

Minutes

Full Authority

Date: 25 June 2020

Time: 10.30 am

Venue: Microsoft Teams meeting

Present: Councillor D O'Donovan (Chair), Akhtar, Almas, Anderson, Austin, Downes, Fenton-Glynn, Grahame, Hall, Harrand, Jenkins, Kirton, Mohammed, Pollard, Renshaw, Shaheen, Sunderland, Tait, Tulley and Wenham

In Attendance: None

Apologies: Councillors R Hunt and M Pervaiz

1 Appointment of Chair

RESOLVED

That Councillor Darren O'Donovan (Labour) be appointed as Chair of the Authority for the 2020 – 21 year.

2 Appointment of Vice chair

RESOLVED

That Councillor Steve Tulley (Labour) be appointed as Vice chair of the Authority for the 2020 – 21 year.

3 Admission of the public

The meeting determined that there were no items which required the exclusion of the public and press.

4 Urgent items – Programme of meetings 2020 – 21 – amendment

Consideration was given to an urgent item which proposed an amendment to the approved programme of meetings 2020 – 21.

RESOLVED

That the programme of meetings 2020 – 21 be approved as detailed at Annex A to these Minutes.

5 Declarations of interest

There were no declarations of disclosable pecuniary interest in any matter under discussion at the meeting.

6 Membership of the Authority / Committee membership and other appointments 2020 - 21

The Chief Legal and Governance Officer submitted a report which confirmed the membership and political balance of the Authority, the membership of ordinary committees and other relevant appointments for 2020 – 21 with the following change;

Community Safety Committee

Councillor Harrand to replace Councillor Hall

Audit Committee

Councillor Hall to replace Councillor Harrand

RESOLVED

- a) That the Authority membership, ordinary committee memberships and other relevant appointments for 2020 - 21 be approved as detailed at Annex B to the report now submitted; and
- b) That Councillors Almass and Wenham be appointed jointly to the new role of Member Champion for Diversity and Inclusion 2020 – 21.

7 Minutes of the last meeting

RESOLVED

That the Minutes of the last meeting held on 21 February 2020 be signed by the Chair as a correct record.

8 Matters arising

There were no matters arising from the previous Minutes.

9 Minutes of Committees held since 21 February 2020 and of other relevant outside bodies

The following issues were raised by Members;

- Comprehensive spending review and any delays due to COVID19 pandemic (LGA Fire Services Management Committee meeting 24.1.20)
- Assurance from landowners about the security of large expanses of water on their land with a view to reducing water rescues by the Fire Service

RESOLVED

That the Minutes of Committees and other relevant outside bodies as circulated be received.

10 Authority Constitution – annual review

The Chief Legal and Governance Officer submitted a report which invited Members to consider a number of proposed amendments to the Constitution including a revised Terms of Reference for the Local Pension Board and new additions / revisions to Part 4 – Financial Procedure Rules as detailed in the annex to the report now submitted which further simplified and expedited the relevant procedures and reflected changes to European regulations.

Members sought further explanation of the following;

- Level of pay award provision which would mean a transfer in excess of £500k to contingencies
- Detail of contracts during 2019 – 20 which were non-contracted items in excess of £75k
- Clarification of approval from internal audit to proposed changes to the opening of tenders

RESOLVED

That approval be given to the changes in the Constitution as detailed in the report now submitted subject to the following textual amendments,

“2. Revenue Budget Preparations and Management Budget management

2.18 Change wording to “Transfers of resources up to £1,000,000 will be reported to and endorsed by the Finance and Resources Committee”.

11 COVID19 – West Yorkshire Fire and Rescue Service performance

The Deputy Chief Fire Officer presented a verbal report on the performance to date of West Yorkshire Fire and Rescue Service during the current COVID19 crisis.

The report advised of the following key issues;

- Required changes to existing ways of working
- Action taken in direct response to the pandemic eg.Crisis Management team meetings, working closely with Local Resilience Forum and the National Fire Chiefs’ Council
- An overview of operational activity (including spate of moorland fires)

- Absence management and peak absence numbers
- Changes to leave arrangements in accordance with national guidance
- Communication with staff
- Voluntary assistance in the community
- New ways of working and staff response / engagement
- New and ongoing publicity/safety campaigns
- COVID19 recovery arrangements
- Health and wellbeing across the workforce, with a focus on mental health

In response to the briefing Members raised the following;

- Land management and coordination with landowners in respect of moorland fires
- Cross-contamination in fire appliance personnel cabs
- Mutual assistance requirements in respect of Fire Control (none)
- Maximum absence levels in Control (28.5%)
- Digital working with schools on home / fire safety education

RESOLVED

- a) That the report be noted;
- b) That the Chief Fire Officer's thanks to all employees for their response to the crisis both with the regard to the reconfiguration of work arrangements to keep West Yorkshire safe be echoed by the Chair and members of the Fire Authority; and
- c) That a report be submitted to a future meeting of the Authority once the pandemic debrief had been completed.

12 Integrated Risk Management Plan (IRMP) proposal – relocation of Cleckheaton fire station to the Headquarters site

The Director of Service Support submitted a report which presented a business case for a proposal to relocate the fire station currently located at Hightown Road, Cleckheaton to the Headquarters site at Birkenshaw.

It was reported that the cost of the relocation (£1.3m) had been included in the approved four-year capital plan and represented a reduction in the rebuilding costs at the Cleckheaton site of £1.6m. Vacation of the Cleckheaton site would also provide an estimated capital receipt of £0.375m.

In accordance with agreed practice and the Government's "Consultation Principles 2018", a formal 8-week public consultation plan was proposed from 25 June to 20 August 2020. Results of the consultation would be submitted for consideration to the December 2020 meeting of the Full Authority.

RESOLVED

- a) That an all-Member briefing on the proposal be arranged at the earliest opportunity; and

- b) That the business case for the relocation of Cleckheaton fire station to the Headquarters site at Birkenshaw be approved for an 8-week public consultation period ending 20 August 2020.

13 Corporate Health report 2019 - 20

Members received a report which provided an annual update relating of the corporate health of the Authority incorporating annual statistics for;

- compliments and complaints (217 compliments and 24 complaints)
- performance against a selection of efficiency and effectiveness criteria
- customer service excellence (full compliance in all criteria)
- complaints to the ombudsman (nil return), and
- whistleblowing complaints (nil return)

RESOLVED

That the report be noted.

Chair

PROGRAMME OF MEETINGS 2020 / 2021

FRIDAY 10.30AM HUMAN RESOURCES COMMITTEE	FRIDAY 11.30AM LOCAL PENSION BOARD	FRIDAY 10.30AM FINANCE & RESOURCES COMMITTEE	FRIDAY 10.30 AM AUDIT COMMITTEE	FRIDAY 10.30AM COMMUNITY SAFETY COMMITTEE	THURSDAY/FRIDAY 10.30AM AUTHORITY
10 July 2020	24 July 2020	17 July 2020	31 July 2020	24 July 2020	18 September 2021
9 October 2020	-	16 October 2020	23 October 2020	30 October 2020	18 December 2020
22 January 2021	22 January 2021	5 February 2021	29 January 2021	15 January 2021	25 February 2021 <i>(Thursday)</i>
26 March 2021	-	16 April 2021	23 April 2021	30 April 2021	24 June 2021 <i>(AGM Thursday)</i>



Minutes

Community Safety Committee

Date: 24 July 2020

Time: 10.30 am

Venue: Microsoft Teams meeting

Present: Councillor G Almas (in the chair), M Akhtar (items 6 – 9 only), T Austin, P Harrand, R Hunt, D Jenkins, D Kirton, M Pervaiz, M Pollard, K Renshaw and F Shaheen (as substitute for Councillor A Tait)

In Attendance: None

Apologies: Councillor A Tait

1 Minutes of the last meeting

RESOLVED

That the Minutes of the last meeting held on 3 April 2020 be signed by the Chair as a correct record.

2 Matters arising

None.

3 Urgent items

None.

4 Admission of the public

There were no items which required the exclusion of the public and press.

5 Declarations of interest

There were no declarations of disclosable pecuniary interest made in any matter under consideration at the meeting.

6 2019 – 20 Performance management information – outcome targets

Members received a report of the Deputy Chief Fire Officer and Director of Service Delivery which advised of performance against the 2019 – 20 performance outcome targets.

It was reported that there had been a slight reduction in overall activity compared with the previous year but that the general trend since 2015 had been revealed stable activity levels.

Members raised the following specific issues;

- Water safety and possible recommendations to Yorkshire Water
- Increase in actual rescues – due, in the main, to support provided to Yorkshire Ambulance Service
- Recording methods for fire-related injuries
- High rise safety and the Grenfell Inquiry findings
- Chip pan fires
- Timeliness of information
- Alternative language leaflets – including Eastern European
- Fatalities – link to mental health issues
- Complaints regarding operational response – related particularly to language / tone used in making incident grounds safe for members of the public

RESOLVED

That the report be noted.

7 Arson convictions 2019 – 20

Consideration was given to a report of the Deputy Chief Fire Officer and Director of Service Delivery which detailed those arson convictions which had been made during the 2019 – 20 period in which the West Yorkshire Fire and Rescue Service Fire Investigation Team had provided expert witness statements.

Members were advised that the Fire Investigation Team was available 24/7 and were called automatically to serious fires, fire fatalities, locations of repeated fire incidence and / or where there were unusual circumstances involved.

The report detailed 13 cases (15 individuals) which had been brought, or were due, before the Crown Court. Four cases were awaiting either trial date or trial outcome. It was reported that 8 of the individuals had received convictions totalling 81 years and one individual had been detained without limit of time under the Mental Health Act 1983.

RESOLVED

That the report be noted.

8 Service Delivery “Spotlight on” case studies

Members considered a report of the Deputy Chief Fire Officer and Director of Service Delivery which provided examples and updates on the following areas of work which were being undertaken to meet the needs of the communities of West Yorkshire in the delivery of prevention, protection and response activity and particularly in the light of the current COVID19 pandemic;

- Youth Interventions and Prince’s Trust team delivery
- COVID19 response activity within each District

RESOLVED

That the report be noted.

9 Safeguarding activity update

The Deputy Chief Fire Officer and Director of Service Delivery submitted a report which advised of the safeguarding activity undertaken during 2019.

Members were advised that 168 cases had generated a cause for concern and 103 people had been identified as requiring safeguarding and referred to the relevant local authority. 58 cases were identified as vulnerable individuals who required additional support.

The following specific issues were raised by Members;

- Disparity of figures between Districts – related to roll-out of training
- Management / reporting arrangements of soft intelligence
- Staff training

RESOLVED

That the report be noted.

Chair



Minutes

Executive Committee

Date: 03 August 2020

Time: 10.00 am

Venue: Fire and Rescue Headquarters, Birkenshaw

Present: Councillor D O'Donovan (in the chair), R Grahame, P Harrand, K Renshaw (as substitute for Councillor S Tulley) and A Tait

In Attendance: None

Apologies: Councillors J Sunderland and S Tulley

1 Minutes of the last meeting

RESOLVED

That the Minutes of the last meeting held on 17 June 2020 be signed by the Chair as a correct record.

2 Matters arising

None.

3 Urgent items

None.

4 Admission of the public

There were no items which required the exclusion of the public and press.

5 Declarations of interest

There were no declarations of disclosable pecuniary interest made in any matter under consideration at the meeting.

6 Emergency Services Mobile Communications Programme – Assurance partner

Consideration was given to a report of the Director of Service Support which updated the Committee on the decision to award West Yorkshire Fire and Rescue Service (WYFRS) assurance partner status for the Emergency Services Mobile Communication programme (ESMCP).

It was reported that the decision had been relayed to the Chief Fire Officer on 21 July 2020 and the award of the status would bring extra funding of £345k to West Yorkshire Fire and Rescue Service to assist transition to the mobilisation phase of the project. This funding was in addition to the £1.5m already provided to Yorkshire and Humber Fire and Rescue Services for delivery of the new programme to replace Airwave. The new programme would allow greater interoperability between all emergency services across the country and would impact on 50,000 vehicles, 200 control rooms and 115 aircraft.

Members were advised that West Yorkshire was only one of five emergency services nationally to be awarded the status of assurance partner and it was reported that the status would also provide access at an early stage to technical experts already working on the programme.

To fulfil the role of assurance partner, it was reported that 4 fixed term temporary 18-month appointments would be required in addition to the extension of an existing temporary post on the ICT service desk to January 2021 to support the infrastructure during the validation period. The posts would be fully funded from the monies awarded by the programme.

It was reported that the programme was intended to be fully implemented nationally by 2024 and the business case would be signed off in February 2021.

Members raised the following specific issues;

- Pride in West Yorkshire Fire and Rescue Service as being one of five emergency services to be invited to be an assurance partner
- Possible additional ongoing costs after full implementation
- Possible slippage of the scheme
- Impact on Tri-Service collaboration arrangements
- Transition arrangements from Airwave to the ESN (Emergency Services Network), and
- Importance of recruitment of the best available technical expertise

RESOLVED

- a) That the report be noted,
- b) That approval be given to the creation of four additional temporary post for 18 months subject to a full job evaluation, and

- c) That the temporary post of Service Desk support officer be extended for a further six-month period as detailed in the report now submitted.

Chair

Minutes

Audit Committee

Date: 31 July 2020

Time: 10.30 am

Venue: Microsoft Teams meeting

Present: Councillor R Grahame (in the Chair), G Almas, R Downes, D Hall, M Pervaiz and K Renshaw

In Attendance: Simon Straker – Kirklees MC (internal audit)
Paul Hewitson – Deloitte (external audit)
Caroline Jamieson – Deloitte (external audit)

Apologies: None

1 Minutes of the last meeting

RESOLVED

That the Minutes of the meeting held on 24 April 2020 be signed by the Chair as a correct record.

2 Matters arising

3 Urgent items

None.

4 Admission of the public

There were no items which required the exclusion of the public and press.

5 Declarations of interest

There were no declarations of disclosable pecuniary interest made in any matter under consideration at the meeting.

6 Abridged performance management report

The Chief Legal and Governance Officer submitted a report which advised Members of the performance against key performance indicators where targets were not being achieved as follows;

- Actual rescues
- Fire related deaths, and
- Road traffic collisions

RESOLVED

That the report be noted.

