



EAST SUSSEX FIRE AUTHORITY

THURSDAY 12 DECEMBER 2013 at 10.30 HOURS

MEMBERS

East Sussex County Council (12)

Councillors Barnes, Buchanan, Butler, Earl, Galley, Howson, Lambert, Pragnell, Scott, Sheppard, Taylor and Wincott.

Brighton & Hove City Council (6)

Councillors Carden, Hawtree, Peltzer Dunn, Powell, Rufus and Theobald.

You are required to attend this meeting to be held at Fire and Rescue Service Headquarters, 20 Upperton Road, Eastbourne at 10.30 a.m.

AGENDA

- | Item No. | Page No. | |
|----------|----------|---|
| 747. | 1. | In relation to matters on the agenda, seek declarations of any disclosable pecuniary interests under Section 30 of the Localism Act 2011. |
| 748. | 1. | Apologies for absence. |
| 749. | 1. | Notification of items which the Chairman considers urgent and proposes to take at the end of the agenda/Chairman's Business.

(Any Members wishing to raise urgent items are asked, wherever possible, to notify the Chairman before the start of the meeting. In so doing they must state the special circumstances which they consider justify the matter being considered urgently). |
| 750. | 1. | To consider any public questions. |
| 751. | 1. | To receive any petitions. |
| 752. | 3. | Non-confidential minutes of the meeting held on 12 September 2013 (copy attached). |

753. 2. Callover.
The Chairman will call the item numbers of the remaining items on the open agenda. Each item which is called by any member shall be reserved for debate. The Chairman will then ask the Fire Authority to adopt without debate the recommendations and resolutions contained in the relevant reports for those items which have not been called.
754. 7. Sussex Control Centre – report of the Chief Fire Officer & Chief Executive (copy attached).
755. 19. Service Planning Update 2014/15-2018/19 – joint report of the Chief Fire Officer & Chief Executive and Treasurer (copy attached).
756. 27. Industrial Action by Fire Brigades’ Union members – Update – report of the Chief Fire Officer & Chief Executive (copy attached).
757. 29. Quarterly Report for July to September 2013 – report of the Chief Fire Officer & Chief Executive (copy attached).
758. 2. Exclusion of the Press and Public.

To consider whether, in view of the business to be transacted or the nature of the proceedings, the press and public should be excluded from the remainder of the meeting on the grounds that, if the public and press were present, there would be disclosure to them of exempt information. **NOTE:** Any item appearing in the confidential part of the Agenda states in its heading the category under which the information disclosed in the report is confidential and therefore not available to the public. A list and description of the exempt categories are available for public inspection at East Sussex Fire & Rescue Service HQ, 20 Upperton Road, Eastbourne, and at Brighton and Hove Town Halls.

759. 53. Confidential minutes of the meeting held on 12 September 2013 (copy attached). (Exempt category under paragraphs 3 and 4 of the Local Government Act 1972).
760. 57. Human Resources Panel recommendation – confidential report of the Chairman of the Panel (copy attached). (Exempt category under paragraph 3 of the Local Government Act 1972).
761. 59. 2014/15 Medium Term Financial Planning preparations including IRMP – confidential report of the Chief Fire Officer & Chief Executive and Treasurer (copy attached). (Exempt category under paragraph 4 of the Local Government Act 1972).

ABRAHAM GHEBRE-GHIORGHIS
Monitoring Officer
East Sussex Fire Authority
c/o Brighton & Hove City Council

EAST SUSSEX FIRE AUTHORITY

Minutes of the meeting of the East Sussex Fire Authority held at East Sussex Fire & Rescue Service Headquarters, 20 Upperton Road, Eastbourne, at 10.30 hours on Thursday 12 September 2013.

Present: Councillors Barnes, Buchanan, Butler, Carden, Earl, Galley, Hawtree, Howson (Chairman), Lambert, Peltzer Dunn, Powell, Rufus, Sheppard, Taylor, Theobald and Wincott.

Also present:

Mr. D. Prichard (Chief Fire Officer & Chief Executive), Mr. G. Walsh (Deputy Chief Fire Officer), Mr. G. Ferrand (Assistant Chief Fire Officer), Mr. D. Savage (Treasurer), Miss. L. Woodley (Deputy Monitoring Officer), Mr. R. Charman (Director of Financial Services) and Mrs. K. Ward (Clerk).

733. DISCLOSABLE PECUNIARY INTERESTS

733.1 It was noted that, in relation to matters on the agenda, no participating Member had any disclosable pecuniary interest under Section 30 of the Localism Act 2011.

734. APOLOGIES FOR ABSENCE

734.1 Apologies for absence were received from Councillors Pragnell and Scott.

735. URGENT ITEMS AND CHAIRMAN'S BUSINESS

735.1 The Chairman welcomed Beryl Healy, Carolyn Heaps, Martin Kenward, Pat Ost, Paul Sparks and Sylvia Tidy. The Chairman thanked them for their hard work and commitment during their term and presented them with rose bowls as a token of the Fire Authority's appreciation.

735.2 Councillor Powell and Councillor Sheppard informed Members that on 8 September 2013 they had attended a Firefighters' Memorial Service in London to mark the Annual Firefighters' Day of Remembrance, followed by a wreath laying ceremony at the National Firefighters' Memorial.

735.3 The Chairman was pleased to announce that, in its commitment to reducing the impact of fire on people, property and the environment, he would be formally signing a Fire Sprinkler Position Statement on behalf of East Sussex Fire Authority.

735.4 Members strongly supported the benefits of sprinklers and were committed to installing sprinklers in all new Fire Authority premises built or re-furbished in the future. This also included working in close collaboration with local housing and planning authorities in order to influence building, planning, design and development, at every stage so that the benefits of automatic suppression can be considered before the design and costing decisions are so far advanced that it is too late to include sprinklers.

736. **TO CONSIDER PUBLIC QUESTIONS, IF ANY**

736.1 There were none.

737. **TO ACCEPT PETITIONS, IF ANY**

737.1 There were none.

738. **NON-CONFIDENTIAL MINUTES OF THE MEETING HELD ON 6 JUNE 2013**

738.1 **RESOLVED** – That the non-confidential Minutes of the meeting held on 6 June 2013 be approved and signed by the Chairman. (Copy in Minute Book).

739. **CALLOVER**

739.1 Members reserved the following items for debate:

740. 2012/13 Performance Outcome Report

741. Review of Members' Allowance Scheme

742. Quarterly Report (April to June 2013)

739.2 **RESOLVED** – That all other reports be resolved in accordance with the recommendations as detailed below.

740. **2012/13 PERFORMANCE OUTCOME REPORT**

740.1 The Fire Authority considered a report of the Chief Fire Officer & Chief Executive which presented the 2012/13 Performance Outcome Report. (Copy in Minute Book).

740.2 The report highlighted the Service's overall performance improvement and demonstrated the Fire Authority was continuing to build upon achievements made in previous years.

740.3 Members were advised the report was an overview of the work undertaken. It would not be possible for the report to include every aspect of work being undertaken by the Service however, if Members required specific information or clarification on points highlighted within the report, Officers could provide this upon request.

740.4 Members discussed the importance of educating the public and the impact the services offered by the Prevention and Protection Directorate has on the incidence of fire.

740.5 The Chief Fire Officer & Chief Executive advised Members that education was a vital part of the work of this Service and the steady decline in the number of call outs was a testament to the wide range of activities undertaken. Members were informed of a study carried out by Sussex University into the effectiveness of the LIFE course run by East Sussex Fire & Rescue Service, the results of which indicated an 80% success rate.

740.6 **RESOLVED** – That the Fire Authority note the 2012/13 performance results.

741. **REVIEW OF MEMBERS' ALLOWANCE SCHEME**

741.1 The Fire Authority considered a report of the Clerk to the Fire Authority which advised the Fire Authority of the recommendations of the Independent Remuneration Advisory Group following its review of the Members' Allowance Scheme. (Copy in Minute Book).

741.2 Councillor Wincott wished to express his dissatisfaction with the current Allowance Schemes at Brighton & Hove City Council, East Sussex County Council and East Sussex Fire Authority and the inability of Members with caring responsibilities to be able claim a carer's allowance. He urged the Chairman to speak to his counterparts in order to recompense him for future child care costs.

741.3 **RESOLVED** – That the Fire Authority approve the recommendations of the Independent Remuneration Advisory Group (IRAG) set out below:

- i. the Members' Allowance Scheme should remain unaltered except for any minor consequential amendments;
- ii. the reviewed Members' Allowance Scheme should be implemented with effect from 1 April 2014 for the years 2014/15, 2015/16, 2016/17 and 2017/18;
- iii. the Co-optees' allowance should be removed from the Scheme, but if the Authority decides to appoint Co-optee(s), IRAG should consider the amount of any entitlement at that time;
- iv. the special responsibility allowance (SRA) for the Chairmen of all Panels should remain unaltered unless the work of any Panel is subject to significant change, at which point such SRAs should be the subject of review by IRAG;
- v. travel allowances should remain consistent with the limits set by HM Revenue & Customs for approved mileage allowance rates;
- vi. the rates at which subsistence allowances are paid should remain unchanged;
- vii. the arrangements for the updating of Members' Allowances, travel and subsistence set out at Section 10 of, and Schedule 3 to, the current Members' Allowance Scheme should be amended to refer to the periods commencing 1 April 2014, 2015, 2016 and 2017, but otherwise remain unaltered; and
- viii. IRAG should be recalled to consider the appropriateness of revising the Members' Allowance Scheme should there be any significant constitutional changes to the structure of the Authority or its governance arrangements.

742. **QUARTERLY REPORT FOR APRIL TO JUNE 2013**

742.1 The Fire Authority considered a report of the Chief Fire Officer & Chief Executive which provided the quarterly results for the period 1 April to 30 June 2013. (Copy in Minute Book).

742.2 Councillor Lambert was pleased to note the reduction in the number of calls but was concerned that almost 50% of calls received were false alarm calls. The Chief Fire Officer & Chief Executive informed Members that a call challenge process had been introduced which had reduced the numbers but many of the calls come from call monitoring centres which are not on the site of the alarm being sounded. A previous decision of the Fire Authority had reduced the response to Automatic Fire Alarm (AFA) calls sending one appliance as opposed to two. The Fire Authority could review this position and amend the response currently made. The Chief Fire Officer & Chief Executive advised that the Chief Fire Officers Association were considering advice on response options to AFA's and the Fire Sector Federation had also commented on the response arrangements Fire Authorities were making to a AFA calls.

742.3 **RESOLVED** – That the Fire Authority note the report.

743. **EXCLUSION OF PRESS AND PUBLIC.**

743.1 **RESOLVED** – That the following items be exempt under the paragraphs indicated of Schedule 12A to the Local Government Act 1972 as amended by the Local Government (Access to Information) (Variation) Order 2006 and accordingly are not open for public inspection on the grounds that they include information relating to the financial or business affairs of any particular person and information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under the authority:

744. Paragraph 3

745. Paragraph 4

746. Paragraphs 3 and 4

The meeting concluded at 14.10 hours.

Signed

Chairman

Dated this day of

2013.

EAST SUSSEX FIRE AUTHORITY

Date: 12 December 2013
Title: Sussex Control Centre
By: Chief Fire Officer & Chief Executive
Purpose of Report: To update the Fire Authority on the progress with Sussex Control Centre.

RECOMMENDATION: The Fire Authority is asked to note this report.

