



To: All Members of the Scrutiny Committee  
(and any other Members who may wish to attend)



J. Henshaw  
LLB (Hons)  
Clerk to the Authority

Tel: 0151 296 4000  
Extn: 4113 Kelly Kellaway

Your ref:

Our ref HP/DM

Date: Date Not Specified

Dear Sir/Madam,

You are invited to attend a meeting of the **SCRUTINY COMMITTEE** to be held at **1.00 pm** on **THURSDAY, 12TH SEPTEMBER, 2019** in the Liverpool Suite - Fire Service Headquarters.

Yours faithfully,

A handwritten signature in black ink that reads "K. Kellaway PP." The signature is written in a cursive style.

Clerk to the Authority

Encl.

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**MERSEYSIDE FIRE AND RESCUE AUTHORITY**

**SCRUTINY COMMITTEE**

**12 SEPTEMBER 2019**

**AGENDA**

**Members**

Cllr Janet Grace  
Cllr Del Arnall  
Cllr Dan Barrington  
Cllr Angela Coleman  
Cllr Doreen Knight  
Cllr Andrew Makinson  
Cllr Lisa Preston  
Cllr Bruce Berry  
Cllr Paul Tweed  
Ind Person Anthony Boyle

**1. Preliminary Matters**

Members are requested to consider the identification of:

- a) Declarations of interest by individual Members in relation to any item of business on the Agenda
- b) Any additional items of business which the Chair has determined should be considered as matters of urgency; and
- c) Items of business which may require the exclusion of the press and public during consideration thereof because of the possibility of the disclosure of exempt information.

**2. Minutes of the Previous Meeting (Pages 5 - 10)**

The Minutes of the previous meeting of the Scrutiny Committee, held on 9<sup>th</sup> May 2019, are submitted for approval as a correct record and for signature by the Chair.

**3. Minutes of the Operational Response Scrutiny Rapid Review (Pages 11 - 14)**

The Minutes of the Operational Scrutiny Rapid Review held on 9<sup>th</sup> May

2019, are submitted for approval as a correct record and for signature by the Chair.

**4. Health & Safety Annual Report 2018/19 (Pages 15 - 46)**

To consider Report CFO/049/19 of the Chief Fire Officer, concerning the content of the Annual Health, Safety and Welfare report, which details the performance of the Authority against its performance indicators for Health, Safety and Welfare for the financial year 2018/19.

**5. Presentation - Impact of Prevention Activity on Operational Response**

To consider a presentation reviewing the impact of prevention activity on MFRS's operational response.

**6. Presentation - Tackling Crime**

To consider a presentation reviewing MFRA's involvement in tackling crime.

**7. Standing Item: Review of Forward Work Plan (Pages 47 - 50)**

To review the current Forward Work Plan for the Scrutiny Committee; and to consider the inclusion of any additional items for scrutiny, and the priority of any additional items.

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If any Members have queries, comments or require additional information relating to any item on the agenda please contact Committee Services and we will endeavour to provide the information you require for the meeting. Of course this does not affect the right of any Member to raise questions in the meeting itself but it may assist Members in their consideration of an item if additional information is available.

Refreshments

Any Members attending on Authority business straight from work or for long periods of time, and require a sandwich, please contact Democratic Services, prior to your arrival, for arrangements to be made.

## MERSEYSIDE FIRE AND RESCUE AUTHORITY

### MEETING OF THE

### SCRUTINY COMMITTEE

9 MAY 2019

### MINUTES

**Present:** Councillors Peter Brennan, Sharon Connor, Roy Gladden, Janet Grace, Andrew Makinson, Lisa Preston, Lesley Rennie and Paul Tweed

**Also Present:**

**Apologies of absence were received from:** Anthony Boyle and Cllr Steff O'Keeffe

#### **1. Preliminary Matters**

Members considered the identification of declarations of interest, any urgent additional items; and any business that may require the exclusion of the press and public.

Members Resolved that:

- a) There were no declarations of interest made by individual Members in relation to any item of business on the Agenda.
- b) There were no additional items of business declared by the Chair, to be considered as matters of urgency.
- c) There were no items of business requiring the exclusion of the press and public during consideration thereof, due to the possible disclosure of exempt information.

#### **2. Minutes of the Previous Meeting**

The Minutes of the previous meeting of the Scrutiny Committee, held on 5<sup>th</sup> March 2019, were approved as a correct record and signed accordingly by the Chair.

#### **3. Minutes of the Operational Scrutiny Rapid Review**

The Minutes of the Operational Scrutiny Rapid Review, held on 5<sup>th</sup> March 2019, were approved as a correct record and signed accordingly by the Chair.

#### **4. Presentation - Overview of the Operational Preparedness Directorate**

Members were provided with a presentation by the Area Manager for Operational Preparedness, concerning an overview of the Directorate.

The presentation highlighted the structure of the Directorate and where it contributes to the strategic aims of the organisation. It also highlighted the range of work undertaken within the Directorate, in collaboration with key partners, such as Merseyside Police and North West Ambulance Service.

Members were informed that with regards to collaboration, the Joint Control Centre is a great example of co-location, whilst JESIP demonstrates how MFRA works collaboratively with other blue light responders on the ground, utilising joint working principles and a joint understanding of risk.

In terms of NWAS, Members were advised that sometimes collaboration can be more difficult to achieve, due to NWAS having a regional footprint, whereas Merseyside Police share the same County boundaries.

The presentation provided Members with a brief overview of each of the departments within the Operational Preparedness Directorate.

In terms of National Resilience, it highlighted some of the key assets, including Urban Search & Rescue, International Search & Rescue, High Volume Pumps and the canine provision.

With regards to the Marine Rescue Team, Members were informed that it is currently part funded by Merseytravel and Liverpool John Lennon Airport; and is one of the busiest water rescue stations in the Country.

In terms of the Training & Development Academy (TDA), Members were advised that it is a facility that everyone within the organisation uses. Members were advised that the TDA facilitates a wide range of training, including risk critical training for operational crews, command and control training, technical rescue training; and commercial training, which generates income.

In addition, the TDA co-ordinate multi-agency training, such as planning for events; and also the training for our new recruit firefighters, which is extremely complex in terms of the logistics and planning.

Members were further informed that the planned re-development of the TDA, will produce a facility that is fit for a modern FRS.

The presentation highlighted the role of the Operational Planning Department, which consists of a mix of operational and non-operational staff, who work closely with the Police and other agencies. The Department deals with operational response plans, Standard Operating Procedures, Operational Information, COMAH plans, Event Planning; and the local resilience forum.

The Operational Intelligence Team, encompasses Business Continuity, Site Specific Risk Information (SSRI's) and the Water and Hydrant section. Members were advised that there is also a team within the Directorate, which considers the National Operational Guidance (NOG) and ensures that our own SOP's align with the NOG; and undertake Strategic Gap Analysis.

Members were informed that another key Department which sits within the Operational Preparedness Directorate, is Fire Control, which are located within the Joint Control Centre. The team have responsibility for emergency call handling and dispatch and require a high level of training. They ensure that incident logs are maintained; and have also recently taken over responsibility for National Resilience Control.

A further key Department that was highlighted to Members, was Operational Equipment and Stores. They were informed that this Department have responsibility for undertaking research and development with regards to equipment, asset refresh, repairing and maintaining equipment including breathing apparatus, operational PPE, uniforms; and consumable items. In addition, they hold the central repository for document archive; and manage the logistics of the organisation.

The final Department highlighted within the presentation, was Transport and Workshops, who have responsibility for the design and procurement of equipment, fleet management, maintenance of vehicles and assets; and providing technical support.

The presentation then highlighted the actions contained within the IRMP, for which Operational Preparedness have responsibility, including the new IRMP actions which are currently out for consultation. These include: - enhancing our response to terrorist attacks, re-distributing specialist appliances, exploring drone capability, exploring 999 eye; and improved sharing of risk information cross-border.

Comments were made by Members regarding some concerns raised during recent visits, with regards to the rates of pay compared to the private sector, for some of our workshops staff.

Members were advised that the concerns are understood and that the organisation has experienced some difficulty with regards to recruitment into certain roles and staff retention, which is currently being considered.

Members Resolved that:

The content of the report be noted.

## **5. Presentation - Marine Rescue Unit Assets**

Members were provided with a presentation by Group Manager Gary Oakford, regarding Marine Rescue Unit assets.

GM Oakford introduced himself, and informed Members that he is a Group Manager within the Operational Preparedness Directorate, with responsibility for Operational Training, the Search & Rescue Team (SRT) and the Marine Rescue Unit (MRU).

Members were advised that following the Budget Strategy Day in 2018, a meeting took place to consider asset refresh and to discuss the procurement of two new vessels for the MRU. It was re-iterated to Members that the MRU is one of the busiest water rescue stations in the country; and that it undertakes lifesaving activity, including actual rescues; and crisis calls from extremely vulnerable individuals.

Members were informed that the RNLI are able to sell their end of life boats to other agencies, therefore as an alternative to purchasing new vessels at significant cost, officers entered into discussions with the RNLI regarding the possibility of purchasing two of their vessels. They were informed that with support from internal colleagues, an agreement was reached with RNLI that was appropriate for all parties; and MFRA have now taken possession of two Atlantic 75 vessels.

The presentation explained to Members that the two vessels purchased are approximately 12 years old, however they are state of the art vessels, which have been extremely well maintained, have not been kept in the water; and therefore have very minimal damage.

Members were advised of progress to date. The boats arrived with MFRA on 19th March 2019, with familiarisation training delivered by RNLI staff during the first week. Members were informed that in order to extend the life of the vessels, a Versa Dock has been installed, which will enable the boats to be stored out of the water, to avoid deterioration. They were also informed that the boats have been installed with Airwaves; and the official launch of the vessels will take place on 2<sup>nd</sup> June 2019, as part of the Liverpool River Festival.

In terms of training and familiarisation, Members were advised that the familiarisation training and instruction on operating the boats and all the equipment; and instruction on maintenance of the boats, has been provided by the RNLI. They were also advised that MRU staff have been trained on RNLI's Standard Operating Procedures (SOP's); and that broadly, RNLI's Policies and Procedures for safe working on the river, have all been adopted.

In addition to the vessels, Members were informed that a range of additional equipment and spare parts, were also included in the purchase; and RNLI have expressed a willingness to allow MFRA to utilise the RNLI on line competency framework.

Further information was provided to Members around the installation of a Versa Dock on the pontoon. This will ensure that the vessels are not in the water all the time, which will mean less wear and tear and maintenance; and the life of the boats being extended.

With regards to finance, Members were advised that the budget for the purchase of the rescue boats was £475k. However the purchase costs of the RNLI Boats, was £105k, which includes the boats, trailers and other additional equipment. Members were informed that the balance of £370k has moved into the 2021/22 Capital Programme. They were also informed that the purchase of the new boats through the RNLI, allows MFRA to terminate the current



maintenance contract, which when combined with the potential capital receipts for the existing boats, could mean that the new boats come at no additional cost.

In terms of the launch date, Members were informed that MFRA had been given a prime slot as part of the River Festival on the 2<sup>nd</sup> June 2019, with the boats being launched from the pontoon outside of the Tate Gallery. Members were also informed that local schools had been engaged with regards to the naming of the vessels.

In terms of interoperability, Members were informed that it is planned to undertake joint training with the RNLI. Also, RNLI's SOP's have been adopted, which has negated the requirement to create bespoke SPA's. Other benefits include fleet resilience, the certification of vessels against the Rescue Boat Code; and the fact that it buys MFRA some time to consider future procurement options.

The presentation also highlighted to Members, the emerging landscape in terms of the River Mersey; and some emerging risks, including growth in terms of additional buildings on both sides of the Mersey, a new ferry terminal; and a cruise liner terminal, which will all see a significant increase in the amount of commercial and leisure traffic around the River Mersey. It will also lead to an increase in the number of people living close to the water, which will in turn, increase risk. Members were also informed that these changes will stimulate further discussion with partners, around the funding of the MRU.

Members were then advised of the potential for MFRA to deliver some training for RNLI in the future; and it is hoped that a suitable reciprocal arrangement can be agreed.

The Chair then advised that the meeting had become inquorate; and as a result, no decisions could now be made.

The meeting therefore ended at 1:40pm.

## **6. Forward Work Plan for Operational Preparedness Scrutiny**

Item deferred to the next meeting.

Close

Date of next meeting Thursday, 12 September 2019

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## MERSEYSIDE FIRE AND RESCUE AUTHORITY

### MEETING OF THE

### SCRUTINY RAPID REVIEW – OPERATIONAL RESPONSE

9 MAY 2019

### MINUTES

**Present:** Cllr Sharon Connor (Chair) Councillors Anthony Boyle, Peter Brennan, Janet Grace, Andrew Makinson, Lisa Preston, Lesley Rennie and Paul Tweed

**Also Present:**

**Apologies of absence were received from:** Cllr Roy Gladden and Cllr Steff O'Keeffe

1. **Operational Response Scrutiny Review - Use of FIRS Software in the Decision Making Process**

Members were provided with a detailed presentation in response to a request from Members to scrutinise the use of Fire Incident Response Simulator (FIRS) Software, in the decision making process around Operational Response matters.

The Area Manager for Operational Response – James Berry, informed Members that the request for this scrutiny review had come out of the presentation previously provided to the Scrutiny Committee, around an overview of the Operational Response function and discussion around why our fire appliances and Community Fire Stations are where they are.

They were advised that the purpose of this review, is to provide Members with re-assurance that the decisions made with regards to operational response matters, are based on robust data; and to provide Members with an opportunity to probe further into how response proposals are devised.

Members were informed that many Fire & Rescue Services often make decisions and changes; and then reflect on those changes after implementation, to determine if they were good decisions or poor decisions. However, by using the FIRS Software, MFRA are able to use modelling to predict the potential impact of a proposed change before it is made. They were also advised that for nearly every change made, when the predicted results are compared to the actual results following implementation, we are usually in a better position than predicted.

Members were introduced to Paul Terry and Rob Hanson from the Strategy & Performance Directorate, who manage and use the system on a daily basis.

Members were provided with some background information regarding Process Evolution – the company who designed Fire Incident Response Simulator (FIRS) and a range of other systems utilised by MFRA; and used to formulate proposals for the IRMP. Members were informed that MFRA were Process Evolution's first customers back in 2004; and we have continued to work with them ever since. They were also advised that the vast majority of emergency services, now utilise systems provided by Process Evolution.

Members were informed of the range of evidence based tools, provided by Process Evolution, which are used to help MFRA optimise where, when and how resources are deployed.

With regards to FIRS, Members were informed that it is loaded with 3 years' worth of data, including data for when appliances were not available. It is also loaded with the locations of stations and appliances, information regarding shift patterns, boundaries; and response standards.

Members were advised that FIRS also integrates with Maptitude mapping software; and Simul8 – which is the tool that runs simulations using the historical data, to predict future performance.

The presentation provided Members with an example of outputs from the software, demonstrating that the outputs can be displayed in graphical format that is easy to interpret.

The presentation then went on to explain the maintenance process for the FIRS system. Members were informed that at the start of each financial year, the system is loaded with the previous years' data; and the oldest data set is removed. A data cleansing process is also undertaken and data sets updated where required, for example to capture any station duty system changes.

Members were advised that following this process, Process Evolution will update the mapping and simulation software and calibrate FIRS to produce a base-case model, which can then be used for comparison purposes. This enables changes to stations, appliances, shift patterns etc.... to be made in a virtual environment; and simulations run to create predictions, with five simulations run to obtain averages.

Members were also informed that incident categories are set in the system, along with an attendance standard for each incident type. They were advised that at present, these are only set as either life risk, or non – life risk incidents.

The presentation explained that appliance details are also contained within the system, including the average mobilisation times for each appliance, along with information regarding shift patterns for each station/ appliance. Members were advised that the shift patterns page within the system, enables changes to be made to shift patterns in a virtual environment, for example for appliances to be converted to retained appliances with a delayed response, or for changes to shift times to be made; and the potential impact of changes to be identified.