7 Revenue outturn 2019 – 20

Members received a report of the Chief Finance and Procurement Officer which advised of the financial outturn 2019 – 20, including detail of the payment of Members' allowances for the same period.

In response to a Member's query, it was reported that a full report on the COVID19 funding would be submitted to the Full Authority in September and to the October meeting of the Finance and Resources Committee as part of the quarterly financial review report.

RESOLVED

That the report be noted.

8 Risk Management Strategy Group - update

Consideration was given to a report of the Director of Service Delivery which advised of the risk management activity and developments reported to the Risk Management Strategy Group in June 2020.

Members were informed that 29 risks had been reviewed by their respective owners and five risks had been identified to be in the 'very high' category relating to;

- Loss or reduction in government grant
- Wide area flooding and swift water rescue
- Responding to a marauding terrorist firearms attack,
- Inability to continue / deliver duty systems, and
- A digital attack or unauthorised attempt to access WYFRS systems

Two new risks had been included in the register as follows;

- Failure to implement the recommendations of the Grenfell Tower Inquiry Phase 1, and

- Ineffective response and recovery to the Coronavirus COVID19 pandemic

Members commented specifically on the following issues;

- Grenfell Tower inquiry and recommendations
- Water rescue and flooding – importance of landowners to have all necessary safety equipment and signage

RESOLVED

That the report be noted.

9 External audit update

Members considered a report from Deloitte (external auditors) which advised of their current position with regard to the audit work undertaken since the date of the last meeting. Due to the impact of the COVID19 pandemic, it was reported that all reasonable endeavours would be made to complete the planned audit of the final accounts by the date of the next meeting.

RESOLVED

That the report be noted.

10 Revised internal audit plan 2020 - 21

The Chief Finance and Procurement Officer submitted a report which advised of details of the revised audit plan for 2020 – 21 taking account of the impact of the COVID19 pandemic which had impacted on the delivery of the previously approved plan.

It was reported that the following audits had been slipped into 2021 – 22;

- Internal control systems – Stores and Landline and mobile phone contract
- Risk Management Strategy / Risks and Controls – Retained Duty system, Asbestos in Authority premises, unwanted Fire Signal policy and Contract procedure rules

Two audits had been added to the plan as follows;

- Failure to implement the recommendations of the Grenfell Inquiry (Phase 1 report), and
- Implementation of HMICFRS inspection recommendations prior to the next visit

Due to the reduction in the days of internal audit work able to be carried out during the year, a revised charge of 338,537 would be made.

Members sought confirmation that the new plan would be completed and that the Authority remained GDPR compliant in spite of the fact that that particular audit had been postponed under the new revised plan.

RESOLVED

- a) That the report be noted; and
- b) That approval be given to the revised internal audit plan 2020 – 21 as detailed in the report now submitted.

Chair



Minutes

Human Resources Committee

Date: 10 July 2020

Time: 10.30 am

Venue: Microsoft Teams meeting

Present: Councillor A Wenham (in the Chair), M Akhtar, C Anderson, J Fenton-Glyn, R Hunt, D Jenkins, D Kirton, N Mohammed, J Sunderland and S Tulley

In Attendance: None

Apologies: Councillor F Shaheen

1 Minutes of the last meeting

RESOLVED

That the Minutes of the last meeting held on 27 March 2020 be signed by the Chair as a correct record.

2 Matters arising

3 Urgent items

None.

4 Admission of the public

There were no items which required the exclusion of the public and press

5 Declarations of interest

No declarations of disclosable pecuniary interest were made in any matter under consideration at the meeting.

6 Local Pension Board annual report 2019 – 20

The Chief Legal and Governance Officer submitted a report which invited Members to review and ratify the Local Pension Board Annual Report 2019 – 20.

RESOLVED

That it be confirmed the Local Pension Board had acted within its Terms of Reference and in accordance with good governance principles during the 2019 – 20 municipal year

7 Human Resources activity report

The Chief Employment Services Officer submitted a report which advised of the establishment and strength of West Yorkshire Fire and Rescue Service together with directorate / departmental sickness absence and personnel activity to the end of March 2020.

RESOLVED

That the report be noted.

8 Staff survey - update

Consideration was given to a report of the Chief Employment Services Officer which provided an update on actions and progress following the 2017 – 18 and 2019 staff surveys and which presented an action plan in response to the 2019 survey results.

The 2019 survey results had indicated a much-improved picture whilst highlighting the following areas of continuous improvement;

- change management
- bureaucracy
- being fairly paid
- feeling valued, and
- the Performance Development review process

It was reported that focus groups had been established across the organisation to explore specific action areas and suggestions for incorporation into the live action plan in advance of the next planned survey in 2021.

Members referred to the following specific areas;

- negative comments and action taken
- employee mental health (with a focus on effect of COVID19)
- staff newsletters / podcasts

RESOLVED

That the report be noted.

9 Pension scheme dispute - update

Members received a report of the Chief Employment Services Officer which provided an update on the latest developments concerning the national dispute on changes to the Firefighter Pension Schemes and which outlined the possible implications of any remedy for the service.

Current estimations on the additional annual revenue costs would be approximately £2m per year and the repayment of past employer contributions may be at an additional cost of £10m. It was hoped that any additional costs would be met by the Government but this was still to be confirmed.

RESOLVED

That the report be noted.

10 Yorkshire and Humberside Employers' Association Minutes – 16 January 2020

RESOLVED

That the Minutes of the Yorkshire and Humberside Employers' Association at a meeting held on 16 January 2020 be received.

Chair

Minutes

Finance & Resources Committee

Date: 17 July 2020

Time: 10.30 am

Venue: Microsoft Teams meeting

Present: Councillor A Tait (in the chair), C Anderson, R Downes, J Fenton-Glynn (items 1 – 5 and 7 – E11 only, Min nos. 1 – 5 and 7 – 10 refer), R Grahame, D Hall, P Harrand, N Mohammed, D O'Donovan, F Shaheen and S Tulley

In Attendance: None

Apologies: None

1 Minutes of the last meeting

RESOLVED

That the Minutes of the meeting held on 17 April 2020 be signed by the Chair as a correct record.

2 Matter arising

None.

3 Urgent items

None.

4 Admission of the public

RESOLVED

That the public and press be excluded from the meeting during consideration of the items of business specified below as it was likely, in view of the nature of the business to be transacted or

the nature of the proceedings, that if members of the public were present during these items, there would be disclosure to them of exempt information of the descriptions specified

AGENDA ITEM NO.	TITLE OF REPORT	MINUTE NUMBER (to be added)	Description of exempt information by reference to the paragraph number in Schedule 12a of the Local Government Act 1972
E8	Appliance and car-mounted CCTV replacement	8	Paragraph 3 – financial or business affairs
E9	Operational equipment – purchase of battery operated ventilation fans	9	Paragraph 3 – financial or business affairs
E10	ICT capital drawdown	10	Paragraph 3 – financial or business affairs
E11	Purchase of operational equipment to align with DEFRA flood rescue concept of operations	11	Paragraph 3 – financial or business affairs

5 Declarations of interest

There were no declarations of disclosable pecuniary interest made in any matter under consideration at the meeting.

6 Treasury Management outturn 2019 – 20

Members received a report from the Chief Finance & Procurement Officer presenting the Treasury Management Annual Report 2019/20 which reviewed borrowing and investment performance, prudential indicators and risk and compliance issues.

It was noted that Fire Authority had been a net investor for the majority of 2019 – 20 and had made investments totalling £31.3m at the year end (average £33.8k) with total external borrowing at £45.4m. No new long-term loans had been taken out during the financial year. Members were advised that £308k had been made on investments during the course of the year with an average interest rate of 0.91%.

Members were further advised that statutory, regulatory risk, prudential indicators and compliance requirements had been fully complied with during the year.

RESOLVED

That the report be noted.

7 Quarterly financial review

The Chief Finance and Procurement Officer submitted a report which presented a quarterly financial review of the financial position of the Authority over the first three months of the current financial year (two salary payments).

Members were advised that an underspending was forecast of £251k in the current financial year due, in addition to the impact of COVID19, to the following key areas;

- Additional retirees and leavers
- Appointment delays for support staff
- Transport and supplies

The amount of Government additional funding in respect of the COVID19 pandemic allocated to West Yorkshire Fire and Rescue Service totalled £2.17m to date and it was reported that these monies had not been ring-fenced. The additional funding had been allocated to a separate cost centre for monitoring purposes and unused balances would be used to support changes to ways of working identified by the Service Recovery Group. COVID19 grant funding had been used to date on;

- The purchase of additional Personal Protective Equipment (PPE) and specialist cleaning services
- The facilitation of homeworking arrangements (ICT equipment and licencing)
- Overtime / leave buy-back
- To offset lost income from, for example, the suspension of Youth Training, Primary Authority schemes, Special services, external training, unwanted fire signal charges and loss of business rate income

The total amount of forecast usable reserves at 31 March 2021 was £35m. It was further reported that there had been a £5.2m slippage of capital schemes into the current financial year. Detail of all slipped capital schemes (due, in the main to COVID19) was detailed at Annex A to the report and Members were advised that work was currently being undertaken to prioritise those schemes which were of high priority for completion.

The only capital receipt expected in 2019 – 20 was the sale of the WY1 number plate which had a reserve value of £130,000 on an auction site. This had not yet been realised and remained for sale.

Members were advised that the comprehensive spending review had been launched on 8 July 2020 with a three-year planned settlement which would assist with the Authority's financial planning arrangements. Advice had been received from Government with regard to the availability of some grant funding to cover loss of income and it was anticipated that West Yorkshire Fire and Rescue expect receipt of such monies.

RESOLVED

- a) That the report be noted; and
- b) That the revised capital plan 2020 / 21 be approved.

8 Appliance and car-mounted CCTV replacement scheme

(This item was considered exempt information under Schedule 12A (3) of the Local Government Act 1972 – financial or business affairs)

Members received a report from the Director of Service Delivery which sought approval for the purchase of replacement vehicle-mounted CCTV systems to incorporate the latest camera technology and storage solutions.

RESOLVED

That the purchase of replacement vehicle-mounted CCTV systems be approved as detailed in the report now submitted.

9 Operational equipment – purchase of battery operated ventilation fans

(This item was considered exempt information under Schedule 12A (3) of the Local Government Act 1972 – financial or business affairs)

Members received a report from the Director of Service Delivery which sought approval for the purchase of battery-operated positive pressure ventilation fans for all frontline appliances to replace the current conventional generator-driven equipment.

RESOLVED

That approval be given to the purchase of battery-operated positive pressure ventilation fans for all frontline appliances as detailed in the report now submitted.

10 ICT capital drawdown

(This item was considered exempt information under Schedule 12A (3) of the Local Government Act 1972 – financial or business affairs)

The Director of Service Support submitted a report which sought approval for capital drawdowns and virements for three schemes included in the approved capital plan 2020 – 21.

RESOLVED

- a) That approval be given to the capital drawdowns and virements as detailed in the report now submitted for three ICT schemes as detailed in the report now submitted; and
- b) That the capital deferrals be noted

11 Purchase of operational equipment to align with DEFRA flood rescue concept of operations

(This item was considered exempt information under Schedule 12A (3) of the Local Government Act 1972 – financial or business affairs)

Members received a report of the Director of Service Delivery which sought approval for the purchase of new water rescue equipment to conform to the new DEFRA (Department for Environment, Food and Rural Affairs) concept of operations which would allow West Yorkshire Fire and Rescue Service to remain on the national assets register.

RESOLVED

That approval be given to the purchase of new water rescue equipment detailed in the report now submitted to conform to the new DEFRA concept of operations.

Chair



Minutes

Local Pension Board

Date: 24 July 2020

Time: 11.30 am

Venue: Microsoft Teams meeting

Present: Jim Davies (Scheme Member representative – FBU), Paul Drinkwater (Scheme Member representative), Councillor Peter Harrand (Scheme Manager representative), Chris Lawton (Scheme Member representative), John Roberts (Scheme Manager representative) and Councillor Angela Wenham (Scheme Manager representative)

In Attendance: Claire Johnson - Technical Adviser
Ian Brandwood – Chief Employment Services Officer
Martyn Bairstow – Fire Brigades' Union

Apologies: None

1 Appointment of Chair and Vice chair

RESOLVED

- a) That Chris Lawton, Scheme Member representative, be appointed Chair of the Local Pension Board for the 2020 – 21 year; and
- b) That Councillor Wenham, Scheme Manager representative, be appointed Vice chair of the Local Pension Board for the 2020 – 21 year.

2 Membership of the Local Pension Board 2020 – 21 as follows;

Scheme Member representatives

- Paul Drinkwater
- Chris Lawton
- James Davies (FBU)

Scheme Manager representatives

- Councillor Peter Harrand
- Councillor Angela Wenham
- John Roberts

RESOLVED

That the report be noted.

3 Urgent items

None.

4 Admission of the public

There were no items which required the exclusion of the public and press.

5 Declarations of interest

There were no declarations of disclosable interest in any matter under consideration at the meeting.

6 Minutes of meetings held on 31 January and 20 April 2020

RESOLVED

That the Minutes of meetings held on 31 January and 20 April 2020 be signed by the Chair as a correct record.

7 Terms of Reference – annual review

Consideration was given to a report of the Chief Legal and Governance Officer to review the Terms of Reference for the Local Pension Board which had been adopted by the West Yorkshire Fire and Rescue Authority.

It was noted that the Full Authority had approved changes to the membership of the Local Pension Board at its annual meeting on 25 June 2020. The change had been recommended by the Board and endorsed by the Human Resources Committee and membership had been increased from four to six members (3 x scheme manager and 3 x scheme member representatives).

Members debated the issue of an increase in the frequency of meetings.

RESOLVED

That no proposals for amendment be made to the Local Pension Board Terms of Reference.

8 Local Pension Board Annual Report 2019 – 20

Members considered a report of the Chief Legal and Governance Officer which advised that the Local Pension Board Annual Report 2019 – 20 had been formally submitted to the 10 July 2020 meeting of the Fire Authority's Human Resources Committee which had confirmed that the Board had acted within its Terms of Reference and in accordance with good governance principles during the 2019 – 20 municipal year.

RESOLVED

That the report be noted.

9 Local Pension Board Activity report

Members considered a report submitted by the Chief Employment Services Officer concerning performance in key areas for the period 1 December 2019 to 31 May 2020.