MAIN ISSUES:

1. Good progress is being made at Haywards Heath. The Contractor is on schedule and handover of the building is planned for 20 December 2013.
2. The HR work stream has been closed and the outstanding issues are now connected with the 'go live' date so these cannot be progressed at this time.
3. Technical issues with Airwave and the provision of our SANH equipment have been resolved.
4. However, due to information now received from Remsdaq which indicates that their development is delayed, their project plan has subsequently slipped and does not match our 'go live' date of the end of March 2014. This delay will create an additional pressure in the 2014/15 revenue budget.

Des Prichard
Chief Fire Officer & Chief Executive
28 November 2013.

Appendix A: Project Plan
Appendix B: RAID log
Appendix C: Financial report.

1. **PROPERTY/ACCOMMODATION**

- 1.1 Excellent progress has been made on the refurbishment, and officers have visited the site during the past month. Internal decorations have been completed and we are now at equipment install stage, save for Remsdaq equipment; furniture and carpets have been installed.
- 1.2 The SCC project team is relocating from Hove to Haywards Heath from 2 January 2014 until 'go live' and shortly we will be canvassing dates for Members to visit.
- 1.3 The accommodation forecast final project cost is showing as £2,090,193 against the budget of £2,200,000. The review of the increased costs, following the tender process and as previously reported to Members, is in progress and this will be reported to Members via the Scrutiny & Audit Panel in the New Year.
- 1.4 The Secondary Control at Service Training Centre, Maresfield is on target and is already set up with desks and equipment.

2. **PROJECT PLAN**

- 2.1 The latest project plan and RAID log are attached as Appendices A and B. The project plan has been amended to reflect the position on a new 'go live' date, the details of which are covered in section 4.

3. **TECHNICAL**

- 3.1 As part of the acceptance tests of the mobilising system, factory acceptance tests (FAT) stage took place during the week commencing 29 October 2013 but they were not able to be signed off by the Project Team and have been termed as 'failing'.
- 3.2 An urgent meeting was, therefore, convened between Remsdaq and both Services to discuss project plan and completion. However, in essence, Remsdaq confirmed that they were not able to deliver the system in time for our 'go live' date of no later than 31 March 2014.
- 3.3 We have explored whether existing Remsdaq equipment in Chichester could be 'lifted and shifted' into SCC Haywards Heath but Remsdaq have confirmed that this would be a distraction to them by diverting resources away from the work in hand. We have also considered whether moving Control staff from one location to another and merging the 2 would be an option but this presents HR issues which are not resolvable within the timescales.
- 3.4 As such, due to the technical and HR disruption and the drain of resources away from the development of the new system, options of running from a single control or a 'lift and shift' of existing equipment to SCC Haywards Heath have been discounted by officers. Therefore, the only workable solution is to continue with our existing plan; however, we won't be able to meet the 'go live' deadline.

- 3.5 A Joint Programme Board meeting was convened between ESFRS and WSFRS Principal Officers to discuss the implications and they have received a full briefing from the SCC Project Owner. Following this meeting, an Urgency Panel meeting was convened for 28 November 2013 where Members of the Panel were provided with a thorough briefing.
- 3.6 The Urgency Panel endorsed the revised project plan proposed by officers and asked officers to identify funding sources as part of the Budget planning processes to fund the additional costs and loss of savings.
- 3.7 Based on the project plan from Remsdaq, and our interpretation of Remsdaq's progress, including devising an alternative training plan, it is considered that no further announcements on a 'go live' date should be made until we re- run the FATs, which are now due to place on 10 February 2014.

4 **HUMAN RESOURCES**

- 4.1 The HR work stream has been closed and the remaining tasks are connected with formal contractual letters for those staff who will be leaving the employment of East Sussex Fire Authority at the 'go live' date. Revised contract letters also have to be issued to those staff who are transferring to the SCC. These actions cannot be completed until 3 months prior to 'go live' date.
- 4.2 The delay in 'go live' has caused concerns and anxiety for those staff who were anticipating working to the end of March 2014 as their departure date. In addition, those staff transferring have been affected as has the SCC Project Team.
- 4.3 Training on the new systems and procedures is now planned to commence in January 2014 and arrangements for training on the new radio/telephony system are to commence this side of Christmas. This will hopefully keep up the momentum and provide assurances to staff.

5. **COMMUNICATIONS**

- 5.1 Staff and Trade Unions have been informed of the current situation. Newsletters and blogs continue to be produced. Staff communications in relation to the delay were sent out on 8 and 25 November 2013 and 2 December 2013.

6. **FINANCE & FUNDING**

- 6.1 The financial impacts are twofold; firstly, there are additional costs which are currently estimated to be up to £72,000 per month, totalling £288,000 over the estimated period of the delay, which will be shared equally between ESFRS and WSFRS.

- 6.2 Secondly, the delay in 'go live' will affect the achievement of the savings from the SCC project which were £475,000 for each Authority or, proportionately, £158,000 for the four month period. These savings have already been built into our MTFP for 2014/15 onwards. Further work is required to analyse the financial impact as there is the potential for some overlap between these two figures but, taken together, this equates to an additional one-off pressure of up to £300,000 on our 2014/15 revenue budget which will need to be addressed as part of our budget planning, for example, by identifying additional savings (including bringing forward savings identified for future years) or use of reserves. This will be considered as part of the budget report in January/February 2014. Officers are now considering whether any of the costs can be absorbed from the DCLG grant.
- 6.3 The call on the capital programme reserve will be slightly less than planned if property works come in under budget, as indicated in paragraph 1.3.
- 6.4 Within the contract, there is provision for ascertained damages (i.e. actual costs incurred by the delay) to be recovered from Remsdaq, and our position in relation to this matter has been protected by officers. However, our priority at the moment is to secure the completion of the technical work stream and, hence, the delivery of the system.
- 6.5 An updated financial picture is attached as Appendix C

7. **CONCLUSION**

- 7.1 Whilst progress on other work streams is on schedule, Remsdaq's project plan has slipped to the extent that it now impacts onto our planned 'go live' date. We cannot now meet that date. Alternative options have been assessed but discounted on grounds of practicability. An announcement of a new 'go live' date will be made following the FATs in February 2014.

Title: **Finance Report**

By: **ACO Sussex Control Centre**

MAIN ISSUES

1. To the end of September 2013, and including the increased cost of adaptations for the new Control Centre premises, £2.35m has been committed or spent on shared costs.
2. Following the invitation for staff to volunteer for redundancy, the cost of the recommendation of the Panel has proven to be in excess of the grant allocation. Officers have scrutinised the allocation and identified a number of changes to contain forecast expenditure within the overall grant available.
3. With the changes recommended, the forecast spend now stands at £3.60m within the grant total. Spend to the end of September 2013 stands at £0.78m with another £2.08m approved to be spent.

Cheryl Rolph
ACO Sussex Control Centre
8 October 2013

1. **Shared Costs**

1.1 Some costs, not covered by the Grant, are to be shared equally between the two parties. The table below shows a summary of the current position. All items have been approved by via the appropriate route and all costs since the inception of the Project are included:

SHARED FUNDING	TOTAL £'000
CONFIRMED	
Commissioning of Actica for project support in the development of the technical specification for the MCC system.	11.5
Adaptations to Haywards Heath Fire Station, following the receipt of tender.	2,200.0
Actuaries (Hymans) commissioned to evaluate pensions options available.	18.0
Independent legal advice on procurement.	3.9
To provide a dedicated Principal Officer to the SCCP from 1 May 2012 until 30 November 2012	64.2
Ergonomist.	27.0
Design, specification and contract administration for the Secondary Control Room.	4.0
Coordination of all Haywards Heath Contractors (Mansells)	20.0
Temporary gym facility	1.8
Factory Acceptance Testing	1.9
TOTAL COMMITTED / SPENT	2,352.3
East Share	1,176.2
West Share	1,176.2
PROPOSED OR ANTICIPATED	
Adaptations to Maresfield Training Centre for Secondary Control Room.	60.2
TOTAL PROPOSED OR ANTICIPATED	60.2
East Share	30.1
West Share	30.1

1.2 The total shared committed or spent element has not changed since the previous Report. This follows the withdrawal of the bid for dedicated Principal Officer Support for 3 months in 2013/14.

1.3 The tender price for the Haywards Heath adaptations is slightly lower than anticipated, excluding any allowance for contingency, however the value of the works remains at £2.2m to include an undisclosed contingency sum.

1.4 The table above shows proposed or anticipated costs, the only item being the £60,200 estimated cost of adaptations required to the Kent Building at Maresfield Training Centre to be a Secondary Control Room. This does not include the appointment of a chartered surveyor for the design, specification and contract administration shown in the Confirmed section of the table of £4,000.

2. **Grant Funding**

2.1 Following the completion of the voluntary redundancy process the cost of making severance payments has been calculated at £424,390. This exceeds the grant allocation and as a result officers were charged with scrutinising the grant allocations to identify opportunities to contain the increased cost within the overall grant allocation.

2.2 All avenues were explored, including both items as yet unallocated as well as unspent to date allocated spending plans. At its conclusion officers have identified the following changes to the grant allocation:

- 2.3
- Station End equipment of £150,000 in East no longer needed.
 - Integration of new mobs to existing apps increased from £152,000 to £154,000.
 - Add cabling & cabinets for SCC of £58,000.
 - Network connections; £15,288 already approved so £14,800 for West to bring up to £30,000.
 - Main System MPLS Network link between FRS - costs now elsewhere so £61,812 no longer needed.
 - Redundancy budget all payable by East at £424,390.
 - Balance of £12,710 added to contingency.

2.4 The following table summarises the headline changes from the existing Variant A allocation to the proposed Variant B allocations. A full analysis is shown at Appendix A.

ITEM	Total Budget £'000
Variant A	
MDT SUB TOTAL	910
CONTROL ROOM SUB TOTAL	1,402
COMMUNICATION SUB TOTAL	200
SAN H SUB TOTAL	313
STAFF SUB TOTAL	775
GRANT FUNDED EXPENDITURE	3,600
Variant B	
MDT SUB TOTAL	760
CONTROL ROOM SUB TOTAL	1,417
COMMUNICATION SUB TOTAL	211
SAN H SUB TOTAL	313
STAFF SUB TOTAL	899
GRANT FUNDED EXPENDITURE	3,600
INCREASE / (DECREASE)	
MDT SUB TOTAL	(150)
CONTROL ROOM SUB TOTAL	15
COMMUNICATION SUB TOTAL	11
SAN H SUB TOTAL	0
STAFF SUB TOTAL	124
GRANT FUNDED EXPENDITURE	0

- 2.5 These proposed changes were to be recommended to the Joint Programme Board meeting scheduled for the 27 September 2013 but the meeting was cancelled. These changes will need to be reflected in the capital programme for both ESFRS and WSFRS and the Department of Communities and Local Government will need to be informed.
- 2.6 Should these changes be approved, the forecast outturn is expected to be within the grant total, as shown in the table below:

FUNDED BY GRANT						
Item	Budget	Actual to date	Committed	Anticipated further spend	Forecast Outturn	Forecast Over / (Under) Spend
	£'000	£'000	£'000	£'000	£'000	£'000
MDT SUB TOTAL	760	417	154	189	760	0
CONTROL ROOM SUB TOTAL	1,417	168	930	319	1,417	0
COMMUNICATION SUB TOTAL	211	23	30	158	211	0
SAN H SUB TOTAL	313	0	265	48	313	0
STAFF SUB TOTAL	899	176	703	20	899	0
GRANT FUNDED EXPENDITURE	3,600	784	2,083	734	3,600	0

- 2.7 This Report is based on actual expenditure to the end of September 2013 however the updated figures were not available from WSFRS in time to be incorporated within this Report. All actual to date and committed items have been approved by the SCC Project Board or, if below threshold, by the ACO(SCC).
- 2.8 Since the last Project Board the only expenditure has been on employee costs and, although some costs are marginally over budget, it is anticipated that following staff changes in the East implementation team the costs can be absorbed without a negative impact on the budget.

