



**To: All Members of the Community Safety and Protection Committee  
(and any other Members who may wish to attend)**



The Protocol and Procedure for visitors attending meetings of Merseyside Fire and Rescue Authority can be found by clicking [here](#) or on the Authority's website:

<http://www.merseyfire.gov.uk> - About Us > Fire Authority.

**R. Groves  
Monitoring Officer**

Tel: 0151 296 4000  
Extn: 4113 Shauna Healey

Your ref:

Our ref SH/RG

Date: 24 January 2022

Dear Sir/Madam,

You are invited to attend a meeting of the **COMMUNITY SAFETY AND PROTECTION COMMITTEE** to be held at **1.00 pm** on **TUESDAY, 1ST FEBRUARY, 2022** in the Liverpool Suite - Fire Service Headquarters at Merseyside Fire and Rescue Service Headquarters, Bridle Road, Bootle.

There are 10 socially distanced available seats in the Liverpool Suite for the public to attend the meeting; please contact [DemocraticServices@merseyfire.gov.uk](mailto:DemocraticServices@merseyfire.gov.uk) with your details if you require one. The meeting will be available to watch via YouTube on the following link:

<https://youtu.be/sL2PTiBWFhk>

Yours faithfully,

PP – S. Healey

Monitoring Officer

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**MERSEYSIDE FIRE AND RESCUE AUTHORITY**  
**COMMUNITY SAFETY AND PROTECTION COMMITTEE**

**1 FEBRUARY 2022**

**AGENDA**

**Members**

Cllr Lynn Hinnigan  
Cllr Kathy Hodson  
Cllr Brian Kenny (Chair)  
Cllr Paul Tweed  
Cllr Janet Grace  
Cllr Linda Maloney  
Cllr Lynne Thompson  
Cllr Edna Finneran

**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) the following item of business requires the exclusion of the press and public during consideration thereof, due to the possible disclosure of exempt information:
  - **Agenda Item 4, Appendix A ‘Bouygues Tender Submission’ contains EXEMPT information by virtue of Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972.**

**2. MINUTES OF THE PREVIOUS MEETING (Pages 5 - 10)**

The Minutes of the Previous Meeting, held on 2<sup>nd</sup> September 2021, are submitted for approval as a correct record and for signature by the committee chair.

**3. CHANGE OF APPOINTMENT TO THE AUTHORITY (Pages 11 - 14)**

To consider Report CFO/003/22 of the Monitoring Officer, concerning the change of appointment by Liverpool City Council to Merseyside Fire & Rescue Authority, (‘the Authority’) with effect from 01 February 2022.

4. **FIRE STANDARDS BOARD** (Pages 15 - 28)

To consider Report CFO/004/22 of the Chief Fire Officer, concerning the National Fire Standards being written, consulted on and published by the Fire Standards Board supported by the National Fire Chiefs Council, through its Central Programme Office (CPO).

5. **FM CONTRACT** (Pages 29 - 60)

To consider Report CFO/005/22 of the Chief Fire Officer, concerning the current position of the facilities management contract and the outcome of the negotiation with the highest scoring contractor on the framework.

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## MERSEYSIDE FIRE AND RESCUE AUTHORITY

2<sup>ND</sup> SEPTEMBER 2021

### MINUTES

**Present:** Cllr Brian Kenny (Chair), Councillors Pam Thomas, Kathy Hodson, Brian Kenny, Paul Tweed, Jan Grace, Linda Maloney, Lynn Hinnigan & Les Byrom.

**Also Present:** DCFO Nick Searle, Ria Groves & Mike Rea

**Apologies of absence were received from:** Cllr Edna Finneran

#### **8. CHAIR'S ANNOUNCEMENT**

Prior to the start of the meeting, information regarding general housekeeping was provided by the Chair to all in attendance.

The Chair confirmed to all present that the proceedings of the meeting would be filmed and requested that any members of the public present who objected to being filmed, make themselves known.

No members of the public voiced any objection therefore the meeting was declared open and recording commenced.

#### **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) no declarations of interest were made by individual Members in relation to any item of business on the Agenda
- b) no additional items of business to be considered as matters of urgency were determined by the Chair; and
- c) no items of business required 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**

The Minutes of the previous meeting of the authority, held on 8th April 2021 were approved as a correct record and for signature by the Chair.

### **3. IMPLEMENTATION OF THE REVISED LEADERSHIP MESSAGE AND VALUES**

Members considered Report CFO/056/21 by the Deputy Chief Fire Officer, concerning Members' agreement to the structured organisational implementation of the Authority's revised leadership message and values for all employees in conjunction with an experienced and knowledgeable external partner.

Members were given a presentation around Embedding Our Leadership Message, by Organisational Development Manager, Lynn Hughes.

Members were advised that the inclusive 'Leadership' workshops would be delivered to all staff through an external organisation by embedding our revised vision, purpose, values and behaviours. This will help align the organisation around common goals through a one team approach and maximise positive culture through reinforcing key drivers of being bold, professional, safe, supportive and relentless.



The new Merseyside Fire & Rescue Service (MFRS) message and values was approved by the Fire Authority in June 2021. MFRS staff were involved with the development of it as an emotional connection with staff was desired and it helped build successful engagement by involving all members of staff in the embedding of MFRS's message. It was achieved by using words that were put forward by staff – staff said everything they do is for the community and staff are part of the community. MFRS take pride in what they do.

The vision part of the leadership message states that MFRS is one team, meaning staff appreciate each other and work together to achieve a common goal. This creates a sense of purpose, meaning and pride to help 'be the best Fire & Rescue Service in the UK'. The purpose section states MFRS is here to serve and that is 100% true. The message states that our service is bold, professional, safe (for staff to work in emergency situations), built (to help the people of Merseyside), positive and relentless. The values are really important to MFRS – how staff behave and conduct themselves by using courage, integrity and compassion. MFRS want to capture the essence of public service and improve community outcomes by building an inclusive culture which listens, engages and involves all of our workforce.

Members were informed that it is intended that one day workshops using Leadership, who have expertise and experience in Blue Light services, will hopefully be used to engage all our workforce if Members agree. These workshops have been introduced to 'tell our story' through our place, our culture and our people. The Chief Fire Officer will be involved in all the workshops and the use of profiles will be used to understand our preferences and importantly the preferences of others, leading to different conversations.

