

PREVENTION

FUNCTIONAL PLAN

ACTION TRACKER2023/24

Our Purpose:

HERE TO SERVE. HERE TO PROTECT.

HERE TO KEEP YOU SAFE.

Action Plan 2023/24

KEY DELIVERABLE	ACTIONS TO ACHIEVE EXPECTED OUTCOMES	OWNER	PROGRESS	PROJECTED COMPLETION DATE	BOARD REPORT DATE	BRAG STATUS
4.1 Educate our staff to promote a professional directorate which operates with equity, is inclusive and is representative of the communities we serve.	4.1.1 All staff will undertake ED&I training in line with POD requirements.	GM Home Safety GM Community Safety Strategic Safeguarding Manager	<u>July – Sept</u> This is captured during monthly training via Learnpro, CPD events and individual staff development. We have a cross section of the prevention department working with staff networks and the positive action team. <u>Oct-Dec</u> Prevention continue to capture learning at appraisals, Continual Professional Development events and feedback from staff members who are working with networks and the positive action team. <u>Jan-Mar</u> All required training completed through Continual Professional Development events and other individual course attendance.	March 2024		
	4.1.2 All staff will complete deaf/Hard of hearing awareness training to BSL level 1	GM Home Safety	<u>Apr-June</u> Agreed with POD, finances agreed. Planning in progress with POD, TRM and department heads <u>July-Sept</u> Following a review between senior prevention team manager and GM for home safety a plan has been devised for all staff to receive deaf awareness training, following this staff will be selected for BSL level 1 based on role, responsibility, and			

			availability. Internally we will develop key phrases and awareness for operational crews to utilise during HFSC. <u>Oct-Dec</u> This will be delivered at a staff training event on 15th February by Talking Hands who are an external provider. <u>Jan-Mar</u> Training delivered and completed			
	4.1.3 Managers will work with POD and EDI officers to ensure that the Positive Action Recruitment framework is deployed when recruiting workforce.	GM Home Safety GM Community Safety Strategic Safeguarding Manager	<u>Apr-June</u> Department heads have briefed their managers to ensure positive action is included in the recruitment of staff. Positive action team. <u>July – Sept</u> On going work with positive action team and staff networks to ensure prevention roles are highlighted to the community and positively advertised during recruitment campaigns. <u>Oct-Dec</u> MFRS work with Positive Action Team to ensure that Prevention roles are highlighted in the right areas in an attempt to ensure that the workforce represents the communities we serve. <u>Jan-Mar</u> MFRS work with Positive Action Team to ensure that Prevention roles are highlighted in the right areas in an attempt to ensure that the workforce represents the communities we serve.			

	4.1.4 Understanding and educating with regards to the ED&I data collected from Home Fire Safety Checks and Safe and Well visits	GM Home Safety GM Community Safety Strategic Safeguarding Manager	<u>Apr-June</u> Revised information for crews and advocates to is in the process of being produced. This will then be delivered to crews and progress against HFSC completed from status report monitored. SM are given monthly updates on performance. <u>July – Sept</u> Watch Manager is now reference holder for this and will be designing and delivering a bespoke package for operational crews. <u>Oct-Dec</u> The importance of collecting accurate Equality, Diversity and Inclusion data during preventative activities will be included in the HFSC video that is being developed by the team. <u>Jan-Mar</u> Home Safety and Community Safety department heads engaged with Strategy and Performance leads. Action will be carried forward to new Functional Delivery Plan for inclusion in HFSC video and other station based material.			
	4.1.5 We will embed the principles of ‘Knowing your Communities’ to ensure a high quality service to the communities we serve.	GM Home Safety GM Community Safety Strategic Safeguarding Manager	<u>Apr-June</u> We will work with response and Michelle Kirk to collate information through prevention activities. CIF are linked to prevention activities. <u>July – Sept</u> SM will be the reference holder for this area and will liaise with Michelle to ensure the prevention link is maintained and accessed.			