Members raised the following specific issue;

- the opt-out process and impact of auto-enrolment

RESOLVED

That the report be noted.

10 Scrutiny and review

The Chief Employment Services Officer submitted information on the following areas for scrutiny and review;

- Discretions made by the Scheme Manager – used on one occasion since the date of the last meeting (reinstatement of spousal benefits)
- Breaches register – none identified during the relevant period
- Pension Risk register – the register had been updated to incorporate the risk associated with COVID19 and was attached at Annex A to the report
- Compliance deadlines – detail of the different compliance deadlines and advice of correspondence with the West Yorkshire Pension Fund regarding their confidence with complying with the Pensions Regulator (TPR) deadline

Members were advised that the Discretions Policy was currently under review and would be submitted to the Local Pension Board for comment before implementation.

In response to a question about the Annual Benefit Statements, it was reported that these would remain unchanged and would not reflect any changes which may be due under the age

discrimination remedy which had not yet been agreed or implemented.. Projections would similarly be based on the status quo.

RESOLVED

That the report be noted.

11 Pension Ombudsman – update

Members received a report of the Chief Employment Services Officer which presented one relevant sample case reviewed and upheld by the Pension Ombudsman since the date of the last meeting as follows;

- Mr S – misinformation regarding Protected Pension Age and linked employment within 30 days of retirement

It was reported that, within West Yorkshire Fire and Rescue Service, protected pension age was the subject of a factsheet which was given to all prospective retirees in their retirement packs. Members were further advised that the issue was also relevant to those who had secondary employment with similar pension schemes, for example, the Local Government Pension Scheme, but that it was not a relevant factor for those who were self-employed in addition to a role in West Yorkshire Fire and Rescue.

RESOLVED

That the report be noted.

12 Legislative update

The Chief Employment Services Officer submitted a report which provided an update with regard to the following;

- Age Discrimination – discussions on the Government remedy ongoing with input from the Scheme Advisory Board
- Retained Duty System (Modified) – application of O'Brien ruling (payment into a pension scheme from the start date of employment) and its effect on Retained Firefighters
- Statutory instrument updates
- Protected Pension Age – relaxation of rules due to COVID19 pandemic
- COVID19 additional activities – eligibility for injury and pension benefits
- Compensation scheme : qualifying injury – discussions ongoing with HM Treasury and other Government departments about COVID19 deaths

RESOLVED

That the report be noted.

13 Scheme Advisory Board Minutes

RESOLVED

That the Minutes of the Effectiveness Committee meeting held on 5 March 2020 be noted.

14 West Yorkshire Pension Fund – key performance indicators

Consideration was given to a report of the Chief Employment Services Officer which advised of West Yorkshire Pension Fund (WYPF) performance in key areas for the periods 1 December 2019 – 31 May 2020. Figures were also provided for comparative purposes for the period post COVID lockdown (23 March).

Members were advised that there had been six areas of concern during the reporting period as follows where targets had not been met;

- deferred benefits set up on leaving
- Spouse potential
- Transfer-in actual
- Transfer-in quotes
- Deferred benefits set up on leaving, and
- Life certificate receipt

It was further reported that West Yorkshire Pension Fund had taken on a further three Fire Authorities in the administration of the pension schemes and had become the administrator for 19 out of the 42 Fire Services in England. Members expressed concern that the additional workload may impact on the ability of the Fund to maintain performance levels but reassurances had been received that this would not be the case.

RESOLVED

That the performance of West Yorkshire Pension Fund in key areas be noted.

15 Administration Strategy consultation

The Chief Employment Services Officer submitted a report which sought comment on the proposals set out in the Local Government Association (LGA) Administration Strategy to be developed to formalise standards and expectations of the Fire and Rescue Authority and their administrator (West Yorkshire Pension Fund).

RESOLVED

That the Administration Strategy consultation document be noted and that a copy of the formal response be circulated to members of the Board for information.

16 Firefighter Pensions England bulletins update

Consideration was given to the content of bulletins 28 - 34, which had been circulated to Members upon issue by the Scheme Advisory Board (SAB).

The following issues were highlighted with current status information;

- Completion and return of immediate action spreadsheet - complete
- Reconsideration of retrospective ill-health applications - ongoing
- Update of contracting out certificate – complete
- Implementation of revised GAD factors - complete
- Completion of Duradiamond account form – passed to WYFRS Occupational Health Unit
- COVID19 survey - complete
- Confirmation of contribution rates - complete
- Threshold increases for AA, LTA and buying additional pension - complete
- IDRPs collection data – complete
- Top-up grant – with Chief Finance Officer
- Retention of projections in Annual Benefit Statements (ABS) – pending ABS issue
- Ill-health applications – passed to OHU
- Communication of age discrimination remedy - complete
- Valuation data - ongoing
- ABS wording – pending issue
- Tax awareness wording - complete, and
- IQMP reports – passed to OHU

RESOLVED

That the content of Bulletins 28 – 34 be noted.

17 COVID19 and the Firefighter Pension Schemes

Consideration was given to a report of the Chief Employment Services Officer which advised of the impact of COVID19 on affected pension services and associated mitigations and new ways of working for key stakeholders (Fire and Rescue Authority, Local Government Association, West Yorkshire Pension Fund and The Pensions Regulator).

RESOLVED

That the report be noted.

18 Any other business

Further to the LGA training session that had been attended by some of the Pension Board members on 8 July, it was recommended that members undertake The Pensions Regulator assessment exercise which aimed to assess the key tools, tools and actions of a well-run scheme and so help identify issues and actions to improve governance and administration of the local scheme.

A copy of the HM Treasury consultation document on the implementation of the age discrimination remedy arrangements had been circulated to members under separate cover and they were advised that this would have a significant impact on internal resources to manage the increased workload. This situation was being closely monitored by the Scheme Manager. It was reported that a draft consultation response would be prepared for consideration by the Executive Committee.

RESOLVED

- a) That Members be circulated with a link to undertake the Pensions Regulator individual assessments;
- b) That the results of the assessments be submitted for discussion / action at the 22 January 2021 meeting of the Local Pension Board.

Chair

Performance Management Report

Full Authority

Date: 18 September 2020

Agenda Item:

8

Submitted By: Chief Legal and Governance Officer

Purpose	To inform Members of the Authority's performance against key performance indicators.
Recommendations	That Members note the report.
Summary	This report provides Members with information regarding the performance of West Yorkshire Fire and Rescue Service against targets to enable the Authority to measure, monitor and evaluate performance

Local Government (Access to information) Act 1972

Exemption Category: None

Contact Officer: Alison Davey
Corporate Services Manager
Tel. 01274 655801
alison.davey@westyorksfire.gov.uk

Background papers open to inspection: None

Annexes: Performance Management Reports
1 April 2019 – 31 March 2020 and
1 April 2020 – 30 June 2020

1 Introduction

- 1.1 The attached Performance Management and Activity Reports outline the Authority's performance against key performance indicators thereby enabling the Authority to measure, monitor and evaluate performance against targets.
- 1.2 The reports show a summary of the cumulative performance for the full year 2019/20 and the year 1 April 2020 to date against each of the indicators.
- 1.3 The Performance Management and Activity Report is monitored quarterly by Management Team and the Full Authority.
- 1.4 An abridged version of the Performance Management Report is presented quarterly to the Audit Committee highlighting where targets are not being achieved.
- 1.5 A traffic light system is used to provide a clear visual indicator of performance against each of the indicators compared to the position at the same time in the previous year.
- 1.6 Other performance and activity information is also included within the report.

2 Financial Implications

- 2.1 There are no financial implications arising from this report.

3 Legal Implications

- 3.1 The Chief Legal & Governance Officer has considered this report and has no observations to make at the time of submission of this report but may provide legal advice at the committee meeting and/or respond to any requests by members for legal advice made at the meeting.

4 Human Resources and Diversity Implications

- 4.1 Measurement against key indicators on human resources and diversity are included in the Performance Management Reports.

5 Health and Safety Implications

- 5.1 There are no health and safety implications arising from this report.

6 Environmental Implications

- 6.1 There are no environmental implications arising from this report.

7 Your Fire and Rescue Service 2019 -2023 Priorities

- 7.1 This report links to all of the 'Your Fire & Rescue Service 2019 – 2023' priorities as the Performance Management Report covers all areas of performance of WYFRS.

8 Conclusions

- 8.1 That Members note the report.

Performance Management and Activity Report 2019/20

Period covered: 1 April 2019 – 31 March 2020
Date Issued: 30 April 2020



Table of Contents

1. Introduction/Summary	2
2. Service Delivery Targets	3
3. Operational Risk Visits (including Fire Safety)	6
4. Safe and Well Checks	7
5. Incidents	10
6. Fire-Related Incidents attended by Six Pumps and Above	14
7. Violence at Work	20

1. Introduction/Summary

The purpose of this report is to provide information regarding the performance of West Yorkshire Fire and Rescue Service against selected national and local targets to enable the Authority to measure, monitor and evaluate performance.

In this report, monthly statistics have been utilised to identify trends in performance. Information regarding a selection of local performance targets has also been provided in this report and comparisons have been made with the previous year's performance.

All data, unless specified, is for the reporting period 1 April 2019 – 31 March 2020.

A traffic light system has been employed to provide a straightforward visual indicator of performance against each of the FRS indicators.

Graphical representation of the performance of West Yorkshire Fire and Rescue Service is available through the Performance Management Information System (PMIS), which is accessed via the Service's intranet site.

2. Service Delivery Targets

	Not achieving target (by more than 10%)
	Satisfactory performance (within 10% of target)
	Achieving or exceeding target

This data is based on incident reports that have been completed and/or checked but will not include data from incident reports which have not been completed or have been opened for amendment.

	Three Year Average Target (2016/19)	Quarter 1 (Apr-Jun)		Quarter 2 (Jul-Sep)		Quarter 3 (Oct-Dec)		Quarter 4 (Jan-Mar)		Actual Data to date		Actual Performance Against Three Year Average (2019/20)	End of Year Projection (2019/20)
		2018/19	2019/20	2018/19	2019/20	2018/19	2019/20	2018/19	2019/20	2018/19	2019/20		
Arson	6811	1976	1845	3007	1538	1394	1074	1358	1017	7735	5474	-19.6%	5474
Actual Rescues	775	226	241	179	285	198	299	193	275	796	1100	41.9%	1100
Total Activity	23646	6667	6131	8400	6475	5571	5563	5038	5186	25676	23355	-1.2%	23355
Dwelling Fires	1145	297	270	300	283	292	304	301	280	1190	1137	-0.7%	1137
Non-Domestic Building Fires	438	110	108	101	128	94	96	106	93	411	425	-3.0%	425
Prevalence of False Alarms	11306	2655	2384	2935	2972	2710	2772	2223	2348	10523	10476	-7.3%	10476
Fire-Related Injuries	198	58	47	39	47	45	28	66	52	208	174	-12.1%	174
Road Traffic Collisions	618	139	168	147	184	174	177	156	143	616	672	8.7%	672
Malicious False Alarms	361	96	73	85	78	94	82	77	82	352	315	-12.7%	315

Service Delivery Indicators

Description	Quarter 1 (Apr-Jun)		Quarter 2 (Jul-Sep)		Quarter 3 (Oct-Dec)		Quarter 4 (Jan-Mar)		Cumulative	
	2018-19	2019-20	2018-19	2019-20	2018-19	2019-20	2018-19	2019-20	2018-19	2019-20
Accidental Dwelling Fires (per 10,000 dwellings)	2.49	2.33	2.37	2.32	2.49	2.70	2.59	2.48	9.95	9.83
Number of deaths arising from accidental fires in dwellings (per 100,000 population)	0.00	0.04	0.09	0.09	0.13	0.04	0.22	0.17	0.43	0.39
Number of Fire-Related Deaths (per 100,000 population) arising from fires other than Accidental Dwelling Fires	0.04	0.13	0.04	0.04	0.00	0.00	0.04	0.04	0.13	0.22
Number of Injuries arising from accidental fires in dwellings (per 100,000 population)	1.69	1.30	0.91	1.13	1.60	0.95	1.73	1.60	5.94	4.98
(a) Number of Serious Injuries (per 100,000 population)	0.17	0.04	0.04	0.04	0.22	0.13	0.30	0.13	0.74	0.35
(b) Number of Slight Injuries (per 100,000 population)	1.52	1.26	0.87	1.08	1.39	0.82	1.43	1.47	5.20	4.64
The percentage of dwelling fires attended where there was a working smoke alarm which activated	50.17%	52.22%	54.33%	57.95%	59.25%	56.25%	59.80%	55.00%	55.88%	55.41%
The percentage of dwelling fires attended where a working smoke alarm was correctly fitted but did not activate	18.18%	16.30%	22.33%	20.49%	19.52%	18.09%	12.96%	21.07%	18.24%	19.00%
The percentage of dwelling fires attended where a smoke alarm, because it was faulty or incorrectly sited, did not activate	7.74%	5.19%	3.33%	4.59%	3.42%	5.59%	3.99%	3.93%	4.62%	4.84%
The percentage of dwelling fires attended where no smoke alarm was fitted	23.91%	26.30%	20.00%	16.96%	17.81%	20.07%	23.26%	20.00%	21.26%	20.76%
Number of calls to malicious false alarms (per 1000 population) – attended	0.04	0.03	0.04	0.03	0.04	0.04	0.03	0.04	0.15	0.14
False alarms caused by automatic fire detection equipment (per 1000 non-domestic properties)	8.16	8.10	9.30	11.03	8.86	9.79	7.96	7.95	34.28	36.86

False alarms caused by automatic fire detection equipment (per 1000 domestic properties)	1.01	0.92	0.99	1.18	1.01	1.17	0.85	0.90	3.87	4.17
Fires in non-domestic premises (per 1000 non-domestic premises)	1.30	1.28	1.20	1.52	1.11	1.14	1.26	1.10	4.87	5.04
Number of Primary Fires (per 100,000 population)	39.06	35.20	42.26	35.98	34.29	32.64	34.72	29.04	150.33	132.86
Number of Fire Casualties – excluding Precautionary Checks (per 100,000 population)	2.47	1.86	1.56	1.91	1.82	1.17	2.60	1.99	8.45	6.94
Arson Incidents – All Deliberate Fires (per 10,000 population)	8.57	8.00	13.03	6.67	6.04	4.65	5.89	4.41	33.53	23.73
Arson Incidents – Deliberate Primary Fires (per 10,000 population)	1.66	1.49	2.11	1.55	1.43	1.37	1.47	1.13	6.67	5.54
Arson Incidents – Deliberate Secondary Fires (per 10,000 population)	6.90	6.51	10.92	5.11	4.62	3.28	4.42	3.28	26.86	18.18

3. Operational Risk Visits (including Fire Safety)

Below is a summary of operational risk visits (ORV) in 2019/20. These visits were issued in the transitional period of introducing the new Premises Risk Database (PRDX). The visits were generated from operational liaison referrals, post fire visits and what crews identified as perceived risks within their station area. The new PRDX went live on 5th February 2018 this now identifies the higher risk premises that will form the Operational Risk Visits Programme (ORVP). The PRDX uses a recalculated risk matrix for each premises type based on national guidance and Provision of Operational Risk Information System (PORIS).

