

APPENDIX A

Proposed Amendments to Consultation Document IRMP 2 Action Plan 2  
2008/9

1. Front cover - Include "Integrated Risk Management Plan".
2. Page 6 last para end - These Government priorities confirm the validity and necessity **of** our own strategic direction.
3. Page 7 - "Our mission" increase font size.
4. Page 22 - Remove title "Framework of affordability".
5. Page 28 2<sup>nd</sup> para - Partnership team remove "barriers" insert "**challenges**", remove "are reducing" insert "**impact upon**".
6. Page 30 2<sup>nd</sup> para - Promote fire safety messaging. "Publicising and raising awareness of the **hazards** faced by **the** most **vulnerable** will reduce the risk to **which these people are exposed**."
7. Page 31 - Remove space "Bluetooth".
8. Page 32 - "MODERNISE THE PROCEDURES AND METHODS FOR DEALING WITH OPERATIONAL INCIDENTS INVOLVING ACETYLENE CYLINDERS" Capitalise and bold.
9. Page 33 - Remove "LLAR", include "**Low Level of Activity and Risk**" twice.
10. Page 36 to 41 - Insert unique reference number in action point box. All will begin with 08 followed by 1 for Reduce Risk, 2 for Respond, 3 for Restore and 4 for Organisation. The last number is consecutive for each point in each category. Example "**08.1.1** Local Area IRMPs." "**08.1.2** Partnership...".
11. Page 36 - Partnership (Local.. Risk identified box remove "barriers" insert "**challenges**", remove "are reducing" insert "**impact upon**".
12. Page 37 - Last point, Promote fire safety messaging. Improvement and risk reduction box. . "Publicising the **hazards** faced by **the** most **vulnerable**. Raising awareness of the **hazards** faced will reduce the risk."
13. Page 38 - Action Point box, Blue casting remove space "Bluetooth"

14. Page 42 - Remove consultation plan, replace with Consultation Exercise below.

## **Consultation Exercise**

### **Aim**

The aim was to consult widely, making sure all interested organisations and individuals were consulted on IRMP 2 Action Plan 2 (2008/2009) over a three-month period beginning on 18<sup>th</sup> October 2007. The consultation was closed on Thursday 10<sup>th</sup> January 2008.

This helped to ensure the plan draws on the widest possible range of data and views and represents the best possible response to local needs and wishes. Our consultation process can act as a catalyst for greater community participation. If members of the public think they are being listened to they are more likely to make suggestions for improving services or ask for information. The Authority will maintain an ongoing dialogue with communities, so that local opinion about options for change can be canvassed at an early stage.

### **Objectives**

The guiding principle in deciding how extensively to consult was that any person or organisation that might have a legitimate interest in the proposals under consideration, or who may be affected by those proposals, has had the opportunity to express their views.

We have provided hard copies and electronic access to the draft, publicising and distributing them as widely as possible.

We have provided significant opportunity for public debates of the documents and any issues they raise in each of the five districts and with other interested parties.

### **Document**

IRMP 2 Action Plan 2 (2008/2009) to be produced in draft with some illustration.

### **Actions Undertaken**

- Published consultation document on the Internet immediately IRMP Action Plan was approved by the Fire Authority.
- Issued a Press Release and briefed all local media.
- Notified all employees through e-mail, Hotline & intranet.

- Sent an executive summary of the consultation document to all employees.
- Used our advocates and Fire Support Network to contact the more hard to reach groups within our community.
- Sent the consultation document to all interested parties (see interested parties below).
- Arranged public meetings in all Merseyside districts:
  - Sefton: Crosby Community Fire Station
  - Knowsley: Kirkby Community Fire Station
  - St Helens: St Helens Community Fire Station
  - Liverpool North: Kirkdale Community Fire Station
  - Liverpool South: Allerton Community Fire Station
  - Wirral: Birkenhead Community Fire Station.

### **Interested Parties**

IRMP draft documents were sent to:

- Public libraries
- Community Organisations
- Chamber of Commerce
- Confederation of British Industry
- Local authorities
- Local Parish Councils
- Public agencies
- Other emergency service
- Local Members of Parliament
- Members of European Parliament
- Members of Parliament with an interest
- Communities and Local Government
- Audit Commission
- Representative Bodies
- Hospital Chief Executives
- Chief Fire Officers
- Local Government Association
- Universities
- NHS Trust fire safety advisors
- One Stop Shops
- Fire Support Network

## **Post Consultation**

After the conclusion of the consultation exercise, all responses received were evaluated and formally considered by the Fire Authority, the changes that were recommended as a result of the consultation process are now represented within this final document. The process has been open and transparent throughout, with all relevant factors and views taken into account, including perceptions of risks faced and public concerns and values.