Members were informed that with regards to the 10 key stations, when an appliance from a key station is mobilised, standby moves are undertaken to

backfill those key stations, following an ordered process, which is also reflected within the system.

The presentation also highlighted the reserve groups; and reserve pattern pages within FIRS, which enable for example, a 30 minute delay to be set for retained appliances, which are recalled once the number of available appliances drop below 13; and also set the appliances which can be recalled and when.

Members were shown an example of a simulation being run; and were informed that each simulation takes approximately 5 minutes to complete.

With regards to appliance utilisation, Members were informed that the system also shows the amount of time appliances are available, the amount of time they have spent at incidents; and the number of times appliances have been recalled during retained periods.

Members were advised that officers have been looking in detail at the number of standby moves, in an effort to try and reduce the number required. To this end, they have been trialling HALO software, which provides a way of Control staff being able to see resources dynamically on a map, which will hopefully help to reduce the number of standby moves implemented.

A further area highlighted to Members was how the system can be used to provide information regarding response performance, overall and broken down for each station, including average response times and predicted response times based on simulations.

Following the presentation, it was clarified to Members that when consideration is being given to potential changes to the status or location of stations, the relevant information can be put into the system and simulations run, to identify if the changes would be beneficial or not, prior to any physical changes being made.

They were informed that the Authority has set a challenging response standard, which it aims to achieve on over 90% of occasions. Therefore, even minor tweaks can have a significant impact on performance. The system therefore provides assurance that changes proposed represent the optimal disposition of resources.

Questions were raised by Members regarding in year changes within the system, should there be a change to the shift system at a station, or to account for spate conditions, such as the wildfires last summer. Members were informed that officers are mindful of making knee jerk changes in year; and were re-assured that officers have been managing the system in this way for the past 14 years and are entirely comfortable that it operates effectively.

Members were also advised that a record of all simulations is retained, so that there is a comprehensive record of what has been considered, should there ever be a challenge.

Further questions were raised by Members regarding the new Community Fire Station at Saughall Massie; and how Members can be re-assured regarding the

impact of the changes, given that the station has not been open for 3 years, therefore, there is not 3 years' worth of data within the system. Members were re-assured that when the new station was being considered, a "virtual" station was created within the system, using the geographic location of the site. This virtual station was then used to run a raft of simulations to identify what the impact of the station closures and re-location was likely to be. Mapping software was also utilised to measure the potential impact. Members were further informed that when looking to build new stations, officers will always seek to find the optimal location in terms of response, however we are restricted regarding the availability of suitable land.

Questions were also raised around EMR and whether data regarding response to EMR incidents is included within the system. Members were informed that at present, the information is captured within the system, but has been deactivated. They were advised that when EMR incidents are included, the demand curve moves forward by approximately one hour, but has no real impact on optimal shift start and finish times. Members were advised that although it has been deactivated within the system at present, it can be re-activated at any time and looked into, if considered necessary.

A further question was raised around the extent to which a significant incident, such as the arena carpark fire, can skew performance results. Members were advised that the impact on overall performance is usually minimal, as in the case of the arena carpark fire, the peak of activity took place over a period of approximately 12 hours; and 12 hours across a reference period of around 1,000 days, has a minimal impact statistically.

Members thanked officers for the informative presentation and assurance provided.

Members resolved that:

The content of the presentation, be noted.

Close

Date of next meeting Date Not Specified

<b>MERSEYSIDE FIRE AND RESCUE AUTHORITY</b>			
<b>MEETING OF THE:</b>	<b>STRATEGIC LEADERSHIP TEAM</b>		
<b>DATE:</b>	<b>2<sup>ND</sup> JULY 2019</b>	<b>REPORT NO:</b>	<b>CFO/</b>
<b>PRESENTING OFFICER</b>	<b>CHIEF FIRE OFFICER</b>		
<b>RESPONSIBLE OFFICER:</b>	<b>AM JAMES BERRY</b>	<b>REPORT AUTHOR:</b>	<b>GM BARRY MOORE</b>
<b>OFFICERS CONSULTED:</b>	<b>STRATEGY &amp; PERFORMANCE DEPARTMENT LEGAL SERVICES</b>		
<b>TITLE OF REPORT:</b>	<b>HEALTH, SAFETY &amp; WELFARE ANNUAL REPORT</b>		

<b>APPENDICES:</b>	<b>APPENDIX A:</b>	<b>HEALTH, SAFETY &amp; WELFARE REPORT</b>
	<b>APPENDIX B:</b>	<b>MFRS ANNUAL ON DUTY INJURIES 2018/19</b>

### **Purpose of Report**

1. To request that Members note the content of the Annual Health, Safety & Welfare Report which details the performance of the Authority against its performance indicators for Health Safety and Welfare for financial year 2018/19.

### **Recommendation**

2. That Members note the performance outcomes of the Authority against its Health Safety & Welfare performance targets for the period April 2018 to March 2019.

### **Introduction and Background**

3. The Annual Health, Safety & Welfare (HS&W) Report updates Members on Health, Safety & Welfare performance against the Authority set LPI's for 2018/19.
4. This report ensures that the Authority is informed in regard to the current HS&W performance so it can be assured that it continues to comply with its corporate policy, legal and performance requirements. This report has been prepared using data from the Authority's HS&W Management System OSHENS.
5. The MFRS Health, Safety and Welfare Committee meets on a quarterly basis. The Committee membership includes a Principle Officer, Representative Bodies,

Senior Managers and a member of the Fire Authority - who is also the lead member for Operational Response. The Committee is chaired by the Assistant Chief Fire Officer Dave Mottram. The local performance indicators (included in this report) are reviewed and scrutinised at each meeting with actions taken to maintain or improve performance.

6. The Authority allocate a target to the Health & Safety Departments LPI's in line with the MFRS Service plan. It should be noted that not all graphs in Appendix A are given a target and these are presented for information and a broader understanding of local H&S departmental performance management.
7. Some of the key areas for Authority members to note are contained in the following sections.
8. Staff injuries:
  - i. A brief overview of the performance indicators identified that there were 58 injuries to staff members during the year with 48 of the individuals remaining in work, which identifies the injuries were minor in nature.

- ii. Injuries related to operational activity

MFRS attended 16,099 operational incidents in 2018/19 which was supported by 27,145 appliance movements. 27 injuries are related to operational activity although only 7 went off duty with 3 of them related to a non-fault vehicle collision whilst on route to an incident.

Working on a ridership of 4.5 people per appliance x 27,145 appliance movements for the operational incidents, this equates to approximately 122,000 occasions when individual operational staff were exposed to a risk critical environment with only four injuries lost time injuries occurring during the risk critical activity.

- iii. Injuries related to risk critical training

In 2018/19, 110 days of core training were completed, 46 off site exercises along with 2 recruit courses of 15 weeks each. Individual training periods are aligned daily to the training planner across all stations and amounts to approximately 8000 x 2.45 hour periods per year across all locations.

7 individuals were injured during risk critical training of which only one person went off duty and this was for only 2 days.

- iv. The total duty days lost for operational staff whilst at incidents or risk critical training was 63 days, which is 60 less than the previous year and a 48% reduction.
  - v. Injuries related to staff conducting routine duties.



MFRS currently employ 610 operational staff and during routine activity in 2018/19 only 12 injuries occurred which was a reduction of 5 from the previous year, showing a decreasing trend.

Of the 12 individuals who were injured, 8 remained on duty highlighting their injuries were minor in nature. 4 individuals went off duty which is 4 less than the previous year and a 50% reduction.

- vi. All operational injuries are related to staff above the age of 40.
- vii. Non-operational staff injuries

There were a total of 12 non-operational staff injuries in 2018/19, an increase of 4 from 2017/18.

Although there has been an increase in the number of injuries, all individuals remained on duty. The fact that no injury resulted in lost time is a positive for the Service.

#### 9. Road Traffic collisions involving Authority vehicles

MFRA operate 209 vehicles across its fleet and have covered approximately 1,185,728 miles in 2018/19 for both blue light response and routine activity.

The total number of road traffic collisions (RTC's) involving all types of Service vehicles was 62 in 2018/19 which was 6 more than the previous year but under target by 10 (8%). The rise in vehicle collisions may be linked to the fleet size being increase over the last 12 months by 55 vehicles.

- i. Appliance collision whilst responding to incidents

MFRA fire appliances responded on 27,145 occasions in 2018/19 to 16,099 incidents with this activity deemed as the Services most risk critical driving category.

There were 20 collisions involving appliances responding under blue lights in 2018/19, a reduction of 2 on the previous year and 8 under target.

The Service has also introduced 20 new EFAD qualified drivers since the beginning of 2018 so the reduction in appliance collisions reflects that their development is being managed effectively by the Service

The trend for this LPI is moving forward under 10mph with 13 of the 20 collisions being in this category.

- ii. Appliance routine movements

MFRA appliances were involved in 57,440 routine movements in 2018/19 covering approximately 402,988 miles.

The total number of appliance collisions whilst engaged in routine activities increased by 8 to 28 in the year but is still a low figure in comparison to the overall activity.

The Service have also progressed 39 new LGV drivers into the operational environment since the beginning of 2018.

The trend for this LPI is moving forward at a low speed with 20 of the collisions occurred under 5 mph.

iii. Collisions involving light vehicles

MFRA fleet consists of 151 light vehicles and covered a distance of approximately 782,730 miles in the 12-month period.

Vehicle collision number remained the same as the previous year with 14 collisions. The fleet has risen in this period by 55 vehicles and the mileage covered has increased by 300,000 miles from the previous year so the performance figure does not reflect the improvement in this LPI in relation to the uplift in vehicles and miles travelled.

10. Near miss reporting

There were 124 near miss reports or safety observations during the year which continues the increasing trend in this category over the last 4 years. The high reporting reflects a positive Health & Safety culture within MFRA and has contributed to less people going off duty following injury.

11. Joint workplace inspections

Following review of the process and a more co-ordinated approach during 2017/18 it has resulted in a 46% increase in joint workplace inspections with 99 completed in comparison to 54 in the previous year.

12. The details in this report and supporting appendices provide evidence of a positive healthy and safety culture within the Service which continues to be the focus of the Health & Safety Department.

13. Future planning for the H&S department is captured within the Operational Response Functional Delivery Plan 2019/20.

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**Equality and Diversity Implications**

14. This report informs on the Authority's performance under its Health, Safety & Welfare Policy and supporting procedures, all of which are subject to current Equality Impact Assessments.

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**Staff Implications**

15. Health, Safety & Welfare is integral to the management of all members of staff.

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**Legal Implications**

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16. The Health, Safety & Welfare Report provides evidence of compliance with the Health and Safety at Work Act 1974 and Regulations made pursuant to that Act.

A failure in compliance may lead to a litigation claim with a financial impact on the Authority budget.

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**Financial Implications & Value for Money**

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17. The positive work undertaken by the H&S Department impacts the amount of litigation and repair costs that the Authority is liable for. In being proactive and working closely with other internal stakeholders in reducing accident and injury, it provides a safer work environment and avoids the indirect costs of a poor H&S culture – staff absence, sick pay, legal costs, claims, reputational impacts, etc.

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**Risk Management, Health & Safety, and Environmental Implications**

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18. Implicit throughout the report.

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Contribution to Our Mission: *Safer Stronger Communities – Safe Effective Firefighters*

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19. This report details improved Health, Safety & Welfare performance which is at the core of the Authority's mission.

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**BACKGROUND PAPERS**

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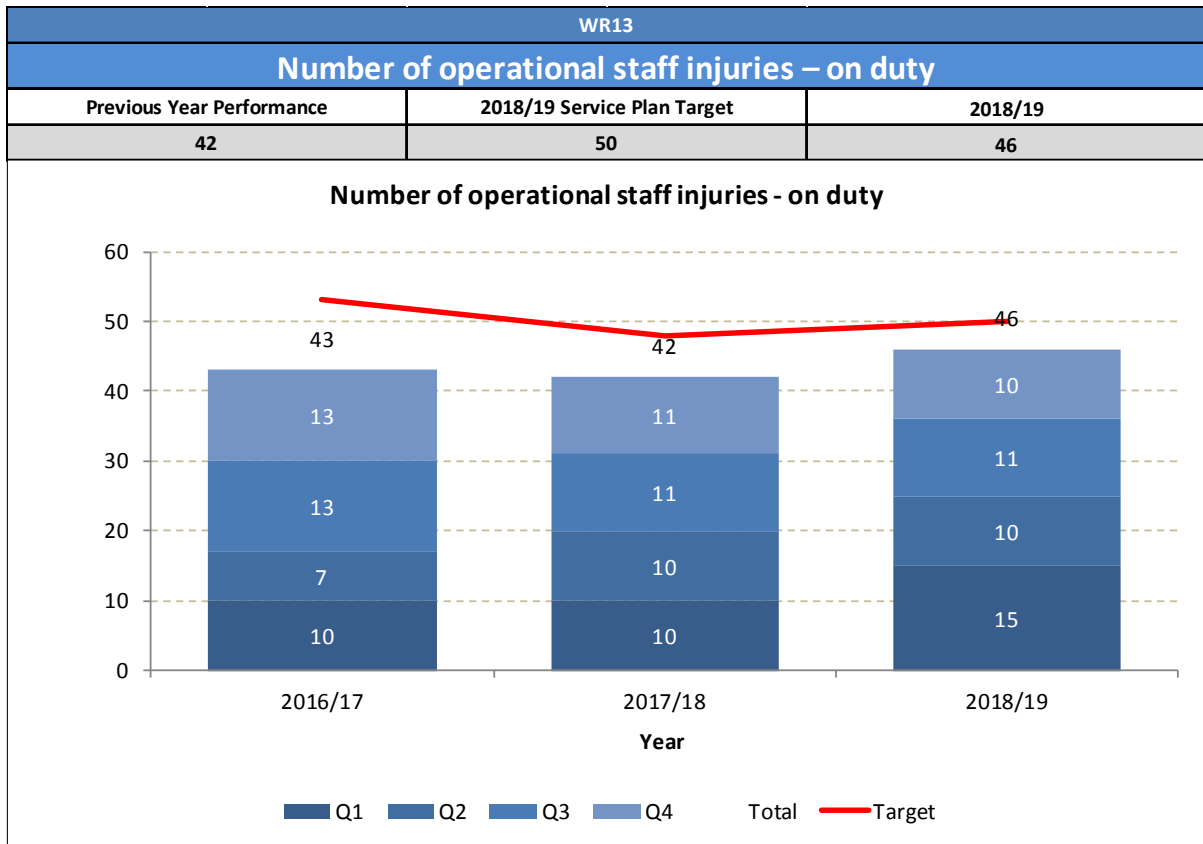
**GLOSSARY OF TERMS**

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<b>MFRA</b>	Merseyside Fire & Rescue Authority
<b>MFRS</b>	Merseyside Fire & Rescue Service
<b>HS&amp;W</b>	Health Safety & Welfare

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# Health & Safety Report 2018/19 - Appendix A



During 2018/19 there were a total of 46 injuries to operational staff, an increase of 4 from the previous year. Although there has been an increase in the number of injuries, 34 of the 46 members of staff remained on duty and of those who went off duty, 4 returned to work within 7 days.

There was a total of 280 duty days lost which is a reduction of 39 from the previous year. 151 of the days lost were due to one individual on long term sickness with the remaining 129 days spread across the other 11 staff members.