ITEM	Total Budget £'000	Capital £'000	Capital Split East £'000	Capital Split West £'000	Revenue £'000	Revenue Split East £'000	Revenue Split West £'000
Var A							
MDT SUB TOTAL	910	840	580	260	70	35	35
CONTROL ROOM SUB TOTAL	1,402	1,250	1,225	25	152	76	76
COMMUNICATION SUB TOTAL	200	200	100	100	0	0	0
SAN H SUB TOTAL	313	213	213	0	100	100	0
STAFF SUB TOTAL	775	0	0	0	775	425	350
GRANT FUNDED EXPENDITURE	3,600	2,503	2,118	385	1,097	636	461
Var B							
MDT SUB TOTAL	760	690	430	260	70	35	35
CONTROL ROOM SUB TOTAL	1,417	1,263	1,238	25	154	77	77
COMMUNICATION SUB TOTAL	211	211	146	65	0	0	0
SAN H SUB TOTAL	313	213	213	0	100	100	0
STAFF SUB TOTAL	899	0	0	0	899	699	200
GRANT FUNDED EXPENDITURE	3,600	2,377	2,027	350	1,223	911	312
INCREASE / (DECREASE)							
MDT SUB TOTAL	(150)	(150)	(150)	0	0	0	0
CONTROL ROOM SUB TOTAL	15	13	13	0	2	1	1
COMMUNICATION SUB TOTAL	11	11	46	(35)	0	0	0
SAN H SUB TOTAL	0	0	0	0	0	0	0
STAFF SUB TOTAL	124	0	0	0	124	274	(150)
GRANT FUNDED EXPENDITURE	0	(126)	(91)	(35)	126	275	(149)

No.	Item	Budget	Actual to date	Committed	Anticipated further spend	Forecast Outturn	Forecast Over / (Under) Spend
1	Station End Equipment in East	0	0	0	0	0	0
2	Station end equipment in West	150,000	53,668	96,332	0	150,000	0
3	MDTs in East #1 (MDT Project)	263,800	251,799	12,001	0	263,800	0
4	MDTs in East #2 (SCC Project)	201,200	12,251	0	188,949	201,200	0
5	Printers in West	18,000	5,305	12,695	0	18,000	0
6	MDT hardware in West	127,000	93,592	33,408	0	127,000	0
7	MDT SUB TOTAL	760,000	416,615	154,436	188,949	760,000	0
8	Procurement of Mobilising System and ICCS plus associated hardware	1,094,266	164,140	930,126	0	1,094,266	0
9	Integration contingency	118,444	0	0	118,444	118,444	0
10	Control Room Furniture	50,000	0	0	50,000	50,000	0
11	Infographics Integration	3,800	3,563	237	0	3,800	0
12	Integration of new mobs system to existing FRS applications	150,200	0	0	150,200	150,200	0
13	CONTROL ROOM SUB TOTAL	1,416,710	167,703	930,363	318,644	1,416,710	0
14	Main System MPLS Network link between FRS	0	0	0	0	0	0
15	Buddy system - MPLS Network link between FRS	100,000	0	0	100,000	100,000	0
16	Cabling & cabinets for SCC	58,000	0	0	58,000	58,000	0
17	Network connection to main and secondary control rooms	15,288	0	15,288	0	15,288	0
18	Network connection as above with WSFRS costs	14,712	0	14,712	0	14,712	0
19	2 firewalls	22,900	22,900	0	0	22,900	0
20	COMMUNICATION SUB TOTAL	210,900	22,900	30,000	158,000	210,900	0

No.	Item	Budget	Actual to date	Committed	Anticipated further spend	Forecast Outturn	Forecast Over / (Under) Spend
21	SDR router for secondary control, config and dynamic talk groups	47,989	0	0	47,989	47,989	0
22	SAN - H Survey	8,098	0	8,098	0	8,098	0
23	8-port Variant A SAN H interface to the Airwave network	256,913	0	256,913	0	256,913	0
24	Airwave data (provisional)	0	0	0	0	0	0
25	SAN H SUB TOTAL	313,000	0	265,011	47,989	313,000	0
26	Project Team	17,769	0	0	17,769	17,769	0
27	J. Scotland - HR lead	48,064	45,356	0	2,708	48,064	0
28	J. Scotland - HR lead	8,438	8,885	0	0	8,885	447
29	Admin and project support for ESFRS	11,700	3,947	8,747	0	12,694	994
30	Redundancy Payments	424,390	0	424,390	0	424,390	0
31	Training for software testing	1,700	1,702	0	0	1,702	2
32	Imp. Team integration support (consultancy)	10,000	11,750	0	0	11,750	1,750
33	East Imp. Team	194,829	84,528	107,109	0	191,637	(3,192)
34	West Sussex technical staff back-fill	182,500	20,332	162,168	0	182,500	0
35	STAFF SUB TOTAL	899,390	176,498	702,414	20,477	899,390	0
36	GRANT FUNDED EXPENDITURE	3,600,000	783,717	2,082,224	734,060	3,600,000	0

EAST SUSSEX FIRE AUTHORITY

Date: **12 December 2013**

Title: **Service Planning Update 2014/15 – 2018/19**

By: **Chief Fire Officer & Chief Executive and Treasurer**

Purpose of Report: **To provide an update on the Service planning process.**

RECOMMENDATIONS: The Fire Authority is recommended to:

- (i) Note the update on Service planning process; and
 - (ii) Consider further scenario modelling for the Authority's future Council Tax strategy
-

MAIN ISSUES

1. The Fire Authority has identified the need to deliver savings of approximately £7.1m, or 18.2%, of our current revenue budget over the next five years (in addition to £1.3m of savings already agreed for 2014/15), primarily due to expected reductions in grant funding from central government of over 75%. There is little indication of additional funding becoming available for the foreseeable future, whatever the outcome of the national elections in 2015, with reductions in public funding expected to continue to 2020.
2. The Medium Term Financial Plan (MTFP) continues to model increases in Council Tax of 1.94% pa (i.e. below the expected referendum threshold of 2%) across the five years to 2018/19. This equates to an increase of £1.59 per Band D property in 2014/15 and £8.25 by 2018/19. The impact of accepting the 1% freeze grant would be a reduction in funding of £203,000 in 2014/15 against that currently modelled and, if the grant does not continue after 2015/16, a potential reduction in funding of £864,000 in 2016/17 (in comparison to that currently modelled).
3. Whilst previous savings, through the 'Service Prioritisation' and 'Facing the Challenge' programmes, have, in the main, protected operational services, the scale of the savings now required means that the Service Planning processes will need to cover all aspects of the Authority's functions including Prevention, Protection and Response. The financial situation means that difficult decisions will have to be made – there is no choice but to change the way in which the Authority delivers its services in the future.

4. Officers have been developing proposals which can deliver savings and these are set out in detail in a separate report in the confidential part of this agenda. Further work will be required to develop these proposals into a formal savings plan to be reported to Members as part of the 2014/15 Revenue Budget and Capital Programme Report in the New Year, and to develop the necessary consultation plans to support the proposals.
5. Work continues to develop the MTFP, however, key information is still awaited. The Chancellor will make his Autumn Statement on 5 December 2013, but no date has yet been set for the announcement of the Provisional Local Government Finance Settlement which should set out funding for 2014/15 and 2015/16. A verbal update will be provided at the meeting.

Des Prichard
CHIEF FIRE OFFICER & CHIEF EXECUTIVE
25 November 2013

Duncan Savage
TREASURER

1. **INTRODUCTION**

- 1.1 The Fire Authority has identified, through its Medium Term Finance Plan (MTFP) agreed in July 2013, the need to deliver savings of approximately £7.1m or 18.2% of its current revenue budget over the next five years (in addition to £1.3m of savings already agreed for 2014/15), primarily due to expected reductions in grant funding from central government of over 75%. There is little indication of additional funding becoming available for the foreseeable future, whatever the outcome of the national elections in 2015, with reductions in public funding expected to continue to 2020

2. **SAVINGS PROPOSALS**

- 2.1 Members of the Fire Authority have previously considered a range of differing savings proposals through both formal reports, and at Members' Seminars, and have requested that officers provide additional information and options to the Fire Authority. These options are set out in detail in a separate report in the confidential part of this agenda. Further work will be required to develop these proposals into a formal savings plan to be reported to Members as part of the 2014/15 Revenue Budget and Capital Programme Report in the New Year, and to develop the necessary consultation plans to support some of the proposals.

- 2.2 In addition to the review of our Prevention, Protection and Response services, officers have scrutinised non-operational service budgets in order to identify savings proposals. Work has also commenced on a series of reviews of non-operational services which currently include:

- Information Management
- Procurement
- Learning & Organisational Development
- Engineering & Fleet
- Property – accommodation including the future of Service Headquarters

- 2.3 The Authority continues to explore opportunities with public sector partners for collaboration and sharing of services, and is engaging with the Emergency Services' Collaboration Project (part of Surrey County Council's Public Services Transformation Network) and the Surrey and East Sussex Transformation Challenge Award project. These reviews and projects are expected to provide further opportunities to change the way in which our services are delivered and to reduce costs/make savings in the future.

3. **MEDIUM TERM FINANCE PLAN (MTFP)**

- 3.2 At the same time, officers have identified a number of potential additional spending pressures which we are working to quantify and these include:

- Pensions – A number of pension related risks have emerged in recent months in relation to the Norman v. Cheshire judgement which clarified the pensionable status of a range of allowances paid to some firefighters, and the government's consultation on a modified pension scheme for retained firefighters employed between 2000-06. Officers are currently modelling the potential financial impact of these risks but initial estimates are that, taken together, there will be a one off cost of up to £540,000 and on-going revenue costs of up to £350,000 pa by 2015/16.