There are different leadership profiles, as detailed in the below picture. There are different colours for different people and it is to help understand how people work and relate with others. MFRS appreciates that people have differences and want to promote understanding of individuals. The cost of this exercise will

be between £71,500 and £95,000 depending on the individual development plan role out.

|                             |  <b>Fiery Red</b> |  <b>Sunshine Yellow</b> |  <b>Earth Green</b> |  <b>Cool Blue</b> |
|-----------------------------|--|--|---|--|
| <b>Appears:</b>             | Business like and functional   | Informal Outgoing  | Casual Conforming   | Formal Conservative  |
| <b>Primary Focus:</b>       | Results  | Interaction  | Maintaining harmony   | Problem Solving  |
| <b>Wants to be:</b>         | In control   | Admired  | Liked   | Correct  |
| <b>Likes you to be:</b>     | Brief  | Engaged  | Present   | Precise  |
| <b>Fears:</b>               | Losing Control   | Disapproval  | Confrontation   | Embarrassment  |
| <b>Can be irritated by:</b> | Inefficient Indecision   | Rules and routine  | Insensitivity Impatience  | Unpredictability Carelessness  |
| <b>Under pressure may:</b>  | Dictate  | Dramatise Overreact  | Feel overwhelmed  | Withdraw   |
| <b>Decisions are:</b>       | Pragmatic  | Spontaneous  | Considered  | Logical Deliberate   |

Members commented that 88% engagement from the staff survey is already a huge success and were advised that the workshops will be beneficial to retain high engagement with staff.

Members were informed that the Strategic Leadership Team had already taken part in these workshops and had learned a lot from them.

Members asked if many young people were spoken to regarding input for the leadership message and were told that a lot of young people were as well as female firefighters and those of ethnic minority, reassuring Members that the engagement for the leadership message came from a variety of staff. It was added that if we continue to proceed with the workshops for staff, that it will assist with listening and engaging with each other.

Members thanked Lynn Hughes for a very passionate and positive presentation.

Members resolved that:

The utilisation of I Leadership to deliver training for the introduction of the Authority's leadership message for all employees, be approved.

#### **4. Equality, Diversity and Inclusion Annual Report 2020/21**

Members considered Report CFO/048/21 of the Deputy Chief Fire Officer, concerning the progress made against the Authority's ED&I objectives for 2017-2020. The Equality, Diversity & Inclusion (ED&I) Annual Report 2020/21 is attached to the report at Appendix A.

Members were given a brief overview of the report and they commented that MFRS is very proactive and that this report was excellent.

Members asked if we will be able to retain female firefighters as the recruitment so far was great. Members were advised that Merseyside Fire & Rescue Service (MFRS) will be looking at more flexible working for female firefighters and that staff are encouraged to speak to Human Resources or their line managers about any issues they may have.

Members asked if staff wanting to/or currently adopt had any support/assistance and they were informed that we already have policies in place for staff regarding adoption.

Members enquired that if the incremental pay rises were over a long period for the pay gap, would that effect the figures. Members were advised that the government ask for the figures in this way but that there is no difference in the amount staff of the same grade get paid regardless of their sex. It was added that MFRS is massively dominated by males in the organisation, but in the future as female firefighters move through the ranks, the figures in this report would change and results will be seen.

Members resolved that:

The ED&I Annual Report for publication on the Merseyside Fire & Rescue Service (MFRS) website in order to demonstrate Merseyside Fire & Rescue Authority's (MFRA) commitment to ED&I and in order to demonstrate how it has met its Public Sector Equality Duty.

## **5. SERVICE DELIVERY PLAN 2021-22 APRIL TO JUNE UPDATE**

Members considered Report CFO/049/21 of the Deputy Chief Fire Officer, concerning the performance against objectives and the performance targets/outcomes as set out in the Service Delivery Plan 2021/22 for the period April to June 2021.

Members were given an overview of the report.

Members asked if the consultation for the Long Lane Super Fire Station had started and if so how it was going. Members were advised that the consultation has began and so far there are no negative comments regarding the build. It is looking positive and the consultation finishes at the end of October 2021.

Members resolved that:

The attached reports for publication on the website, be approved.

## **6. Protection Grants**

Members considered Report CFO/052/21 of the Deputy Chief Fire Officer, concerning a current update and future proposals in the spending of the various grants provided by Her Majesty's Government (HMG) to enhance the ongoing and emerging Protection work.



Members were given a brief overview of the report.

Members asked if the money was to fund extra staff and were advised that as this was a grant it would only fund staff for a certain period of time. The money will be used for in house training and be subsidised back into the operational workforce.

Members questioned if there was a time limit on the grants and were told that there are set parameters as stated in the report but to simplify it, it is a couple of years.

Members resolved that:

The current spending allocation of the various grants, be noted; and  
The spending proposals and anticipated expenditure in line with HMG guidelines, be approved.

**Close**

Date of next meeting: 1<sup>st</sup> February 2022

Signed: \_\_\_\_\_

Dated: \_\_\_\_\_

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|---|--|-----------------------|--|
| <b>MERSEYSIDE FIRE AND RESCUE AUTHORITY</b> |  |                       |  |
| <b>MEETING OF THE:</b>                      | <b>COMMUNITY SAFETY &amp; PROTECTION COMMITTEE</b> |                       |  |
| <b>DATE:</b>                                | <b>1 FEBRUARY 2022</b>                             | <b>REPORT NO:</b>     | <b>CFO/003/22</b>  |
| <b>PRESENTING OFFICER:</b>                  | <b>CLERK TO THE AUTHORITY</b>                      |                       |  |
| <b>RESPONSIBLE OFFICER:</b>                 | <b>RIA GROVES</b>                                  | <b>REPORT AUTHOR:</b> | <b>SHAUNA HEALEY–<br/>DEMOCRATIC SERVICES<br/>MANAGER,<br/>EXTN 4113</b> |
| <b>OFFICERS CONSULTED:</b>                  | <b>STRATEGIC LEADERSHIP TEAM</b>                   |                       |  |
| <b>TITLE OF REPORT:</b>                     | <b>CHANGE OF APPOINTMENT TO THE AUTHORITY</b>      |                       |  |

|                    |             |
|--------------------|-------------|
| <b>APPENDICES:</b> | <b>NONE</b> |
|--------------------|-------------|

### **Purpose of Report**

1. To inform Members of the change of appointment by Liverpool City Council to Merseyside Fire & Rescue Authority, ('the Authority') with effect from 1<sup>st</sup> February 2022.