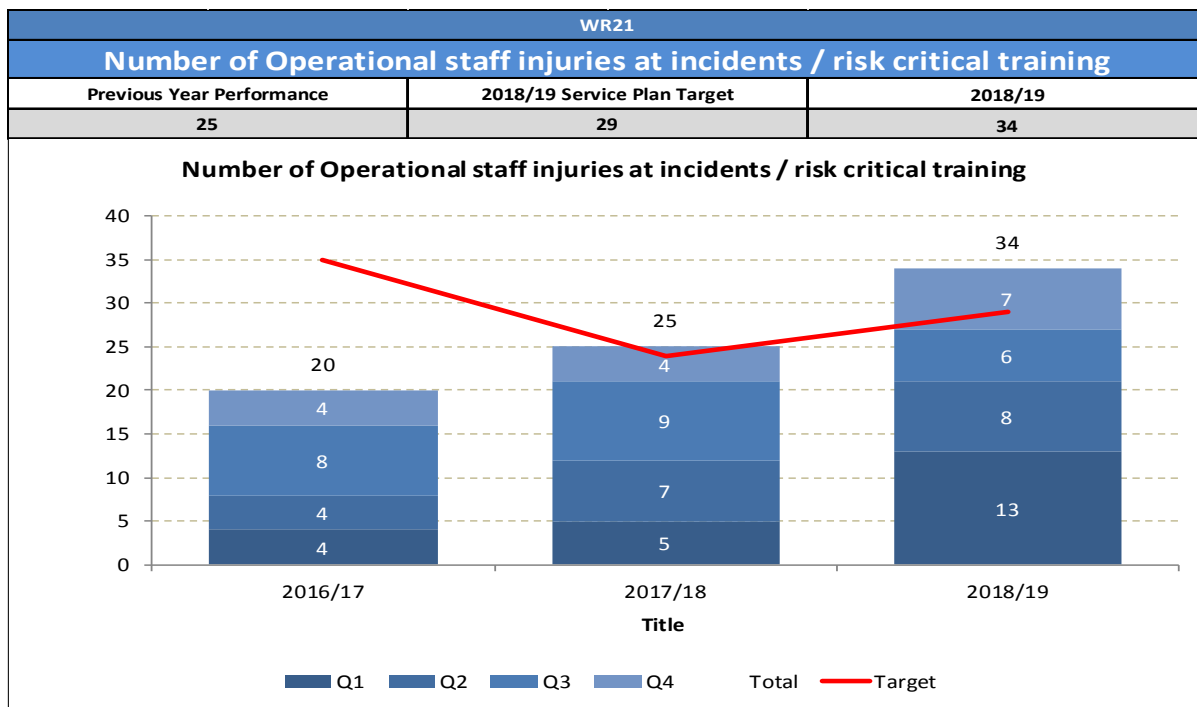
Overall across all operational staff injuries, 45-49 is the most common age range with 33% being in this category and this reflects the age profile of the Service.

When reviewing injury type, it was identified that sprain or strain injuries were the most common with 17 of the 46 injuries falling into the category.

MFRS has a positive reporting culture with staff comfortable in reporting injuries without reprisal, even when minor in nature. A full breakdown of all causes of injuries for 2018/19 is available in Appendix B.

The following two pages separates the 46 operational injuries and reports on the following:

1. Operational staff at incidents/ risk critical training
2. Operational staff conducting routine activities



Of the 46 operational staff injuries in total, 34 occurred at incidents or risk critical training. This is 5 over target and an increase of 9 from 2017/18.

MFRS attended 16,099 operational incidents in 2018/19 which was supported by 27,145 appliance movements. 27 injuries are related to operational activity although only 7 went off duty with 3 of them related to a non-fault vehicle collision whilst on route to an incident. This results in only 4 people being injured during the operational activity. Of the 4, two people returned within a week with the remaining two back in the workplace within 3 weeks. 20 of the people injured remained in work which indicates the injury was minor in nature and further highlights the positive reporting culture.

Working on a ridership of 4.5 people per appliance x 27,145 appliance movements for the operational incidents, this equates to approximately 122,000 occasions when individual operational staff were exposed to a risk critical environment with only four injuries occurring during the risk critical activity.

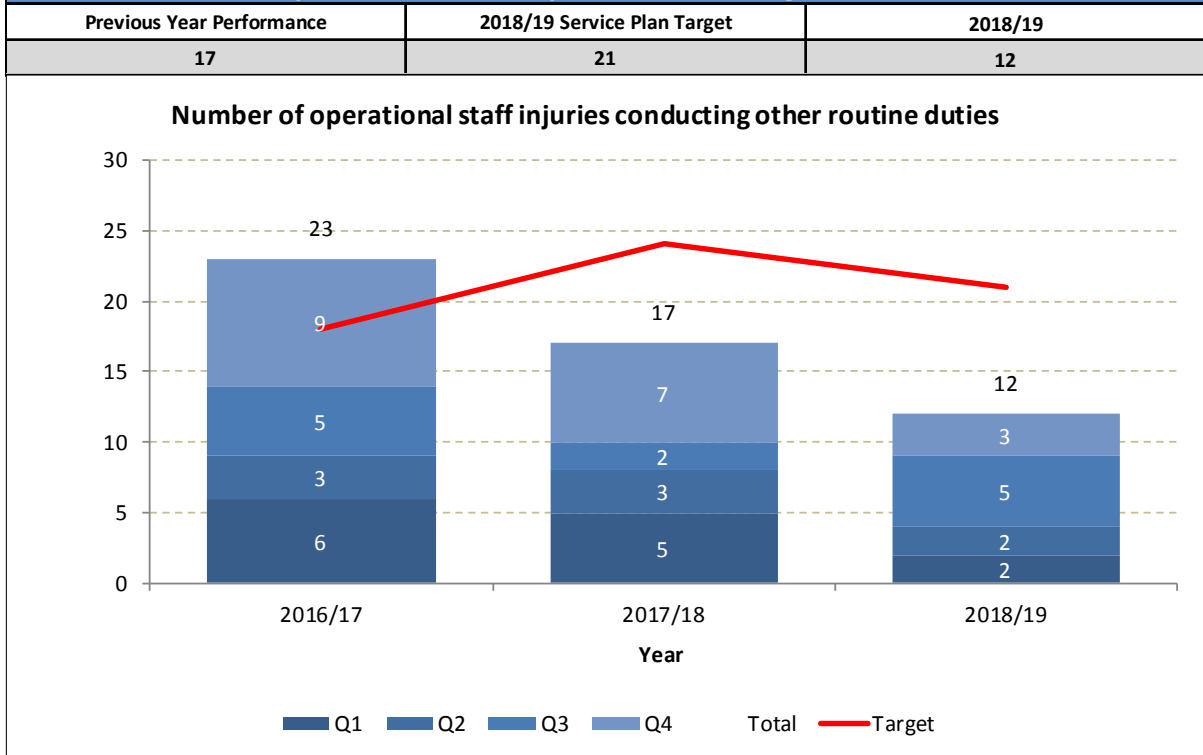
For training purposes, 110 days of core training were completed, 46 off site exercises along with 2 recruit courses of 15 weeks each. Individual training periods are aligned daily to the training planner across all stations and amounts to approximately 8000 x 2 hour periods per year across all locations.

7 individuals were injured during risk critical training of which only one person went off duty and this was only for 2 days. This again indicates that the injuries were minor in nature and that the training environment is being managed well through risk assessment and the operational managers.

All individuals who went off injured were over the age of 40.

The total duty days lost for operational staff whilst at incidents or risk critical training was 63 days which is 60 less than the previous year and a 48% reduction.

**Number of operational staff injuries conducting other routine duties**



MFRS currently employ 610 operational staff and during routine activity in 2018/19 only 12 injuries occurred which was a reduction of 5 from the previous year, showing a decreasing trend.

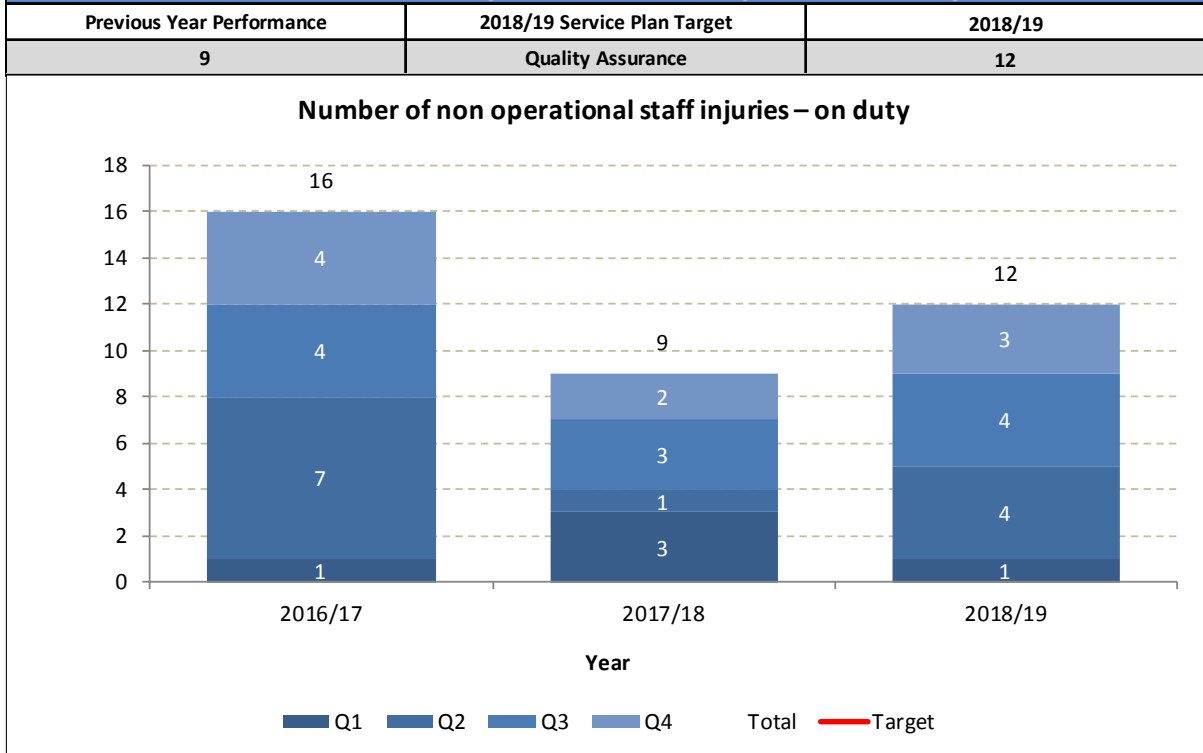
Of the 12 individuals who were injured, 8 remained on duty highlighting their injuries were minor in nature. 4 individuals went off duty which is 4 less than the previous year and a 50% reduction.

The 4 injuries resulted in 217 duty days being lost which is an increase of 21 on the previous year (196), however, one injury accounted for 151 of those days. The remaining 3 injuries resulted in 66 lost duty days.

All injuries were related to staff above the age of 40.

There was no trend for injury cause across this LPI.

**Number of non operational staff injuries – on duty**



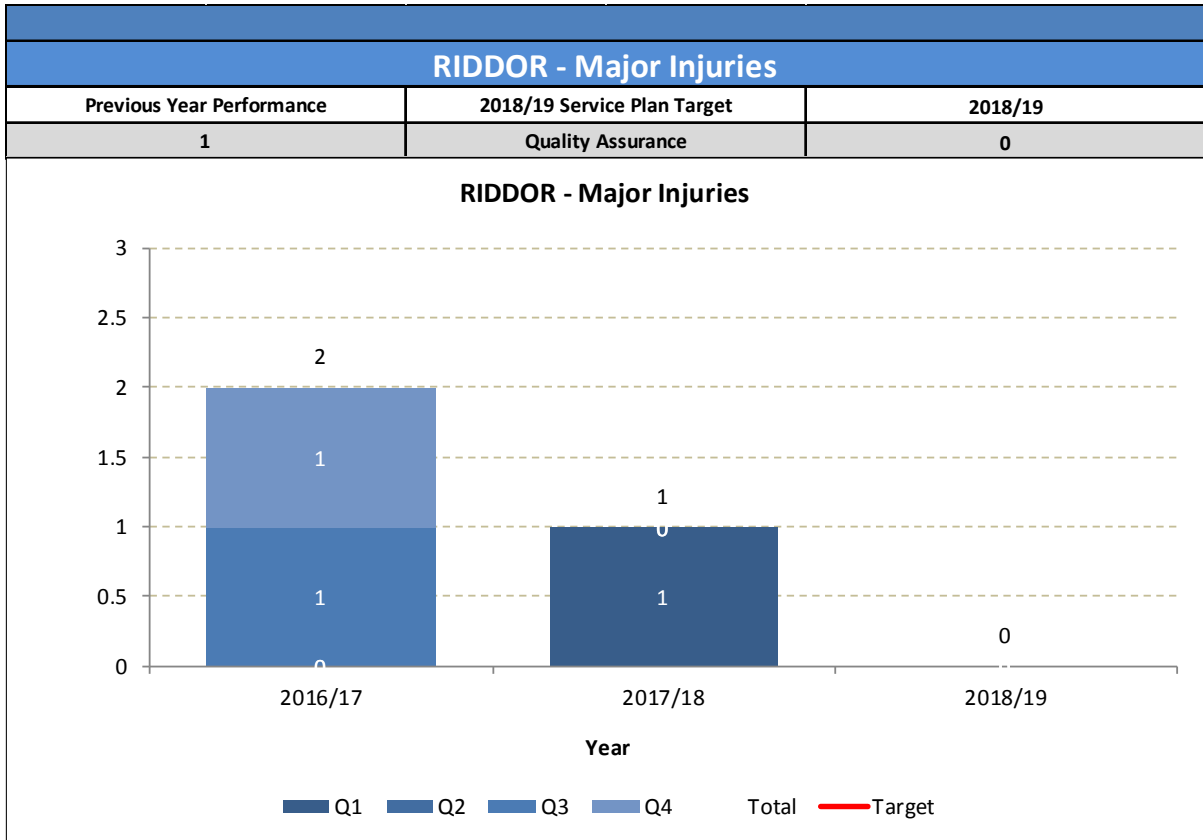
There were a total of 12 non-operational staff injuries in 2018/19, an increase of 4 from 2017/18.

Although there has been an increase in the number of injuries, all individuals remained on duty, whereas in 2017/18 duty days were lost due to 2 people booking sick. The fact that no injury resulted in lost time is a positive for the Service.

The trend for this LPI was bruising with 4 people suffering this injury type.

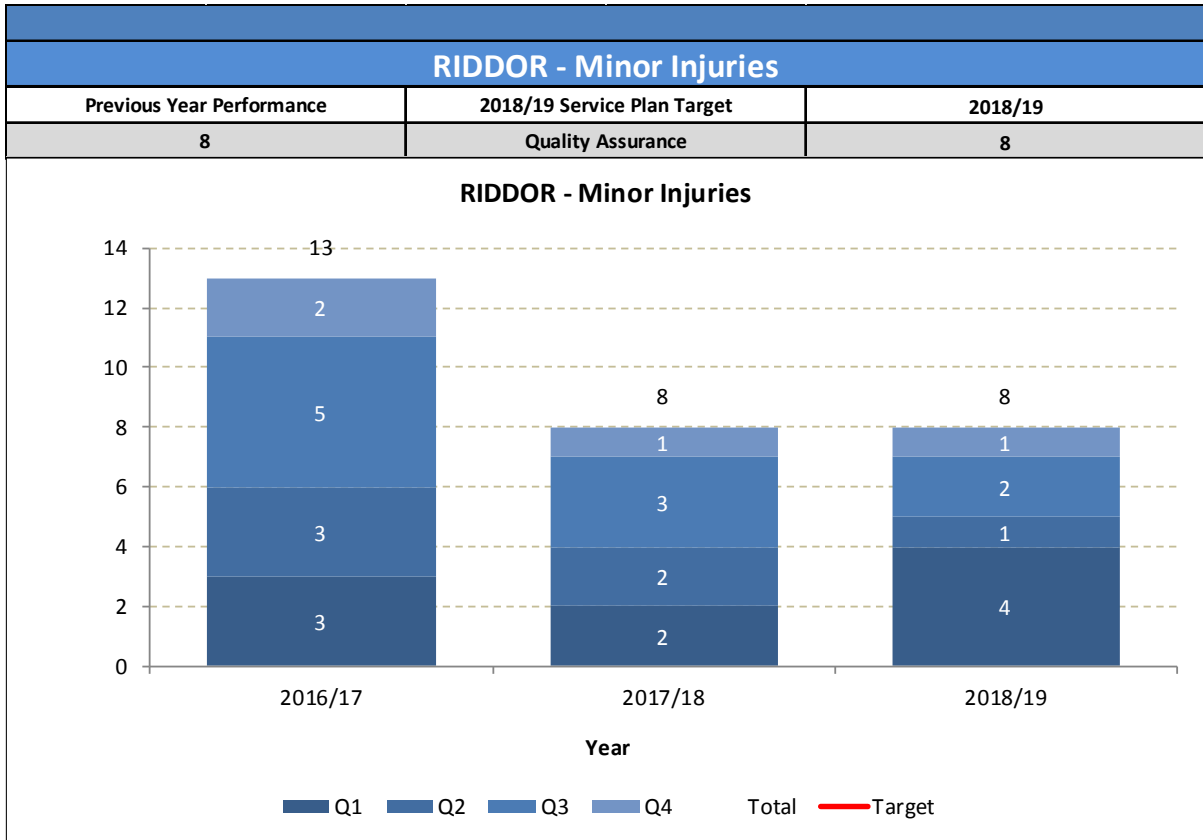
There was no specific age range for this category.