- IMD Strategy – officers are considering a range of options for the Authority’s future IMD Strategy which will be brought to Members in the New Year, all of which would entail significant new investment in IMD in the short term in order to deliver both a flexible and resilient infrastructure that can better support the Authority’s change agenda and deliver material savings in the medium term.
- 3.3 In addition, a number of the savings proposals being developed will require initial revenue or capital investment by the Authority in order for savings to be realised. Our budget strategy will need to consider how these costs can be accommodated either within the base budget or the capital programme. A review of reserves and balances is also underway to ensure that one off resources can be used effectively to support the Authority’s future plans and mitigate risk.
- 3.4 There are some early indications of positive growth in both Council Tax and Business Rates Bases for 2014/15 but billing authorities are not required to confirm these figures until January. Early indications are that there is also the potential for the Authority to benefit from one-off surpluses on both Council Tax and Business Rates Collection Funds but again these figures will not be confirmed until mid-January.
- 3.5 In addition the Government has been under pressure from the business community to freeze business rates for 2014/15 rather than increase them by the business rate multiplier and it is possible that the Chancellor will comment on this in his Autumn Statement. The MTFP currently includes a prudent estimate of a 2.8% increase in the business rate multiplier for 2014/15 which equates to additional income of £186,000.
- 3.6 DCLG has confirmed that the 2013/14 Council Tax Freeze Grant will be base-lined into the Start Up Funding Assessment from 2015/16 which is welcome and should provide some additional flexibility in the latter years of the MTFP. DCLG has also indicated that it will offer freeze grants of 1% in both 2014/15 and 2015/16 but these are not currently guaranteed beyond 2015/16, presenting a potential funding risk should they be accepted.
- 3.7 The MTFP continues to model increases in Council Tax of 1.94% pa (i.e. below the expected referendum threshold of 2%) across the five years to 2018/19. This equates to an increase of £1.59 per Band D property in 2014/15 and £8.25 by 2018/19. The impact of accepting the 1% freeze grant would be a reduction in funding of £203,000 in 2014/15 against that currently modelled and, if the grant does not continue after 2015/16, a potential reduction in funding of £864,000 in 2016/17 (in comparison to that currently modelled).
- 3.8 A national survey of the intentions of 142 councils recently conducted by the Local Government Chronicle concluded that 75% of counties, 37% of unitaries and 31% of districts planned to refuse the offer of a freeze grant in 2014/15 and to raise their Council Tax instead.

- 3.9 Members are asked to consider what further scenarios for future Council Tax strategies should be modelled in advance of the Fire Authority meeting in February 2014. A ready reckoner illustrating a range of Council Tax options is shown at Appendix B.
- 3.10 All our modelling assumptions will be reviewed in the light of the Autumn Statement, the Local Government Finance Settlement and other information and an updated MTFP will be reported to Members in January/February 2014 as part of the budget papers.

A verbal update will be given at the meeting on the outcome of the Autumn Statement and the Provisional Settlement if that has been announced.

APPENDIX A

MEDIUM TERM FINANCIAL PLAN 2014/15 - 2018/19

	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19
	£'000	£'000	£'000	£'000	£'000	£'000
Gross Revenue Service Budget	39,932	38,916	39,146	40,472	41,054	41,816
Less						
Specific grants	(188)	(164)	(147)	(132)	(119)	(107)
Other income	(643)	(447)	(458)	(470)	(481)	(493)
Total income	(831)	(611)	(605)	(602)	(600)	(600)
Net Service Budget	39,101	38,305	38,541	39,870	40,454	41,216
Less capital charges credit	(2,521)	(2,198)	(2,198)	(2,198)	(2,198)	(2,198)
Interest receivable less capital financing	852	907	903	893	891	883
Transferred to Balances	1,647	1,200	1,200	1,200	1,200	1,200
Total Net Expenditure	39,079	38,214	38,446	39,765	40,347	41,101

Net Budget brought forward	39,079	38,214	38,446	39,765	40,347	
Unavoidable cost pressures						
Pay inflation		238	233	471	492	500
Price inflation		226	224	240	245	251
Total inflation		464	457	711	737	751
Changes in Capital Financing		55	(4)	(10)	(3)	(8)
Other budget adjustments		(150)	(221)	693	(79)	11
Savings approved including CFA Feb 2013		(1,234)	0	(75)	(73)	0
Total Net Expenditure	39,079	38,214	38,446	39,765	40,347	41,101

Sources of Funding	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19
	£'000	£'000	£'000	£'000	£'000	£'000
Locally Retained Business Rates	2,231	2,157	2,226	2,297	2,370	2,446
Business Rate Top Up	4,551	4,678	4,828	4,983	5,142	5,307
Business Rates Baseline	6,782	6,835	7,054	7,280	7,512	7,753
Revenue Support Grant	10,195	8,790	6,990	5,341	3,826	2,431
Start Up Funding Assessment	16,977	15,625	14,044	12,621	11,338	10,184
Localisation of Council Tax Support Grant - Transitional Grant	92					
2013/14 Council Tax Freeze Grant	249	249	249	0	0	0
Council Tax Collection Fund Surplus	136	0	0	0	0	0
Council Tax Requirement	21,625	22,045	22,472	22,908	23,352	23,805
Total Resources Available	39,079	37,919	36,765	35,529	34,690	33,989

Savings to be identified	0	295	1,681	4,236	5,657	7,112
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APPENDIX B

COUNCIL TAX STRATEGY - POTENTIAL OPTIONS 2014/15 - 2018/19

	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19
<i>A) Current MTFP Model - CT increase 1.94% pa</i>						
Band D	£81.86	£83.45	£85.07	£86.72	£88.40	£90.11
Council Tax Income	£21,625,415	£22,044,948	£22,472,620	£22,908,588	£23,353,015	£23,806,064
Difference to current MTFP	£0	£0	£0	£0	£0	£0
<i>B) Accept CT Freeze Grant of 1% in 2014/15 and 2015/16 and then CT increase of 1.94% thereafter (assumes freeze grant does not continue after 2015/16)</i>						
Band D	£81.86	£81.86	£81.86	£83.45	£85.07	£86.72
Council Tax Income	£21,625,415	£21,841,669	£22,057,923	£22,044,948	£22,472,620	£22,908,588
Difference to current MTFP	£0	-£203,279	-£414,697	-£863,641	-£880,395	-£897,475
<i>C) Raise CT by 1.99% pa</i>						
Band D	£81.86	£83.49	£85.15	£86.84	£88.57	£90.34
Council Tax Income	£21,625,415	£22,055,760	£22,494,670	£22,942,314	£23,398,866	£23,864,503
Difference to current MTFP	£0	£10,813	£22,050	£33,725	£45,851	£58,440
<i>D) Raise CT by 1.5% pa</i>						
Band D	£81.86	£83.09	£84.33	£85.60	£86.88	£88.19
Council Tax Income	£21,625,415	£21,949,796	£22,279,043	£22,613,228	£22,952,427	£23,296,713
Difference to current MTFP	£0	-£95,152	-£193,577	-£295,360	-£400,588	-£509,350
<i>E) Raise CT by 1.0% pa</i>						
Band D	£81.86	£82.68	£83.51	£84.34	£85.18	£86.04
Council Tax Income	£21,625,415	£21,841,669	£22,060,085	£22,280,686	£22,503,493	£22,728,528
Difference to current MTFP	£0	-£203,279	-£412,534	-£627,902	-£849,522	-£1,077,535

EAST SUSSEX FIRE AUTHORITY

Date: **12 December 2013**

Title: **Industrial Action by Fire Brigades' Union members – Update**

By: **Chief Fire Officer & Chief Executive**

Purpose of Report: **To inform the Fire Authority of the current position on industrial action by members of the Fire Brigades' Union.**

RECOMMENDATION: The Fire Authority is asked to note the current position on industrial action by members of the Fire Brigades' Union.

MAIN ISSUES

1. The discontinuous strike action agreed by Fire Brigades' Union (FBU) following a ballot of its members remains in place on dates and times notified by the FBU.
2. The FBU is running an additional ballot of its members, including control room staff, for industrial action short of strike action.
3. The ballot closes on 4 December 2013 and an oral update will be given to the Fire Authority at the meeting.

Des Prichard
CHIEF FIRE OFFICER & CHIEF EXECUTIVE
28 November 2013

1. **BACKGROUND**

- 1.1 The FBU has a trade dispute nationally about its members' pension arrangements. On 29 August 2013 the FBU notified the Authority that following a ballot, its members had voted in favour of industrial action consisting of strike action.
- 1.2 The FBU has called strikes on the following dates and times:
 - 25 September 2013 from 12 noon – 16:00 hours
 - 19 October 2013 from 18:30 – 23:30 hours NOT HELD
 - 1 November 2013 from 18:30 – 23:00 hours
 - 4 November 2013 from 6:00 – 8:00 hours
 - 13 November 2013 from 10:00 – 14:00 hours
- 1.3 Contingency cover arrangements have been put in place at strategic locations and there is a local agreement in place with the FBU for firefighters to return to duty in the event of a major incident.

2. **ADDITIONAL BALLOT**

- 2.1 The FBU has given notice that an additional ballot is being held for industrial action short of strike action, to run from 13 November to 4 December 2013. Unlike the previous ballot, this one will include Control Room Staff. The vote will supplement but not replace the current strike action ballot in England and Wales.
- 2.2 'Action short of strike' can involve any collective industrial action which is not strike action. This may include action such as: removal of goodwill; refusal to undertake additional duties or cover for a higher rank/role; refusal to undertake voluntary, non-contractual duties outside of normal hours (which can include bans on non-contractual overtime); etc. There is a wide-range of action which can be taken. The FBU Executive Council has indicated that different action might be called in different Fire Services or national action tailored in particular Brigades to take account of different circumstances.
- 2.3 The Fire Authority will be given an oral update at the meeting.

EAST SUSSEX FIRE AUTHORITY

Date: **12 December 2013**

Title: **Quarterly Report for July to September 2013**

By: **Chief Fire Officer & Chief Executive**

Purpose of Report: **To consider the quarterly results for the period July to September 2013**

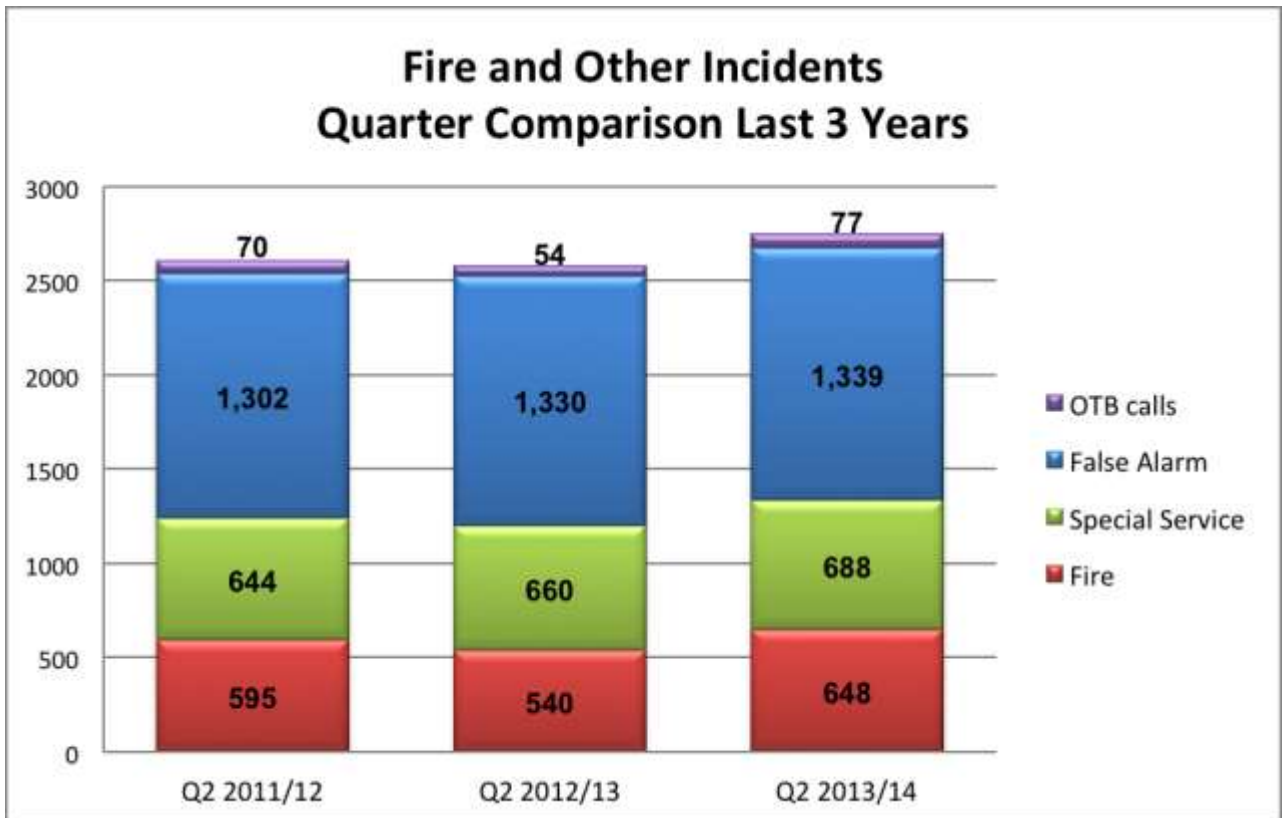
RECOMMENDATION: The Fire Authority is asked to note the report.