			<u>Oct-Dec</u> Station Manager has left the department, this action is being reloaned to a member of the Home Safety Team. Group Manager to nominate. <u>Jan-Mar</u> New Home Safety and Community Safety department heads engaged with Strategy and Performance leads. Action will be carried forward to new Functional Delivery Plan for inclusion in HFSC video and other station based material.			
	4.1.6 Develop an understanding of the new leadership message for all staff, including exposure to NFCC Code of Ethics, Service values and coaching and mentoring.	GM Home Safety GM Community Safety Strategic Safeguarding Manager	<u>July – Sept</u> NFCC Code of ethics, service values and leadership behaviours are displayed and will be embedded through CPD events. <u>Oct-Dec</u> All staff have had their appraisals which have discussed the colours training and Leadership Message. This will be an ongoing process for all Prevention staff. <u>Jan-Mar</u> This will continue to form part of the appraisal and one to one process to ensure that Prevention staff continue to display the expected behaviours and conditions set out nationally by National Fire Chiefs Council (NFCC) and locally by MFRS.			
	4.1.7 Using London Fire Brigade cultural review, consider recommendations to educate and improve	Area Manager Prevention GM Home Safety	<u>July – Sept</u> Department heads are aligned to the actions as part of the Cultural review. <u>Oct-Dec</u> All recommendations have been collated by Head of Human Resources and Cultural			

	culture within the Prevention Directorate.	GM Community Safety Strategic Safeguarding Manager	Lead. These will be RAG rated and areas of concern highlighted and reviewed. Jan-Mar Safeguarding Lead to liaise with Director of People and Organisational Development and Head of Culture and Inclusion to identify key recommendations to embed in the Prevention Department.			
4.2 Deliver intelligence-led Home Safety and other interventions to keep people alive and safe from fire.	4.2.1 Our operational crews will deliver 50,000 home safety visits, 30,000 of which will be over 65 visits.	GM Home Safety	<u>Apr-June</u> As of 30/6/23 crews have completed 15970 HFSC (250 over target). % of properties where the resident is over 65 has dropped to 49.9%. this has been picked up with GM for response and SM group. <u>Jul-Sept</u> As of 30/9/23 crews have completed 26864 HFSC, 1616 over target. % of properties where the resident is over 65 is up to 55.7%, a 5.8% increase. <u>Oct-Dec</u> Operational Crews have delivered 47,935 Home Fire Safety Checks, which is above target and in line to meet the IRMP objective. <u>Jan-Mar</u> Action completed	March 2024		
	4.2.2 Our high risk advocate teams will deliver 10,000 safe and well visits.	GM Community Safety Strategic Safeguarding Manager	<u>July – Sept</u> There has been a slight upturn in performance in Q1, however there are still issues with regards to staffing levels due to Long Term Sickness, Recruitment and			

			training. Overtime has been offered to staff to further uplift performance. <u>Oct-Dec</u> High Risk Advocate Teams have delivered 7,993 Safe and Well visits and are on target to meet the 10,000/30,000 IRMP objective. <u>Jan-Mar</u> Action completed			
	4.2.3 We will develop and embed CFRMIS, also embedding CIPHA data for the Over 65's to ensure a targeted and intelligence led prevention strategy ensuring that we 'Make Every Contact Count'.	Strategic Safeguarding Manager	<u>July – Sept</u> CFRMIS is fully embedded with some modifications to be made once the Systems Support Team have further capacity. CRM Board report to be delivered on 04/08/2023 with regards to CIPHA, where a pilot in Station 15's area is proposed to evaluate the accuracy and relevance of the data. <u>Oct-Dec</u> MFRS with have delivered PowerPoint presentations to Liverpool General Practitioners (GP) to expedite the sign off of the Information Sharing Agreement (ISA) required by each individual practice. It is anticipated that the pilot will be live from 1st April 2024 and delivered in four wards within Toxteth station ground. This will then be evaluated as to the accuracy of the data received. <u>Jan-Mar</u> Action completed			