Under the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013, Merseyside Fire and Rescue Authority must report the specific categories under 'major injury' to the enforcing Authorities where occurrences happen 'out of or in connection with work'. The Health & Safety Team reports the occurrences to the Health & Safety Executive (HSE) on behalf of MFRA.

There were no reportable major injuries in 2018/19.



Under the Reporting of Injuries, Diseases and Dangerous Occurrence Regulations 2013, Merseyside Fire and Rescue Authority must report specific categories where an over 7-day absence occurs when the cause is 'out of or in connection with work'. The Health & Safety Team reports the occurrences to the Health and Safety Executive on behalf of MFRA.

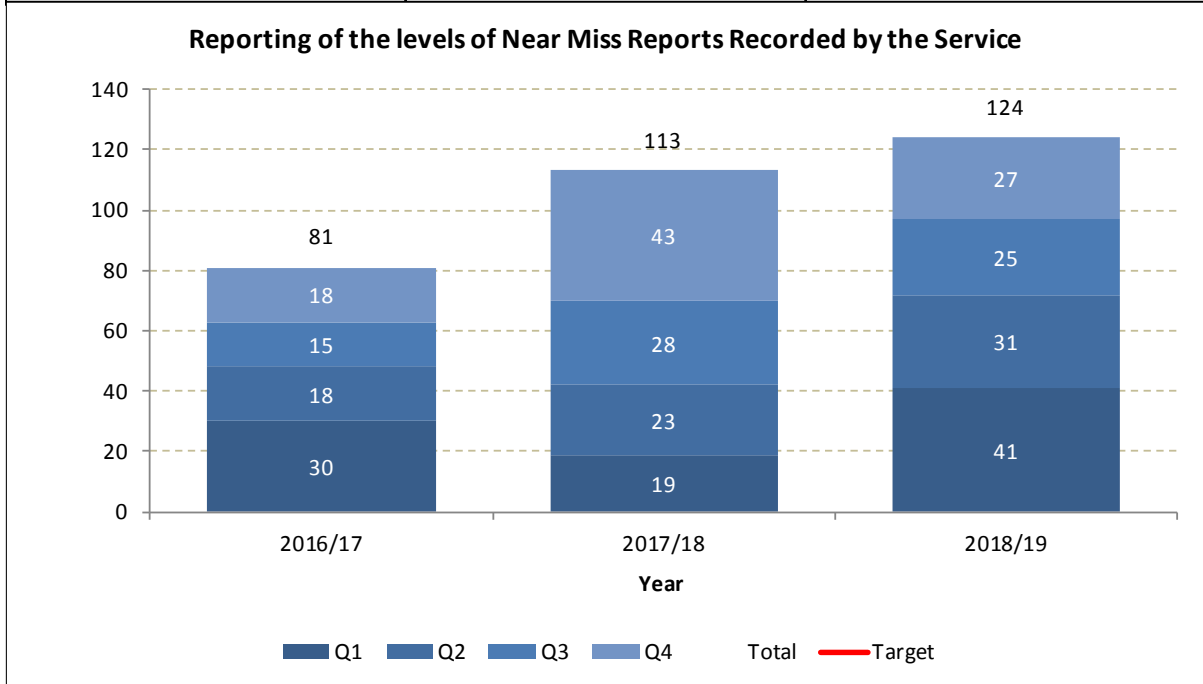
The number of minor injuries reported to the HSE remained at 8 for the year 2018/19.

Of the 8 injuries that were reportable they are categorised as the following. Sprain or strain injury – 4, Burn or scald – 1, Bruising – 1, multiple injuries – 1 and 1 other.

Sprain or strain was the most common injury type in this category with no age trend identified.

**Reporting of the levels of Near Miss reports recorded by the service**

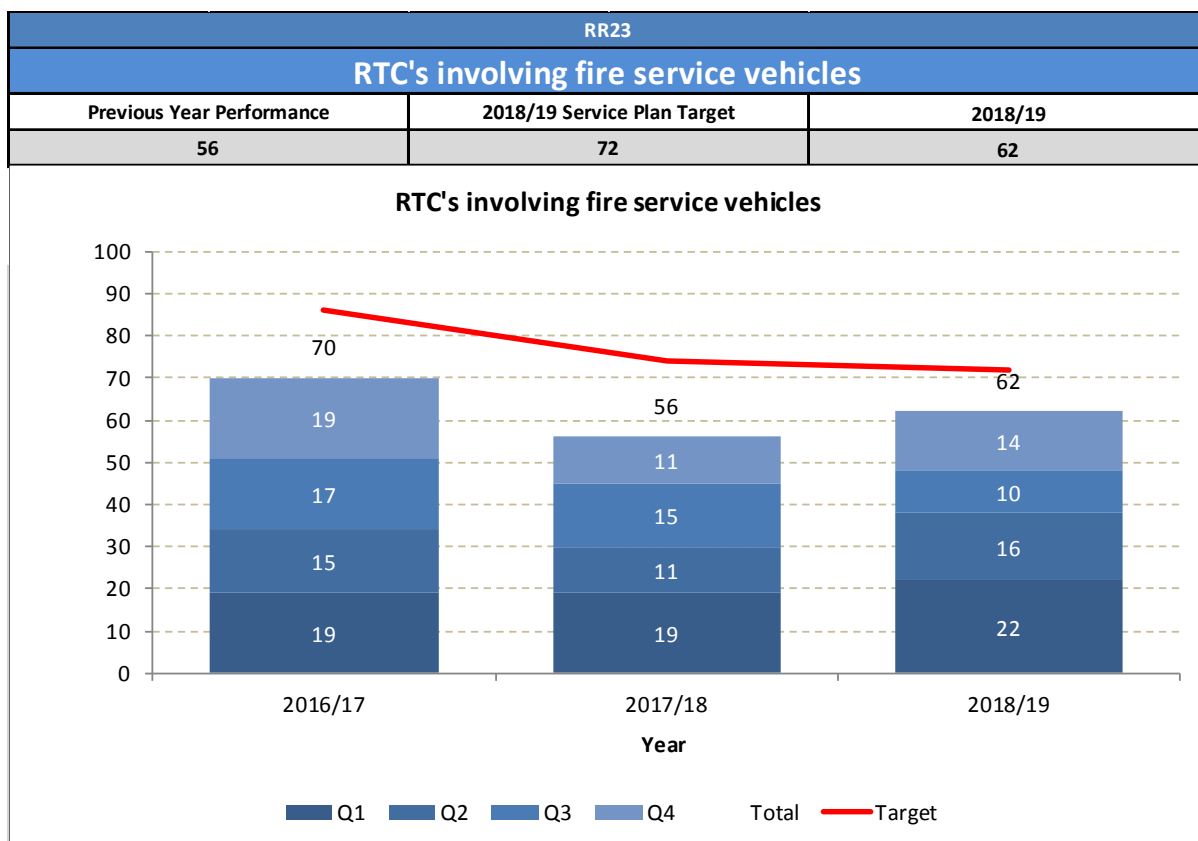
<b>Previous Year Performance</b>	<b>2018/19 Service Plan Target</b>	<b>2018/19</b>
<b>113</b>	<b>Quality Assurance</b>	<b>124</b>



The number of near miss reports and safety observations has increased for the fifth consecutive year which is a positive for the Service as this is the reporting of safety issues when injury does not occur and in responding to these events it will hopefully prevent injury in the future.

The continued positive reporting in this category has no doubt impacted on the reduction of lost time injuries during routine activity to our staff with communication and education continuing over the next 12 months with the aim of maintaining this level of reporting.

MFRS has one of the highest levels of reporting of near miss/safety observations in comparison to other Services in the North West Region which contributes to the positive Health & Safety culture.



MFRA operate 209 vehicles across its fleet and have covered approximately 1,185,728 miles in 2018/19 for both blue light response and routine activity.

The total number of road traffic collisions (RTC's) involving all types of Service vehicles was 62 in 2018/19 which was 6 more than the previous year but under target by 10 (8%). The rise in vehicle collisions may be linked to the fleet size being increase over the last 12 months by 55 vehicles.

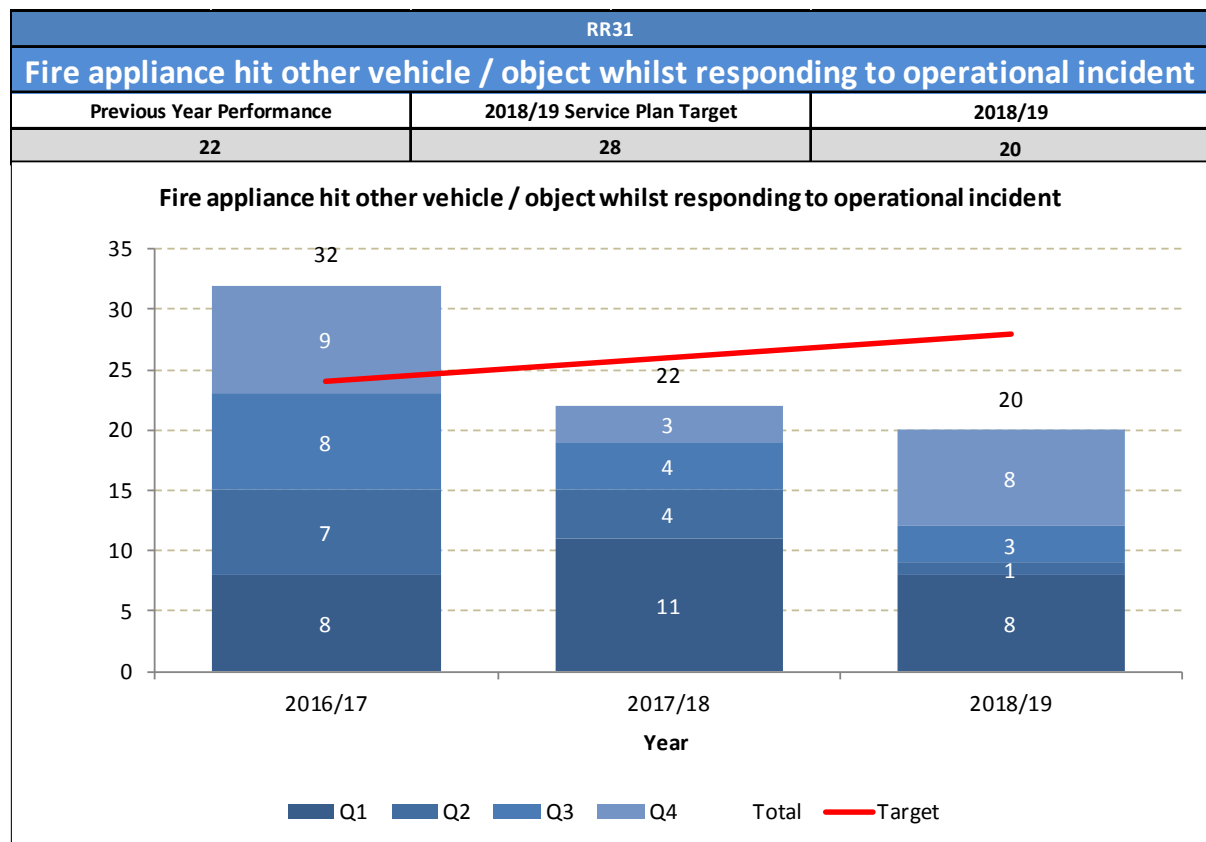
Road Traffic collisions are reported on in four separate categories being:

1. The number of RTC's where a Fire Appliance hit other vehicle or object whilst responding to an operational incident.
2. The number of RTC's where a Fire Appliance hit other vehicle or object whilst engaged in routine activity.
3. The number of RTC's where a light vehicle hit another vehicle or object whilst responding to an operational incident.
4. The number of RTC's where a light vehicle hit other vehicle or object whilst engaged in routine activity.

All four categories are summarised in the following pages.

I would ask the Fire Authority to note that all road traffic collisions are reviewed at the Road Risk Review Group which is chaired by the Health & Safety manager. The group decide what

the appropriate course of action for each incident is with support/ development put in place for the individuals involved in the collisions, with the aim of preventing further occurrence.



MFRA fire appliances responded on 27,145 occasions in 2018/19 to 16,099 incidents with this activity deemed as the Services most risk critical driving category.

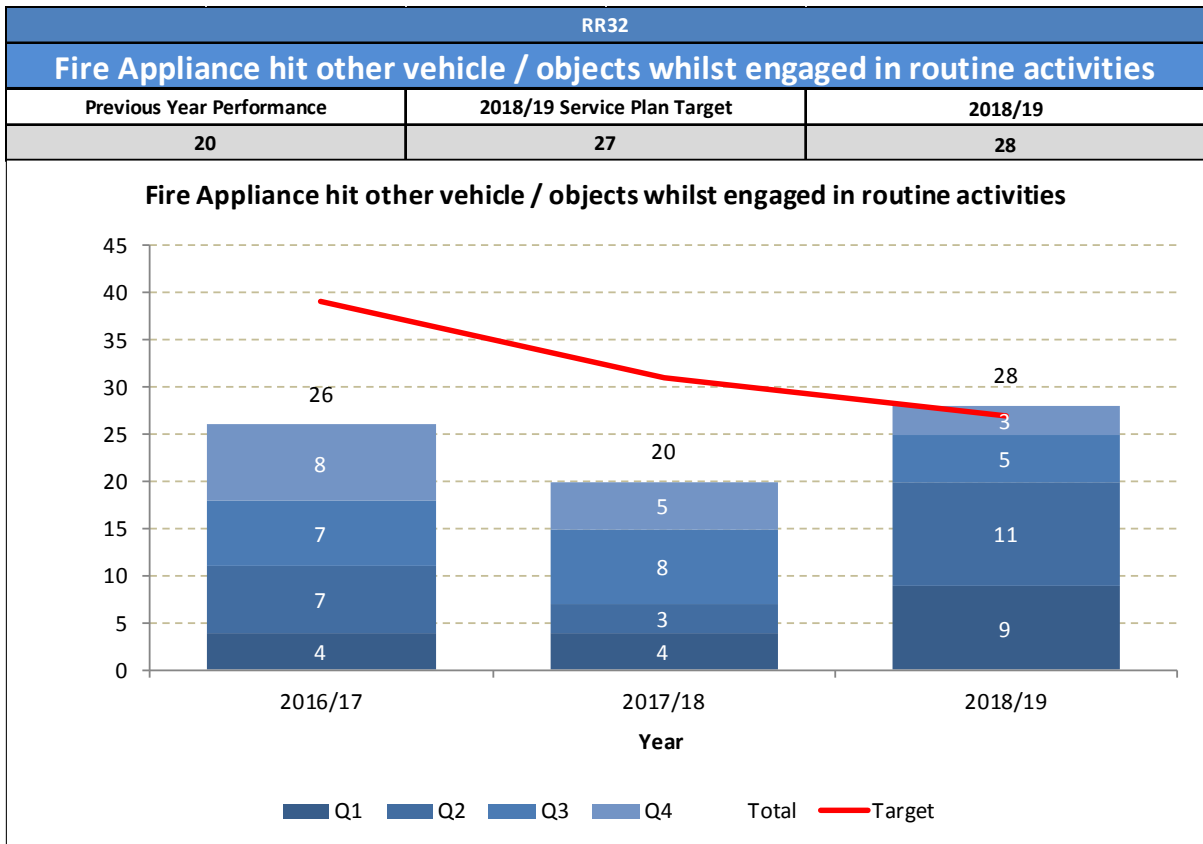
There were 20 collisions involving appliances responding under blue lights in 2018/19, a reduction of 2 on the previous year and 8 under target.