1 FIRES AND OTHER OCCURRENCES

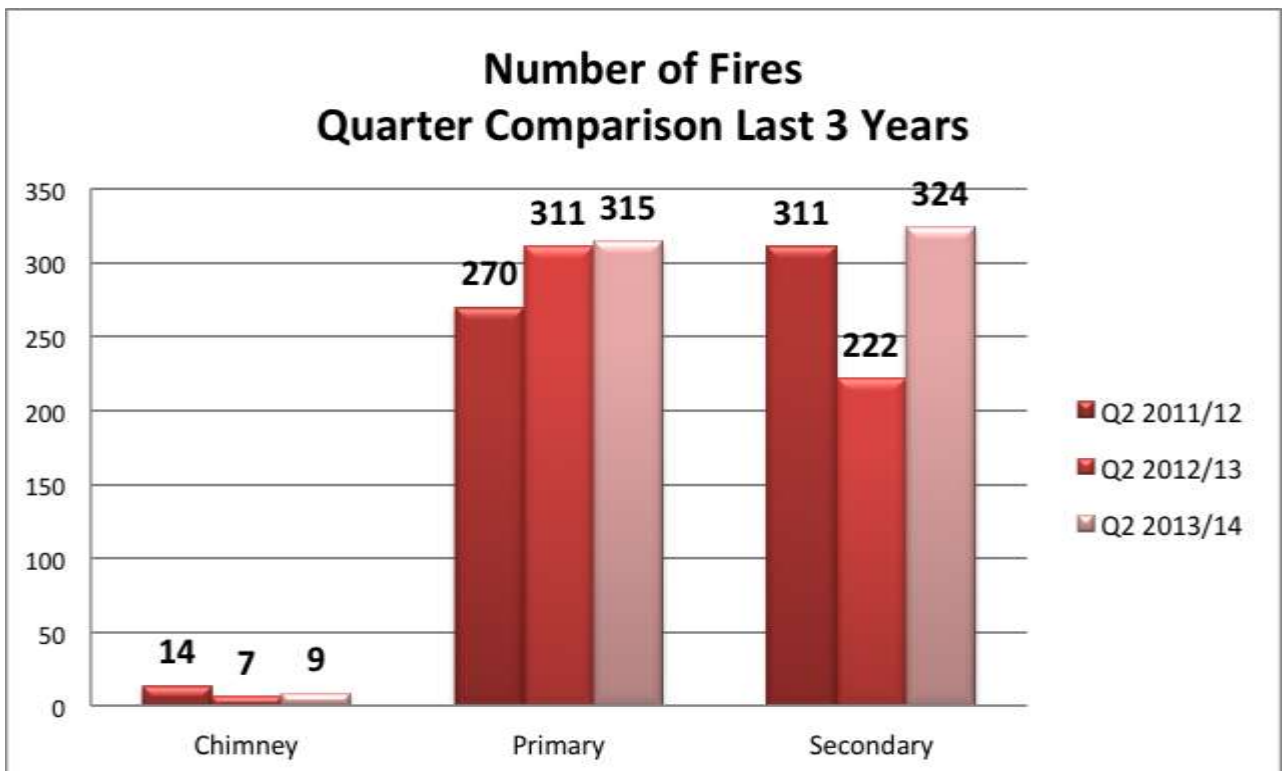
1.1 Number of Calls

1.1.1 During the period July to September 2013, East Sussex Fire & Rescue Service responded to 2,721, calls, a 6.5% increase on the same period in 2012/13 (2,556) and a 5% increase on the same period 2011/12 (2,590).

	2011/12	2012/13	2013/14
<u>Incidents attended</u>			
Fires including small fires and chimney fires	595	540	648
Special Services including road traffic collisions	644	660	688
False Alarm calls including malicious, good intent, and false alarm due to apparatus	1,302	1,330	1,339
	2,541	2,530	2,675
<u>Over the Border Calls assistance</u>			
to West Sussex	18	19	35
to Kent	30	7	11
to Surrey	1		
	2,590	2,556	2,721
In addition, the following assistance was received from neighbouring Fire & Rescue Services:			
from West Sussex	14	22	22
from Kent	7	6	9



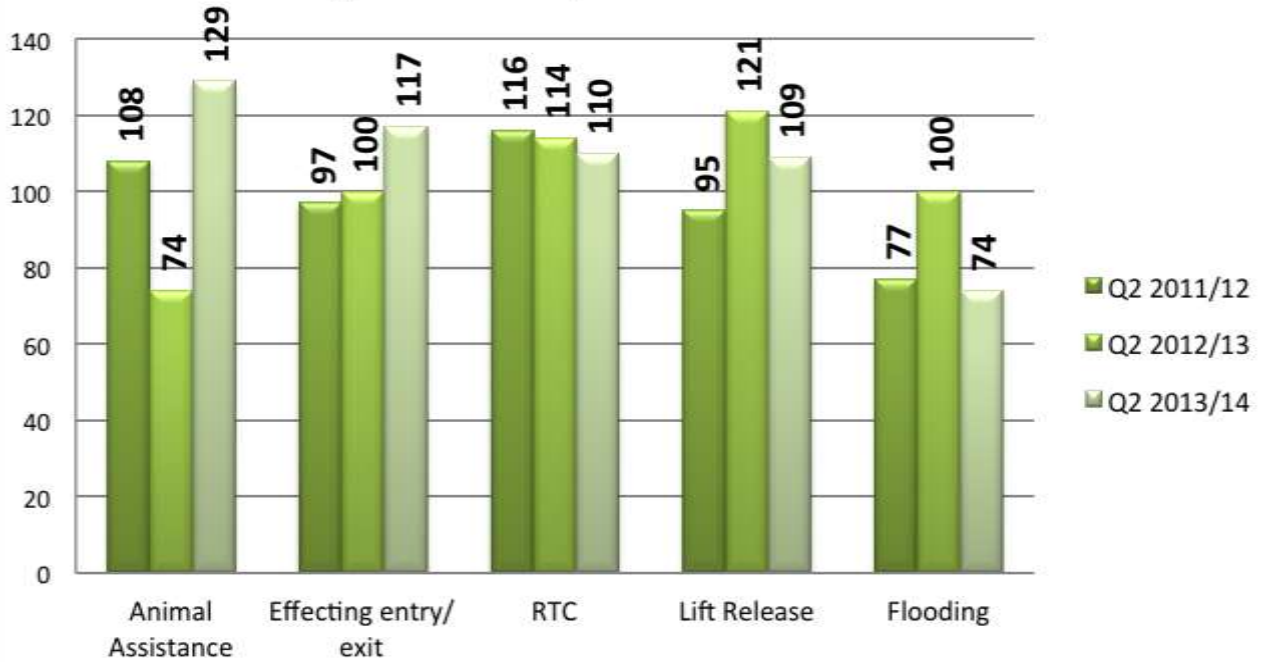
N.B Over the Border calls (OTB) is the total of assistance provided and received



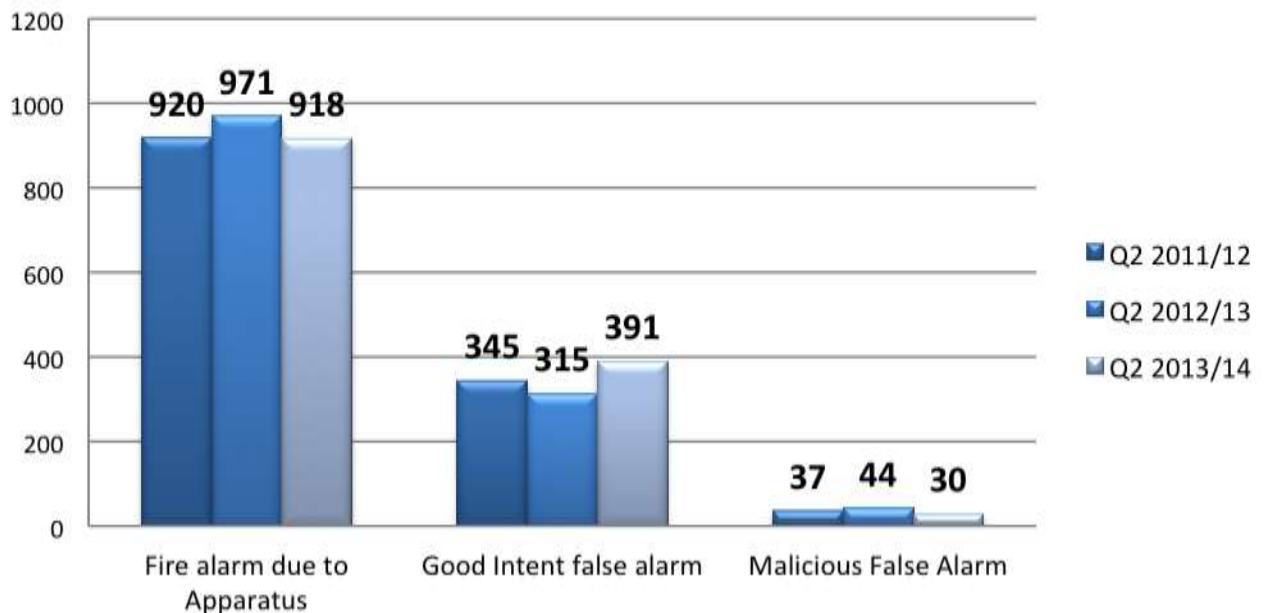
Primary Fires include all fires in buildings, vehicles and outdoor structures or any fire involving casualties, rescues, or fires attended by five or more appliances.

Secondary Fires include the majority of outdoor fires, including grassland and refuse fires, unless they involve casualties or rescues, property loss or the attendance of five or more appliances. They also include fires in single derelict buildings

Top Five Special Service Call Incidents Quarter Comparison Last 3 Years



Number of False Alarms Quarter Comparison Last 3 Years



Fires and other occurrences – Second Quarter

1.2 Fatalities in Fire 2013/14

1.2.1 There were no fire fatalities during this period in 2013/14

There was one fire fatality during the same period in 2012/13

There were two fire fatalities during this quarter in 2011/12.

Persons Injured (including rescue with injury)

	Fire Incidents			Special Service Incidents			Total		
	2011/12	2012/13	2013/14	2011/12	2012/13	2013/14	2011/12	2012/13	2013/14
1 st QTR	25	14	24	85	80	82	110	94	106
2 nd QTR	15	12	20	75	81	74	90	93	94
3 rd QTR	26	31		83	81		109	112	
4 th QTR	24	22		72	73		96	95	
Annual	90	79		315	315		405	394	

Includes victims that were rescued with an injury, includes 'first aid', 'precautionary checks' and 'Victim went to Hospital injuries appear to be slight or serious'.