The Operational Risk Visits (ORVs) are allocated to each District which are then allocated to stations/watches. The total numbers have not been finalised but based on previous calculations it is predicted that there will be approximately 1000 ORVs per year across five districts within the organisation.

The ORMT centrally auditing 100 percent of all ORVs has been successful at standardising the risk information captured on the operational risk visit.

The training and familiarisation of the system with operational crews is still progressing and we are continuing to complete joint visits with crews to ensure the correct information is captured.

	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Total
Completed	89	152	152	185	162	121	155	158	148	143	196	121	1782

4. Safe and Well Checks

The home Safe and Well Check programme is the flagship prevention activity within WYFRS. We target vulnerability through a simple risk rating process and then visit people in their homes to offer information, advice and safety equipment. The risk rating process is to ensure that we are providing our resources to those who need it most. The ability to risk filter online and over the telephone has improved with a simple risk filtering survey that results in the requester being informed if they qualify for a home visit.

People who are assessed as being very low and low risk will not be offered a home visit but they will have the opportunity to access advice and information on home fire safety through our website or posted leaflets.

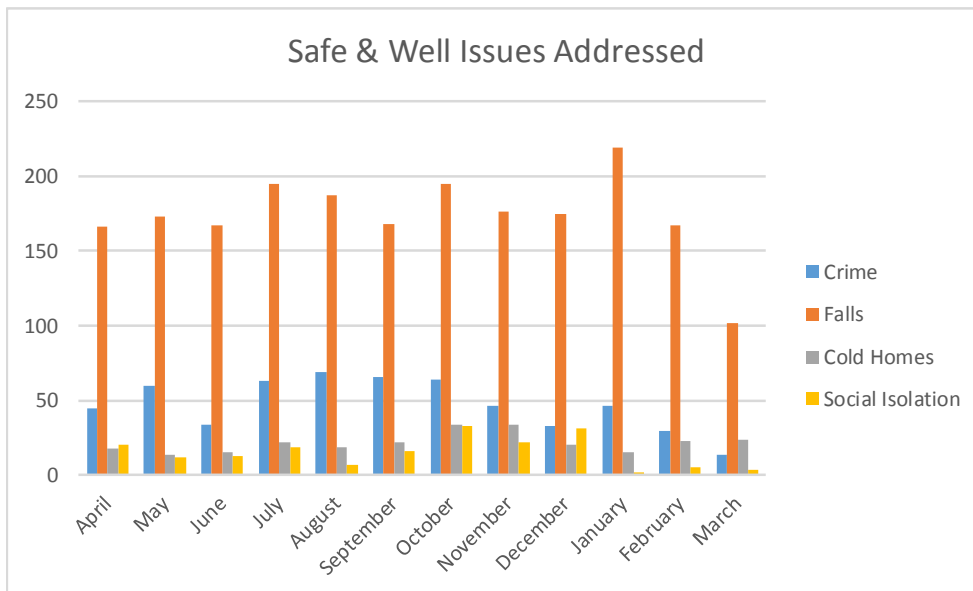
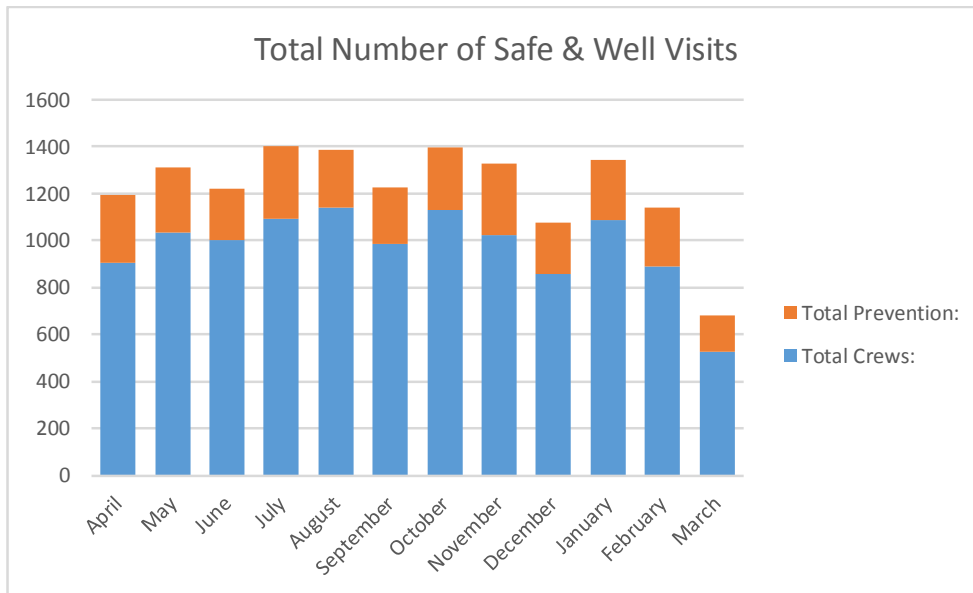
We may also signpost people or refer them on for additional support from other agencies. People can be referred to WYFRS from partner organisations, self-refer or we can identify the need for a Safe and Well Check during operational incidents. For those who qualify for a Safe and Well Check, a visit will be arranged at a mutually convenient time and this involves an assessment of fire risk within the property with appropriate advice and safety equipment delivered at the point of the visit. It also covers a broader assessment of vulnerability against a number of other elements, including:

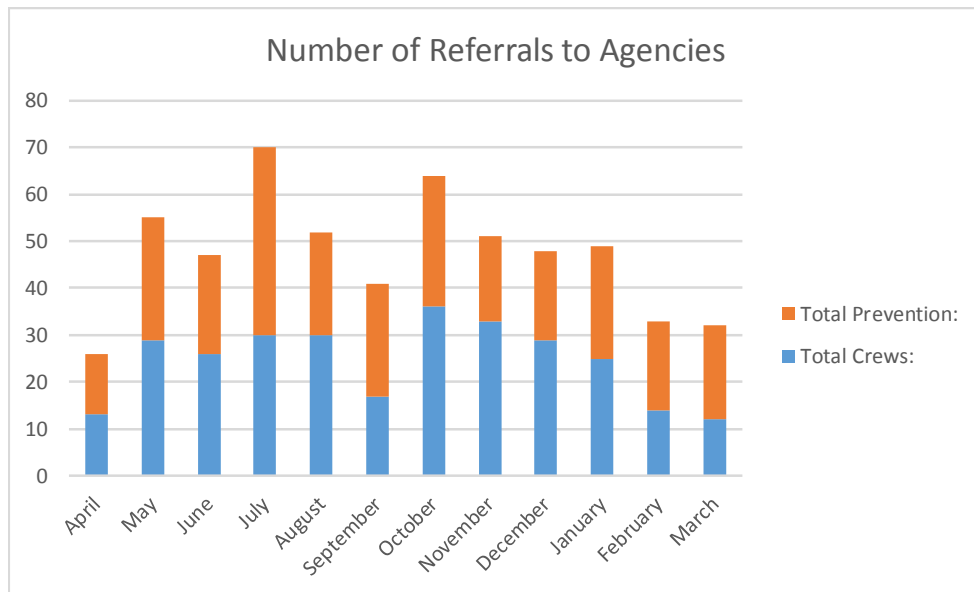
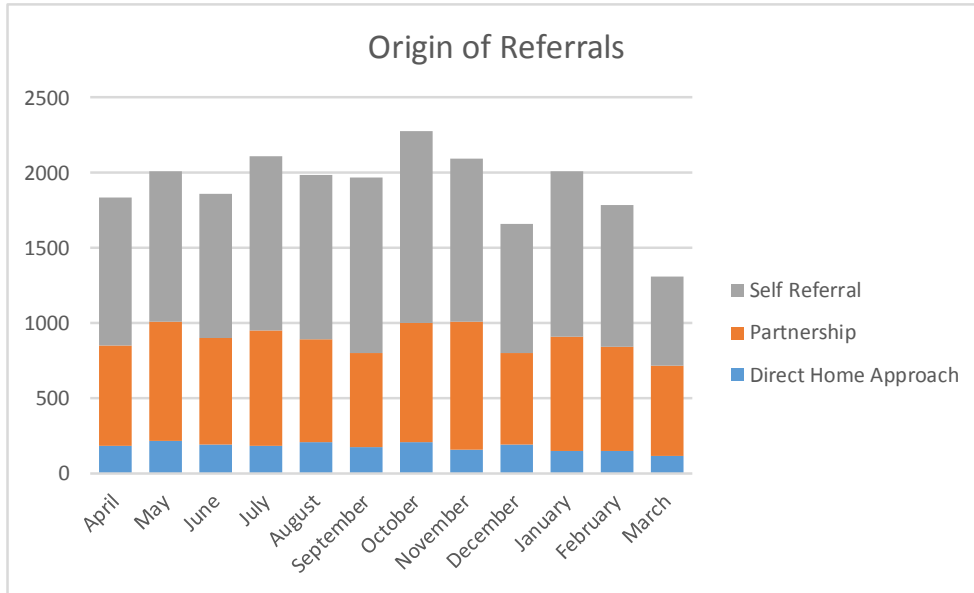
- Frailty and falls
- Social Isolation
- Winter Cold
- Crime
- Smoking.

When someone is identified as being vulnerable to any of the factors above, our teams deliver basic education and advice with the option of signposting or referring people to specialist support services across the districts.

Performance

The following graphs present a breakdown of performance in respect of prevention and early intervention activity over the reporting period:



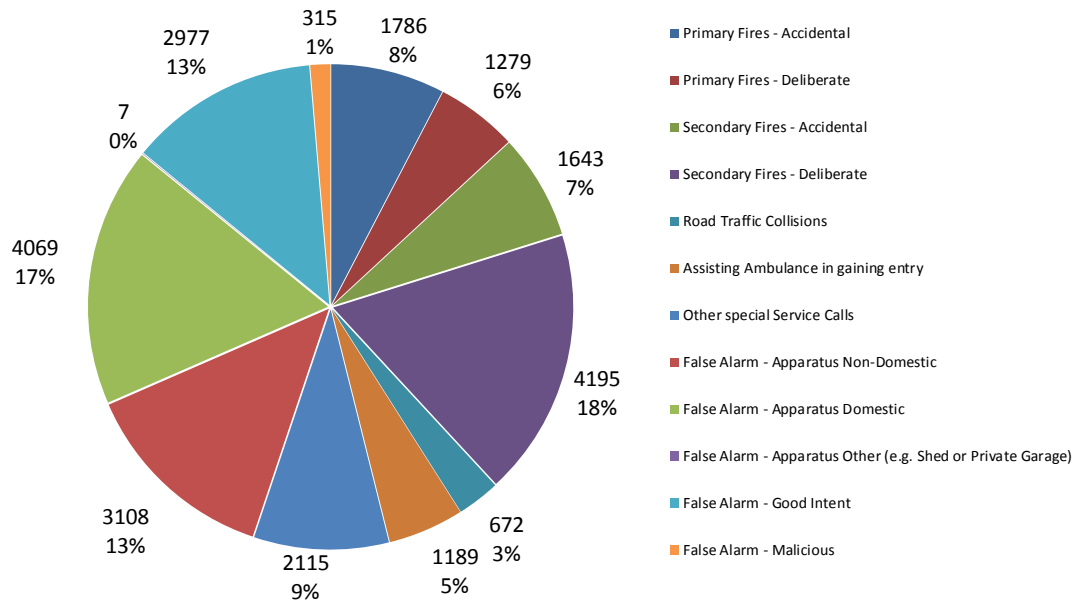


5. Incidents

The table and chart below show the operational activity of West Yorkshire Fire and Rescue Service for the financial year categorised by incident type.

NOTE: The data on page 3 is based on incident reports that have been completed and/or checked but will not include data from incident reports which have not been completed. The data below is based on all incident reports which have been started at the time of compiling this report.

Incident Category	Number	Percentage
Primary Fires - Accidental	1,786	7.65%
Primary Fires - Deliberate	1,279	5.48%
Secondary Fires - Accidental	1,643	7.03%
Secondary Fires - Deliberate	4,195	17.96%
Road Traffic Collisions	672	2.88%
Assisting Ambulance in gaining entry	1,189	5.09%
Other special Service Calls	2,115	9.06%
False Alarm - Apparatus Non-Domestic	3,108	13.31%
False Alarm - Apparatus Domestic	4,069	17.42%
False Alarm - Apparatus Other (e.g. Shed or Private Garage)	7	0.03%
False Alarm - Good Intent	2,977	12.75%
False Alarm - Malicious	315	1.35%
Total	23,355	100%



The table below shows the total number of incidents ten years ago, five years ago, and last year.

Incident Category	Number of incidents 1 April 2009 to 31 March 2010	Percentage	Number of incidents 1 April 2014 to 31 March 2015	Percentage	Number of incidents 1 April 2018 to 31 March 2019	Percentage
Primary Fires - Accidental	2,238	6.5%	1,847	8.6%	1,930	7.5%
Primary Fires - Deliberate	2,146	6.3%	1,079	5.0%	1,538	6.0%
Secondary Fires - Accidental	1,237	3.6%	1,201	5.6%	2,852	11.1%
Secondary Fires - Deliberate	8,772	25.6%	4,420	20.6%	6,197	24.1%
Road Traffic Collisions	1,068	3.1%	642	3.0%	616	2.4%
Special Service Calls	2,102	6.1%	1,569	7.3%	2,020	7.9%
False Alarm - Apparatus	11,956	34.8%	7,311	34.2%	6,664	26.0%
False Alarm - Good Intent	4,096	11.9%	3,009	14.1%	3,506	13.7%
False Alarm - Malicious	713	2.1%	329	1.5%	352	1.4%
Total	34,328	100.0%	21,407	100.0%	25,675	100.0%

Comments on Fatal Fires

Longwood Road, Paddock, Huddersfield

5th January 2020 12:45

The deceased male was 29 years old and lived in a privately rented mid terraced house.