The Service has also introduced 20 new EFAD qualified drivers since the beginning of 2018 so the reduction in appliance collisions reflects that their development is being managed effectively by the Service.

When reviewing the 20 blue light collisions, it was identified that the trend for this LPI is moving forward under 10mph, as 13 (65%) collisions were in this category.

There was no trend across the shift patterns with a fairly even split between wholetime and day crewing wholetime retained.

Monthly communications from the H&S team are circulated to highlight the identified trends and areas of learning with the aim of reducing the number of incidents. This LPI has seen a 38% reduction in the last 3 years which shows the communication between the Health & Safety team and crews is having a positive impact on reducing the number of incidents.



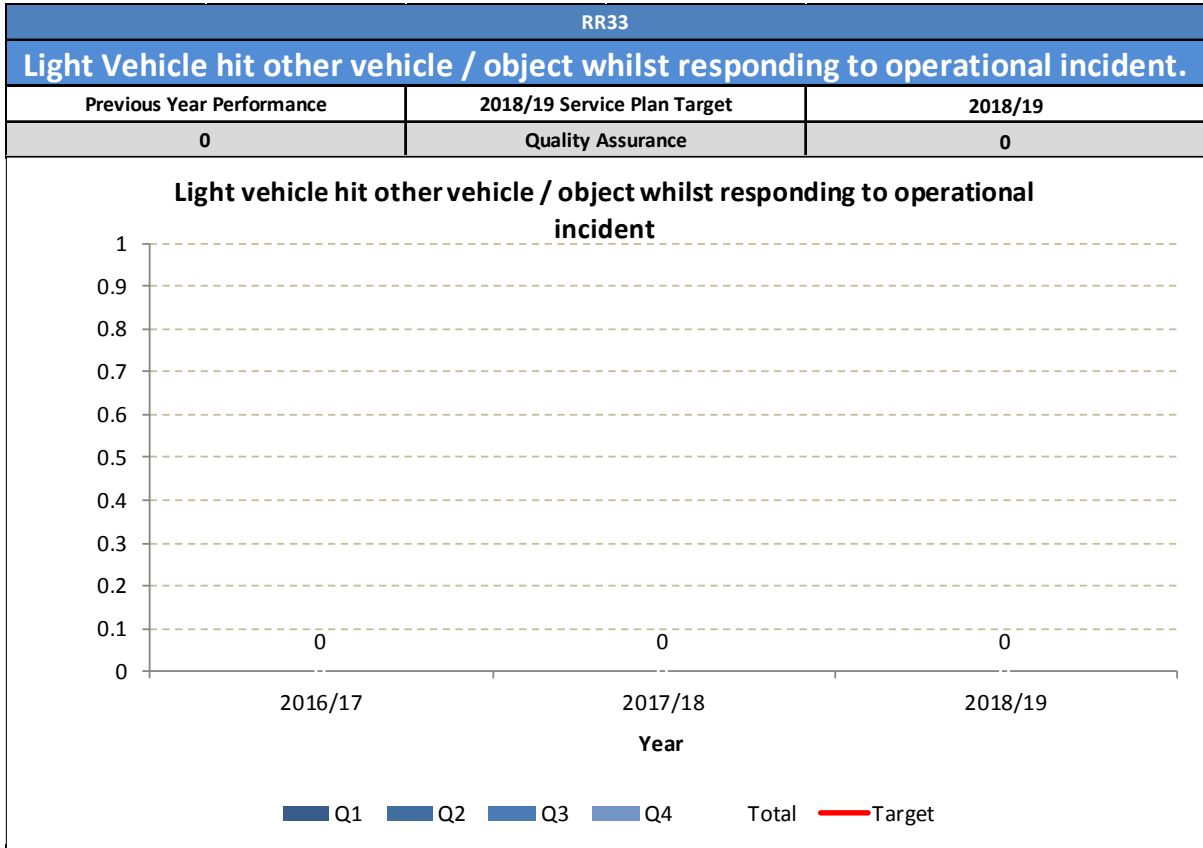
MFRA appliances were involved in 57,440 routine movements in 2018/19 covering approximately 402,988 miles.

The total number of appliance collisions whilst engaged in routine activities increased by 8 to 28 in the year but is still a low figure in comparison to the overall activity.

Similar to blue light collisions, the trend for this LPI is moving forward at a low speed with 20 of the collisions occurred under 5 mph. This became a focus for the H&S in the middle of the year which resulted in a decline in the reported incidents – 20 collisions from April to September, 8 collisions from October to year end.

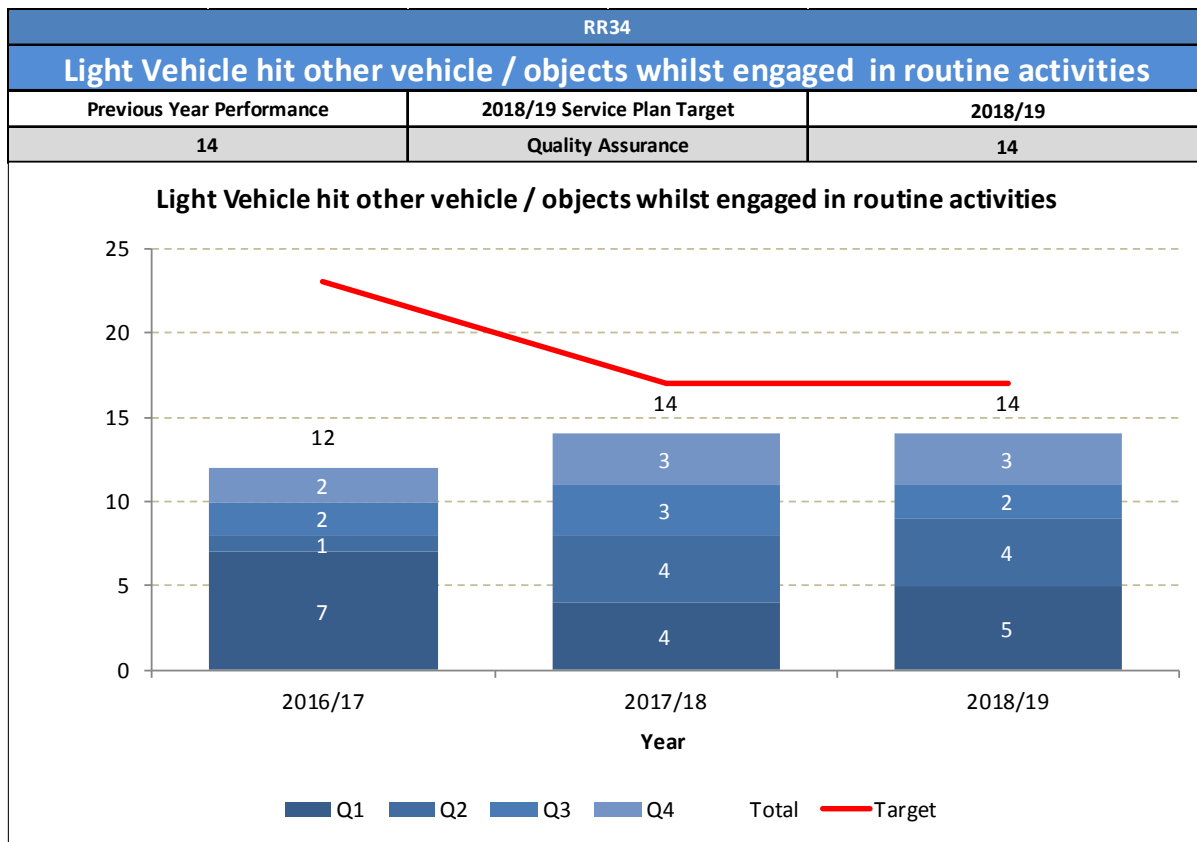
The Service have also progressed 39 new LGV drivers into the operational environment since the beginning of 2018.

Again, there is no trend across the shift patterns with a fairly even split across wholetime and day crewing wholetime retained.



This category covers the blue light response by the Service in light vehicles which is generally the Senior Officer group during emergency response activity. This category is not given a target but is monitored for trends.

Senior Officers mobilised to operational incidents on 2,458 occasions in 2017/18 and for the third year in succession there have been no collisions in this category.



MFRS fleet consists of 151 vehicles and covered a distance of 782,730 miles in the 12-month period.

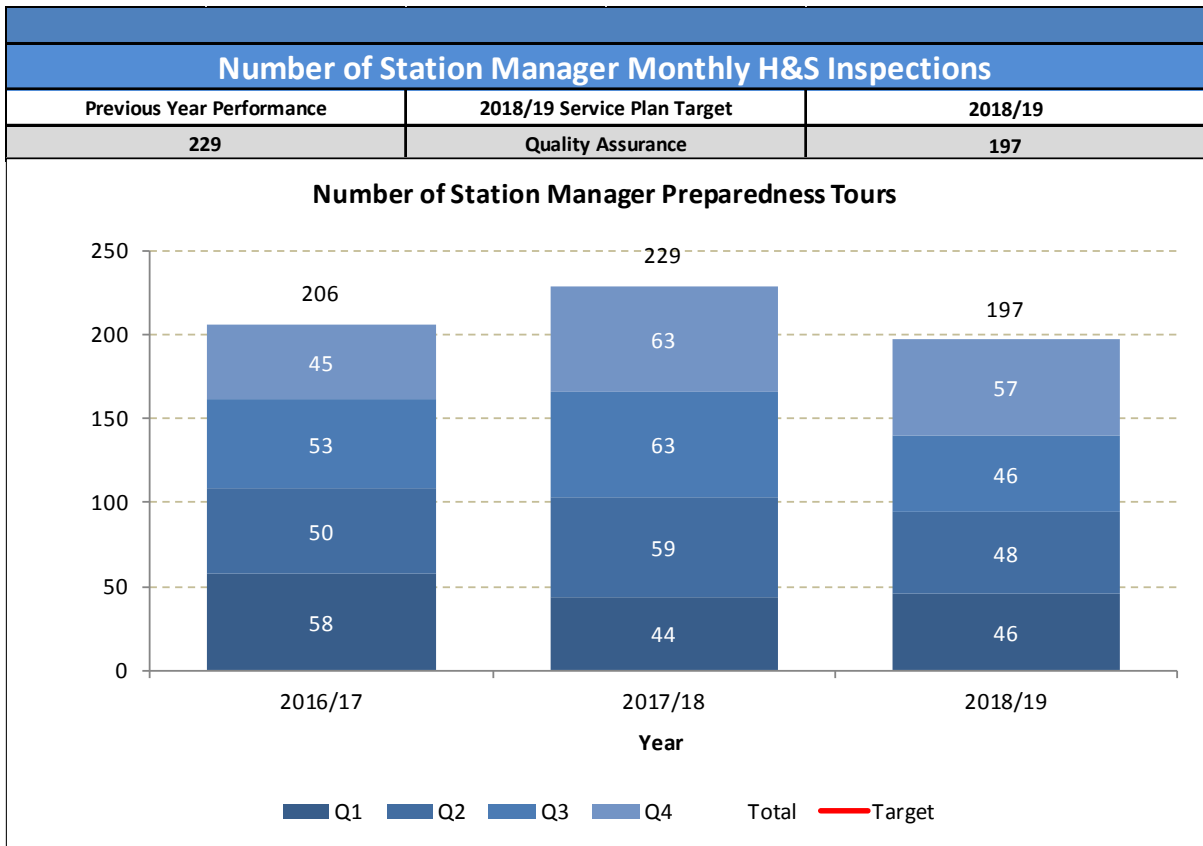
Vehicle collision involving light fleet vehicles remained the same as the previous year with 14 collisions. The fleet has risen in this period by 55 vehicles and the mileage covered has increased by 300,000 miles from the previous year so the performance figure does not reflect the improvement in this LPI in relation to the uplift in vehicles and miles travelled.

In comparing the data to the previous year, the mileage ratio shows a collision every 56,000 miles in 2018/19 compared to one every 22,500 miles in the year before. This shows an extra 33,500 miles travel distance per collision which is a positive down trend in this LPI even though the headline figure remained static.

In analysing the data for trends, 10 of the collisions occurred whilst moving forward which has reversed the trend from the previous year. Of the 10 collisions, 7 occurred at a speed below 10mph.

This LPI was also part of the focus of the H&S Team due to a rise in incidents during the first part of the year and communications were put in place with the day related staff which saw the collision figures decrease in the latter part of the reporting period – 11 collisions from April to October, 3 collisions from November to year end.



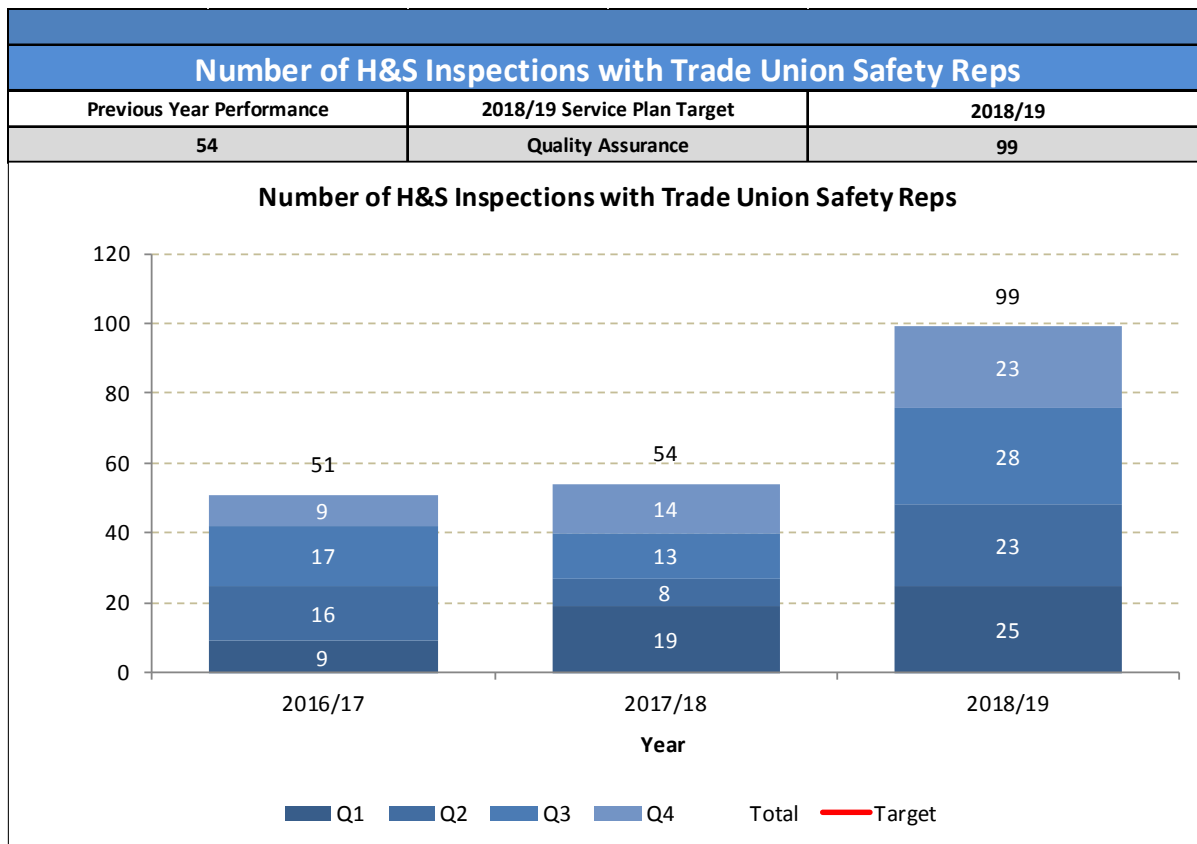


The Health & Safety Inspection monitors station records, operational readiness, station accommodation and preparedness of appliances and equipment.