1.3 Persons Rescued (rescue without injury)

	Fire Incidents			Special Service Incidents			Total		
	2011/12	2012/13	2013/14	2011/12	2012/13	2013/14	2011/12	2012/13	2013/14
1 st QTR	6	4	5	128	129	110	134	133	115
2 nd QTR	4	3	8	128	140	143	132	143	151
3 rd QTR	8	5		116	125		124	130	
4 th QTR	7	2		91	123		98	125	
Annual	25	14		463	514		488	531	

Victims that were rescued only

Figures for the latest quarter are provisional as all incidents may not have been completed

2. **PERSONNEL MATTERS**

2.1 The Service's strength and financial provision at 30 September 2013, against the previously approved Establishment Scheme, were as follows:

	Establishment	Financial Provision 2013/14	Actual Strength
<u>Wholetime Members</u>			
Specialist and Supervisory Staff, (including Station Managers)	61	61	70
Operational Staff on Stations	347	347	339
Total:	408	408	409
*includes previously approved 4 Station Managers on the Operational Improvement Scheme, added to the Establishment			
Add:			
Mobilising and Communications Staff	56.5	56.5	58.5
Total Wholetime	464.5	464.5	467.5
<u>Part-time Members</u>			
Whole Unit equivalent	299	242	235
TOTAL	763.5	706.5	702.5

2.2 **Medals and Other Awards**

2.2.1 There were no Long Service and Good Conduct medals awarded during this quarter.

2.3 **Appointments, Examination Results, Promotions, Resignations and Retirements**

2.3.1 **Appointments**

2.3.1.1 **Wholetime**

There was one whole-time appointment during the quarter:

Temporary Firefighter Control, Chichester

2.3.1.2 **Retained**

There was one Retained Duty System appointment during this quarter:

Firefighter, Seaford

2.3.1.3 Support Staff

There were three Support Staff appointed this quarter:

Temporary Executive Assistant, HQ
Temporary Engineering Support Operative, Heathfield
Temporary Fireground Technician, Service Training Centre

2.3.2 Promotions

There were five promotions during this quarter:

Crew Manager to Watch Manager, Service Training Centre
Watch Manager to Station Manager, Bexhill / Battle
Firefighter to Crew Manager (RDS), Barcombe
Temporary Watch Manager to Watch Manager (RDS), Barcombe
Administrative Assistant to Service Training Centre Manager

2.3.3 **Resignations**

2.3.3.1 Wholetime

There was one whole-time resignation during this quarter:

Crew Manager, Control	Chichester	9 Years, 1 Month
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2.3.3.2 Retained

There were 10 Retained Duty System resignations during this quarter:

Firefighter	Herstmonceux	3 Years, 2 Months
Crew Manager	Rye	26 Years, 5 Months
Firefighter	Heathfield	2 Years, 2 Months
Firefighter	Wadhurst	7 Years, 1 Month
Firefighter	Herstmonceux	2 Years, 1 Month
Watch Manager	Wadhurst	29 Years
Firefighter	Pevensey	2 Years, 11 Months
Firefighter	Rye	2 Years, 9 Months
Firefighter	The Ridge	16 Years, 6 Months
Firefighter	Battle	4 Years, 2 Months

2.3.3.3 Support Staff

There was one Support Staff resignation during this quarter:

Administrative Assistant	HQ	9 Years
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2.3.4 **Retirements**

2.3.4.1 There were five operational personnel who retired from East Sussex Fire & Rescue Services in the last quarter:

Watch Manager	Uckfield	29 years 9 Months
Crew Manager	Eastbourne	40 Years 2 Months
Watch Manager	Bohemia Road	34 Years 6 Months
Firefighter	Preston Circus	30 Years
Crew Manager	Bexhill	30 years

2.3.4.2 Support Staff

There was one member of the Support Staff who retired from East Sussex Fire & Rescue Service in the last quarter:

Non-Operational Inspecting Officer	Hove	3 Years, 6 Months
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3. **LEARNING & ORGANISATIONAL DEVELOPMENT**

3.1 In the second quarter the L&OD team has arranged 192 training events across the Service with 886 people receiving training, equating to 1,343 training days in the quarter. This training ranges from operational courses, including Incident Command, through to Fire Safety and development training, including those new to the Service.

3.2 **Command & Operational Training**

The new Breathing Apparatus classroom at Service Training Centre has now been completed, with the first course to utilise this in the second week of October.

A number of changes have taken place at Service Training Centre including the introduction of a Resources Manager, and the integration of the Operational Improvement Team into Learning & Organisational Development. This new structure is designed to support the continued outstanding work of our Training Centre Instructors.

The new style Operational Skills Refresher course has been running since July 2013 and there has been very positive feedback from delegates who have attended the course.

3.3 **Operational Improvement**

The Operational Improvement Team has now become an integral part of the Learning & Organisational Development Team and continues to support Borough Teams with training, in addition to supporting the Instructors and Instruction of courses at Service Training Centre.

For information, future updates for the Operational Improvement Team will be found within the Command & Operational Training update.

3.4 **Organisational & Workforce Development**

During the second quarter the team has supported a further new Crew Manager in development and one new Watch Manager in development, taking the overall total of 36 employees currently being supported by the O&WD team through Supervisory, Middle or Strategic Manager Development Programmes. Two Firefighters have completed their NVQs.

Further support and work is being carried out with the managers based in Chichester, looking at development programmes and further development.

Analysis has been carried out on the Personal Qualities and Attributes (the required behaviours) to identify how they can be further embedded into the Organisation and into processes such as recruitment and selection.

Work has commenced in reviewing the corporate development programmes and the appraisal scheme, as well as the staff engagement project. It is anticipated that the revised processes will be live from April 2014.

3.5 **Inclusion & Diversity**

Jill Pike joined the Team as part-time Inclusion & Diversity Officer in October.

The Team has worked closely with the ESFRS LGBT network and ACFO Gary Ferrand to form part of the pan-Sussex LGBT mentoring process. This initiative is being co-ordinated by Brighton & Hove City Council with a further seven Organisations being involved (ESFRS, West Sussex County Council, University of Brighton, South East Coast Ambulance Service, Brighton & Hove Clinical Commissioning Group, East Sussex County Council and Hastings Borough Council).

The Brighton PRIDE event passed successfully with participation from across the Service; excellent feedback has been received, specifically in relation to the park event.

Work has commenced on an ESFRS Inclusion & Diversity intranet page that will be available for staff networks to promote I&D initiatives as well as providing a valuable resource for managers and employees.

3.6 **Marketing & Communications**

It has been a busy time for the Team who have been engaged on a number of different initiatives.

3.6.1 Industrial Action – Stay Safe campaign

There was extensive publicity and stakeholder engagement around the industrial action in September and a communications plan was put into action. This came under the umbrella of the 'Stay Safe' campaign and involved the following activities:

- Mail-out to 17,000 businesses – highlighting their legal responsibilities and offering advice
- Mail-out to stakeholders including housing associations, charities and councils
- Press releases – six were sent out, gaining around 840 views on our website. The most popular was of CFO Des Prichard's video explaining our plans (this video has been viewed 215 times by the end of September)
- Interviews with the media, both ahead of the industrial action and on the day
- New videos on fire and road safety – including re. smoke alarms, smoking, businesses, fireworks/ bonfires and driving – these received around 116 views by the end of September and will be used again in the future to help promote our safety messages
- A series of safety-related Tweets on Twitter – we also made contact with key stakeholders to ask that they re-tweet these.

This campaign will continue as long as the threat of further industrial action remains.

3.6.2 Social media

As of the beginning of October, we have 5,195 Twitter followers. In the run up to, and just after the industrial action, we saw an increase in the number of daily new followers:

20 Sep – 15	21 Sep – 7	22 Sep – 13	23 Sep – 18
24 Sep – 25	25 Sep – 29	26 Sep – 19	

We would normally gain on average 5-6 new followers a day.

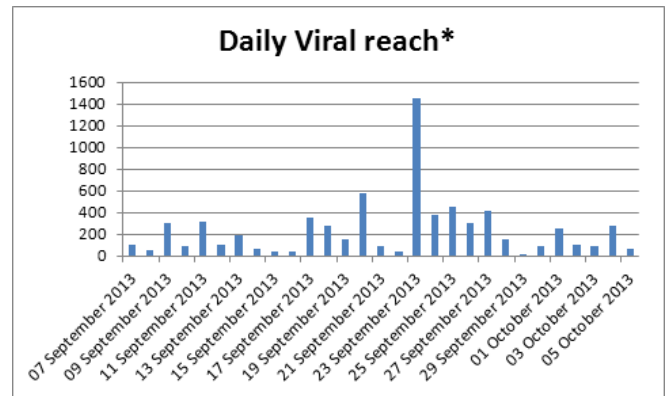
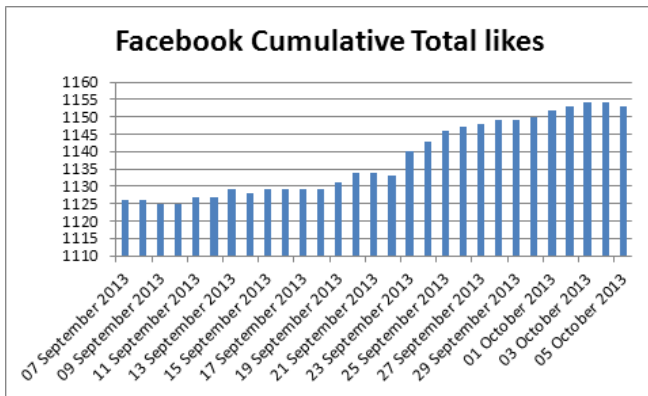
Tweets this year

January	40	April	24	July	57
February	20	May	48	August	83
March	19	June	22	September	96

Facebook

Top recent posts (i.e. most read) as of 7 October 2013:

- ESFRS offers condolences following fatal fire in Eastbourne (347)
- Update on Marlie Farm compensation claims (765)
- Smoke Alarm Advice (123)
- Road traffic collision, Bexhill (462)
- Fire in Lewes High Street (474)



** Daily Viral reach – The number of people who saw your Page or one of its posts from a story shared by a Friend. These stories include liking your Page, posting to your Page's Timeline, liking, commenting on, or sharing one of your Page posts, answering a question you posted, responding to one of your events, mentioning your Page, tagging your Page in a photo or checking in at your location. (Unique Users)*

3.6.3 Media relations

There has been a concerted effort to increase our profile in the media. The press and publicity officers dealt with 94 press queries during July, August and September. This has resulted in an increase in the number of press releases being sent to the local media. All press releases are also pushed out on our accounts on two social media platforms – Facebook and Twitter.

Month	2013	2012
July	37	24
August	50	23
September	49	30
Total	136	77

The majority of these are updates on operational incidents.

We have also highlighted a number of key safety messages linked to risks in our area:

- Warning to make sure people have home insurance (September) – 226 views – this follows a spate of fires in East Sussex and the City of Brighton & Hove, where the residents have lost everything in a fire.
- Safety warning over clothing (August) – 100 views – this followed an inquest into a fire death in East Sussex, where the coroner asked us to highlight the dangers relating to clothing catching alight.
- Advice in case of flooding (July) – 205 views – this came ahead of warnings of summer storms.