The most likely cause is a pan fire in the kitchen area. This, having been dealt with by the deceased male using a tea towel, he unknowingly transferred burning material from the tea towel to the sofa and cushions in the living room. This went undetected as the deceased retired to bed.

Holt Head Road, Slaithwaite, Huddersfield

9th January 2020 07:41

The deceased male was 59 years old and with the evidence collected at the scene, it is believed this was suicide.

Dixon Lane, Lower Wortley, Leeds

17th January 2020 11:55

The deceased male was 83 years old and lived alone in his ground floor flat in a converted terraced property.

With the evidence collected at the scene it is concluded the cause of the fire was a halogen heater in close proximity to combustible materials.

Whiteplatts Street, Todmorden

17th January 2020 17:47

The deceased male was 77 years old and lived in a privately owned mid terraced property.

With the evidence collected at the scene it is concluded that the most likely cause of this fire was an electric fan heater in close proximity to combustible materials. Emollient creams may have been a contributory factor.

Springfield Avenue, Pontefract

27th January 2020 19:33

Further to the outcome of a Coroner's hearing in September 2020 it was confirmed that this death was fire-related and should be included in this report.

The deceased male was 58 years old and lived alone in a privately-owned semi-detached house. The fire was caused by a chip pan.

Crescent Walk, Ravensthorpe, Dewsbury

31st March 2020 11:37

The deceased male was 55 years old and was checking the property daily for his brother who was away on holiday. On the day of the fire, he and a neighbour investigated a smell of gas from within the property before an explosion occurred in the kitchen possibly triggered by a spark from turning on a light switch. It was confirmed that there was a gas leak from a copper gas pipe in the kitchen. The neighbour sustained a serious head injury.

NB Some incidents may still be awaiting Criminal/Coroner proceedings and if any new evidence or further information is made available it may be necessary to re-evaluate the conclusions.

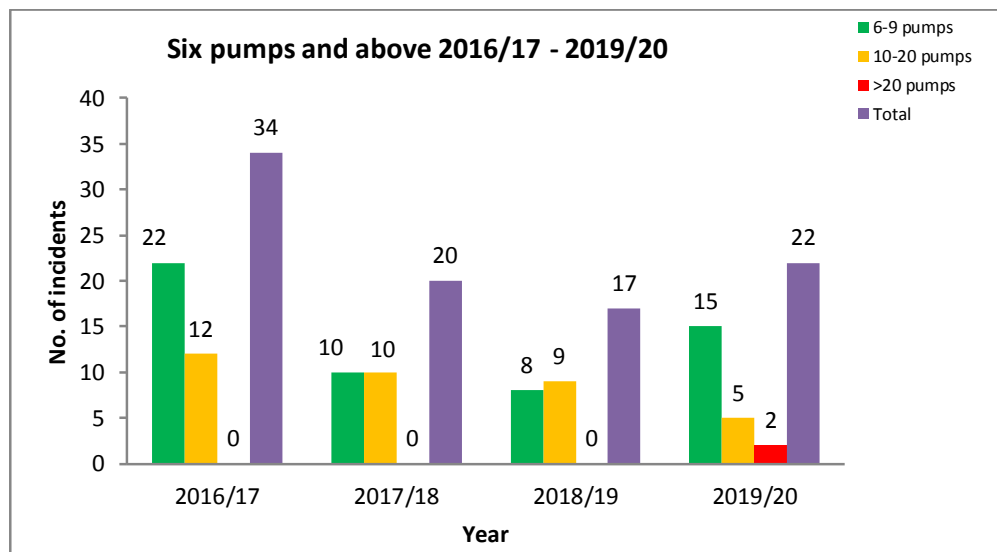
6. Fire-Related Incidents attended by Six Pumps and Above

General Commentary

UK fire and rescue services determine the size of a fire by the final number of pumps mobilised to deal with it.

A number of additional pumping appliances and special appliances are often mobilised to these types of incidents to undertake supporting activities. These are described as support and specials.

The following chart details the numbers and severity of such incidents over the last few years up to 31 March 2020:



Fire-related incidents of this type require the attendance of a fire investigation officer to determine the cause of the fire. The cause is included in the table. For fires identified as deliberate, we work in accordance with a regionally agreed Memorandum of Understanding with the police, who are responsible for the investigation of all deliberate fires.

New incidents added to the table are shaded in white.

Date & Time	Address	Premises Use	Station Area	Cause	Pumps Plus Specials	Number of Personnel
Saturday 18/05/2019 09:50	Hangingstone Road Ilkley	Moorland	Ilkley	Deliberate	10 Pumps 4 Support 6 Specials	68 Ffs 4 Officers
Friday 24/05/2019 13:29	The Gallopers Wakefield Road Bradford	Derelict public house	Bradford	Deliberate	6 Pumps 2 Support 2 Specials	36 Ffs 5 Officers
Wednesday 29/05/2019 03:10	Square Road Halifax	Gym	Halifax	Sauna	6 Pumps 2 Support 5 Specials	42 Ffs 5 Officers
Sunday 14/07/2019 12:51	Moorside Community Primary School Keighley Road Illingworth	Derelict school	Illingworth	Deliberate	7 pumps 1 support 1 special	34 Ffs 4 Officers
Thursday 18/07/2019 19:04	Biffa Waste Low Mills Low Mills Lane Ravensthorpe	Household waste site	Dewsbury	Natural Occurrence	6 Pumps 1 Support 3 Specials	34 Ffs 5 Officers
Friday 19/07/2019 04:00	The Gatehaus Leeds Road Bradford	High-rise flat	Bradford	Deliberate	6 Pumps 1 Support 3 Specials	34 Ffs 5 Officers
Thursday 01/08/2019 17:34	Walkleys Clogs Burnley Road Mytholmroyd	Derelict mill	Mytholmroyd	Not known	15 Pumps 2 Support 5 Specials	78 Ffs 4 Officers
Friday 02/08/2019 23:18	Currys Great Northern Retail Park Leeds Road Huddersfield	Commercial	Huddersfield	Electric Appliance	6 Pumps 1 Support 4 Specials	36 Ffs 5 Officers
Sunday 25/08/2019 08:11	Omega Proteins Erlings Works Half Acre Road Denholme Bradford	Industrial	Illingworth	Cooking	8 Pumps 2 Support 5 Specials	50 Ffs 5 Officers
Thursday 29/08/2019 21:25	Unit B Spectrum Park 8 Whitehouse Street Hunslet, Leeds	Warehouse	Hunslet	Electric Appliance	10 Pumps 4 Support 4 Specials	64 Ffs 4 Specials
Tuesday 03/09/2019 03:51	Ryburn Mills Ryburn Terrace Halifax	Industrial	Halifax	Faulty electricity supply	10 Pumps 4 Support 7 Specials	70 Ffs 7 Officers

Date & Time	Address	Premises Use	Station Area	Cause	Pumps Plus Specials	Number of Personnel
Monday 09/09/2019 01:50	New Ings Mills Field Lane Batley	Industrial	Dewsbury	Deliberate	6 Pumps 2 Support 4 Specials	40 Ffs 5 Officers
Sunday 15/09/2019 02:49	Barras Place Upper Wortley Leeds	Industrial	Leeds	Electrical heater	6 Pumps 1 Support 4 Specials	36 Ffs 5 Officers
Friday 27/09/2019 01:10	Kemp Waste Management Balkram Edge Recycling Centre Wainstalls Halifax	Waste Recycling Centre	Halifax	Not known	8 Pumps 2 Support 3 Specials	46 Ffs 5 Officers
Monday 07/10/2019 06:08	Miraj Pizza Bar South Street Keighley	Take-away	Keighley	Electrical supply	8 Pumps 2 Support 3 Specials	46 Ffs 7 Officers
Monday 21/10/2019 11:03	Hepworth House Clay Pit Lane Sheepscar Leeds	Commercial	Leeds	Blowlamp	7 Pumps 0 Support 3 Specials	34 Ffs 6 Officers
Thursday 28/11/2019 21:10	Moston Supermarket 368 Gillington Road Bradford	Supermarket	Bradford	Electrical Fault	8 Pumps 1 Support 4 Specials	44 Ffs 4 Officers
Wednesday 17/12/2019 02:01	Co-op 18 Westgate Honley	Supermarket	Holmfirth	Sparks from an angle grinder	8 Pumps 1 Support 3 Specials	42 Ffs 5 Officers
Saturday 01/02/2020 13:17	Speedibake Chald Lane Wakefield	Bakery	Wakefield	Cooking	20 Pumps 4 Support 3 Specials	102 Ffs 8 Officers
Monday 23/03/2020 12:29	Deer Hill Reservoir Deer Hill End Road Marsden Huddersfield	Moorland	Slaithwaite	Controlled burning	21 Pumps 5 Support 5 Specials	114 Ffs 6 Officers
Thursday 26/03/2020 12:23	Eastwood Works Eastwood Street Bradford	Derelict Mill	Bradford	Deliberate	8 Pumps 2 Support 4 Specials	48 Ffs 8 Officers
Sunday 29/03/2020 17:14	After Dark White Horse Yard Wakefield	Nightclub	Wakefield	Deliberate	10 Pumps 4 Support 4 Specials	64 Ffs 6 Officers

Further detail on recent six pumps and above fire-related incidents:

Speedibake, Chald Lane, Wakefield

This incident occurred in Wakefield station area and involved an industrial bakery. There was rapid fire spread due to cooking oils being involved.

The initial pre-determined attendance was two pumps from Wakefield and Ossett. At the height of the incident a make pumps 20 message was received by Control and appliances were mobilised from the following stations; Leeds, Garforth, Hunslet, Morley, Stanningley, Killingbeck, Bradford, Rawdon, Huddersfield, Cleckheaton, Skelmanthorpe, Dewsbury, Featherstone, Normanton, Rothwell and South Kirkby.

The following support appliances were also mobilised:

The Command Unit from Pontefract with support from Pontefract, Dewsbury and Moortown, Personal Welfare Unit from Skelmanthorpe, the Hose Laying Unit and support from Mirfield.

Officers were mobilised due to the size of the incident. They were as follows:

Station Manager Thornton, Group Manager Teggart and Area Manager Walker were Incident Commanders, Group Manager Farrell was Silver Command in Control, Station Manager Woodhead was Operational Assurance Officer, Station Manager England was Command Support, Station Manager Atkins was Hazmat and Environmental Protection Officer and Watch Manager Griffiths was Fire Investigation Officer.

The time of call for this incident was 13:16 on 1st February 2020. The stop was on 4th February 2020 at 17:00 and the incident was closed on 5th February 2020 at 08:24.

The fire started in a proofing oven, which then spread to nearby combustible items. Tanks of palm oil became involved which assisted in fire spread. The whole warehouse was involved.

Deer Hill Reservoir, Deer Hill End Road, Marsden, Huddersfield

This incident occurred in Slaithwaite station area and involved moorland. There was rapid fire spread due to strong wind.

The initial pre-determined attendance was two pumps from Slaithwaite and Ossett and the Wildfire Unit with support from Holmfirth. At the height of the incident a make pumps 20 message was received by Control and appliances were mobilised from the following stations; Rastrick, Huddersfield, Skelmanthorpe, Odsal, Halifax, Dewsbury, Morley, Killingbeck, Bradford, Cleckheaton, Illingworth, Dewsbury, Cookridge, Shipley and three appliances from Greater Manchester.

The following support appliances were also mobilised; the Personal Welfare Unit from Skelmanthorpe, the Hose Layer and support from Mirfield, the Command Unit from Pontefract with support from Pontefract, Ossett and Hunslet, the Argocat with support from Todmorden and the Drone from Headquarters.

Officers were mobilised due to the size of the incident. They were as follows; Station Manager Bairstow was the Wildfire Officer, Station Manager Fox was Command Support, Station Manager Bell was Operational Assurance Officer, Station Manager Atkins was Hazmat and Environmental Protection Officer, Group Manager May and Area Manager Butters were Incident Commanders

The time of call for this incident was 12:29 on 23rd March 2020 and the stop message was received by Control on 24th March 2020 at 12:58. The incident was closed on 24th March 2020 at 14:03.

The fire started due to controlled burning getting out of control, which then spread to nearby moorland. High wind assisted in the rapid-fire spread.

Eastwood works, Eastwood, East Bowling, Bradford

This incident occurred in Bradford station area and involved a derelict mill. The initial pre-determined attendance was two pumps from Bradford. At the height of the incident a make pumps eight message was received by Control and appliances from the following stations were mobilised; Odsal, Fairweather Green, Cleckheaton, Stanningley, Morley, Rawdon.

The following support appliances were also mobilised; the Personnel Welfare Unit from Skelmanthorpe, the Hose Laying Unit and support from Mirfield, the Command Unit and assistants from Featherstone, an Aerial from Halifax and Leeds and the Drone from Headquarters.

Officers were mobilised due to the size of the incident. They were as follows; Group Manager Donegan was Incident Commander, Station Manager Cookson was Operational Assurance Officer, Station Manager Earl was Command Support with Station Manager Bairstow shadowing, Station Manager Kovacs was a Working Officer, Station Manager Hannah and Watch Manager Driver were Fire Investigation Officers and Station Manager Metcalfe was Hazmat and Environmental Protection Officer.

The time of call for this incident was on 26th March 2020 at 12:22 and the stop message was received by control on 26th March 2020 at 20:12. The incident was closed on 26th March 2020 at 20:15. The cause is thought to be a heat source and combustibles brought together deliberately.

After Dark, White Horse Yard, Wakefield

This incident occurred in Wakefield station area and involved a four-storey night club. The initial pre-determined attendance was two pumps from Wakefield and Ossett. At the height of the incident a make pumps 10 message was received by Control and appliances from the following stations were mobilised; Normanton, Dewsbury, Rothwell, Hunslet, Morley, Cleckheaton and South Kirkby.