	4.2.4 We will utilise our evaluation report to critically evaluate our plans to ensure they are robust and effective in keeping people safe and alive from fire.	GM Home Safety GM Community Safety Strategic Safeguarding Manager	<u>July – Sept</u> Evaluation of ADF and Fire fatalities locally and regionally is being undertaken, this will be reviewed in conjunction with the 1 year and 15 year data to ensure our home safety plan is still relevant. <u>Oct-Dec</u> Group Manager Home Safety has contacted University of Liverpool to discuss academic research to evaluate the correlation between the number of preventative interventions delivered versus the reduction in accidental dwelling fires. <u>Jan-Mar</u> Action discharged into evaluation workstream			
	4.2.5 We will develop and deliver a training video demonstrating the home safety check and prevention rationale.	GM Home Safety Strategic Safeguarding Manager	<u>Apr-June</u> Storyboard and script being devised by Station Manager and Watch Manager for home safety. <u>July – Sept</u> Station Manager will lead on this with support from Watch Manager this is in the planning phase with production starting January 2025 <u>Oct-Dec</u> Station Manager and Watch Manager are leading on this piece of work that will look at a quality HFSC being delivered in line with the Person Centered Framework (PCF). <u>Jan-Mar</u> Action carried into 24/25 key deliverable 1			

	4.2.6 We will deliver a series of campaigns focussed on those in our communities who are most vulnerable from fire (Including Arson, Cost of Living and Reassurance).	GM Home Safety GM Community Safety Strategic Safeguarding Manager	<u>July – Sept</u> Monthly community safety campaigns have been planned. This has been communicated to crews and partners. Campaigns have been completed in April, May, June and July. Feedback and performance is captured via the Portal. Initial feedback is positive. <u>Oct-Dec</u> To date the following campaigns have been completed. 280 local reassurance campaigns. 5 Central Campaigns. 10 Community risk reduction campaigns. This has resulted in 6122 HFSC's 215 of these have been identified as high risk. <u>Jan-Mar</u> Action completed			
4.3 Work with our partners, including Staywise, to deliver Arson, Road and Water Safety interventions through targeting the most vulnerable people and places.	4.3.1 We will utilise a Single Point of Contact (SPoC) to work nationally with NFCC to embed Staywise through the Service.	Group Manager Community Safety	<u>Apr-June</u> Prevention Project Support Officer has been nominated as the Single Point of Contact (SPOC_ for Staywise for the service. Susan has made contact with the national leads for Staywise and she will be arranging a coaching session for Prevention Managers in September by the national leads. <u>July – Sept</u> Prevention Project Support Officer has organised for Staywise national lead (from NFCC) to attend MFRS and present to Prevention staff on the best use of Staywise. This will then be disseminated to	March 2024		

			prevention and operation staff across the service. <u>Oct-Dec</u> MFRS have started to produce resources to be sent to Staywise for inclusion in the package. <u>Jan-Mar</u> Action completed			
	4.3.2 We will embed a Watch Manager in each LA district to lead in relation to younger people.		<u>Apr-June</u> Work is on-going to identify a Watch Manager in each district so they can be a point of contact for the central team. <u>July – Sept</u> A decision has been made that due to a number of staff movements that the central road/water safety team will utilise a number of WM's to push out the Staywise material in each LA. <u>Oct-Dec</u> Pending review with Group Manager and new Watch Manager once in post. <u>Jan-Mar</u> Action carried over and linked to Functional Plan 24/25, discharged through Key Deliverable 8			
	4.3.3 We will continue to work with LA partners to reduce deliberate secondary fires and anti social behaviour across the communities we serve.		<u>09/08/23:</u> Arson Officers have contacts in each of their districts and work on a daily basis to reduce ASB incidents in Merseyside. Work has begun on the Bonfire plans for 2023. <u>July – Sept</u> Bonfire planning is in full swing, and delivery of the plans started on 23rd October. Large scale bonfires have been			