### **Recommendation**

2. That Members;
  - a. Note the resignation of Councillor Pam Thomas from the Authority (Cllr Thomas has taken up a new role on the Liverpool City Council Cabinet) and the subsequent requirement for Liverpool City Council to nominate a replacement Labour Member to appoint to the Authority.
  - b. Note and approve the appointment of Councillor Patrick Hurley, as one of Liverpool City Council's nominated representatives to the Authority, with effect from 1<sup>st</sup> February 2022
  - c. Note and approve the appointment of Councillor Patrick Hurley to the following Committees vacated by Councillor Pam Thomas:
    - Community Safety & Protection Committee
    - Scrutiny Committee

### **Introduction and Background**

3. At the Authority's AGM on 10<sup>th</sup> June 2021, the Authority's political balance for the Municipal Year 2021/22, was confirmed as being:
  - 14 Labour

- 2 Conservative
  - 2 Liberal Democrat
4. On 29<sup>th</sup> November 2021, the Democratic Services Team received notification from Councillor Pam Thomas that she would be resigning from the Authority and a replacement member would be nominated in December 2021.
  5. As a result of her resignation from the Authority, there was a requirement for Liverpool City Council to nominate a replacement Labour Member to be appointed to the Authority.
  6. As per Liverpool City Council's Constitution, appointments to outside bodies can only be approved by the full Council. At their meeting on 08<sup>th</sup> December, it was confirmed that Councillor Patrick Hurley would replace Councillor Pam Thomas.
  7. It is recommended that Councillor Patrick Hurley also be appointed to the Community Safety and Protection Committee and the Scrutiny Committee for the remainder of this municipal year to replace Councillor Pam Thomas.

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#### **Equality and Diversity Implications**

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8. There are no equality and diversity implications arising directly out of this report.

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#### **Staff Implications**

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9. With the exception of some additional time and resources providing induction training for the newly appointed Member, there are no significant staff implications arising from this report.

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#### **Legal Implications**

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10. The Local Government and Housing Act 1989, s.15 and 16 & Schedule 1 and The Local Government (Committees and Political Groups) Regulations 1990 provide for political proportionality rules and those nominated by District Councils to bodies such as Fire and Rescue Authorities.

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#### **Financial Implications & Value for Money**

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11. There are no additional financial or value for money implications arising from this report with one Member replacing another Member, the budget for Member expenses will remain unaffected.

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

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12. There are no risk management, health and safety, or environmental implications arising from this report.

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**Contribution to Our Vision:** *To be the best Fire & Rescue Service in the UK.*

Our Purpose: *Here to serve, Here to protect, Here to keep you safe.*

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13. The Authority is constituted by Members appointed by Merseyside's five District Councils. Members appointed to the Authority by the District Councils, reflect and represent the constituency of each District; and have responsibility for making decisions in the best interests of the communities the Authority serves.

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## **BACKGROUND PAPERS**

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## **GLOSSARY OF TERMS**

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MFRA – Merseyside Fire and Rescue Authority

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| <b>MERSEYSIDE FIRE AND RESCUE AUTHORITY</b> |  |                       |                      |
| <b>MEETING OF THE:</b>                      | <b>COMMUNITY SAFETY AND PROTECTION COMMITTEE</b> |                       |                      |
| <b>DATE:</b>                                | <b>1 FEBRUARY 2022</b>                           | <b>REPORT NO:</b>     | <b>CFO/004/22</b>    |
| <b>PRESENTING OFFICER</b>                   | <b>CFO PHIL GARRIGAN</b>                         |                       |                      |
| <b>RESPONSIBLE OFFICER:</b>                 | <b>DEB APPLETON</b>                              | <b>REPORT AUTHOR:</b> | <b>JACKIE SUTTON</b> |
| <b>OFFICERS CONSULTED:</b>                  | <b>STRATEGIC LEADERSHIP TEAM</b>                 |                       |                      |
| <b>TITLE OF REPORT:</b>                     | <b>FIRE STANDARDS BOARD</b>                      |                       |                      |

|                    |   |
|--------------------|---|
| <b>APPENDICES:</b> | <b>APPENDIX A: EMERGENCY RESPONSE DRIVING STANDARD IMPLEMENTATION TOOLKIT</b> |
|--------------------|---|

### **Purpose of Report**

1. To inform Members of the introduction of National Fire Standards
2. To describe how they are developed, consulted on and published by the Fire Standards Board supported by the National Fire Chiefs Council, through its Central Programme Office (CPO).

### **Recommendation**

3. That Members note the new National Fire Standards and the work being undertaken within MFRS to implement and ensure compliance with the new National Fire Standards

### **Introduction and Background**

#### **The role of the Fire Standards Board**

4. Is to oversee the identification, organisation, development and maintenance of professional Standards for fire and rescue services in England.
5. The Board is responsible for approving Standards and the approach to their development. It sets the priorities for Standards development work. It will commission work based on proposals from third parties, monitor progress with ongoing work and approve completed work.
6. It will seek to ensure that any Standards presented for approval have:
  - been developed in line with the agreed development process;
  - undergone appropriate consultation with subject matter experts and relevant stakeholders; and,
  - undergone an independent quality assurance process.

## Scope of Standards

7. To help categorise the areas requiring Fire Standards and the guidance that is likely to underpin them, an Activity Framework has been developed. This enabled the Board to capture all the activities performed by fire and rescue services irrespective of their governance model, budget or location and who provides those functions (for example, services that are part of a local authority).
8. The principles of this approach are founded on the experience gained through the National Operational Guidance Programme (NOGP). The Activity Framework is intended to:
  - provide a complete road map it is clear where the NFCC and FSB are going;
  - help avoid duplication and overlap which may result in conflicting guidance if developed in isolation; and,
  - be easy to navigate for all audiences.

## Standards Development

9. The National Fire Chiefs Council, through its Central Programme Office (CPO) provides administrative and policy support to the Fire Standards Board.
10. The Board and CPO work together to develop the suite of professional Standards. They will follow a commonly recognised process originating from the British Standards Institute and used in many other sectors.

In this process the Board is responsible for:

- creating and maintaining a framework of professional Standards that are applicable to, or in use within, fire and rescue services in England;
- considering the existing fire and rescue landscape through findings of existing research, the fire reform programme, operational or organisational learning from past incidents and from HMICFRS inspection outputs;
- identifying gaps within the framework and identifying priorities for new or revised professional Standards;
- working with the NFCC to plan and align Standards development work with the strategic commitments and their existing programmes;
- reviewing proposals and commissioning work;
- ensuring published Standards remain current and fit for purpose through both benefits realisation and periodic review;
- commissioning work to review and revise published Standards as and when required; and,
- building and maintaining relationships with partners across fire and rescue services, including those in the Devolved Administrations to inform the work they commission and approve.

The CPO are responsible for:

- preparing proposals for Standards development work;



- facilitating development work when commissioned;
- managing the periodic review cycles of approved Standards;
- monitoring and informing the Board where a Standard may need revision outside of agreed cycles; and,
- monitoring benefits realisation and periodic reporting to the Board.

### **Approved Fire Standards**

11. To date the Fire Standards Board have written, consulted on and published the following Standards:

- Code of Ethics
- Community Risk Management Planning
- Emergency Response Driving
- Operational Competence
- Operational Learning
- Operational Preparedness
- Prevention
- Protection

At time of writing two further Fire Standards have been through consultation and are expected to be published soon:

- Safeguarding
- Fire Investigation

One Fire Standard is out to consultation:

- Emergency Preparedness and Resilience

12. Officers from Merseyside have been fundamental in the creation of this standard given our lead role for national resilience and our outstanding judgement when dealing with Major Incidents, as advised by HMICFRS during its most recent round of inspections.