The following support appliances were also mobilised; the Personnel Welfare Unit from Skelmanthorpe, the Hose Laying Unit and support from Mirfield, Command Unit and assistants from Featherstone and the Drone from Headquarters.

Officers were mobilised due to the size of the incident. They were as follows; Group Manager Bush and Station Manager Staples were Incident Commanders, Station Manager Rose was Command Support Officer, Station Manager Metcalfe was Hazmat and Environmental Protection Officer, Station Manager Hawley was Operational Command, Station Manager Houldsworth was Breathing Apparatus Officer, Station Manager Bruce was Operational Assurance Officer and Watch Manager Griffiths was Fire Investigation Officer.

The time of call for this incident was on 29th March 2020 at 17:14 and the stop message was received by Control on the 29th March 2020 at 19:35. The incident was closed on the 29th March 2020 at 22:01. The cause is thought to be a fire in the bin store, started deliberately, which spread to upper floors through gaps and voids. Smoke entered most parts of building.

7. Violence at Work

Attacks on Personnel

There have been 81 incidents reported by West Yorkshire FRS in the financial year 2019/20.

	2011/12	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20
Attacks on Firefighters	77	40	76	64	60	87	92	75	81

The table below summarises the events reported by firefighters and other staff. Where stations have not reported any incidents, they are not shown within this table.

For clarification, 'stoning' and 'firework' cover any thrown object identified respectively as a stone or firework; and 'missile' covers any other object used as a projectile.

Attacks on Firefighters as a Percentage of Turnouts										
District / Station	No. of Turnouts	Physical Assault	Weapon Brandished	Missile Thrown	Firework Thrown	Stoning	Aggressive Behaviour	Verbal Abuse	Total	Percentage
Bradford District										
Bradford	3329		1	3	3		1	3	11	0.33%
Bingley	469						1		1	0.21%
FWG	1031			2	2	1			5	0.48%
Keighley	704			1	3		1	1	6	0.85%
Odsal	1173	1		2			2	4	9	0.77%
Shipley	1218				2		3		5	0.41%
District Total	8060	1	1	8	10	1	8	8	37	0.46%
Calderdale District										
Halifax	1050		1	2			2	1	6	0.57%
Ilkley	760	1		2	1			2	6	0.79%
District Total	2783	1	1	4	1	0	2	3	12	0.43%
Kirklees District										
Huddersfield	2157						1		1	0.05%
Dewsbury	1687					2		4	6	0.36%
Holmfirth	84	1							1	1.19%
District Total	5524	1	0	0	0	2	1	4	8	0.14%
Leeds District										
Leeds	3896				1				1	0.03%
Cookridge	464						1		1	0.22%
Hunslet	2378						2	2	4	0.17%
Morley	420							1	1	0.24%
Stanningley	821			1			1		2	0.24%
Killingbeck	2105			2		2	1	3	8	0.38%
District Total	12174	0	0	3	1	2	5	6	17	0.14%
Wakefield District										
Wakefield	813		1						1	0.12%
Ossett	675							1	1	0.15%
Pontefract	524						3	2	5	0.95%
District Total	3464	0	1	0	0	0	3	3	7	0.20%
Totals	32153	3	3	15	12	5	19	24	81	0.25%

The above table shows the number of incidents in which firefighters were subjected to violence as a percentage of attendance, by station and by district (0.25% overall).

Some stations might appear to suffer a relatively high percentage of attacks, but this is largely due to the number of incidents attended from such stations.

The Chief Fire Officer re-emphasises that even one attack is one too many and that every assistance and encouragement will be given to the police to bring offenders to court. Work is continuing with a variety of agencies from the police and district councils to community groups and youth leaders to address these issues.

District Actions to Address Violence

All districts are undertaking the following actions:

- Communicating a positive image of the Fire Service in the community
- Taking part in community events to support this image
- Asking questions to firefighters at Performance Monitoring Visits (PMVs) regarding the e-learning package that was sent out in relation to reading the body language of persons and diffusing certain situations
- Encouraging all staff to use the SCIP when intelligence or other information is received for risk issues
- Encouraging any watch who place the information on SCIP to email other local stations to alert them to the fact that the address has been added and to make sure that they then view the SCIP for the details
- Consistently promoting the knowledge of Silent Witness cameras with crews and to the public at events etc. to discourage anti-social behaviour
- Where incidents do occur, publicising through the media any arrests made by the police and any sentences given by the courts
- There is a working group established to look at ways of addressing the issues we have experienced over past years in relation to violence to staff and in particular attacks on firefighters. This group will report progress to the Community Safety Committee

Bradford

In Bradford there were 37 attacks on firefighters at incidents, details of which are available from the District Commander. There were no injuries to firefighters during these attacks however there was damage caused to an appliance at two of these instances. At another incident a weapon was brandished at crews.

Calderdale

In Calderdale there were 12 attacks on firefighters at incidents, details of which are available from the District Commander. There were no injuries to firefighters or damage to appliances during these attacks.

Kirklees

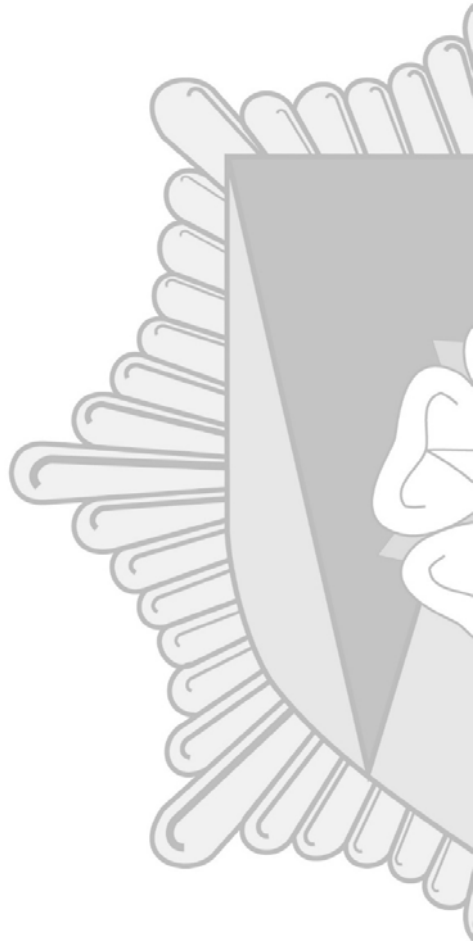
In Kirklees there were 8 attacks on firefighters at incidents, details of which are available from the District Commander. At one of these incidents a firefighter was struck by an unknown person causing bruising.

Leeds

In Leeds there were 17 attacks on firefighters at incidents, details of which are available from the District Commander. There were no injuries to firefighters or damage to appliances during these attacks.

Wakefield

In Wakefield there were 7 attacks on firefighters at incidents, details of which are available from the District Commander. There were no injuries to firefighters or damage to appliances during these attacks.



West Yorkshire Fire and Rescue Service
Oakroyd Hall
Birkenshaw
Bradford BD11 2DY

Performance Management and Activity Report 2020/21

Period covered: 1 April – 30 June 2020
Date Issued: 31 July 2020



Table of Contents

1. Introduction/Summary	2
2. Service Delivery Targets	3
3. Operational Risk Visits (including Fire Safety)	6
4. Safe and Well Checks	7
5. Incidents	10
6. Fire-Related Incidents attended by Six Pumps and Above	13
7. Violence at Work	18

1. Introduction/Summary

The purpose of this report is to provide information regarding the performance of West Yorkshire Fire and Rescue Service against selected national and local targets to enable the Authority to measure, monitor and evaluate performance.

In this report, monthly statistics have been utilised to identify trends in performance. Information regarding a selection of local performance targets has also been provided in this report and comparisons have been made with the previous year's performance.

All data, unless specified, is for the reporting period 1 April - 30 June 2020.

A traffic light system has been employed to provide a straightforward visual indicator of performance against each of the FRS indicators.

Graphical representation of the performance of West Yorkshire Fire and Rescue Service is available through the Performance Management Information System (PMIS), which is accessed via the Service's intranet site.

2. Service Delivery Targets

	Not achieving target (by more than 10%)
	Satisfactory performance (within 10% of target)
	Achieving or exceeding target

This data is based on incident reports that have been completed and/or checked but will not include data from incident reports which have not been completed or have been opened for amendment.

	Three Year Average Target (2017/20)	Quarter 1 (Apr-Jun)		Quarter 2 (Jul-Sep)		Quarter 3 (Oct-Dec)		Quarter 4 (Jan-Mar)		Actual Data to date		Projected Performance Against Three Year Average (2020/21)	End of Year Projection (2020/21)
		2019/20	2020/21	2019/20	2020/21	2019/20	2020/21	2019/20	2020/21	2019/20	2020/21		
Arson	6641	1845	1800							1845	1800	7.8%	7161
Actual Rescues	862	241	174							241	174	-19.7%	692
Total Activity	23987	6131	6731							6131	6731	11.6%	26778
Dwelling Fires	1139	270	284							270	284	-0.8%	1130
Non-Domestic Building Fires	409	108	73							108	73	-28.9%	290
Prevalence of False Alarms	10439	2384	2839							2384	2839	8.2%	11294
Fire-Related Injuries	191	47	47							47	47	-2.3%	187
Road Traffic Collisions	629	168	75							168	75	-52.6%	298
Malicious False Alarms	348	73	55							73	55	-37.1%	219

Service Delivery Indicators

Description	Quarter 1 (Apr-Jun)		Quarter 2 (Jul-Sep)		Quarter 3 (Oct-Dec)		Quarter 4 (Jan-Mar)		Cumulative	
	2019-20	2020-21	2019-20	2020-21	2019-20	2020-21	2019-20	2020-21	2019-20	2020-21
Accidental Dwelling Fires (per 10,000 dwellings)	2.33	2.53							2.33	2.53
Number of deaths arising from accidental fires in dwellings (per 100,000 population)	0.04	0.09							0.04	0.09
Number of Fire-Related Deaths (per 100,000 population) arising from fires other than Accidental Dwelling Fires	0.13	0.04							0.13	0.04
Number of Injuries arising from accidental fires in dwellings (per 100,000 population)	1.30	1.39							1.30	1.39
(a) Number of Serious Injuries (per 100,000 population)	0.04	0.26							0.04	0.26
(b) Number of Slight Injuries (per 100,000 population)	1.26	1.13							1.26	1.13
The percentage of dwelling fires attended where there was a working smoke alarm which activated	52.22%	56.99%							52.22%	56.99%
The percentage of dwelling fires attended where a working smoke alarm was correctly fitted but did not activate	16.30%	17.48%							16.30%	17.48%
The percentage of dwelling fires attended where a smoke alarm, because it was faulty or incorrectly sited, did not activate	5.19%	3.50%							5.19%	3.50%
The percentage of dwelling fires attended where no smoke alarm was fitted	26.30%	22.03%							26.30%	22.03%
Number of calls to malicious false alarms (per 1000 population) – attended	0.03	0.02							0.03	0.02
False alarms caused by automatic fire detection equipment (per 1000 non-domestic properties)	8.10	8.14							8.10	8.14

False alarms caused by automatic fire detection equipment (per 1000 domestic properties)	0.92	1.00							0.92	1.00
Fires in non-domestic premises (per 1000 non-domestic premises)	1.28	0.87							1.28	0.87
Number of Primary Fires (per 100,000 population)	35.20	33.72							35.20	33.72
Number of Fire Casualties – excluding Precautionary Checks (per 100,000 population)	1.86	1.91							1.86	1.91
Arson Incidents – All Deliberate Fires (per 10,000 population)	8.00	7.81							8.00	7.81
Arson Incidents – Deliberate Primary Fires (per 10,000 population)	1.49	1.20							1.49	1.20
Arson Incidents – Deliberate Secondary Fires (per 10,000 population)	6.51	6.61							6.51	6.61

3. Operational Risk Visits (including Fire Safety)

Below is a summary of operational risk visits (ORV) so far in this financial year. These visits were issued in the transitional period of introducing the new Premises Risk Database (PRDX). The visits were generated from operational liaison referrals, post fire visits and what crews identified as perceived risks within their station area. The new PRDX went live on 5th February 2018 this now identifies the higher risk premises that will form the Operational Risk Visits Programme (ORVP). The PRDX uses a recalculated risk matrix for each premises type based on national guidance and Provision of Operational Risk Information System (PORIS).

The Operational Risk Visits (ORVs) are allocated to each District which are then allocated to stations/watches. The total numbers have not been finalised but based on previous calculations it is predicted that there will be approximately 1000 ORVs per year across five districts within the organisation.

The ORMT centrally auditing 100 percent of all ORVs has been successful at standardising the risk information captured on the operational risk visit.

The training and familiarisation of the system with operational crews is still progressing and we are continuing to complete joint visits with crews to ensure the correct information is captured.

Due to the restrictions put in place to mitigate the risk from Covid 19, operational staff have undertaken 60% fewer visits compared with the same period in 2019 / 20.

	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Total
Completed	51	42	66										159

4. Safe and Well Checks

The home Safe and Well Check programme is the flagship prevention activity within WYFRS. We target vulnerability through a simple risk rating process and then visit people in their homes to offer information, advice and safety equipment. The risk rating process is to ensure that we are providing our resources to those who need it most. The ability to risk filter online and over the telephone has improved with a simple risk filtering survey that results in the requester being informed if they qualify for a home visit.

People who are assessed as being very low and low risk will not be offered a home visit but they will have the opportunity to access advice and information on home fire safety through our website or posted leaflets.

We may also signpost people or refer them on for additional support from other agencies. People can be referred to WYFRS from partner organisations, self-refer or we can identify the need for a Safe and Well Check during operational incidents. For those who qualify for a Safe and Well Check, a visit will be arranged at a mutually convenient time and this involves an assessment of fire risk within the property with appropriate advice and safety equipment delivered at the point of the visit. It also covers a broader assessment of vulnerability against a number of other elements, including:

- Frailty and falls
- Social Isolation
- Winter Cold
- Crime
- Smoking.

When someone is identified as being vulnerable to any of the factors above, our teams deliver basic education and advice with the option of signposting or referring people to specialist support services across the districts.