		identified as the biggest risk for this years plans and work in each district has commenced to deal with these with our community partners. <u>Oct-Dec</u> 5.5% reduction in deliberate fires. 173 reported incidents which is a continued down turn in activity. This was achieved by using a combination of the following resources across all areas of the service. • Tipper Trucks (24th Oct onwards) • Arson Advocates & Street Intervention Teams • LFC Kicks & Fire Champions • Target Hardening Visits • Standardised presentations to schools and crews • Corp Comms Social Media & Bonfire Safety Leaflets • Ops Crews CRM Routes and Community Engagement <u>Jan-Mar</u> Action complete				
	4.3.4 We will work with our LAs to identify hotspot areas and deploy our Street Intervention Team to reduce anti social behaviour related incidents.	<u>Apr-June</u> Street Intervention Teams (SIT) are deployed in all 5 districts on a weekly basis. Each local authority feed into Suzanne Hazza (lead for SIT) each week on the locations for the SIT to deploy to. This can be changed at short notice and communication is on-going to ensure the deployments are in the areas required most. <u>July – Sept</u>				

			Street Intervention Teams (SIT) continue to be deployed on a weekly basis with the direction from our Local Authority partners. SIT will be used to support the Banger period. <u>Oct-Dec</u> Street intervention continues to be used and is intelligence led in their deployment. Funding as just been approved to allow street intervention to continue throughout the 2024-25 planning year. <u>Jan-Mar</u> Action complete			
	4.3.5 We will engage with 70 Primary and Secondary Schools to deliver education around Road and Water Safety.		<u>Apr-June</u> Delivery of Road and Water safety sessions are on-going throughout the year. Depending on the issues raised for water or road depends on what sessions are delivered. <u>July – Sept</u> Presentations continue to be driven by the central team and they are also providing support to Banger period by delivering the bonfire presentations when they complete school engagements. <u>Oct-Dec</u> To date, the team have delivered to 30 schools, with 111 engagements and 5,580 people. <u>Jan-Mar</u> Action completed			

	4.3.6 Our staff will lead and deliver on the Operation Banger Plan to reduce deliberate secondary fires during the Bonfire Period.		<u>July-Sept</u> Planning for the bonfire period 2023 has begun. Police are holding Monthly Silver meetings which MFRS attend. Local Banger meetings have started and MFRS bonfire plans are being updated with current information for 2023. <u>Oct-Dec</u> Banger period has commenced, and all plans have been signed off. Work will commence on 23/10/23 and run through to 06/11/23. <u>Jan-Mar</u> Action completed			
	4.3.7 Our team will work with LFC Foundation to deliver 100 coaching sessions for young people aged 8-16 years old across Merseyside region.		<u>Apr-June</u> MFRS has reduced its funding from £20k to £10k for the LFC foundation. This will commence from September 2023 and will reduce the number of sessions attended. Work with the foundation continues and education sessions are ongoing as previously completed over recent years. <u>July – Sept</u> Meeting with LFC foundation has taken place to agree the funding of £10k for this year. The funding has been approved and will be given in the next couple of weeks. Two sites remain as the focus for MFRS, Toxteth and Netherton, and our staff will work with the foundation over the next 12 months. <u>Oct-Dec</u> The Service is continuing to work with the LFC Foundation and remains on track to deliver the 100 coaching sessions aimed at			

			young people in the attempt to reduce ASB across Merseyside. <u>Jan-Mar</u> Action completed			
4.4 Develop our Youth Education programmes so that high quality early interventions are achieved.	4.4.1 We will deliver 12 Princes Trust Programmes for young people aged 16-25.	Strategic Safeguarding Manager	<u>July – Sept</u> Youth Education have delivered 3 Princes Trust Programmes in Q1 and will continue to drive recruitment and retention to achieve the target of 36 students. <u>Oct-Dec</u> The second programme of Princes Trust delivery starts on 16/01/2024 and the recruitment and retention will be scrutinised by MFRS Finance Teams and St. Helens/Knowsley College (SHKC) with regards to compliance with the contractual delivery numbers. <u>Jan-Mar</u> The third round of Prince's Trust Programme starts in May 2024 and is the final delivery of the contract for this academic year funded by St. Helens and Knowsley College. At the end of these programmes, MFRS will be able to measure the recruitment and retention rate of Princes Trust learners.	March 2024		
	4.4.2 Our teams will deliver 20 Primary or 10 Secondary Beacon Programmes for Children and Young People in Merseyside.		<u>July – Sept</u> Beacon continues to be delivered at Station 10, Station 50 and Station 26. 200th Beacon delivered in Q1 and evaluation an feedback of this programme shows a high quality			