### **Implementation Tools**

13. Following on from feedback received from rescue services the Board has developed an Implementation Tool for each Fire Standard.

14. Each tool has been created to assist fire and rescue services in planning, delivering and reporting on their implementation of Fire Standards. They could also be used to provide useful evidence for HMICFRS inspections.

15. The tools help services to record actions needed to be take to move toward achieving the Fire Standard. When first completed, it will provide a benchmark from which progress over time can be measured.

## **MFRS Implementation of the National Fire Standards**

16. When a new Standard is released for consultation it is added to an intranet Portal page with a link to the live consultation and deadlines for responding. The Area Manager or Senior Manager with responsibility for the Standard is advised to review and respond to the consultation. Where appropriate, the response is quality assured or sent on behalf of the Chief Fire Officer.
17. When a new Standard is published, to ensure compliance, , the Implementation Toolkit is used as a form of gap analysis to identify where MRFS are meeting the standard, or areas for improvement. An example of the Emergency Response Driving Implementation Toolkit can be found at Appendix A.
18. The Toolkit tracker is then presented, by the responsible officer, at the appropriate Strategic Board meeting to illustrate compliance, or areas for improvement with the Standard. The individual Boards should show progress in achieving the Standard. Highlights of the individual Standards will be presented annually to Strategy and Performance Board and the Authority..
19. Implementation toolkits will be kept on the Portal and reviewed regularly.

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### **Equality and Diversity Implications**

20. Equality and Diversity actions form part of the work of the National Fire Standards Board and each Standard is equally impact assessed as appropriate.
21. In addition, any equality, diversity and inclusion implications relating to work required to comply with a standard would be identified through MFRS's Equality Impact Assessment processes.

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### **Staff Implications**

22. There are no direct staffing implications contained within this report.

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### **Legal Implications**

23. The standards allow greater scrutiny and alignment across the sector mitigating the risk to the Authority when carrying out its activities and service to the community. as it its compliance of standards

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### **Financial Implications & Value for Money**

24. The National Fire Standards should provide the same or an improved level of service for the same or a reduced cost.
25. Actions required to ensure compliance that have cost implications should be maintained within existing budgets.

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

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26. Consideration of Health and Safety, the environment and successful risk management is paramount in complying the the National Fire Standards.

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**Contribution to Our Vision:** *To be the best Fire & Rescue Service in the UK.*

Our Purpose: *Here to serve, Here to protect, Here to keep you safe.*

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27. Compliance with the National Fire Standards will assure the Authority and the people we serve on Merseyside that we are providing the best possible service.

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**BACKGROUND PAPERS**

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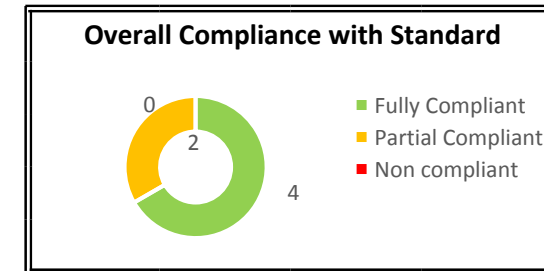
**GLOSSARY OF TERMS**








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## EMERGENCY RESPONSE DRIVING FIRE STANDARD IMPLEMENTATION TOOL

| Please fill in the contact details below: |                                  |
|---|----------------------------------|
| Fire and Rescue Service                   | Merseyside Fire & Rescue Service |
| Contact Name                              |                                  |
| Contact Email Address                     |                                  |
| Contact Phone Number                      |                                  |



| Criteria     | Description  | Priority  |          |          | Impact    |          |          | Compliance      |                     |               | Chart   |
|--------------|--|-----------|----------|----------|-----------|----------|----------|-----------------|---------------------|---------------|---|
|              |  | Low       | Medium   | High     | Low       | Medium   | High     | Fully Compliant | Partially Compliant | Non Compliant |   |
| 1            | Comply with legislation and guidance that applies to emergency response driving  | 7         | 1        | 0        | 8         | 0        | 0        | 7               | 1                   | 0             |    |
| 2            | Adopt and align their emergency response driver training to the NFCC Emergency Response Driver and Instructor Framework  | 4         | 0        | 0        | 4         | 0        | 0        | 1               | 3                   | 0             |   |
| 3            | Adopt and align their emergency response driver instructor training to the NFCC Emergency Response Driver and Instructor Framework   | 5         | 0        | 0        | 5         | 0        | 0        | 5               | 0                   | 0             |  |
| 4            | Ensure that records of driver competency and refresher training are kept and maintained  | 1         | 0        | 0        | 1         | 0        | 0        | 1               | 0                   | 0             |  |
| 5            | Ensure that their driver training provision is periodically independently quality assured  | 1         | 0        | 0        | 1         | 0        | 0        | 1               | 0                   | 0             |  |
| 6            | Ensure that both managers who are responsible for emergency response driving and those working as driving instructors, contribute to the continual improvement of driver training standards by communicating, sharing learning and experiences | 3         | 0        | 0        | 3         | 0        | 0        | 3               | 0                   | 0             |  |
| <b>Total</b> |  | <b>21</b> | <b>1</b> | <b>0</b> | <b>22</b> | <b>0</b> | <b>0</b> | <b>18</b>       | <b>4</b>            | <b>0</b>      |  |

### **Introduction**

This spreadsheet has been created to assist FRS when planning the implementation of this Fire Standard. It provides a facility to record actions that have been taken, or need to be taken, to move toward achieving the Fire Standard. When first completed, it will provide a benchmark from which progress over time can be measured. The spreadsheet is intended to be used to assist FRS with their planning and implementation, but it will also provide useful evidence for HMICFRS inspections. Time-stamped versions of this spreadsheet will show progress being made with individual action points over time. The Dashboard provides a pictorial overview of the level of compliance.

The spreadsheet is intended as a tool to assist FRS and they are therefore free to make any changes they wish to it if it aids their planning and implementation of this Standard.

### **Instructions for Use**

The spreadsheet has been set-up to record actions for each Criteria listed in the 'To Achieve...' section of the Fire Standard.

