

	Framework Requirement	Current situation	Actions required to achieve compliance	Status
<b>1</b>	<b><u>Formulating health and safety policy for the operational environment</u></b>			
	The overarching policy and other specific policies should cross-reference to appropriate Fire and Rescue Authority procedures. These policies should be concise and provide clarity. There are nine key elements of a health, safety and welfare policy	MFRA have an overarching H&S policy in place this is underpinned by guidance for implementation. This has been cross referenced with the requirements of the Framework and all are covered	None	Review Annually
	Specific policies for operational activities should have the important principles of health, safety and welfare enshrined within them	All current SOP's and relevant SI's are linked to appropriate Risk Assessment	The creation of SOP's through the operational procedure review must always have as the starting point an analysis of Hazard and Risk  Ensure that all SI's that link to operational procedure are underpinned by Suitable & Sufficient Risk Assessment	H&S manager currently in the process of developing with the lead officer for the operational procedure review  All SI's require the Risk Assessment – currently reviewing to ascertain how many are actually linked.
<b>2</b>	<b><u>Organising for the safe delivery of operational activities</u></b>			
	Establishing and maintaining management control	Management Control is achieved through the governance structures in place within the HSWMS. This is owned at Strategic level by the DCFO with the administration being the responsibility of the H&S Manager and the OCC Health Manager.	None	Ongoing scrutiny via the HS&W Committee and the lead member for H&S

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	Promoting co-operation between individuals, safety representatives and staff groups so that health, safety and welfare become a collaborative effort.	The health safety welfare committee's role includes, as part of their normal agenda, planning and preparation for health safety and welfare issues that arise from The Authority's operational activities.	The organisation does not currently have an individual who holds the position of "Representative of employee safety" H&S Manager to address.	In Progress
	Ensuring the communication of safety critical information and other health, safety and welfare information throughout the organisation.	Information about hazards and risks to safety is disseminated via written and e-mail communication which is prioritised according to criticality. If amendments to preventative measures and safe systems of work are required they are provided in an appropriate and timely manner to relevant personnel, formal and informal means are in place to guarantee an adequate flow of information up, down and across the organisation.	Whilst the process is in place, an information campaign needs to be delivered to ensure all members of staff are fully aware of the ways in which information flows in the organisation. H&S Manager to devise and implement an awareness campaign	In Progress
	Ensuring the competence of operational personnel.	<p>The TDA risk critical assessment modules are now embedded into the annual training planning process.</p> <p>SPA underpinned by workplace assessment ensures competence in the core skills.</p> <p>Competent performance in the workplace (Incident ground) is assured via active monitoring (Operational assurance team)</p>	<p>SPA's have been developed for driving, Banks person, POD, operator and CPL cage operator.</p> <p>SPA process further developed to include the support functions for specialist resource (Eg Bulk Foam, Hazmat unit etc)</p>	Work on-going to allow for the allocation of specialist skill sets to individuals / groups within the recording system. Once achieved specialist SPA will be allocated.

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	Command competence and workplace assessment	<p>Point of entry competence is demonstrated via the Technical command assessment process. Ongoing maintenance is assured via the active monitoring process and tactical exercises and CBTX.</p> <p>Monthly Command seminars as a CPD activity.</p> <p>Process needs to be introduced whereby assessment of all incident commanders is carried and skills are kept current</p>	Develop scenario based command maintenance of competence assessments at all levels of command. This to be tied into a review of command functions to mirror national command levels 1 - 4	A Command development group has been formed under the auspices of the Operational Improvement Group.
<b>3</b>	<b><u>Planning and implementing operational policy</u></b>			
	Integrated risk management plan The four pillars of operational risk assessment	The “four Pillars approach has been adopted by the Operational Policy review as the template for the way in which operational policy (SOP’s) is produced. Generic Hazard & Risk statements in place via national produced documentation.	Strategic and dynamic risk assessment and control assessments are in place – currently being reviewed as part of the Opps Response project. Further staff training on individual Risk Assessment (Pillar 4) required.	Project ongoing with progress being reported to OIG
	Risk critical information	Risk critical Health & Safety information is disseminated through well-established communications process. Site Specific Risk Information is made available to responding crews via MDT includes – SRRI Plans, RN 1 information.	Develop a Risk Information gathering protocol for premises identified as posing a risk but not having a full SSRI attached.	Worstream with Opps Intelligence reporting to OIG
	Operational decision making	Current training in incident command utilises the Decision making model as per the incident Command manual	All incident commanders – at all levels to receive training on the JESIP joint Agency Decision making model. Decision making to be an area for assurance through active monitoring.	Part of the Command group workstream