15. Page 46 - Remove entire Glossary.

16. Page 33 end - Add

### **CENTRALISING THE LOCATION OF ALL SUPPORT UNITS AT KIRKDALE FIRE STATION**

As a response to the increase in marine risk and the opportunity to develop Kirkdale Fire Station as part of the Private Finance Initiative we will centralise all of our demountable support units.

### **ESTABLISH KIRKDALE FIRE STATION AS THE BASE FOR A MARINE AND TUNNEL INCIDENT FIRST STRIKE TEAM**

Establishing a highly trained team in marine and tunnel incidents in a location adjacent to the two major risks in each category will not only enhance the speed of an initial attack, but also the availability of detailed knowledge and skills from the outset of the incident. This project will also benefit from the centralising of the Operational Resource Centre at Kirkdale.

### **REVIEW OPERATIONAL RESPONSE STANDARDS**

A review will be carried out of our Operational Response Standards, given the changes and diversification of our emergency response fleet which have occurred as a result of recent Integrated Risk Management Action Plans.

17. Page 35 end - Add;

#### REVIEW DAY RELATED ROLES FILLED BY OPERATIONAL STAFF

A review will be carried out of the number of uniformed posts which are not operationally related. Consideration will be given to development opportunities, operational resilience, operational knowledge and cost of the post.

\* **CONSIDER THE ISSUING OF RETAINED CONTRACTS TO STAFF AND EXAMINATION OF RECALL TO DUTY PROVISIONS**

To encourage all staff to develop their careers, operational understanding and knowledge, we will consider issuing retained contracts and the staffing of selected support appliances by non operational staff.

\* **INTRODUCE PROVISION FOR NON OPERATIONAL PERSONNEL TO STAFF SUPPORT UNITS**

To consider the appointment of dedicated staff to provide response delivery, routine maintenance and testing of demountable support appliances by suitably trained non operational staff.

\* N.B. Appropriate training will have to be provided.

#### REVIEW PROCEDURES FOR PROVIDING SUPPORT AND EARLY INTERVENTION FOR STAFF SUFFERING FROM STRESS

We will review our current procedures for personnel who suffer from the effects of stress, with the aim of providing support and early intervention which is proven to improve health and expedite return to work.

18. Page 40 - Action Plan table RESPOND addition to table as below.

19. Page 41 - Action Plan table ORGANISATION addition to table as below.

## IRMP 2 ACTION PLAN 2 2008/2009 – RESPOND

Action Point	Responsible Director	Risk Identified	Improvement & Risk Reduction	Predicted Outcome
Centralise the Location of All Support Units at Kirkdale Fire Station	Director of Operational Preparedness & Resilience	Increasing risk of significant marine incidents.	Resources deployed with regard to risk. Expertise and training in one location. State of the art accommodation facilities.	Establish Kirkdale Fire Station as Merseyside's only Operational Resource Centre.
Establish Kirkdale Fire Station as the Base for a Marine and Tunnel Incident First Strike Team.	Director of Performance and Values	Increasing risk of significant marine incidents. Major risks posed by tunnel incidents.	Resources deployed with regard to risk. Expertise and training in one location.	Creation of a highly trained team focused on marine and tunnel incidents, based at Kirkdale Fire Station.
Review Operational Response Standards.	Director of IRMP	The dynamic nature of risk and the sub optimal performance of the wide range of Fire Service Emergency Response Vehicles.	Complementary and efficient use of emergency response resources targeted at identified risk.	Review of existing operational response standards.

## IRMP 2 ACTION PLAN 2 2008/2009 – ORGANISATION

Action Point	Responsible Director	Risk Identified	Improvement & Risk Reduction	Predicted Outcome
Review Day Related Roles Filled by Operational Staff.	Director of People & Organisational Development	Utilising valuable people resources in roles where they not employed to their full potential.	Strengthen operational resilience and increase business continuity. Reduction in costs.	Only roles which include an operational aspect or a development opportunity will remain as operational day related posts.
Consider Issuing Retained Contracts to Green Book Staff	Director of People & Organisational Development	Operational resilience in certain areas.	Strengthen operational resilience and give staff more opportunity for flexible working.	Feasibility Report on issuing retained contracts to Green Book Staff to guide decision making
Non Operational Personnel to Staff Demountable Support Units	Director of People & Organisational Development	Use of Operational Personnel in roles with which could be filled by non operational staff.	Increased resilience.	Suitably trained non operational personnel to staff support appliances
Review Procedures For Personnel Suffering From Stress	Director of IRMP	Effects of stress upon workforce.	Improved health and an expedited return to work.	New procedures to ensure effective and early intervention to address the effects of stress.