### **Criteria Tabs**

1. Move to the Tab for Criteria 1. In column A, define the work that needs to be done to achieve compliance with the criteria (tasks). The template provides for up to 10 actions/tasks to be added, but further rows can be added to the table as required (down to row 50, after which some formulas on the Dashboard will stop working). Overtyping 'Task 1/1' with an actual action/task. Even work that has already been completed can be recorded here to show the extent of the work that was carried-out.
2. In Column B, set the Priority for the action. Select high, medium or low from the drop-down list. Some tasks will be considered to be a higher priority than others, and this information will allow FRS to plan work to address high priority matters first. Lower priority matters can be addressed later.
3. In Column C, record the Impact that the Action will have on compliance. Select high, medium or low from the drop-down list. To progress an action plan in a timely manner, FRS may choose to address tasks likely to have the greatest impact first, although this information must also be considered in conjunction with the Priority (Column B).
4. In Column D, the level of compliance for each task should be recorded in the drop-down list. If the task requires new work and no progress has yet been made, then the task should be recorded as Non-compliant. If some work has been completed but the task is incomplete, then the task should be recorded as Partially Compliant. And if all work is complete, the task should be recorded as Fully Compliant.
5. The cell in D2 will automatically update to reflect the lowest level of compliance that exists in the task below. This information is then used to populate the 'Overall Compliance' graph at the top of the Dashboard.
6. Repeat the process for each Criteria tab.

### **Dashboard**

1. The Dashboard sheet has been locked (protected) to prevent accidental changes being made to formula. However, competent users can unprotect the sheet and make changes as required.
2. Only cells C4 to C7 allow data to be entered on the Dashboard, without unprotecting the sheet.
3. The Dashboard provides a summary view of the state of compliance against the standard. If versions are recorded over time, they will illustrate the progress being made. Early versions are likely to show high levels of non-compliance, with much work to be done. But later versions should show more tasks complete, with fewer outstanding. The doughnut graphs should change from Red, to Amber to Green over time.
4. The most significant graph on the Dashboard is the 'Overall Compliance' graph at the top. It provides an 'at a glance' overview of the state of compliance with the standard. It provides a summary of data in cell D2 on each criteria tab. For senior managers, this single graph provides the simplest indication of the state of play.

### **Hidden Lists Tab**

There is one hidden tab on the spreadsheet which can be revealed if necessary by 'Unhiding' (right click on the tabs). It contains the data used in drop-down lists and is also used to collate some data used for graphs. The information on this sheet should not normally need to be altered, which is why the tab is normally hidden from view.

| Comply with legislation and guidance that applies to emergency response driving | Priority | Impact | Compliance          | Work assigned to | Projected date for completion | Description of work needing to be done   | Evidence of Compliance   |
|---|----------|--------|---------------------|------------------|-------------------------------|--|--|
| Is MFRS fully compliant with this Criteria?                                     |          |        | Partially Compliant |                  |                               |  |  |
| Road Traffic Act (1991)   | Low      | Low    | Fully Compliant     | N/A              | N/A                           | N/A  | Captured as part of the EFAD/ELVD pre-learning module ERDT and the Law   |
| Road Traffic Regulation Act (specifically Section 87)                           | Low      | Low    | Fully Compliant     | N/A              | N/A                           | N/A  | Captured as part of the EFAD/ELVD pre-learning module ERDT and the Law   |
| Road Safety Act 2006 – Section 19 *Not yet enacted*                             | Low      | Low    | Fully Compliant     | N/A              | N/A                           | N/A  | Captured as part of the EFAD/ELVD pre-learning module ERDT and the Law   |
| The Road Vehicle (Construction & Use) Regulations                               | Low      | Low    | Fully Compliant     | N/A              | N/A                           | N/A  | Captured as part of the EFAD/ELVD pre-learning module ERDT and the Law   |
| Motorways Traffic (England & Wales) Regulations                                 | Low      | Low    | Fully Compliant     | N/A              | N/A                           | N/A  | Captured as part of the EFAD/ELVD pre-learning module ERDT and the Law   |
| The Traffic Signs Regulations and General Directions                            | Low      | Low    | Fully Compliant     | N/A              | N/A                           | N/A  | Captured as part of the EFAD/ELVD pre-learning module ERDT and the Law   |
| NFCC Emergency response driver and instructor framework                         | Medium   | Low    | Partially Compliant | Phil Ion         | 1st April 2022                | <b>EFAD Course</b><br>• 2 delegates: 1 Instructor<br>• 80 hrs contact time (10 days) with Night-time Drive compulsory<br><b>ELVD Course (previous EFAD)</b><br>• 2 delegates: 1 Instructor<br>• 80 hrs contact time (10 days) with Night-time Drive compulsory<br><b>ELVD Course (not previous EFAD)</b><br>• 2 delegates: 1 Instructor<br>• 120 hrs contact time (15 days) with Night-time Drive compulsory | All other aspects of the framework are compliant due to full compliance with the preceding guidance, High Speed Driver Training (HSDT) 2014, which is the basis for the Fire Standard for Driving. |
| Assessment forms linked to the above framework                                  | Low      | Low    | Fully Compliant     | N/A              | N/A                           | N/A  | All assessment paperwork captured in the Fire Standard for Driving has been adopted from April 2021  |
| Task 1/9  |          |        |                     |                  |                               |  |  |
| Task 1/10   |          |        |                     |                  |                               |  |  |
| Task 1/11   |          |        |                     |                  |                               |  |  |

| Adopt and align their emergency response driver training to the NFCC Emergency Response Driver and Instructor Framework | Priority | Impact | Compliance          | Work assigned to | Projected date for completion | Description of work needing to be done  | Evidence of Compliance   |
|---|----------|--------|---------------------|------------------|-------------------------------|---|--|
| Is MFRS fully compliant with this Criteria?   |          |        | Partially Compliant |                  |                               |   |  |
| EFAD Initial Course   | Low      | Low    | Fully Compliant     | Phil Ion         | 01/04/2022                    | <b>EFAD Course</b><br>•2 delegates:1 Instructor<br>•80 hrs contact time (10 days) with Night-time Drive compulsory  | All other aspects of the framework are compliant due to full compliance with the preceding guidance, High Speed Driver Training (HSDT) 2014, which is the basis for the Fire Standard for Driving.   |
| ELVD Initial Course (previous EFAD)   | Low      | Low    | Partially Compliant | N/A              | N/A                           | <b>ELVD Course (previous EFAD)</b><br>•2 delegates:1 Instructor<br>•80 hrs contact time (10 days) with Night-time Drive compulsory<br><b>We currently deliver. ELVD courses are 1:1, 1 week. This will become 2:1 10 days</b>   | We are creating a new course for these candidates and looking at the impact of taking SMs away from their duties for 10 days.who have driven EFAD previously being 5 days 1:1  |
| ELVD Initial Course (not previous EFAD)   | Low      | Low    | Partially Compliant | Phil Ion         | 01/04/2022                    | <b>ELVD Course (Not previous EFAD)</b><br>•2 delegates:1 Instructor<br>•120 hrs contact time (15 days) with Night-time Drive compulsory<br><b>This is an increase of 10 days over the current course we deliver to account for no experience in Blue Light Driving.</b> | We are creating a new course for these candidates and looking at the impact of taking SMs away from their duties for 3 weeks. Possibly Merseyside Police conducting these courses  |
| Night Time Drive included in the above 3 courses  | Low      | Low    | Partially Compliant | Phil Ion         | 01/04/2022                    | The addition of a night time drive for initial blue light response courses namely, EFAD, ELVD (previous EFAD) and ELVD (not previous EFAD)  | We are creating a new 10 day EFAD Course, 10 day ELVD course (previous EFAD) and 15 day ELVD course (not previous EFAD) which will include a night time drive. We are also considering the impact on both delegates and trainers working hours and potential changes to contracts to reflect this. |
| Task 2/5  |          |        |                     |                  |                               |   |  |
| Task 2/6  |          |        |                     |                  |                               |   |  |
| Task 2/7  |          |        |                     |                  |                               |   |  |
| Task 2/8  |          |        |                     |                  |                               |   |  |
| Task 2/9  |          |        |                     |                  |                               |   |  |
| Task 2/10   |          |        |                     |                  |                               |   |  |