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	Communication	Incident Communication protocols in place however a review is required	Review of Incident ground communication protocols	To be commenced
	Recording the incident risk assessment	Dynamic Risk assessment recorded electronically via the declaration of tactical mode on the incident log.  Analytical Risk Assessment recorded in hard copy at the incident.	Develop the Analytical Risk assessment to ensure that the control measures emanating from high level RA are assured and that deviations and the rationale for them are captured.  Develop an electronic recording methodology for this activity.	On-going – project being overseen by AM response and H&S Manager
<b>4</b>	<b><u>The safe person principles</u></b>			
	The safe person organisational responsibilities	The organisation has developed and recognises a Safe Organisation model which encompasses the Safe Person Principles and has been adopted by the authority as a key component of the HS&W management system.	None	Annual Review
	The safe person individual responsibilities	Information and training given to all operational staff however reactive monitoring of accident and injury investigations reveal that further information and instruction is required.	Continue to develop individual awareness of safe person responsibilities through:  H&S Communication Tool Box Talks	Awareness programme to be devised and implemented
	Leadership and supervision	Command training both internally and for Level 2, 3 & 4 commanders externally include the personal competencies required for safe	Point of entry assessments and initial development programmes in place  Need for formalised maintenance and CPD activities.	Command group own this workstream - ongoing

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<b>5</b>	<b><u>Monitoring and measuring performance</u></b>			
	Performance indicators	<p>Performance Indicators are the foundation of the performance management systems used by the operational response directorate. Managers at all levels are accountable for performance against the indicators.</p> <p>Individual performance is managed through the SPA and performance appraisal processes.</p>	None	Annual Review
	Operational assurance at incidents	The Operational Assurance team is well established and form an integral part of the wider assurance process.	None	Annual Review
	Post incident/event learning and support	Incident de-brief process has undergone a major review with a new methodology	Outcomes of trend analysis of de-brief reports to be fed into Opps Improvement group and actioned appropriately	On-going review by Opps Improvement Group
<b>6</b>	<b><u>Auditing</u></b>			
	Audit objectives	The operational Response directorate undertake a range of audits covering all areas of Operational response. The objectives are detailed by the various templates contained on the OSHENS system.	None	On-going review via OIG
	Audit procedure	The procedures are widely understood and carried out by the Operational assurance team who report to the Ops response manager	None	On-going review via OIG

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<u>7</u>	<b><u>Performance review</u></b>			
	Incident debrief	Newly created OSHENS de-brief module now in use and underpinned by a full training programme.	None	On-going review via OIG
	Incident monitoring	Active monitoring processes fully embedded via the operational performance team.	None	Annual Review
	Incident/event investigation	Policy and Procedure in place to full investigate all adverse safety events.	CPD for officers potentially tasked with carrying out investigations is required	To be implemented
	Closing the loop – managing the outcomes of learning	Outcomes of all active and reactive monitoring processes and audits are fed into the appropriate review group who report the HS&W Committee.	None	On-going review via OIG
<u>8</u>	<b><u>Human factors</u></b>			
	The organisation	The organisation strives to maintain a positive Health & Safety culture through consultation and collaboration with all areas of the workforce	None	On-going review via OIG
	The task	All foreseeable tasks are risk assessed and should it be required individual risk assessments will be carried out.	None	On-going review via OIG
	The individual	The organisation provides opportunity for individuals to develop within certain specialisms and has identified areas where	None	On-going review via OIG
	Contributing/causal factors to accidents	There is an ongoing workstream with Liverpool University and the Command Dept at TDA to develop understanding in this area.	None	On-going review via OIG

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<u>9</u>	<b><u>Welfare at incidents</u></b>			
	Planning for welfare and well-being at incidents	Welfare strategy requires development	Fatigue Risk Management System requires development (FRMS)	H&S Manager responsible for development of FRMS
	Stress in the workplace	Stress management policy in place a part of the wider Mental Health and wellbeing policy.  Stress Risk assessment carried out by H&S team on referral from the Occupational Health Physician.	None	
	Managing traumatic events at incidents	Critical incident de- brief and incident defusing systems developed in collaboration with rep bodies and now fully implemented	None	
	Fitness to work	FF Fitness strategy in place and being implemented	Further development of rehabilitation programmes for "Other duties" Firefighters  Further development of fitness monitoring and maintenance programmes	
	Health surveillance	Full Health surveillance arrangements in place via the Occupational Health team.	None	