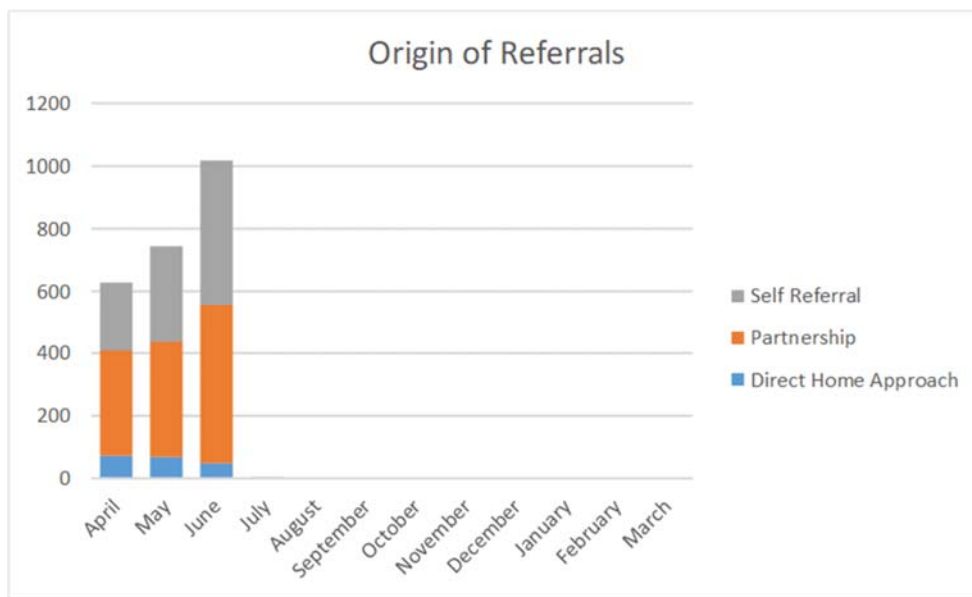
Performance

Due to the restrictions put in place to mitigate the risk from Covid 19, operational staff and prevention teams have undertaken 90% fewer visits compared with the same period in 2019 / 20. The Safe and Well visits undertaken during the Covid Pandemic have been targeted at the most vulnerable people in our communities following a robust risk assessment.

Lower risk members of the community have continued to receive a service which has been provided through telephone consultations.

The following graphs present a breakdown of performance in respect of prevention and early intervention activity over the reporting period:



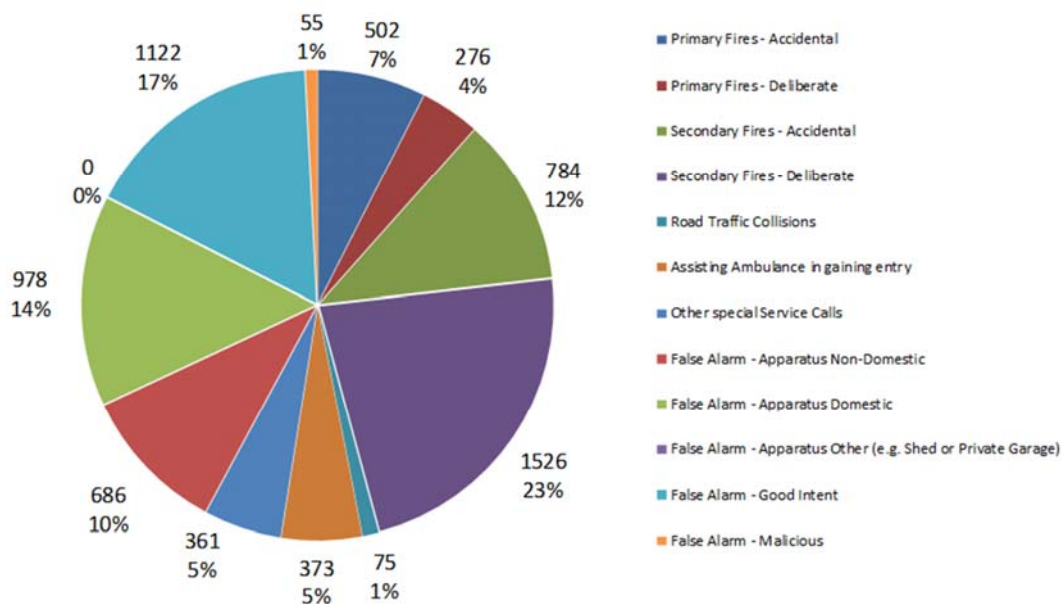


5. Incidents

The table and chart below show the operational activity of West Yorkshire Fire and Rescue Service for the financial year so far (1 April – 30 June 2020) categorised by incident type.

NOTE: The data on page 3 is based on incident reports that have been completed and/or checked but will not include data from incident reports which have not been completed. The data below is based on all incident reports which have been started at the time of compiling this report.

Incident Category	Number	Percentage
Primary Fires - Accidental	502	7.45%
Primary Fires - Deliberate	276	4.10%
Secondary Fires - Accidental	784	11.64%
Secondary Fires - Deliberate	1,526	22.65%
Road Traffic Collisions	75	1.11%
Assisting Ambulance in gaining entry	373	5.54%
Other special Service Calls	361	5.36%
False Alarm - Apparatus Non-Domestic	686	10.18%
False Alarm - Apparatus Domestic	978	14.51%
False Alarm - Apparatus Other (e.g. Shed or Private Garage)	0	0.00%
False Alarm - Good Intent	1,122	16.65%
False Alarm - Malicious	55	0.82%
Total	6,738	100%



The table below shows the total number of incidents ten years ago, five years ago, and last year.

Incident Category	Number of incidents 1 April 2010 to 31 March 2011	Percentage	Number of incidents 1 April 2015 to 31 March 2016	Percentage	Number of incidents 1 April 2019 to 31 March 2020	Percentage
Primary Fires - Accidental	2,209	6.4%	1,826	8.5%	1,786	7.0%
Primary Fires - Deliberate	1,865	5.4%	1,402	6.5%	1,279	5.0%
Secondary Fires - Accidental	1,343	3.9%	1,132	5.3%	1,643	6.4%
Secondary Fires - Deliberate	7,531	21.9%	4,707	22.0%	4,195	16.3%
Road Traffic Collisions	919	2.7%	666	3.1%	672	2.6%
Special Service Calls	2,219	6.5%	1,962	9.2%	3,304	12.9%
False Alarm - Apparatus	10,653	31.0%	7,255	33.9%	7,184	28.0%
False Alarm - Good Intent	4,505	13.1%	2,859	13.4%	2,977	11.6%
False Alarm - Malicious	595	1.7%	331	1.5%	315	1.2%
Total	31,839	100.0%	22,140	100.0%	23,355	100.0%

Comments on Fatal Fires

Chequers Close, Pontefract

24th April 2020 17:27

The deceased male was 50 years old and lived in a privately-owned bungalow.

It is believed that he was welding in his garage at the time of the incident. Inside the garage was a fractured drum of cellulose thinners without a lid and it is believed that these thinners have been allowed to evaporate inside the garage and this has been ignited by a spark from the welding. This has caused a deflagration to move through the garage causing severe burns to the casualty who died of his injuries in hospital on 4th May 2020.

Wood End Lane, Shepley, Huddersfield

5th June 2020 06:21

The deceased male was 83 and lived in a detached house with his wife. In the area of the fire's origin was an electric riser chair and an oxygen concentrator machine. Both devices and the cables supplying power to them were largely consumed by fire. Investigations are ongoing to determine the cause of this fire.

West Shaw Lane, Oxenhope, Keighley

9th June 2020 03:25

The deceased male was 73 years old and lived alone in a self-built wooden building attached to an old caravan. The fire involved both the caravan and the attached outbuilding both were heavily damaged by the fire and all combustibles consumed. There were numerous potential ignition sources. Joint investigations are continuing with WYFRS and West Yorkshire Police to identify the potential cause of this fire.

NB: Some incidents may still be awaiting Criminal/Coroner proceedings and if any new evidence or further information is made available it may be necessary to re-evaluate the conclusions.

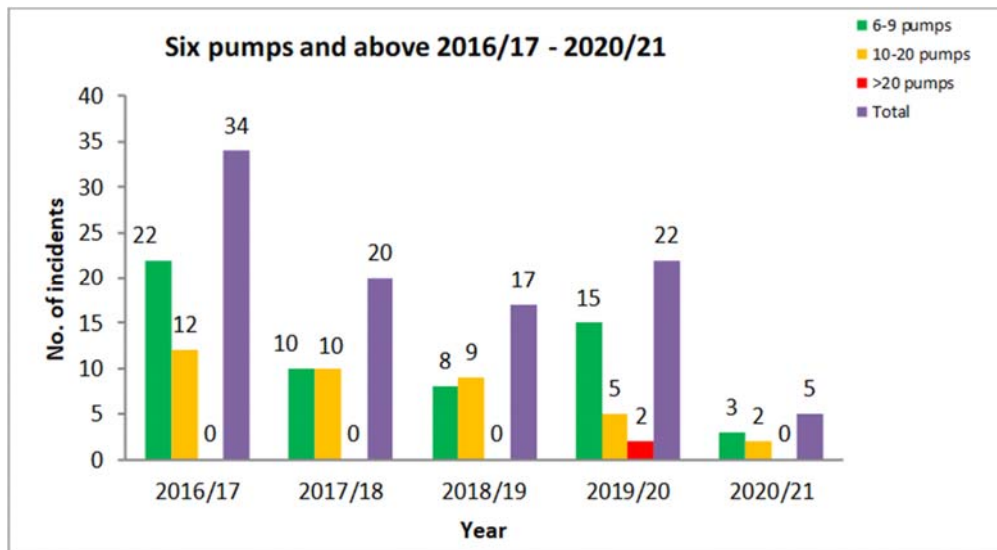
6. Fire-Related Incidents attended by Six Pumps and Above

General Commentary

UK fire and rescue services determine the size of a fire by the final number of pumps mobilised to deal with it.

A number of additional pumping appliances and special appliances are often mobilised to these types of incidents to undertake supporting activities. These are described as support and specials.

The following chart details the numbers and severity of such incidents over the last few years up to 30 June 2020:



Fire-related incidents of this type require the attendance of a fire investigation officer to determine the cause of the fire. The cause is included in the table. For fires identified as deliberate, we work in accordance with a regionally agreed Memorandum of Understanding with the police, who are responsible for the investigation of all deliberate fires.

New incidents added to the table are shaded in white.

Date & Time	Address	Premises Use	Station Area	Cause	Pumps Plus Specials	Number of Personnel
Monday 06/04/2020 16:51	Chain Road Slaithwaite Huddersfield	Moorland	Slaithwaite	Person playing with fire	10 Pumps 4 Support 5 Specials	66 Ffs 6 Officers
Tuesday 16/04/2020 01:38	Telecommunications Mast Lower Quarry Road Bradley Huddersfield	Telecommunications Mast	Rastrick	Deliberate	6 Pumps 1 Support 4 Specials	36 Ffs 5 Officers
Tuesday 21/04/2020 15:46	Heights Farm Heights Lane Silsden	Agricultural (Barn)	Silsden	Child playing with fire	10 Pumps 4 Support 5 Specials	66 Ffs 6 Officers
Wednesday 06/05/2020 11:33	Yorkshire Game Farm Alma Street Woodlesford Leeds	Agricultural	Rothwell	Faulty gas supply	6 Pumps 2 Support 3 Specials	38 Ffs 6 Officers
Monday 29/06/20 17:51	Waldo Engineering Ltd Water Lane Bradford	Industrial	Bradford	Unable to determine	8 Pumps 3 Support 6 Specials	56 Ffs 9 Officers

Further detail on recent six pumps and above fire-related incidents:

Chain Road, Slaithwaite, Huddersfield

This incident occurred in Slaithwaite station area and involved moorland

The initial pre-determined attendance was one pump from Slaithwaite. At the height of the incident a make pumps 10 message was received by Control and appliances were mobilised from the following stations; Meltham, Huddersfield, Rastrick, Halifax, Dewsbury, Bradford, Skelmanthorpe and Illingworth.

The following support appliances were also mobilised:

The Wildfire Units and Support from Holmfirth and Todmorden, the Hose Laying Unit and Support from Mirfield, the Command Unit from Featherstone with Assistants from Garforth, the Personnel Welfare Unit from Skelmanthorpe and the Drone from FSHQ. A CLM vehicle from Huddersfield was also in attendance.

Officers were mobilised due to the size of the incident. They were as follows:

Station Manager Daly and Group Manager May were Incident Commanders, Station Managers Hill and Bairstow were Wildfire Officers, Station Manager Thornton was Operational Assurance Officer and Station Manager Earl was Command Support Officer.

The time of call for this incident was 16:51 on 6th April 2020. The stop received by control at 21:48 on 6th April 2020 and the incident was closed on 7th April at 09:31.

It was ascertained that the most likely cause for this fire was an unknown person playing with fire or heat source.

Telecommunication Mast, Lower Quarry Road, Bradley, Huddersfield

This incident occurred in Rastrick station area and involved a telecommunication mast.

The initial pre-determined attendance was one pump from Rastrick and subsequently increased to 2 pumps and a pump from Mirfield was mobilised. At the height of the incident a make pumps 6 message was received by Control and appliances were mobilised from Huddersfield, Dewsbury and Cleckheaton.

The following support appliances were also mobilised; the Hose Laying Unit from Mirfield, the Command Unit and Assistants from Featherstone and an Aerial appliance from Huddersfield.

Officers were mobilised due to the size of the incident. They were as follows; Station Manager Moxon was Working Officer, Station Manager Rose was Operational Assurance Officer, Station Manager Staples was Hazmat and Environmental Protection Officer and Watch Managers Cavalier and Driver were Fire Investigation Officers.

The time of call for this incident was 01:38 on 14th April 2020 and the stop message was received by Control on 14th April 2020 at 02:36. The incident was closed the same day at 06:26.

The cause of the fire is deliberate with the use of petrol as an accelerant. There is a spate of copycat incidents fuelled by misinformation on social media sites.