3.6.4 Cooking safety in Hastings

The Communications Team was approached to see how we could support efforts to cut fires related to cooking in Hastings. Working with the Community Profiling Team, we identified how big an issue this was, what type of people it most affected and where this profile of people could be found.

It was decided that there should be two chip pan fire demonstrations – one at a large supermarket and one in Warrior Square. The supermarket arranged for a space in the car park and some free oven chips to give away as an incentive.

Press releases were sent out before and after the events. These were opened around 220 times and we also achieved radio coverage on Heart FM. Social media was also used to spread the word.

3.6.5 Website

Our website, www.esfrs.org, is the main point of contact for many of our external stakeholders. All communications activities try to encourage visits to the website. In particular the website was used as an information hub for advice in the run up to the industrial action by Fire Brigades Union members in September 2013.

Top 10 pages*

1. Main careers page
2. News
3. Stations
4. Retained firefighters' careers
5. Support staff careers
6. Contact us
7. Equality act
8. Black museum main page
9. Firefighters' careers
10. CFO's Blog

Top 10 sections*

1. News
2. Stations
3. Careers
4. Black Museum
5. About us
6. Community Safety
7. Fire Authority
8. Equality
9. Business Safety
10. CFO's Blog

** (Excluding the home page and incidents page)*

4.1 **AUTHORITY EVENTS**

4.1.1 Members of the Fire Authority have attended a number of Fire & Rescue events during this quarter, including various Station Open Days around the County and within the City of Brighton & Hove.

4.1.2 Councillors Buchanan, Howson, Lambert, Pragnell, Rufus, Scott, Sheppard and Taylor attended the Annual Awards Ceremony on 19 July 2013. Councillors Buchanan and Howson attended the Eastbourne 999 Display on 6 July and the 999 Fun Day held at Hove Lawns on 11 August. Councillor Howson also attended the LGA Annual Conference from 1 to 3 July, the Brighton Pride event on 3 August and an Operational Awareness Training session at HQ on 28 August (Councillor Rufus also attended an Operational Awareness Training session on 14 October).

4.1.3 Councillors Powell and Sheppard attended the National Service of Remembrance and Wreath Laying Ceremony on 8 September at The Priory Church of St Bartholomew the Great in the City of London.

4.1.4 Members are encouraged to complete and return feedback forms whenever possible to help monitor the events organised by ESFRS.

5. **SERVICE DELIVERY – PREVENTION AND PROTECTION**

5.1 **Community Risk Analysis**

The Community Risk Analysts have been undertaking data analysis and modelling to inform the review of Response as part of the Integrated Risk Management Planning process. The analysts continue to give support and advice to Borough Commanders and Business Partners in all matters relating to targeting local risk and community profiling.

5.2 **Intervention and Incident Reduction**

5.2.1 **General**

The Team delivered the National Citizenship Scheme to 60 Rye College Students in September. This was an excellent opportunity to be involved in delivering targeted intervention work to a captive audience, in line with a national scheme delivered by central government at a residential location.

A draft outline of work has been sent to the Integrated Team for Families (ITF) in the City of Brighton & Hove, and ESFRS now awaits the next steps. Members of the team recently attended an East Sussex County Council hosted Family Key Worker networking day; ESFRS has a suite of options to support family key workers.

5.2.2 **Road Safety – Fire Bike**

The Firebike supported 'Bikesafe' courses (run by Sussex Police) in this quarter and 'Biker Down' course organised by the Sussex Safer Roads Partnership. The Firebike also attended the PRIDE event.

5.2.3 **Road Safety - *Safe Drive Stay Alive***

This year's programme has now started. Safe Drive Stay Alive is produced by a partnership including Sussex Police and South East Coast Ambulance Service, co-ordinated by East Sussex Fire and Rescue Service, and targets young drivers.

The objective is to reduce the number of people killed and seriously injured on the roads of East Sussex and the City of Brighton & Hove. The show explores the consequences of getting involved in a road collision and the delivery this year will be moved to Key Stage 4 in College and sixth-form settings.

5.2.4 Additional information

Operation Crackdown was officially re-launched on 5 August 2013. Operation Crackdown is a reporting system which enables the public to report incidents of antisocial driving, speeding and also abandoned vehicles in East Sussex and the City of Brighton & Hove.

5.2.5 Children's Services and Education Team

The Children's Services and Education Team is targeting schools on a risk-based approach, i.e. visiting higher risk schools first with low risk schools being offered web based resources. Training will be undertaken soon, to enable staff to influence the health and wellbeing of young people for example, with advice on healthy eating matters.

5.2.6 Primary School Education

28 schools were visited at Key Stage 1, 2 and 3 (19 in East Sussex and 9 in the City of Brighton & Hove).

- Key stage 1 –1,251 pupils seen
- Key stage 2 –1,124 pupils seen
- Key stage 3 – 18 pupils seen

Special Educational Needs (SEN) – 7 pupils seen

Also, there were other various educational interactions with 70 KS1 pupils and 87 KS2 pupils.

5.2.7 Youth Intervention

Local Intervention Fire Education Course (LIFE) – 5 courses are planned for the remainder of 2013-14.

Efficiencies have been made in how the course is delivered and it is hoped that these savings will make Joint Agencies Group (JAG)/Community Safety Partnership (CSP) funding a more realistic prospect.

There have been six members of staff trained to deliver the 'Heartstart' input. This is a basic lifesaving skills qualification from the British Heart foundation and will form part of future LIFE courses and, possibly, some provision for training volunteers.

5.2.8 Fire Setter Advisers Scheme

Number of outstanding cases: Juvenile =24; Adult = 3

The Community Safety Department is nearing completion of a review of the Firesetter Intervention Scheme (FIS).

5.2.9 Coaching For a Safer Community

This is delivered at Borough level, but with central support, so that the themes and messages are consistent across the Service. Six different schools have been visited over 16 dates in July and August, with the scheme being targeted at higher risk schools.

A review of the content and standardisation of the coaching is under way. This will ensure that messages are not being repeated between the Children's Services and Education Team and coaches. It is felt that some areas of personal safety and road safety can be developed further to strengthen the input over a wider audience.

5.3 Home Fire Safety Team

5.3.1 General

The Care Providers' scheme now has a total of 85 partner organisations signed up to refer vulnerable clients. During July to September the scheme produced 1,163 referrals for Home Safety Visits. Although there were no new partners joining the scheme, practitioners of six care organisations received awareness training.

Community Volunteers have now undertaken the first few Health and Wellbeing visits. The visits are directed at members of the community who are aged over 80 and had their original visits over 3 years ago. The aim of the visits is to identify changes in the occupiers' circumstances, i.e. reduced mobility, hearing/sight impairments, trips and falls, heating/fuel poverty, hygiene/nutrition, general welfare, abuse, etc. Where issues are identified to assist the occupiers to continue to live independently and more safely in their own homes, the Community Volunteers will, with the occupiers' consent, refer the individuals to the appropriate partner agency to provide assistance.

The installation and trial of the Stove Guard system (automatic cooker switch off device) has attracted attention in the media. The trial will be expanded following discussions with more housing partners and the installations will be closely monitored by both ESFRS and the installers.

5.3.2 Campaigns

The DCLG Campaign for July was outdoor fire safety. The Campaign was designed to raise awareness around barbecue safety and promoting carbon monoxide awareness messages.

The DCLG campaign briefing for August was cooking fire safety. With kitchen fires accounting for over half of our accidental dwelling fires, this was an important campaign to support. One example was Hastings Borough Council personnel who carried out two events in the town centre using the kitchen fire demonstration unit.

The theme for September's monthly campaign from DCLG was Electrical Fire Safety; also incorporated within the month was chimney fire safety and gas safety week.

Those Stations running campaigns were provided with a quantity of electrical safety fliers and stickers to promote the messages.

To support the chimney safety week all Stations and Community Safety Advisor teams were issued with a quantity of leaflets from the National Association of Chimney Sweeps providing important information regarding chimney safety.

The briefing packs were circulated to all boroughs to encourage full support for the campaigns.

5.4 **Community Volunteers**

5.4.1 **Volunteer Recruitment**

New Recruitment Information Booklets and Application Forms for the upcoming recruitment drive in the Lewes District have been produced. The Lewes recruitment campaign began in October. The aim is to recruit 15 Lewes District-based volunteers and 10 Health and Wellbeing Visit volunteers in that area.

5.4.2 **Project Management**

The Volunteer Recruitment and Support Officer is progressing a 3 year Action Plan for the Scheme, which will support the changing needs of the Service. Alongside this, a Marketing & Communications Strategy is nearing completion.

5.5 **Inclusion and Partnerships**

5.5.1 **Road Safety**

Development of a Coordination group continues, involving representation from the Sussex Safer Roads Partnership, Public Health, County Council, Sussex Police and District and Borough road safety leads. The two key threads which Districts and Boroughs will be asked to sign up to are Community Speed Watch and Operation Crackdown. Meetings with Community Safety Partnership representatives and road safety leads will now follow to cement agreed principles.

The East Sussex Integrated Delivery Team, now known as the Safer East Sussex Team (SEST) is consolidating its activities, concentrating on a number of key areas including shoplifting and alcohol. Work continues to encourage District & Borough participation in the SEST.

Continuing work between ESRFS and Public Health in the City of Brighton & Hove is producing some significant expansion in our joint collaboration. An example is the adoption of an alcohol assessment audit, being trialled in the City, to determine the alcohol intake of clients by Community Safety Advisors, and then accurate signposting for treatment services or advice where necessary.

A similar collaboration is being developed in East Sussex with a meeting between ESRFS and Public Health planned for early October to further develop work in respect of health, obesity, fuel poverty, smoking cessation and alcohol use. In addition, a new working arrangement with the newly appointed Health Improvement Specialist for Children and Young People in East Sussex is being developed.

5.6 **Business Safety**

5.6.1 During the last quarter ESFRS has completed 107 fire safety audits as part of its enforcement activity under the Regulatory Reform (Fire Safety) Order 2005. Of these, 33 were broadly compliant with only minimal enforcement action required. The remaining 74 required either informal or formal enforcement action by the Service to address significant inadequate fire safety standards within the premises.

5.6.2 **Formal Notices**

Prohibition Notices

There were three Prohibition Notices issued during the quarter. These were issued on the following premises:

Whitehawk Road, Brighton

The premises which was being used as a shared house in multiple occupation, was inspected following a request from Brighton & Hove City Council Private Sector Housing. A Prohibition Notice was issued on the premises on 3 July, restricting the use of the loft room until a staircase and a fire alarm system are provided.

The Granary, Itford Farm Youth Hostel, Beddingham, Lewes

Due to members of the public being exposed to unacceptable risk from an inadequate means of escape from a first floor bedroom, a Prohibition Notice was served prohibiting the use of the first floor on 9 July. An informal caution was subsequently issued on 16 August.

Sports Hall, Buckswood School, Winchelsea Road, Guestling

Following a fire safety complaint, the premises was visited by two Fire Safety Inspectors on 9 August, resulting in the issue of a Prohibition Notice restricting the use of the hall to a maximum of 60 persons until such time as improvements were made to the means of escape. An informal caution was subsequently issued on 20 August.

Enforcement Notices

There were six Enforcement Notices issued during the quarter. These were issued on the following premises:

La Mer Guest House, Marine Road, Eastbourne

Several previous visits had been made to the premises when informal notices had been issued; these had failed to adequately improve fire safety provisions and an Enforcement Notice was issued on 7 August.