The process was reviewed prior to the start of the reporting period and the frequency combined with the Joint Quarterly Inspections (JQI's) to simplify which resulted in eight H&S Inspections per year alongside four JQI's, 12 in total – one per month.

Although the number of audits has decreased in this period this was expected due to the revision of the process.

The SM H&S Inspection is recorded as a management audit on the OSHENS software.

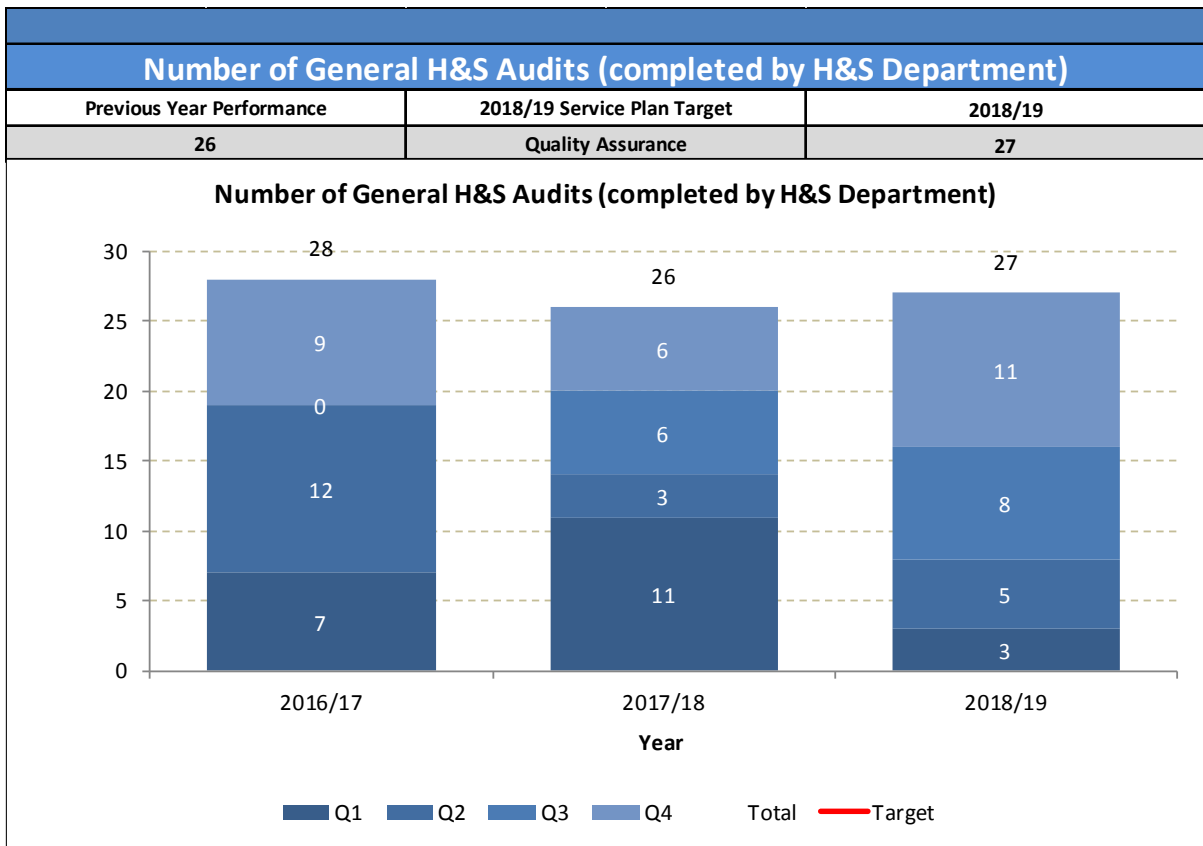


Union-appointed health and safety representatives can and are actively encouraged to inspect the workplace as per the guidance in the Safety Representatives and Safety Committees Regulations 1977. Joint Quarterly Inspections (JQI's) are arranged by the H&S Department in collaboration with the Representative Bodies.

Due to the revision in the process this has seen a sharp rise in the number of JQI's completed with a 46% uplift from 54 to 99 for the reporting period.

All premises owned by the Authority are inspected as part of this process.

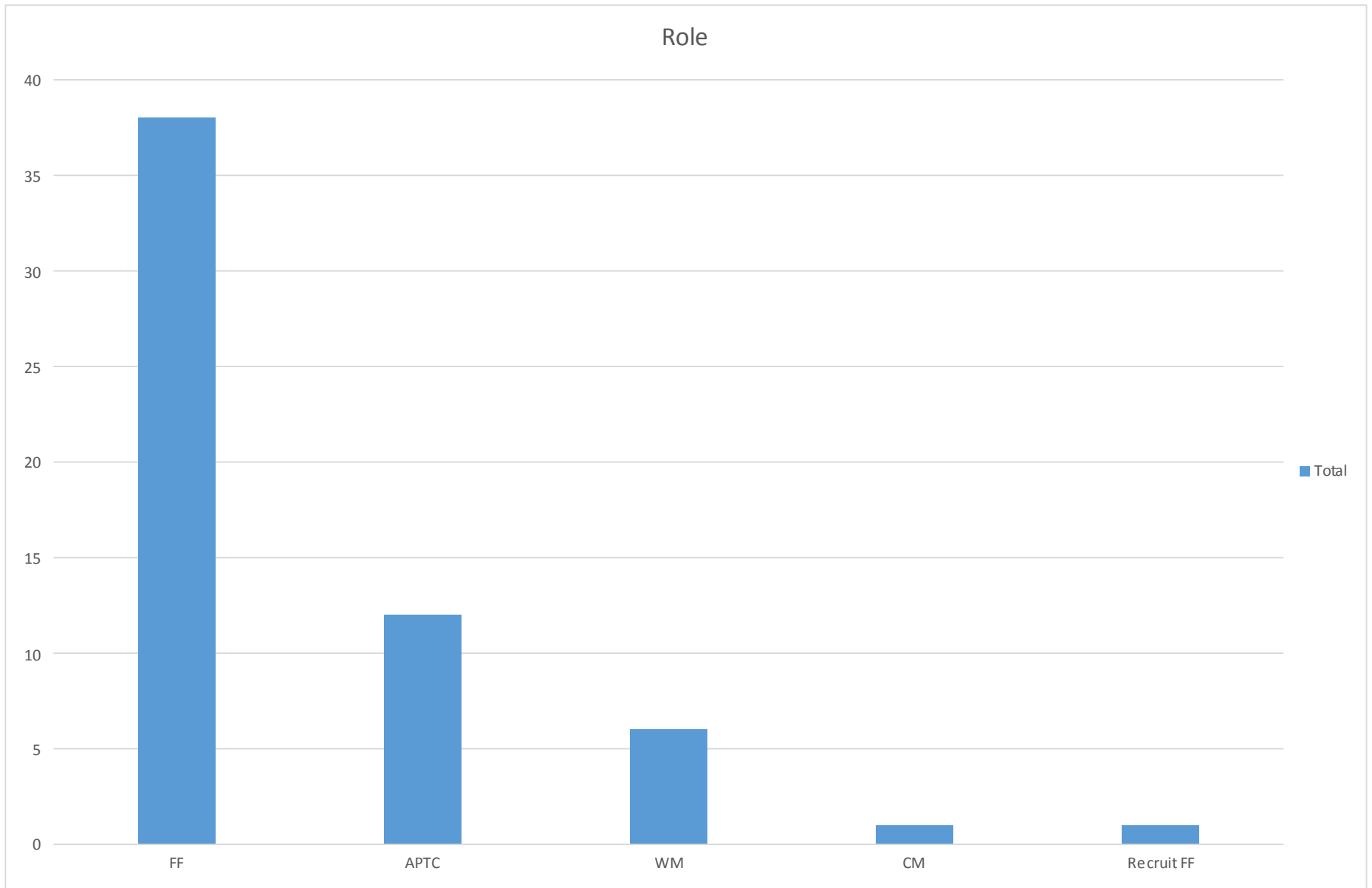
There are occasions when Union Officials are not available for the inspection so the process is undergoing a further review, with barriers removed, to ensure that officials attend on 100% of occasions.

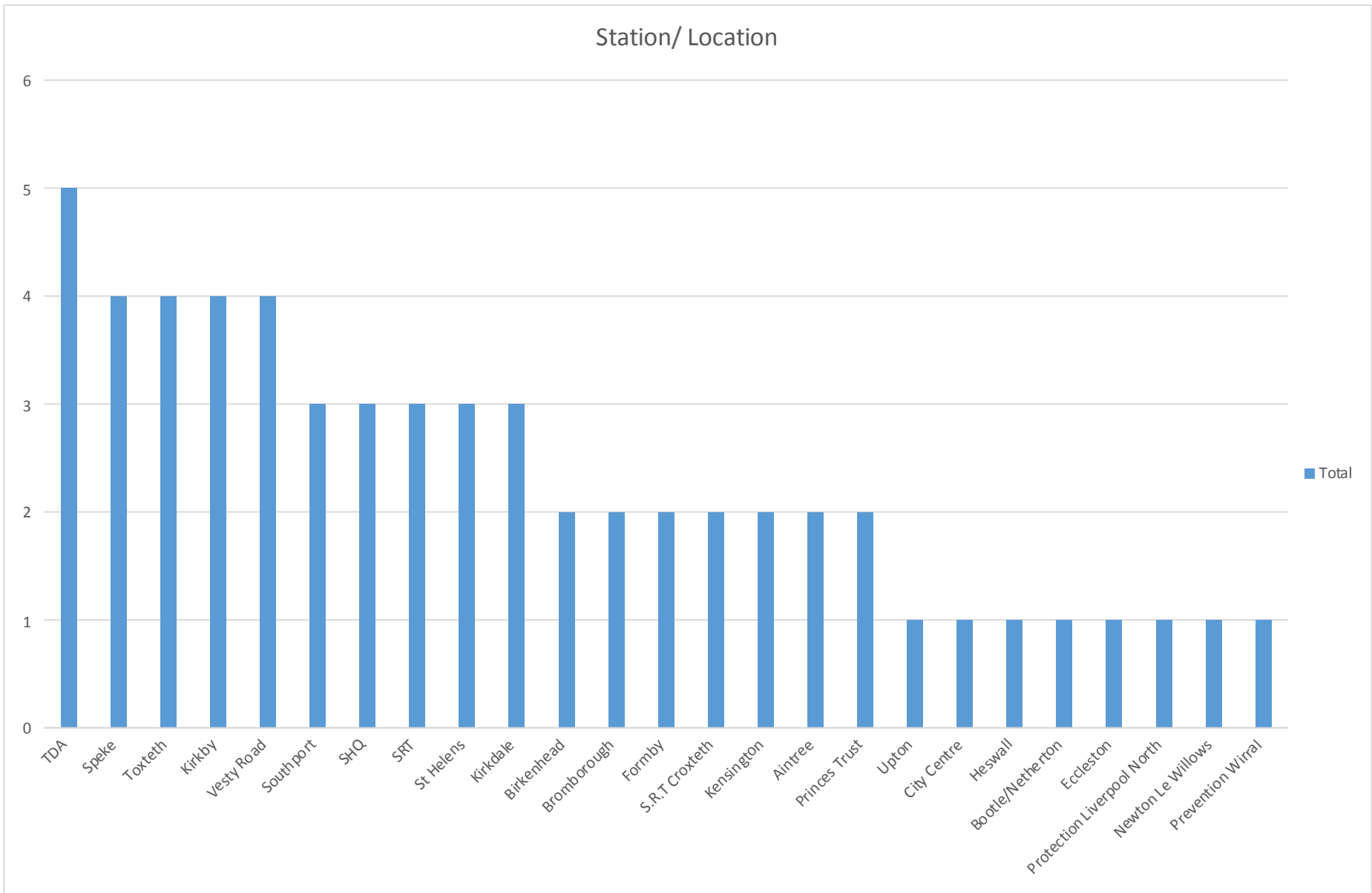


The Health and Safety Team have the responsibility of carrying out General H&S Audits across the 27 MFRS sites. All locations were audited in 2018/19.

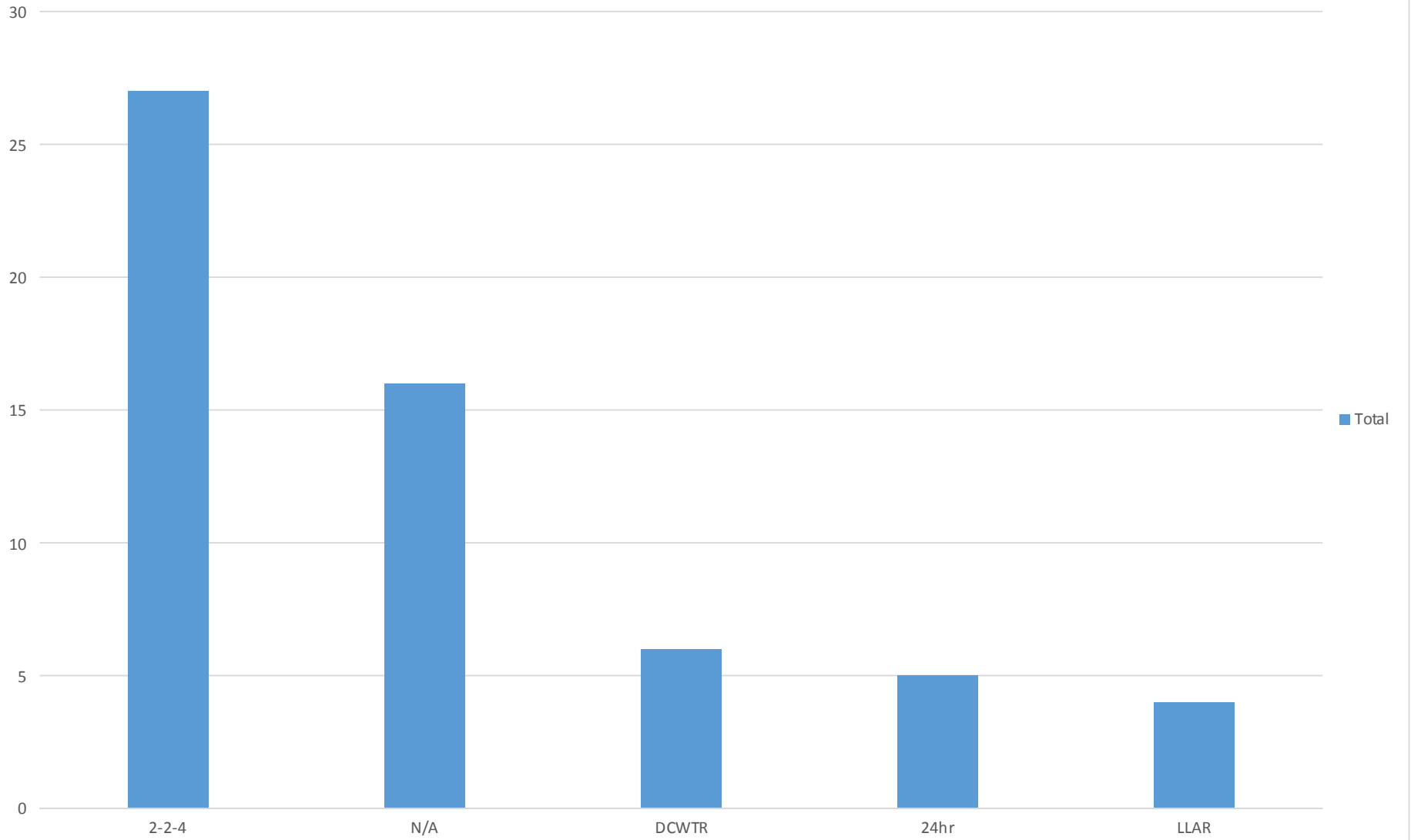
Findings from all audits are logged through the normal fault reporting process to the relevant facilities management company and staff are encouraged to report issues with immediate safety implications through the OSHENS near miss/safety observation module. All findings are then considered and reported through the Workplace Review Group for discussion on a six weekly basis.