| Adopt and align their emergency response driver instructor training to the NFCC Emergency Response Driver and Instructor Framework   | Priority | Impact | Compliance      | Work assigned to | Projected date for completion | Description of work needing to be done | Evidence of Compliance   |
|--|----------|--------|-----------------|------------------|-------------------------------|--|--|
| Is MFRS fully compliant with this Criteria?  |          |        | Fully Compliant |                  |                               |  |  |
| National College of Policing (NCP) Response Driving Instructor course delivered by Merseyside Police (MP) Driving School (3 weeks)   | Low      | Low    | Fully Compliant | N/A              | N/A                           | N/A                                    | This course is over and above the NFCC Fire Standard for Driving       |
| Emergency Fire Appliance Driver (EFAD) Instructor course delivered by Senior Instructors in-service in line with the NFCC Emergency Response Driver and Instructor framework (3 weeks)   | Low      | Low    | Fully Compliant | N/A              | N/A                           | N/A                                    | This course is fully compliant with the NFCC Fire Standard for Driving |
| Emergency Fire Appliance Driver (EFAD) and Emergency Light Vehicle Driver (ELVD) Assessor course delivered by Senior Instructors in-service in line with the NFCC Emergency Response Driver and Instructor framework (2 weeks) | Low      | Low    | Fully Compliant | N/A              | N/A                           | N/A                                    | This course is fully compliant with the NFCC Fire Standard for Driving |
| Association of Driving Instructors (ADI) qualification   | Low      | Low    | Fully Compliant | N/A              | N/A                           | N/A                                    | This course is over and above the NFCC Fire Standard for Driving       |
| Emergency Light Vehicle Driver (ELVD) Instructor course delivered by Senior Instructors in-service in line with the NFCC Emergency Response Driver and Instructor framework (2 weeks)  | Low      | Low    | Fully Compliant | N/A              | N/A                           | N/A                                    | This course is fully compliant with the NFCC Fire Standard for Driving |
| Task 3/6   |          |        |                 |                  |                               |  |  |
| Task 3/7   |          |        |                 |                  |                               |  |  |
| Task 3/8   |          |        |                 |                  |                               |  |  |
| Task 3/9   |          |        |                 |                  |                               |  |  |
| Task 3/10  |          |        |                 |                  |                               |  |  |

| Ensure that records of driver competency and refresher training are kept and maintained            | Priority | Impact | Compliance      | Work assigned to | Projected date for completion | Description of work needing to be done | Evidence of Compliance   |
|--|----------|--------|-----------------|------------------|-------------------------------|--|--|
| Is MFRS fully compliant with this Criteria?  |          |        | Fully Compliant |                  |                               |  |  |
| Records of training undertaken, competency achieved and refreshers to maintain competency ongoing. | Low      | Low    | Fully Compliant | N/A              | N/A                           | N/A                                    | We maintain records on all our drivers from intial LGV and EFAD courses, through continuation training including additionl skills such as Driver Fams and EFAD/ELVD refreshers undertaken every 3 years in service. We keep the records in a specifically created sharepoint site. GDPR is fully embedded and implemented. |
| Task 4/2   |          |        |                 |                  |                               |  |  |
| Task 4/3   |          |        |                 |                  |                               |  |  |
| Task 4/4   |          |        |                 |                  |                               |  |  |
| Task 4/5   |          |        |                 |                  |                               |  |  |
| Task 4/6   |          |        |                 |                  |                               |  |  |
| Task 4/7   |          |        |                 |                  |                               |  |  |
| Task 4/8   |          |        |                 |                  |                               |  |  |
| Task 4/9   |          |        |                 |                  |                               |  |  |
| Task 4/10  |          |        |                 |                  |                               |  |  |

| Ensure that their driver training provision is periodically independently quality assured | Priority | Impact | Compliance      | Work assigned to | Projected date for completion | Description of work needing to be done | Evidence of Compliance   |
|---|----------|--------|-----------------|------------------|-------------------------------|--|--|
| Is FRS fully compliant with this Criteria?  |          |        | Fully Compliant |                  |                               |  |  |
| Instructor assessment and standardisation and quality assurance                           | Low      | Low    | Fully Compliant | N/A              | N/A                           | N/A                                    | <p><b>Instructor Revalidation of Quals and Peer Assessments</b></p> <ul style="list-style-type: none"> <li>• National College of Policing (NCP) Response Driving Instructor revalidation delivered by Greater Manchester Police (GMP) Driving School (1 day) every year</li> <li>• Emergency Fire Appliance Driver (EFAD) Instructor Peer Assessment delivered by colleague instructors in-service in line with the NFCC Emergency Response Driver and Instructor framework (1 day) every 6 months.</li> <li>• Emergency Fire Appliance Driver (EFAD) Instructor External Peer Assessment delivered by Senior Instructors from regional services from the North West (NW) Region Driver Training Advisory Group (DTAG) in line with the NFCC Emergency Response Driver and Instructor framework (1 day) every year.</li> <li>• Approved Driving Instructors (ADI) qualification periodic Standards Check completed by DVSA</li> <li>• Emergency Light Vehicle Driver (ELVD) Instructor Peer Assessment delivered by colleague instructors in-service in line with the NFCC Emergency Response Driver and Instructor framework (1 day) every year.</li> </ul> |
| Task 5/2  |          |        |                 |                  |                               |  |  |
| Task 5/3  |          |        |                 |                  |                               |  |  |
| Task 5/4  |          |        |                 |                  |                               |  |  |
| Task 5/5  |          |        |                 |                  |                               |  |  |
| Task 5/6  |          |        |                 |                  |                               |  |  |
| Task 5/7  |          |        |                 |                  |                               |  |  |
| Task 5/8  |          |        |                 |                  |                               |  |  |
| Task 5/9  |          |        |                 |                  |                               |  |  |
| Task 5/10   |          |        |                 |                  |                               |  |  |

