attendance Management Manager	High	September, 2004		Completed. Consultation with FBU & FOA concluded. Pre-arranged overtime policy agreed by Policy & Finance Committee on 13 May (CFO/95/04). System in place & ready to go live.
57.	Establish a Crew Level Maintenance team, with the aim of ensuring the overall watch staffing levels are maintained at a level required to enable an appropriate life-saving response on rescue pumps and on support pumps. On a single pump fire station this means five personnel on a rescue pump. On a multi pump fire station this means five on the rescue pump and four on the support pump, this to be achieved on 85% of occasions. The Authority's minimum level would be four and four. This approach conforms to guidance from the Health & Safety Executive.	ACFO	Attendance Management Manager	Very High	July 2004		Negotiations between CFO & FBU to take place in 2004/05 with regard to pay & conditions issues contained within the development of a flexible CLMT which will provide for staffing levels in the IRMP. Surplus staff identified from rank to role process will form part of the resource for the CLMT. Consultation is scheduled for 2004/05 so this is likely to be a feature of Year 2 IRMP. Staffing model to be presented to CLT in second quarter.
58.	Pilot the use of closed circuit TV on our fire engines as part of an approach to placing the safety of personnel at the heart of the Authority's response. We will pursue strong action against any individual who acts in an aggressive manner to our personnel.	ACFO	Service Support Manager	Medium	July 2004		CCTV installed on appliance S8-2 at Old Swan. Draft SOP issued & equipment goes live for a 6 month trial starting on 2 July. During the trial period, the CCTV will be used as appropriate. The results of the trial will be published and evaluated.

<u>No.</u>	<u>Action Plan</u>	<u>Executive Officer</u>	<u>Responsible Officer</u>	<u>Priority</u>	<u>Timeframe</u>		<u>First Quarter Progress</u>
59.	Conduct and complete a review of fire cover and other cross border arrangements with neighbouring fire authorities.	CFO	Knowledge/Risk Manager	Medium	2004/05		The subject has been tabled for discussion at regional level at the CFOA North West Regional IRMP Liaison Group.
60	Pilot the role of Station Locality Manager for a period of 12 months to improve performance on stations and to forge partnerships with District Councils and other local agencies.	DCFO ACFO	Attendance Management Manager	Very High	2004/05		First, possibly at St.Helens, likely to come on line in early September. Funding only available from 2005/06 so budgetary adjustment in 2004/05 necessary. Probably seek funding from modernisation reserve.
61.	Create new arrangements with the voluntary sector.	DCFO	Partnerships Manager	Medium	2004/05		Action complete. New SLA formed with "Friends of the Fire Service" which is to be relaunched as "Fire Support Network".