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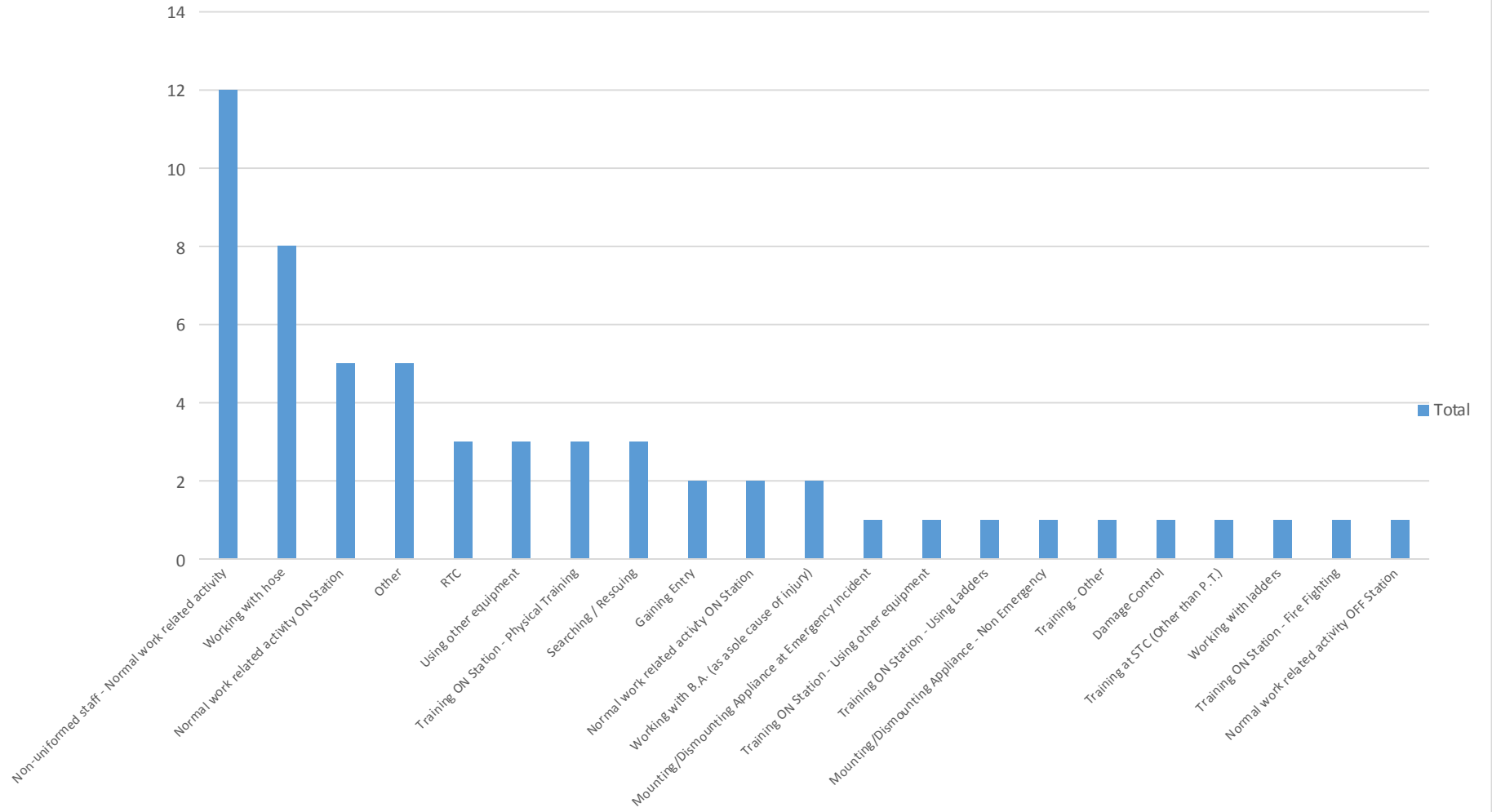