			provision for Y5 and Y6 pupils across Merseyside. <u>Oct-Dec</u> Beacon courses continue to be delivered and evaluation/feedback from young people and parents/carers gathered by Beacon Manager and fed back to the Merseyside Violence Reduction Partnership (MVRP). Awaiting decision on funding for 2024-2025. <u>Jan-Mar</u> The Beacon course team is delivering Primary Beacon programmes across Merseyside and evaluation collected to inform Merseyside Violence Reduction Partnership (MVRP) who currently fund the delivery.			
	4.4.3 Our teams will deliver 5 Fire Cadet Units for young people aged 13-18 years old.		<u>Apr-June</u> Fire Cadet Units continue to be delivered at Stations 19, 25, 30, 33 and 50. Fire Cadet Celebration evening held at SHQ on 17/07/2023 where certificates and the George Taylor Aware for the Most Outstanding Fire Cadet was awarded. <u>July-Sept</u> The review of the Fire Cadet Units has now taken priority and we should be in a position to ensure that the Drill Yard Exercise Training is completed. Fire Cadets will also be looking at implmeneting a Fire Cadet Co-Ordinator on a pilot basis, offering one of the Fire Cadet Team Leaders an additional 5 hours per week to oversee the delivery.			

			<u>Oct-Dec</u> Strategic Youth Education Lead has conducted a review of Fire Cadet delivery. Drill Yard Exercise Training has been arranged for 27th January 2024 which will see Bootle/Netherton, Croxteth and St. Helens Fire Cadet Team Leaders and Volunteer Instructors attend. A further session will be arranged for Southport and Wallasey as soon as practicable. <u>Jan-Mar</u> The Authority have granted £35,000 of growth to ensure the continued running of five Fire Cadet units. To ensure consistency of delivery and activities that are shaped by the voice of the young person, we have recruited a Fire Cadet Co-ordinator who will be working an additional five hours per week over their Unit Leader contract of three hours.			
	4.4.4 We will utilise our member of staff seconded into Violence Reduction Partnership to identify funding opportunities and areas to deliver youth interventions.		<u>Apr-June</u> Team leader is now seconded full time in to the Violence Reduction Partnership (VRP). The latest funding received from the VRP for Fire Champions and the money is being drawn down this month. <u>July – Sept</u> Both Beacon and Fire Champions have received funding from the VRP. Schools identified by VRP are receiving the input from both projects. <u>Oct-Dec</u> Beacon and Fire Champions continue to receive funding from Merseyside Violence Reduction Partnership (MVRP).			

			Funding bids currently being considered for 2024-2025. <u>Jan-Mar</u> Beacon and Fire Champions continue to be funded by Merseyside Violence Reduction Partnership (MVRP). Fire Cadets have recruited into a Coordinataor role for five hours per week, who will also look at additional funding opportunities for Youth Education activities.			
	4.4.5 We will contribute to the Serious Violence Duty through delivery of a number of Youth Education programmes.		<u>July – Sept</u> Area Manager (Prevention) is the Senior Responsible Officer (SRO) for MFRS and will work with all Department Heads to ensure the duty is discharged effectively within the Authority. <u>Oct-Dec</u> Group Manager Community Safety is the Serious Violence Duty (SVD) SPoC for Prevention. Kevin Johnson and Suzanne Hazza to attend the SVD Strategy launch on 9th February 2024 and feedback how this can be included into MFRS Youth Education provision. <u>Jan-Mar</u> As the Serious Violence Duty expands, MFRS will continure to review and evaluate the delivery of Youth Education activities to demonstrate how it contributes to the Duty.			
4.5. Use our evaluation work effectively, to develop an	4.5.1We will use the University of Liverpool evaluation report conducted in 2022 to	Area Manager Prevention	<u>Oct-Dec</u> Group Manager Home Safety has contacted University of Liverpool to discuss academic research to evaluate the	March 2024		

