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
4.1Educate our staff to promote a professional directorate which operates with equity, is inclusive and is representative of the communities we serve.	4.1.1All staff will undertake ED&I training in line with POD requirements.	GM Home Safety GM Community Safety Strategic Safeguarding Manager	25/10/23 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.	March 2024		
	4.1.2 All staff will complete deaf/Hard of hearing awareness training to BSL level 1	GM Home Safety	13/7/23 - Agreed with POD, finances agreed. Planning in progress with POD, TRM and department heads 25/10/23 – 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.			
	4.1.3Managers 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	13/7/23 - Department heads have briefed their managers to ensure positive action is included in the recruitment of staff. Positive action team 25/10/23 – on going work with positive action team and staff networks to ensure prevention roles are highlighted to the			

		Strategic Safeguarding Manager	community and positively advertised during recruitment campaigns			
	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	13/7/23 - 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 25/10/23 – WM Baker is the reference holder for this and will be designing and delivering a bespoke package for operational crews			
	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	13/7/23 – We will work with response and Michelle Kirk to collate information through prevention activities. CIF are linked to prevention activities. 25/10/23 – SM Mellor will be the reference holder for this area and will liaise with Michelle to ensure the prevention link is maintained and accessed.			
	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	13/7/23 – NFCC Code of ethics, service values and leadership behaviours are displayed and will be embedded through CPD events.			

	4.1.7 Using London Fire Brigade cultural review, consider recommendations to educate and improve culture within the Prevention Directorate.	Area Manager Prevention GM Home Safety GM Community Safety Strategic Safeguarding Manager	13/7/23 – Department heads are aligned to the actions as part of the Cultural review			
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	13/7/23 – 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. 25/10/23 - 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	March 2024		
	4.2.2 Our high risk advocate teams will deliver 10,000 safe and well visits.	GM Community Safety Strategic Safeguarding Manager	**01/08/2023:** 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.			
	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	Strategic Safeguarding Manager	**01/08/2023:** 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			

	ensuring that we 'Make Every Contact Count'.		proposed to evaluate the accuracy and relevance of the data.			
	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	13/7/23 - 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.			
	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	13/7/23 - Story board and script being devised by SM and WM for home safety. 25/10/23 – SM Selby will lead on this with support from WM Baker this is in the planning phase with production starting January 2025			
	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	13/7/23 - 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.			

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	**09/08/23:** Susan Potter has been nominated as the 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. **25/10/23** Susan Potter 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 prevention and operation staff across the service.	March 2024		
	4.3.2 We will embed a Watch Manager in each LA district to lead in relation to younger people.		**09/08/23:** Work is on-going by Lisa Latham to identify a WM in each district so they can be a point of contact for the central team. **25/10/23** 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.			

	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.		**09/08/23:** 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. **25/10/23** 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.			
	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.		**09/08/23:** 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. **25/10/23** 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.			

	4.3.5 We will engage with 70 Primary and Secondary Schools to deliver education around Road and Water Safety.		**09/08/23:** 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. **25/10/23** 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.			
	4.3.6 Our staff will lead and deliver on the Operation Banger Plan to reduce deliberate secondary fires during the Bonfire Period.		**09/08/23:** 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. **25/10/23** 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.			
	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.		**09/08/23:** 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.			

			25/10/23 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.			
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	**01/08/2023:** 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.	March 2024		
	4.4.2 Our teams will deliver 20 Primary or 10 Secondary Beacon Programmes for Children and Young People in Merseyside.		**01/08/2023:** 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.			
	4.4.3 Our teams will deliver 5 Fire Cadet Units for young people aged 13-18 years old.		**01/08/2023:** 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.			

	4.4.4 We will utilise our member of staff seconded into VRP to identify funding opportunities and areas to deliver youth interventions.		**09/08/23:** Marie Morgan is seconded full time in to the VRP. The latest funding received from the VRP for Fire Champions and the money is being drawn down this month. **25/10/23** Both Beacon and Fire Champions have received funding from the VRP. Schools identified by VRP are receiving the input from both projects.			
	4.4.5 We will contribute to the Serious Violence Duty through delivery of a number of Youth Education programmes.		**01/08/2023:** 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.			
4.5. Use our evaluation work effectively, to develop an evidence base which informs our Prevention activities.	4.5.1We will use the University of Liverpool evaluation report conducted in 2022 to review recommendations and improve prevention delivery in terms of efficiency and effectiveness in 2023-24.	Area Manager Prevention		March 2024		
	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.					
	4.5.3 Utilise the data to inform, evidence and support future funding opportunities to improve delivery of Prevention activities within the Service.					
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 Regulator to establish and embed the accreditation.	Group Manager Community Safety	**09/08/23:** 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. **25/10/23** 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.	March 2024		
	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.		**09/08/23:** Ruth Baller-Wilson and Darren Guest are working towards their level 2. **25/10/23** Work continues towards the accreditation of level 2 for Ruth Baller-Wilson and Darren Guest. **09/08/23:** 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. **25/10/23** Cohort 5 has started on 01/10/23 and will finish in December. This will mean we will have close to 12o officers signed off at level 1 FI.			
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	13/7/23 –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.	March 2024		
	4.7.2 All activities will be inclusive and developed in line with the NFCC Children and Young People's Competency Framework.	GM Home Safety	13/7/23 – Activities designed and circulated around entrants. Range of activities designed to be inclusive and encourage participation from all fire cadets .			

			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	13/7/23 - 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	13/7/23 – Youth Games were advertised via workplace for FRS colleagues. Partners have been sought for sponsorship (SFJ, Telent)			

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

STATUS SUMMARY – 30.06.23	
Total Number of Workstreams	**35 (100%)**
Action completed	**4 (11%)**
Action is unlikely to be delivered within the current functional delivery plan	**0 (0%)**
Action may not be delivered by the designated deadline within the functional plan	**2 (6%)**
Action will be delivered by the designated deadline within the functional plan	**24 (69%)**
Action not yet started	**5 (14%)**

Please select from options