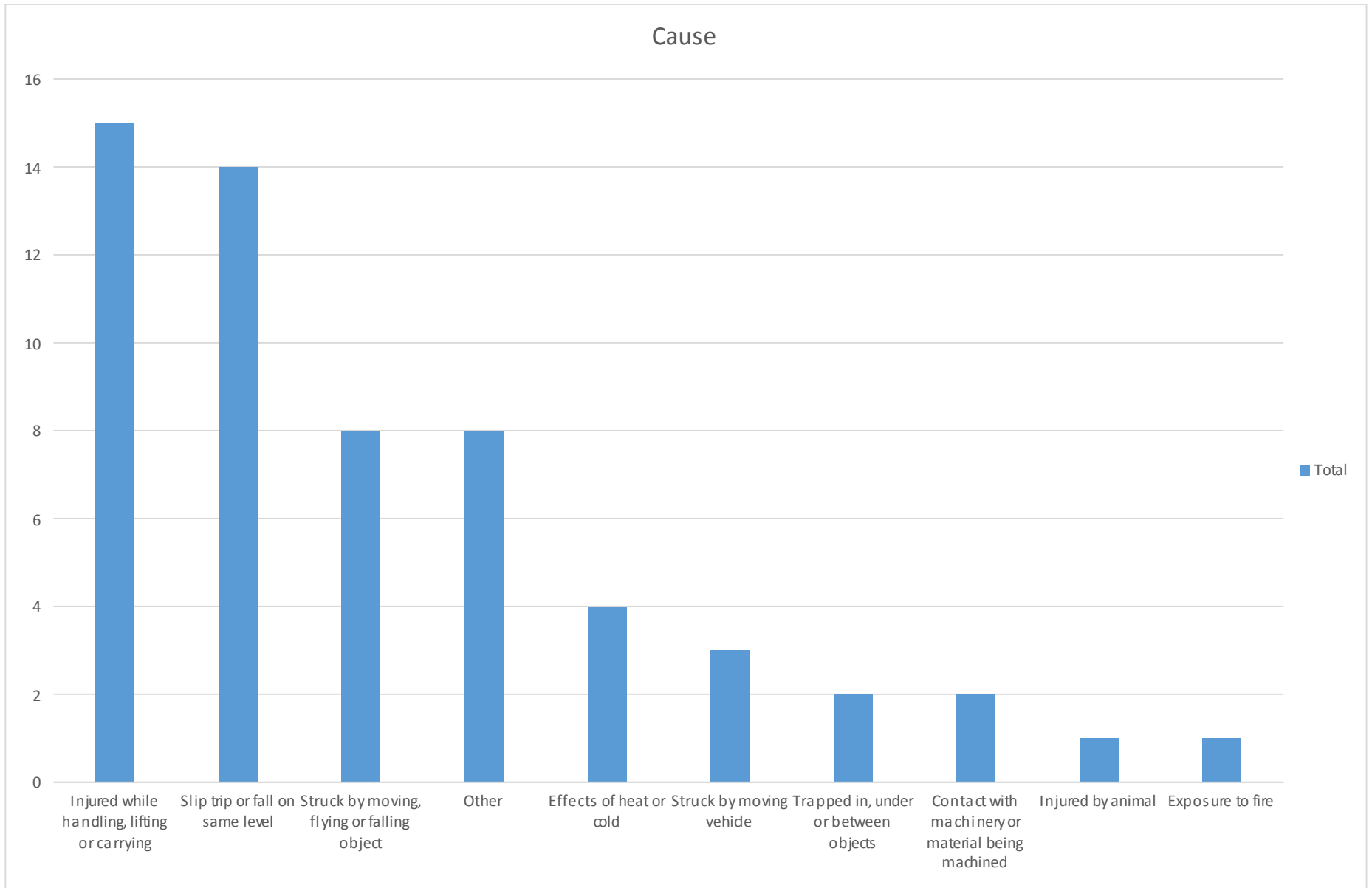
### Shift Pattern

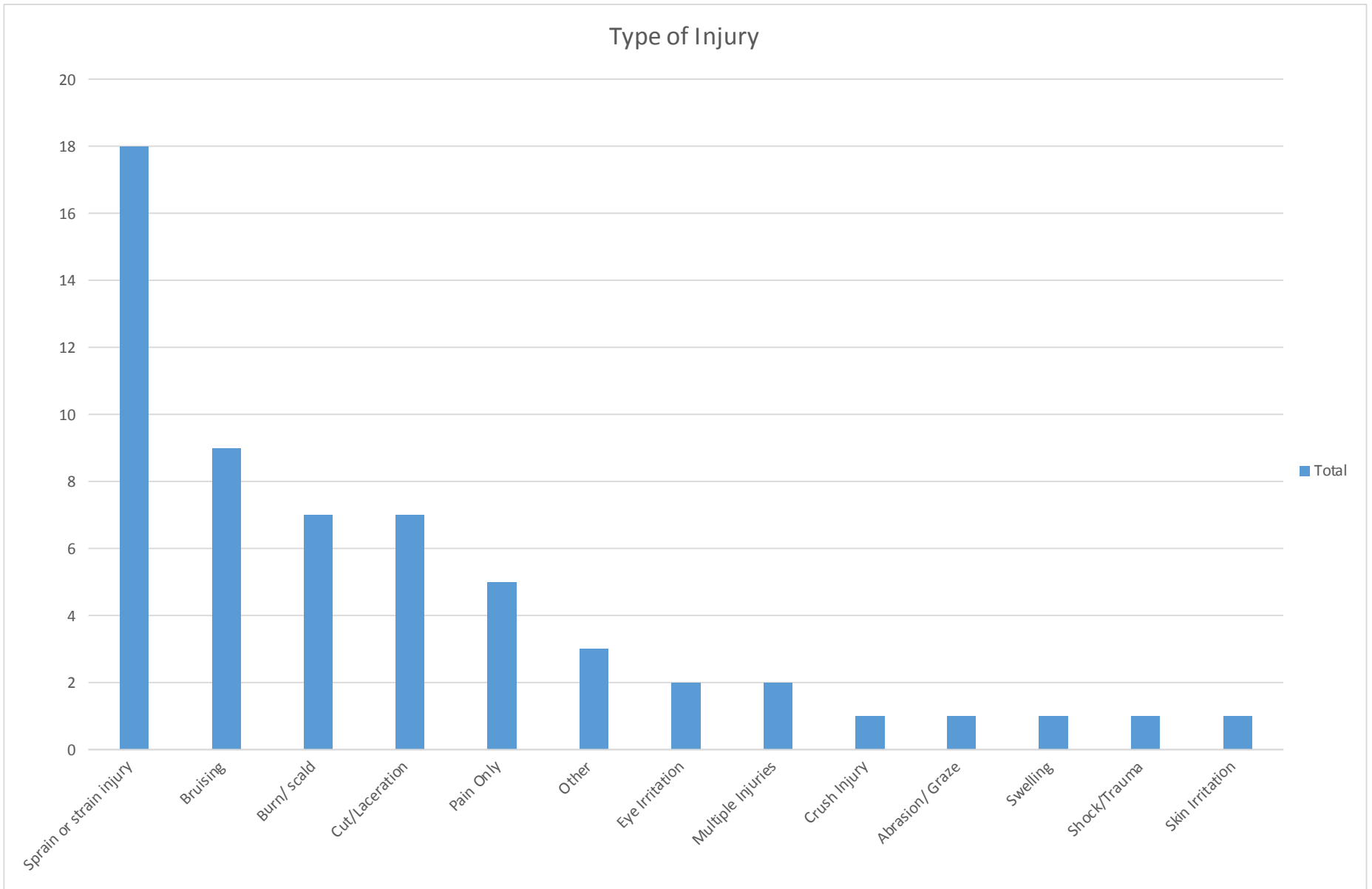


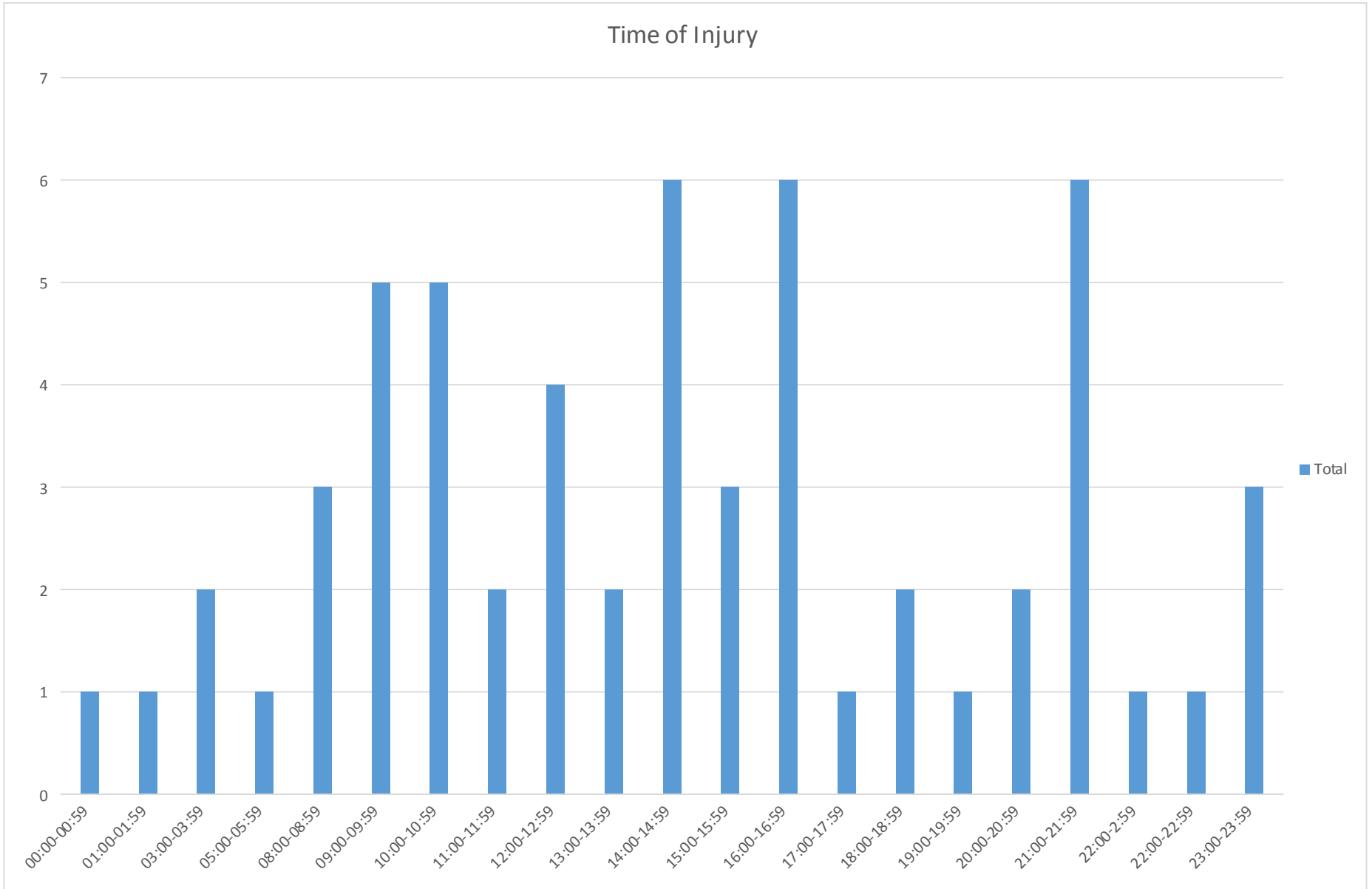
### Activity

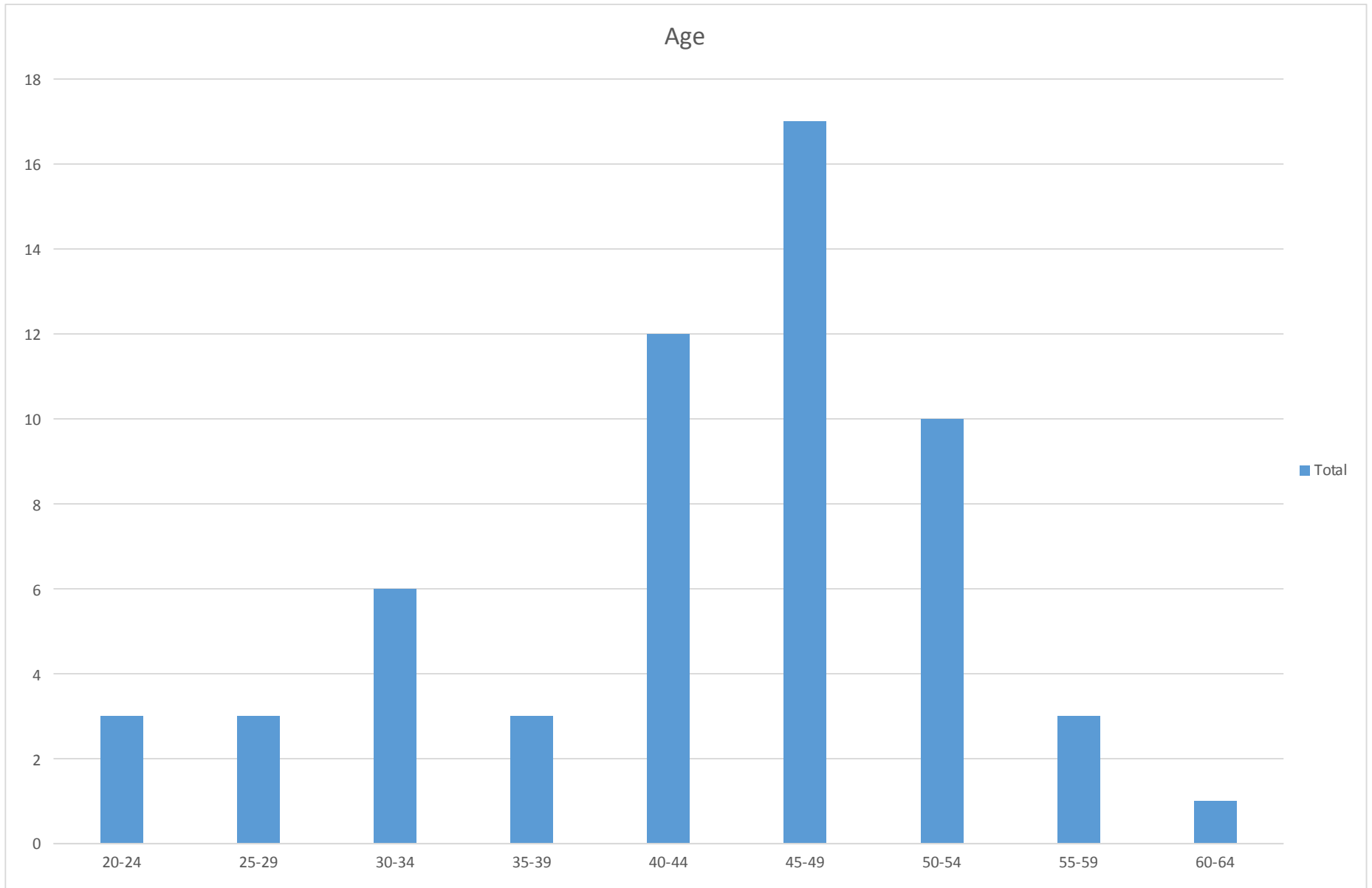


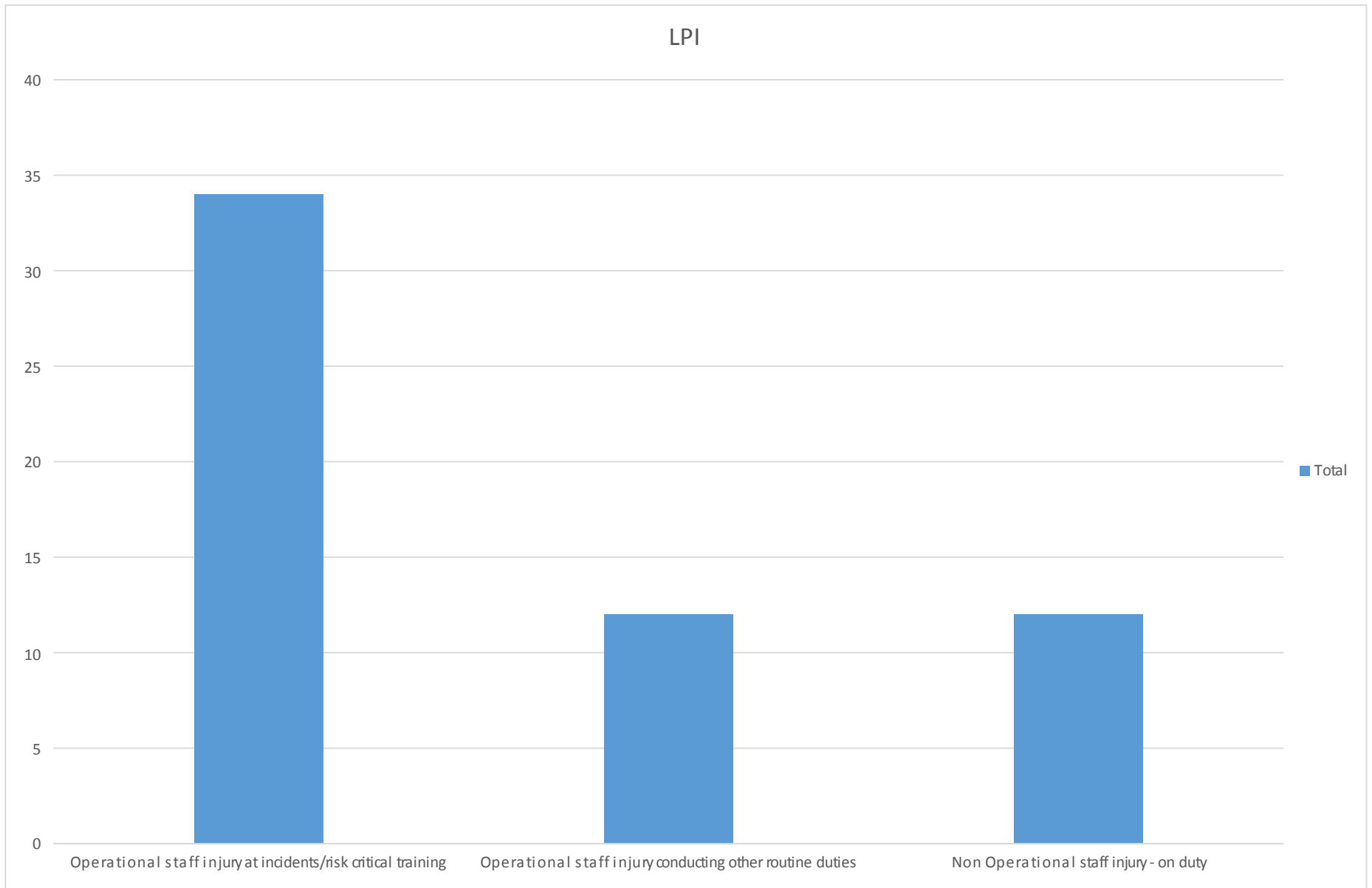












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**FORWARD WORK PLAN FOR SCRUTINY COMMITTEE 2018/19 – 2019/20**

<b>SCRUTINY ITEM</b>	<b>REQUESTED BY</b>	<b>DESCRIPTION &amp; TYPE OF ACTION</b>	<b>SCHEDULED DATE</b>	<b>RESPONSIBLE DIRECTORATE &amp; PARTNER INVOLVEMENT</b>	<b>LINK TO MISSION/ AIMS, &amp; IRMP</b>	<b>DATE COMPLETED</b>	<b>FURTHER ACTION?</b>
<b>Staff Retention and Succession Planning</b>	Scrutiny Committee – “People”  30 <sup>th</sup> October 2018	<i>“How does MFRA ensure current and future retention of staff and effective succession planning, to avoid other employers recruiting the excellent staff from MFRA?”</i>  <b>Rapid Review</b>	<b>17<sup>th</sup> January 2019</b>	<b>People &amp; Organisational Development</b>	<b>Aim</b> <i>“Excellent People”</i>	17 <sup>th</sup> January 2019	<b>COMPLETED</b>  No further action required
<b>Accident Investigation - Reporting &amp; Monitoring</b>	Scrutiny Committee – “People”  30 <sup>th</sup> October 2018	<i>“Review of the process for accident investigation, reporting, identification of trends; and monitoring of workplace accidents, to avoid repetition”</i>  <b>Presentation/ Demonstration</b>	<b>17<sup>th</sup> January 2019</b>	<b>Operational Response</b>	<b>Mission</b> <i>“Safer, Stronger Communities – Safe Effective Firefighters”</i>	5 <sup>th</sup> February 2019  <i>Completed as a “Learning Lunch”</i>	<b>COMPLETED</b>  No further action required
<b>Use of Volunteers</b>	Scrutiny Committee – “People”  30 <sup>th</sup> October 2018	<i>“Review of the use, recruitment and take up of volunteers at MFRA”</i>  <b>Presentation on Committee Agenda</b>	<b>12<sup>th</sup> May 2020</b>	<b>Community Risk Management</b>	<b>Aim</b> <i>“Excellent People”</i>  <b>IRMP – Proposal 18</b>		
<b>Positive Action and Recruitment</b>	Scrutiny Committee – “People”  30 <sup>th</sup> October 2018	<i>“Scrutiny of the use and progress of positive action on recruitment at MFRA”</i>  <b>T.B.C</b>	<b>T.B.C</b>	<b>People &amp; Organisational Development</b>	<b>Aim</b> <i>“Excellent People”</i>  <b>IRMP - Equality Objective 1</b>		
<b>Use of FIRS Software</b>	Scrutiny Committee – “Operational Response”  17 <sup>th</sup> January 2019	<i>“Scrutiny of the use of FIRS Software in the decision making process”</i>  <b>Rapid Review</b>	5 <sup>th</sup> March 2019  <b>(Deferred – To Be Re-arranged)</b>	<b>Operational Response</b>  Cllr Sharon Connor	<b>Aims</b> <i>“Excellent Operational Response”</i>  <b>IRMP – All Operational Response Objectives</b>	9 <sup>th</sup> May 2019	<b>COMPLETED</b>  No further action required

<b>Implementation of the HALO system</b>	Scrutiny Committee – “Operational Response”  17 <sup>th</sup> January 2019	<i>“Scrutiny and monitoring of the implementation of the HALO system”</i>  <b>Practical Demonstration in Fire Control</b>	<b>T.B.C</b>  (around January 2020)	<b>Operational Response</b>	<b>Aim</b> <i>“Excellent Operational Response”</i>  <b>IRMP – All Operational Response Objectives</b>		
<b>Impact of Prevention Activity</b>	Scrutiny Committee – “Operational Response”  17 <sup>th</sup> January 2019	<i>“Scrutiny of the impact of prevention activity on operational response”</i>  <b>Presentation on Committee Agenda</b>	<b>12<sup>th</sup> September 2019</b>	<b>Community Risk Management</b>	<b>Aim</b> <i>“Excellent Prevention &amp; Protection”</i>		
<b>High Rise Buildings</b>	Scrutiny Committee – “Community Risk Management”  5 <sup>th</sup> March 2019	<b>To incorporate:</b>  <i>“Review of the building planning process and involvement of MFRA in planning decisions; and the regulation of HMO’s”</i>  <b>Rapid Review (full day)</b>	<b>October 2019</b>  (date T.B.C)	<b>Community Risk Management</b>  To involve representative from Liverpool City Council	<b>Aim</b> <i>“Excellent Prevention &amp; Protection”</i>  <b>IRMP – Proposal 19</b>		
<b>Tackling Organised Crime</b>	Scrutiny Committee – “Community Risk Management”  5 <sup>th</sup> March 2019	<i>“Review of how MFRA work with Merseyside Police and other partners, around tackling organised crime”</i>  <b>Presentation on Committee Agenda</b>	<b>12<sup>th</sup> September 2019</b>	<b>Community Risk Management</b>  To involve representative of Merseyside Police and possibly OPCC	<b>Aim</b> <i>“Excellent Prevention &amp; Protection”</i>		
<b>Work Around Vulnerable Individuals with Mental Ill Health</b>	Scrutiny Committee – “Community Risk Management”  5 <sup>th</sup> March 2019	<i>“Review of how MFRA work with partners regarding vulnerable individuals with mental ill health</i>  (to incorporate issues around hoarding and suicide/ threat of suicide)”  <b>Rapid Review</b>	<b>16<sup>th</sup> January 2020</b>  (prior to Committee Meeting)	<b>Community Risk Management</b>	<b>Aim</b> <i>“Excellent Prevention &amp; Protection”</i>  <b>IRMP – Proposal 16</b>		



<p><b>Information regarding Influx of Particular Populations</b></p>	<p>Scrutiny Committee – “Operational Response”  17<sup>th</sup> January 2019</p>	<p><i>“Review of information provided by local authorities regarding the influx of particular populations into Merseyside”</i>  <b>Format T.B.C once scope of work finalised</b></p>	<p><b>5<sup>th</sup> March 2020</b></p>	<p><b>Community Risk Management</b></p>	<p><b>Aim</b> <i>“Excellent Prevention &amp; Protection”</i>  <b>IRMP – Proposal 19</b></p>		
<p><b>Incidents Involving Recycling Plants</b></p>	<p>Requested directly by Members</p>	<p><i>“To review incidents involving Recycling Plants”</i>  <b>Rapid Review</b></p>	<p><b>16<sup>th</sup> January 2020</b></p>	<p><b>Community Risk Management</b>  To involve representative from EMR and possibly Environment Agency</p>	<p><b>Aim</b> <i>“Excellent Prevention &amp; Protection”</i></p>		
<p><b>Resilience Arrangements</b></p>	<p>Requested directly by Members</p>	<p><b>To incorporate:</b></p> <ul style="list-style-type: none"> <li>• Strategic partnership with the Home Office – Lead Authority arrangements</li> <li>• Terrorist Attacks (MTFA) (MTA)</li> <li>• Implications of climate change/ several weather conditions</li> <li>• Ability to respond to multiple incidents simultaneously.</li> </ul> <p><b>Rapid Review (full day)</b></p>	<p><b>T.B.C</b></p>	<p><b>Operational Preparedness</b></p>			
<p><b>Family Friendly Policies and Staff Retention</b></p>	<p>Requested by Members at full Authority Meeting – 3<sup>rd</sup> July 2019</p>	<p><i>“To undertake a review around family friendly policies and staff retention”</i>  <b>T.B.C</b></p>	<p><b>T.B.C</b></p>	<p><b>People &amp; Organisational Development</b></p>	<p><b>Aim</b> <i>“Excellent People”</i></p>		

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