evidence base which informs our Prevention activities.	review recommendations and improve prevention delivery in terms of efficiency and effectiveness in 2023-24.		correlation between the number of preventative interventions delivered versus the reduction in accidental dwelling fires. <u>Jan-Mar</u> Action completed			
	4.5.2 We will analyse the data from the University of Liverpool evaluation report to demonstrate the socio-economic value of Prevention activities carried out by the Service. Scrutiny of our evaluation findings will be undertaken in consideration of our internal evaluation findings.		<u>Oct-Dec</u> As above <u>Jan-Mar</u> Action will be carried into 24/25 (key deliverable 3)			
	4.5.3 Utilise the data to inform, evidence and support future funding opportunities to improve delivery of Prevention activities within the Service.		<u>Oct-Dec</u> As above <u>Jan-Mar</u> Action completed			
4.6 Achieve ISO 17020 accreditation for our Fire Investigation work.	4.6.1 Incident Investigation Team (IIT) will deliver required criteria to achieve ISO17020 accreditation. Work will continue with the Forensic Science	Group Manager Community Safety	<u>Apr-June</u> Work continues in gaining ISO accreditation. MFRS is a lead in this work and continues to push ahead with ensuring all relevant documents are in place to achieve the accreditation. July – Sept	March 2024		

	Regulator to establish and embed the accreditation.		Due to a national review work on ISO is delayed and sign off for fire services has been moved in to 2026. MFRS continue to work towards the standards. The first IIT van has started to trial the equipment carried with a review to take place following the trial. Two Officers are working towards their level 2. The fourth cohort of WM/CM's are currently in progress to achieve their Tier 1 FI course. When this course is finished, we will have over 90 officers with the qualification. <u>Oct-Dec</u> Cohort 5 has started on 01/10/23 and will finish in December. This will mean we will have close to 120 officers signed off at level 1 FI. <u>Jan-Mar</u> ISO not yet complete – will be continued into 2024/25			
	4.6.2 New IIT Officers will work towards Tier 2 Fire Investigation accreditation which is aligned to ISO 17020.					
	4.6.3 All Watch/Crew Managers will complete Tier 1 Fire Investigation accreditation which is aligned to ISO 17020 in 2023-24.					
4.7 Plan, develop and deliver the 2023 National Fire Cadet Games.	4.7.1 Prevention will lead and deliver on the National Fire Chiefs Council (NFCC) Fire Cadet games in Merseyside in August 2023.	GM Home Safety Strategic Safeguarding Manager	<u>July – Sept</u> Invites and information to sign up for the games sent to all FRS. Team have entered. Information on why teams not entered and any barriers captured. b	March 2024		
	4.7.2 All activities will be inclusive and developed in line with the NFCC Children and Young	GM Home Safety	<u>July – Sept</u> Activities designed and circulated around entrants. Range of activities designed to be inclusive and encourage participation from all fire cadets.			

	People's Competency Framework.		Sourcing of equipment underway			
	4.7.3 Suitable accommodation and venue to be identified for the delivery of all Fire Cadet Games activities.	GM Home Safety	<u>July – Sept</u> Venue for games and accommodation identified, secured and booked.			
	4.7.4 Engagement with partners to ensure a collaborative and inclusive delivery approach for Children and Young People nationally.	GM Home Safety	<u>July – Sept</u> Youth Games were advertised via workplace for FRS colleagues. Partners have been sought for sponsorship (SFJ, Telent) All actions complete			

BRAG Descriptor

Action completed	Action is unlikely to be delivered within the current functional delivery plan	Action may not be delivered by the designated deadline within the functional plan	Action will be delivered by the designated deadline within the functional plan	Action not yet started
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STATUS SUMMARY

Total Number of Workstreams	35 (100%)
Action completed	29 (82%)
Action is unlikely to be delivered within the current functional delivery plan	6 (18%)
Action may not be delivered by the designated deadline within the functional plan	0 (2%)
Action will be delivered by the designated deadline within the functional plan	0(0%)
Action not yet started	0 (0%)