| <p>Ensure that both managers who are responsible for emergency response driving and those working as driving instructors, contribute to the continual improvement of driver training standards by communicating, sharing learning and experiences with the NFCC network of fire and rescue service driving instructors and centres through</p> <p>a. Engaging on the NFCC Workplace online forum</p> <p>b. Supporting the national Driver Training Advisory Group (DTAG) through regional structures</p> <p>c. Considering appropriate representation at relevant national events and conferences</p> | Priority | Impact | Compliance      | Work assigned to | Projected date for completion | Description of work needing to be done | Evidence of Compliance  |
|---|----------|--------|-----------------|------------------|-------------------------------|--|---|
| Is FRS fully compliant with this Criteria?  |          |        | Fully Compliant |                  |                               |  |   |
| NFCC Workplace Online Forum   | Low      | Low    | Fully Compliant | N/A              | N/A                           | N/A                                    | All members of the team are members and regularly contribute to the NFCC online forum   |
| Attendance at regional DTAG meetings  | Low      | Low    | Fully Compliant | N/A              | N/A                           | N/A                                    | I and periodically members of the team attend all regional DTAG meetings. We share good practice and joint operational learning with national bodies. We try where possible to adopt common practice and provide assistance and support to each other where we can. |
| Representation at National Events   | Low      | Low    | Fully Compliant | N/A              | N/A                           | N/A                                    | The Regional chair of the NW DTAG attends and feeds back minutes and full overview to the group.  |
| Task 6/4  |          |        |                 |                  |                               |  |   |
| Task 6/5  |          |        |                 |                  |                               |  |   |
| Task 6/6  |          |        |                 |                  |                               |  |   |
| Task 6/7  |          |        |                 |                  |                               |  |   |
| Task 6/8  |          |        |                 |                  |                               |  |   |
| Task 6/9  |          |        |                 |                  |                               |  |   |
| Task 6/10   |          |        |                 |                  |                               |  |   |

| <b>MERSEYSIDE FIRE AND RESCUE AUTHORITY</b> |  |                       |                      |
|---|--|-----------------------|----------------------|
| <b>MEETING OF THE:</b>                      | <b>COMMUNITY SAFETY AND PROTECTION COMMITTEE</b>   |                       |                      |
| <b>DATE:</b>                                | <b>1 FEBRUARY 2022</b>   | <b>REPORT NO:</b>     | <b>CFO/005/22</b>    |
| <b>PRESENTING OFFICER</b>                   | <b>CFO PHIL GARRIGAN</b>   |                       |                      |
| <b>RESPONSIBLE OFFICER:</b>                 | <b>DCFO NICK SEARLE</b>  | <b>REPORT AUTHOR:</b> | <b>STEWART WOODS</b> |
| <b>OFFICERS CONSULTED:</b>                  | <b>HYWYN PRITCHARD – HEAD OF PROCUREMENT</b><br><b>IAN CUMMINS – TREASURER</b><br><b>RIA GROVES- HEAD OF LEGAL</b><br><b>SARA DOWNIE- FM MANAGER</b> |                       |                      |
| <b>TITLE OF REPORT:</b>                     | <b>FM CONTRACT</b>   |                       |                      |

|                    |   |
|--------------------|---|
| <b>APPENDICES:</b> | <b>APPENDIX A: BOUYGUES TENDER SUBMISSION</b> |
|--------------------|---|

### **Purpose of Report**

1. To inform Members with regards to the facilities management contract and the outcome of the negotiation with the highest scoring contractor on the framework.

### **Recommendation**

2. That Members;
  - a. Approve the award of a Five-year contract plus the option to extend for a further two years based on performance with Bouygues Energy and services Ltd.
  - b. Note the financial implications outlined in the report.

### **Introduction and Background**

3. Following a full review of the Estates Department in 2010 a number of areas for improvement were identified. The Authority approved to market test significant elements of the Estates Function to be provided by an outsourced provider in order to provide a similar level of service to that of the newly built PFI stations. (CFO/124/10)
4. Subsequently, a detailed tender specification was produced over a two-year period with the OJEU advert being placed in March 2014. The outcome of the tender process was presented to the Authority at the Authority Budget Meeting in February 2015, report CFO/011/15.
5. During the period between 2010 and the subsequent award of the contract in 2015, the estates function underwent two major changes to produce significant financial savings for the authority, firstly a £100k saved in a review of the cleaning services and then a further £75k saving achieved in a reduction in the

management structure. Both these saving options reduced the opportunity for the future FM provider to make significant savings to the contract value.

6. In 2015 Members will recall they approved the recommendation in CF0/011/15 to award a total facilities management outsourced contract to Bouygues for a five-year term with the option of two further one year extensions.
7. The contract provides a wide range of services which were previously being performed by over 26 individual smaller external contracts or directly employed MFRA staff. Following a successful mobilisation period all affected staff were TUPE transferred to Bouygues ensuring that all staff would receive, as a minimum, the living wage
8. Below details some of the highlights the contract has achieved over the period since the award in 2015.
  - a. Implementation of a computerised 24hr / 7 day a week helpdesk
  - b. 98% of Bouygues staff providing the services under the Authority contract live in Merseyside
  - c. 75 young people via the Princes Trust provided with meaningful work experience
  - d. 68% of the sub contract expenditure is with SME's within Merseyside
  - e. Ecosite certification achieved for the contract, complimenting Bouygues' ISO14001 accreditation for their Environmental Management System and tailored to the Authority's contract
  - f. Internal and external reward and recognition awards to Bouygues staff.
  - g. Implementation of specialist Covid cleaning.
9. The contract has undergone two internal audits performed by Liverpool City Council on the contact management and performance monitoring of the FM contract-
  - a. 2015-16 – 'Based on the overall findings of our testing we can provide good assurance that the risks examined are being effectively managed and good assurance that the controls in place are being complied with. Given the importance of having robust contract management procedures in place, the corporate impact for the Authority of the residual risks is considered to be minor'
  - b. 2016-17 – 'Based on the overall findings of our testing we can provide substantial assurance that the risks examined are being effectively managed and substantial assurance that the controls in place are being complied with.'
10. The five-year term of the contract expired on the 1st July 2020, the contract allowed for two further one year extensions. The option to extend for the two further one-year extension were taken and the contract is now due to expire on the 1<sup>st</sup> July 2022. Both annual extension were approved based on the contractor's good performance.