Common Areas, Palmeira Square, Hove

Following an audit of the premises, it was identified that the responsible persons had failed to address a number of outstanding matters over an extended period of time. An Enforcement Notice was issued on 8 August detailing some additional measures to be taken, in addition to those required in the previous Enforcement Notice issued in August 2011, which the responsible person has failed to comply with.

Sports Hall Buckswood School, Winchelsea Road, Guestling

Following the issue of a Prohibition Notice on 9 August, an Enforcement Notice was issued on 20 August.

Common Ways, Albert Road, Brighton

Following a fire at the premises, an audit was carried out and a number of fire safety issues were identified. An Enforcement Notice was issued on 23 August.

Oban Hotel, King Edwards Parade, Eastbourne

Following long-term enforcement action at the premises, including the issue of two previous Enforcement Notices, a further Enforcement Notice was issued on 30 August.

Ex Odds and Residential Accommodation Areas, Queens Road, Hastings

An audit at the premises in April 2012 identified significant fire safety concerns in both the residential and the commercial part of the premises. The fire alarm covering both the residential and commercial areas, with the main control panel located in the commercial area, was disconnected by Environmental Health in May 2013 due to noise caused by regular activation of the fire alarm and an inability for residents to reset as they could not access the commercial part of the premises. Responsibility for the repair/maintenance of the alarm system was denied by both responsible persons. A further visit to the premises in September 2013 revealed no progress had been made and an Enforcement Notice was issued on 23 September.

5.6.3 Prosecutions

No fire safety prosecution hearings took place during the quarter.

5.6.4 Simple Cautions

No simple cautions were issued during the quarter.

5.6.5 Informal Cautions

Four Informal Cautions were issued during the quarter.

Super Chicken Pizza, White Rock, Hastings

Following the issue of an Enforcement Notice in March, an Informal Caution was issued on 8 July.

The Granary, Itford Farm Youth Hostel, Beddingham, Lewes

Following the issue of a Prohibition Notice on 9 July, an Informal Caution was issued on 16 August.

Sports Hall Buckswood School, Winchelsea Road, Guestling

Following the issue of a Prohibition Notice on 9 July and an Enforcement Notice on 20 August, an Informal Caution was issued on 20 August.

Fillets, Lewes Road, Brighton

Following the issue of a Prohibition Notice on 20 May, an informal caution was issued on 23 September.

5.6.6 Other Legislation and Enforcement Matters

In September, the Minister for Business, Innovations and Skills (BIS) announced that the Primary Authority Scheme will be extended in due course to cover fire safety legislation. This means that businesses operating in more than one local authority area may approach an authority and request that a Primary Authority Partnership be established.

The Scheme gives businesses the right to form a statutory partnership with one local authority, which then provides robust and reliable advice for other authorities to take into account when carrying out inspections or dealing with non-compliance.

The Business Safety Team will now be working to prepare the Service for implementation of this scheme from April 2014 (projected).

5.6.7 Borough Business Initiatives

A productive meeting has taken place with representatives from the short-stay holiday let business sector to discuss fire safety in these premises. Of particular concern to the Service are so called 'Party Houses', which have become prevalent in the City of Brighton & Hove. Fire safety arrangements are often poor and the Service is working to engage with the sector to encourage them to take a pro-active approach to their fire safety arrangements.

5.6.8 Fire Engineering Projects

The Attenborough Centre for Creative Arts

This University of Sussex building, formerly the Gardner Arts Centre, is a Grade II listed building that has been in disuse for some time. The intention is to create a 350 seat theatre and associated circulation spaces that can also be used as meeting and teaching areas for performing arts students. The challenge is to create a versatile building whilst ensuring the safety of the occupants within the strict limitations of its listed building status. The Service's Fire Engineer is working closely with the University and the design team to assist in achieving these outcomes.

TH Baker (Jewellers), Churchill Square, Brighton

TH Baker recently moved to a newly created larger unit within the Churchill Square shopping centre. It was important to ensure the unique fire engineered design of the centre was adhered to in the occupation of this new unit.

Two new houses in Burwash

Two new houses are planned on land behind an existing property in Burwash. The access distance to these properties for firefighting is greater than that required under Building Regulations, so domestic sprinkler systems are being installed to compensate for the increased time it will take fire crews to commence firefighting.

Glenwood Lodge, Brighton

The consultation for a 4-storey single staircase hostel in Brighton included the installation of a residential sprinkler system. The premises often houses homeless persons with drug and/or alcohol addiction, who are particularly vulnerable from fire.

5.6.9 CRM Database Update

A significant upgrade was installed on 28 September. This provides new functionality to various parts of the system.

5.6.10 Black Museum

Following a recent presentation, CFOA has confirmed its intention to host the Black Museum; this will have a very positive effect on its development and standing.

The Barbour Index displays a link to the site and Trading Standards have also indicated their wish to contribute and benefit from the site.

5.6.11 Explosives Liaison Group

A very successful seminar and training day was hosted and run by the Service at our Training Centre on 11 September. Approximately 50 delegates attended from numerous partner agencies who are involved in explosives (which includes fireworks) enforcement and regulation.

Speakers included the HSE, senior Trading Standards officers and DCFO Walsh in his role as CFOA Lead Officer for explosives. Delegates participated in a number of challenging practical scenario exercises during the afternoon.

5.6.12 Fire Investigation

The Fire Investigation Team undertook 28 level 2 fire investigations during the quarter. There were no fatal fires during this period.

5.6.13 Inquests

Military Road, Rye

The inquest into the fatal fire which occurred in January 2013 was held on 20 August. The Coroner recorded a verdict of accidental death. It is thought the victim, who had been drinking heavily, had been trying to adjust the flame of a gas fire when his clothing caught fire. The fire investigator informed the Coroner that there have been several other fatalities in East Sussex where the victim's clothing had caught fire. The Coroner called for more information and improved standards of fire resistance in clothing.

A meeting has now been scheduled with Community Risk Management staff to establish what further action might be appropriate and devise a way forward. It is considered that a wider campaign might now be appropriate to review the fire retardancy of clothing worn by elderly people. A similar campaign in the 1970's led to new legislation for children's night clothing.

5.6.14 Joint ESFRS/HSE Investigation into Electrical Fires

Following a request from HM Principal Specialist Inspector for Electrical Networks and in order to further understanding of the nature of fires involving electrical intake equipment, the Service's fire investigators have commenced a period of further investigation (following previous initial research after a fatal fire in Eastbourne in May 2010) which started on 1 July 2013 and is due to run until 31 December.

Five electrical cut-out fires have occurred during the quarter. Four cut-outs were seized by Service fire investigators; however one cut-out had already been disposed of by UK Power Networks by the time the cut-out was identified as the cause of the fire. Photographs were taken and information was collected and shared with the HSE, and a company of specialist forensic scientists who are representing the electrical supply authorities' interests, as per the agreed protocol.

5.6.15 Court Hearings

Wilton Avenue, Eastbourne

Following a fire in December 2012 a person was charged with arson and arson with intent to endanger life. A trial was set to commence on 8 July, however the accused entered a guilty plea very close to the trial date. Sentencing was due to take place on 20 September but this was adjourned to 23 October and again until 13 November. On 13 November the person was sentenced to 4 years in prison for arson with intent to danger life.

Uckfield High Street Fire

Two teenagers have been sentenced following the fire in September 2012, which destroyed a number of shops in Uckfield High Street. One was jailed for nine months, suspended for two years. The other teenager was jailed for 12 months for the arson and two years for a string of burglaries.

Northumberland Court, Eastbourne

Three separate fires occurred in June, July and October 2012, each investigated by a Service fire investigator. A female occupant of the relevant flat was subsequently arrested and charged with arson. Mark Hobbs and Paul Evans were called to give evidence at the Crown Court in July. No evidence was offered for the first fire and all witnesses were given strict instructions that the first fire must not be referred to for fear it would prejudice the trial. The trial was thrown out on the second day when a witness relayed what the suspect had said to her following the second fire, '*not me again*', thus referring to the first fire. The case has now been dropped and no re-trial will take place.

6. **SERVICE DELIVERY – RESPONSE & RESILIENCE**

6.1 **Mobilising and Communications Centre**

6.1.1 Systems

There are no new system-related issues or updates to report

Work continues on planning for the transfer to the joint Sussex Control Centre (SCC). Control staff from Eastbourne and Chichester are participating in the planning process, alongside the dedicated Project Team, and providing support to the Ways of Working Group.

6.1.2 Training

Training for control staff continues apace, with a programmed schedule of training being delivered. A particular emphasis of training has been in relation to the learning outcomes from the tragic incidents at Lakanal House in London and Shirley Towers in Hampshire, recognising the key role control staff have in the successful resolution of incidents. Another significant focus of training will be on working in preparation for the new Sussex Control Centre.

6.2 **Operational Risk Information**

The database of operational risk information continues to grow, and work is now underway on how we can both retain and provide our operational risk information effectively with the prospect of a new mobilising system and with different mobile 'in-cab' data systems. Training on the new system begins in the New Year. Work is also underway with West Sussex to consider shared risk information frameworks to support convergence to SCC.

A Mobile Data User Group ensures operational end-user staff are fully engaged in developing and improving mobile risk information processes. In addition, the Service has recently invested in additional support in this area to ensure that the risk information we provide to operational crews when they attend incidents continues to be up to date and effective.

6.3 **Equipment**

A cross-directorate working group has recommended the provision of pouches for wire cutters and different breathing apparatus cylinder covers in light of the outcomes from the tragic incident at Shirley Towers in Southampton. In addition, this group is now considering replacement torches for breathing apparatus sets, upgraded hose-inflation equipment to support our water rescue capability, and additional specialist equipment to enhance our technical rescue capability.

The roll-out of the Aerial Rescue Pump continues with an extensive training programme for engineers, driver training instructors and station operators now underway.

6.4 **Policies and Procedures**

A cross-directorate working group continue to meet to progress the implementation of Standard Operational Procedures (SOPs) within the Service. The first SOPs went live on 1 March and there are now 11 SOPs in use within the Service. Extensive communication has taken place to ensure that all operational staff are aware of the programme to introduce the new SOPs, which are all available to operational crews via the in-cab mobile data terminals. The South East-led project to harmonise operational procedures is continuing to progress, and will result in the agreement of SOPs, which will ensure more efficient cross-border working at incidents.

A significant amount of work has been identified by the SCC project team, in order to see how operational procedures can be further harmonised between East and West Sussex – the intention is to reduce workload on staff in the new mobilising centre, and to improve cross-border operations; dedicated resources are now undertaking this work.

In addition, a full review of our wildfire firefighting policies, procedures, equipment and training is currently being carried out.

6.5 **Inter-agency Activities**

Substantial planning activity for a wide range of potential risks within Sussex continues, working in partnership with many other local agencies via the Sussex Resilience Forum.

ESFRS has been a key contributor to the implementation of a joint multi-agency tactical training programme which now takes place regularly. In addition, ESFRS staff will have key roles in planning and delivering a large scale real-time multi-agency exercise planned for next year.

A range of memorandums of understanding (MoUs) covering a number of operational activities is being considered by the Sussex Emergency Services Operations Liaison Group (SESOLG) which will further ensure seamless and effective multi-agency working at operational incidents.

Des Prichard
CHIEF FIRE OFFICER & CHIEF EXECUTIVE
26 November 2013