11. The direct and indirect benefits and efficiency of utilising an outsourced contractor to carry the Facilities management service identified in CFO/011/15 were implemented under the current contract. The value of those benefits continue to be pertinent for the Authority and the new proposed contract would continue to incorporate those benefits as detailed below; .
  - a. Improved contract management (as per the internal audit reports)
  - b. Reduced Invoices moving from +26 Individual ad hoc suppliers invoices into 1 consolidated monthly invoice.
  - c. Introduction of a computerised asset management system.
  - d. 24hr Helpdesk / with self-report introduced via the portal.
  - e. Lone work improvements – monitoring for security guards.
  - f. Detailed SLA /KPI across the whole service.
  - g. Improvement in staff training (specialists Facilities training)
  - h. Staff incentive scheme
  - i. Reduced Tendering costs
  - j. Reduction in support services requirements such as HR / Finance / Procurement / Legal.
12. MFRS Estates and Procurement Officers have undertaken a review of the possible routes to market for the new Facilities Management contract. In order to reduce the risk and timescales it was concluded that the best route to market was through a Procurement framework agreement as opposed to an openly advertised competition.
13. On 31<sup>st</sup> August 2022, SLT approved the report 'Route to Market for the renewal of the FM service' and for procurement officers to use the Fusion 21 Framework and approach their highest placed framework contractor on a direct award basis.
14. The Fusion 21 framework was deemed the more attractive framework offering a more commercially advantageous offer. Fusion 21 is a social enterprise company based within the Merseyside region, with their head office in Knowsley. They were able to demonstrate a number of social value initiatives within the local area.
15. The Fusion 21 framework has only recently been awarded in March 2021, and is therefore considered to reflect current market conditions. A contractual obligation in the Framework Agreement is that appointed Suppliers will create social value equivalent to at least 10 credits for every £100k of contract value. As part of the procurement process suppliers would be required to develop and agree social value outcomes to be delivered with in a Social Value Delivery Plan.
16. Suppliers on the Fusion21 Workplace & Facilities Framework Lot 1 Principal Contractor were evaluated and ranked based on the award criteria of 40% Cost 60% Quality. 16 suppliers were successfully appointed to the Framework and in accordance with the original Framework evaluation; Bouygues E&S Solutions Ltd is their number one ranked supplier and may be appointed to carry out the required services as a Direct Award.

17. Bouygues submitted their proposal via Fusion 21 for a 5 year contract plus the option to extend for a further two, one year periods. Appendix A – Bouygues tender submission.
18. A value for money benchmarking exercise has been undertaken on the Cleaning service element of the contract, which is the highest value service line within the contract. This evaluated the Bouygues Cleaning service cost against our current PFI cleaning contract which undertook a similar market testing in 2020. This demonstrated that the Cleaning element of the Bouygues proposal is 14% less than our current PFI contract based on a m<sup>2</sup> rate.
19. The new FM contract covers the following main service Lines, with scope for further services lines to be added via direct award from the Fusion 21 framework:
  - a. Security
  - b. Cleaning
  - c. Waste collections
  - d. Energy monitoring / BMS System
  - e. Mechanical and electrical Repairs
  - f. Mechanical electrical Planned scheduled maintenance
  - g. Horticultural Grounds maintenance
  - h. Helpdesk
  - i. Pest Control
20. The possibility of bringing the facilities management services ‘in house’ was considered but the costs and ‘in house’ capability meant that this was not viable without an extensive financial re-investment. Such a reinvestment would affect our core services.
21. The outsourced specialist contract has afforded greater career progression opportunities for those staff who have helped deliver the services to the Authority over the previous 7-year contract with a number of staff progressing within the provisions of the Authority contract itself as well as the wider Bouygues Company as highlighted below;
  - Cleaner progressed to the soft services manager of a large North West contract.
  - An electrical technician obtain additional training to progress to become the Contract Manager.
  - Opportunities made available for graduates and apprentices to gain valuable experience across a varied range of specialist skill sets. With a number now directly employed within the MFRA contract.
22. The access to a wider cohort of specialist staff and contractors greatly assisted with the respond to Covid. Availability of Specialist deep cleaning team to provide a respond within hours 24hours a day following a positive covid case allowed stations to remain open.



## Equality and Diversity Implications

23. An equality impact assessment ( EIA) was completed at the time of the existing contract award and a new contract would not impact on this.

## Staff Implications

24. If the decision to award the contract directly to our incumbent provider is approved, there will be no perceived negative implications on staff.
25. The procurement exercise factored in pay levels and Bouygues have confirmed that all staff are paid the National Living Wage.

## Legal Implications

26. The Fusion 21 Framework is available to the public sector and suitable for use by the Authority.
27. Proof of the suppliers relevant insurance requirements will be obtained and an appropriate agreement will be completed if approved.

## Financial Implications & Value for Money

28. The current year 7 annual contract value for the Facilities management contract is £1,268,491.15
29. The proposed new annual contract value is £1,379,810.58, which is a £112k increase (9%). This increase has been included within the proposed 2022/23 budget and medium term financial plan. The contract also includes an annual inflationary uplift of 2%, and this can be contained within the annual inflationary provision.
30. The overall contract value is shown below.

|            |            |            |              |                   | Optional Years |            |            |
|------------|------------|------------|--------------|-------------------|----------------|------------|------------|
| Year 1     | Year 2     | Year 3     | Year 4       | Year 5            | Year 6         | Year 7     |            |
| 22/23      | 23/24      | 24/25      | 25/26        | 26/27             | 27/28          | 28/29      |            |
|            | 2%         | 2%         | 2%           | 2%                | 2%             | 2%         |            |
| £1,379,810 | £1,407,406 | £1,435,554 | £1,464,265   | £1,493,550        | £1,523,421     | £1,553,889 |            |
|            |            |            | <b>Total</b> | <b>£7,180,585</b> | <b>+</b>       | £1,523,421 | £1,553,889 |

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

31. The contract has undergone two internal audits over the last 4 years to ensure the contract management and performance is managed correctly. Both audits concluded that the risk to the authority was 'minor'.

32. Bouygues are the highest rank supplier on the framework and our current incumbent service provider, therefore the risk of challenge for direct award is greatly reduced.
33. The Contract has specific Key performance indicators to monitor Health and safety and Environmental performance of the contractor- Both consistently performing well and ranking high in the UK within the wider Bouygues company.

**Contribution to Our Vision:** *To be the best Fire & Rescue Service in the UK.*

Our Purpose: *Here to serve, Here to protect, Here to keep you safe.*

34. The facilities management contract ensures all properties are maintained to a high standard, compliant and welcoming to all users/communities/ MFRS personal.

## **BACKGROUND PAPERS**

**CFO/124/10** Estates outsource area model  
**CF0/011/15** Facilities maintenance contract

## **GLOSSARY OF TERMS**

**AUTHORITY** Merseyside Fire and Rescue Authority

**MFRS** Merseyside Fire and Rescue Service

**OJEU** Official Journal of the European Union

**TUPE** Transfers of undertakings(Protection of Employment) Regulations

This report is Restricted

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