Heights Farm, Heights Lane, Silsden

This incident occurred in Silsden station area and involved a barn. The initial pre-determined attendance was two pumps from Silsden and Keighley. At the height of the incident a make pumps 10 message was received by Control and appliances from the following stations were mobilised; Bingley, Hunslet, Illingworth, Shipley, Bradford and Skipton (North Yorkshire). A High-volume pump and Double Hose Box were also mobilised from Fairweather Green with support from Stanningley and Cookridge.

The following support appliances were also mobilised; the Personnel Welfare Unit from Skelmanthorpe, the Hose Laying Unit from Otley with support from Otley and Mirfield, the Command Unit and Assistants from Featherstone and the Drone from FSHQ.

Officers were mobilised due to the size of the incident. They were as follows; Station Manager Holdsworth and Group Manager Greenwood were Incident Commanders, Station Manager Cookson was Operational Assurance Officer, Station Manager Earl was Command Support, Station Manager Staples was Hazmat and Environmental Protection Officer, Station Manager Hudson was Breathing Apparatus Officer and Watch Manager Griffiths was Fire Investigation Officer.

The time of call for this incident was on 21st April 2020 at 15:45 and the stop message was received by Control on 21st April 2020 at 21:30. The incident was closed on the same day at 22:00.

It was ascertained that the most likely cause of this fire was a child playing with fire.

Yorkshire Game Farm, Alma Street, Woodlesford, Leeds

This incident occurred in Rothwell station area and involved a farm building. The initial pre-determined attendance was two pumps from Rothwell and Garforth. At the height of the incident a make pumps 6 message was received by Control and appliances from the Killingbeck, Normanton and Leeds were mobilised.

The following support appliances were also mobilised; the Personnel Welfare Unit from Skelmanthorpe, the Hose Laying Unit and support from Mirfield, Command Unit from Featherstone with Assistants from Morley and the Drone from FSHQ.

Officers were mobilised due to the size of the incident. They were as follows; Station Manager Hudson was Incident Commander, Station Manager Clark was Command Support Officer, Station Manager Swallow was Hazmat and Environmental Protection Officer, Station Manager Hawley was Operational Command, and Watch Managers Cavalier and Driver were Fire Investigation Officers.

The time of call for this incident was on 6th May 2020 at 11:33 and the stop message was received by Control on the 6th May 2020 at 13:24. The incident was closed on the same day at 17:04.

The cause of this fire is thought to be a faulty gas supply.

Waldo Engineering Ltd, Water Lane, Bradford

This incident occurred in Bradford station area and involved an industrial unit. The initial pre-determined attendance was two pumps from Bradford. At the height of the incident a make pumps 8 message was received by Control and appliances from the following stations were mobilised; Fairweather Green, Odsal, Killingbeck, Cleckheaton, Bingley and Rawdon. A CLM vehicle from Bradford was also mobilised.

The following support appliances were also mobilised; the Personnel Welfare Unit from Skelmanthorpe, the Hose Laying Unit and support from Otley, Command Unit and Assistants from Featherstone, an Aerial Appliance from Bradford, the Hazmat Unit and Support from Dewsbury and the Drone from FSHQ.

Officers were mobilised due to the size of the incident. They were as follows; Group Manager Miller was Incident Commander, Station Manager Hawley was Operational Assurance Officer, Station Manager Fox was Hazmat and Environmental Protection Officer, Station Manager Holdsworth was Command Support Officer, Station Manager McCulloch was Working Officer, Station Managers Daly and Atkins were Hazmat Officers and Watch Manager O'Hara was Fire Investigation Officer with Station Manager Nortcliffe shadowing.

The time of call for this incident was on 29th June 2020 at 17:51 and the stop message was received by Control on the 30th June 2020 at 17:30. The incident was closed on the same day at 17:42.

The cause of this fire cannot be determined due to the intensity of the fire which consumed both units destroying any physical evidence required for a conclusive origin and cause.

7. Violence at Work

Attacks on Personnel

There have been 18 incidents reported by West Yorkshire FRS in the financial year so far.

	2011/12	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21
Attacks on Firefighters	77	40	76	64	60	87	92	75	81	18

The table below summarises the events reported by firefighters and other staff. Where stations have not reported any incidents, they are not shown within this table.

For clarification, 'stoning' and 'firework' cover any thrown object identified respectively as a stone or firework; and 'missile' covers any other object used as a projectile.

Attacks on Firefighters as a Percentage of Turnouts										
District / Station	No. of Turnouts	Physical Assault	Weapon Brandished	Missile Thrown	Firework Thrown	Stoning	Aggressive Behaviour	Verbal Abuse	Total	Percentage
Bradford District										
Bradford	948		1					1	2	0.21%
Bingley	136	1							1	0.74%
FWG	315							1	1	0.32%
Odsal	407						1	1	2	0.49%
District Total	2457	1	1	0	0	0	1	3	6	0.24%
Calderdale District										
Halifax	327						1		1	0.31%
District Total	839	0	0	0	0	0	1	0	1	0.12%
Kirklees District										
Huddersfield	715						1		1	0.14%
Cleckheaton	290							1	1	0.34%
Dewsbury	485							2	2	0.41%
District Total	1784	0	0	0	0	0	1	3	4	0.22%
Leeds District										
Leeds	955	1						1	2	0.21%
Stanningley	241							1	1	0.41%
Killingbeck	620			1					1	0.16%
District Total	3134	1	0	1	0	0	0	2	4	0.13%
Wakefield District										
Castleford	169							1	1	0.59%
Featherstone	60	1							1	1.67%
Ossett	174						1		1	0.57%
District Total	1066	1	0	0	0	0	1	1	3	0.28%
Totals	9339	3	1	1	0	0	4	9	18	0.19%

The above table shows the number of incidents in which firefighters were subjected to violence as a percentage of attendance, by station and by district (0.19% overall). Some stations might appear to suffer a relatively high percentage of attacks, but this is largely due to the number of incidents attended from such stations.

The Chief Fire Officer re-emphasises that even one attack is one too many and that every assistance and encouragement will be given to the police to bring offenders to

court. Work is continuing with a variety of agencies from the police and district councils to community groups and youth leaders to address these issues.

District Actions to Address Violence

All districts are undertaking the following actions:

- Communicating a positive image of the Fire Service in the community
- Taking part in community events to support this image
- Asking questions to firefighters at Performance Monitoring Visits (PMVs) regarding the e-learning package that was sent out in relation to reading the body language of persons and diffusing certain situations
- Encouraging all staff to use the SCIP when intelligence or other information is received for risk issues
- Encouraging any watch who place the information on SCIP to email other local stations to alert them to the fact that the address has been added and to make sure that they then view the SCIP for the details
- Consistently promoting the knowledge of Silent Witness cameras with crews and to the public at events etc. to discourage anti-social behaviour
- Where incidents do occur, publicising through the media any arrests made by the police and any sentences given by the courts
- There is a working group established to look at ways of addressing the issues we have experienced over past years in relation to violence to staff and in particular attacks on firefighters. This group will report progress to the Community Safety Committee

Bradford

In Bradford there were 6 attacks on firefighters at incidents, details of which are available from the District Commander. There were no injuries to firefighters or damage to appliances during these attacks.

Calderdale

In Calderdale there was 1 attack on firefighters at an incident, details of which are available from the District Commander. There were no injuries to firefighters or damage to appliances during this attack.

Kirklees

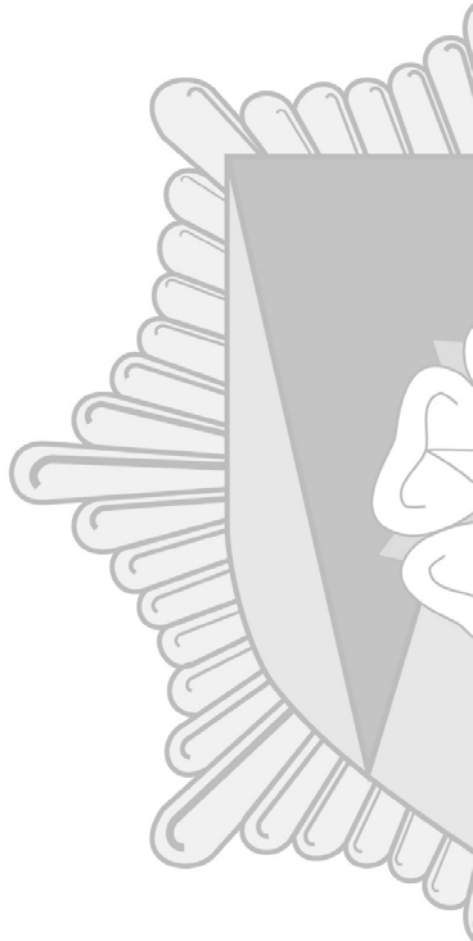
In Kirklees there were 4 attacks on firefighters at incidents, details of which are available from the District Commander. There were no injuries to firefighters or damage to appliances during these attacks.

Leeds

In Leeds there were 4 attacks on firefighters at incidents, details of which are available from the District Commander. There were no injuries to firefighters during these attacks, however damage was caused to a fire appliance during one incident.

Wakefield

In Wakefield there were 3 attacks on firefighters at incidents, details of which are available from the District Commander. There were no injuries to firefighters or damage to appliances during these attacks.



West Yorkshire Fire and Rescue Service
Oakroyd Hall
Birkenshaw
Bradford BD11 2DY

OFFICIAL

Integrated Risk Management Plan 2021-22 Outcome of Consultation

Full Authority

Date: 18 September 2020

Agenda Item:

9

Submitted By: Director of Service Support

Purpose To provide an overview of the consultation we have undertaken and present the feedback that we have received on the Integrated Risk Management Plan (IRMP) 2021 - 22 proposal to relocate the fire station from Hightown Road in Cleckheaton, to our Headquarters site in Birkenshaw.

Recommendations It is recommended that the Authority note the contents of this report.

Summary West Yorkshire Fire and Rescue Service (WYFRS) has undertaken an eight-week consultation to seek feedback from internal and external stakeholders on the proposal to relocate the fire station from Hightown Road in Cleckheaton, to our Headquarters site in Birkenshaw which forms IRMP 2021-22. This report outlines the approach and activity we have undertaken and presents the responses received to our proposals.

Local Government (Access to information) Act 1972

Exemption Category: None

Contact Officer: ACO Nick Smith. Director of Service Support
E: Nick.Smith@westyorkfire.gov.uk
T: 01274 655703

Background papers open to inspection: None

Annexes: Appendix 1 - Representative Body responses
Appendix 2 - Schedule of meetings, internal & external communications

Annex A – FBU IRMP 202 Consultation Response

Annex B – Online Survey Comments (On Request)

1 Introduction

- 1.1 The Integrated Risk Management Plan 2021-22 is centred on improving the service delivered to the communities of West Yorkshire, identifying opportunities to become more effective and where necessary increasing our capacity to reflect increasing risk.
- 1.2 On 26th June 2020, West Yorkshire Fire & Rescue Authority gave approval to undertake an eight-week consultation on the Integrated Risk Management Plan 2021-22 Proposal to relocate the Fire Station currently located on Hightown Road, Cleckheaton to WYFRS Headquarters site at Birkenshaw.
- 1.3 The Consultation Strategy adopted was aligned to the Governments' Consultation Principles 2018. The objectives of the strategy were:
- To inform WYFRS staff and members of the public of the proposed change to the service which is provided by West Yorkshire Fire and Rescue Service
 - To deliver the information in a clear and transparent format
 - Provide the opportunity to feedback

2 Consultation Process

- 2.1 A delivery plan was developed that included the following methods:

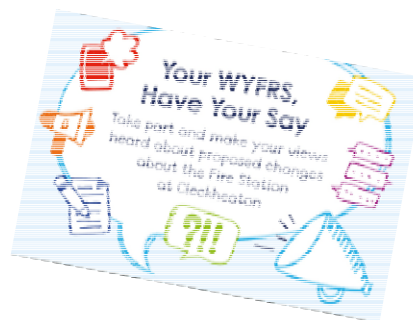
- Face-to-face briefings with staff
- Direct approach to Representative Bodies
- Writing to Local Authority Chief Executives
- Publication on West Yorkshire Fire and Rescue Service website
- Organic posts and paid for adverts on WYFRS social media networks (Twitter, Facebook, Instagram). Facebook live sessions and posts in Facebook community groups
- Press releases and newspaper adverts
- Online and Paper Survey
- Virtual attendance at local council meetings and ward forums
- Information shared via the internal intranet and staff e-news
- Poster and leaflet campaign
- Banners at HQ and the Fire Station at Cleckheaton
- Information shared with partners via the West Yorkshire Resilience Forum



Full details of appointments, meetings, communications and timetables can be found within Appendix 2.

2.2 Channels available for questions and feedback were:

- A dedicated survey
- A dedicated e-mail address
- By post
- Through social media events
- In person at local fire stations
- By phone



3 Consultation Engagement

3.1 Bespoke webpages were created for the consultation including an overview of the consultation, access to the full business case, information regarding the ways in which we could be contacted as well as access to a survey.

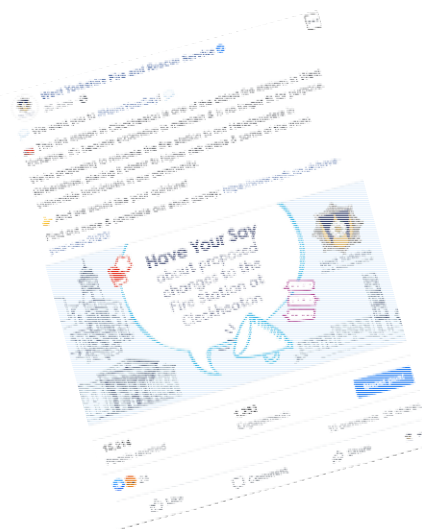
3.2 During the consultation period the webpages were viewed 18,495 times from almost 3,000 unique users.

3.3 Press releases were circulated to the local and regional media at the beginning of the consultation and as reminder at the end of the consultation. Articles were run in the print editions and/or online sites of Telegraph and Argus, Huddersfield Examiner, Spensborough Guardian, Dewsbury Reporter, Batley and Birstall News and BBC online. These articles have a combined reach of 6,036,070.

3.4 The value of using targeted social media is recognised and it is recommended that targeted social media communications should be seen as good practice when consulting in future.

3.5 Responses from the survey indicate the main awareness of the proposals was generated by WYFRS digital channels:

- Facebook 65%
- Twitter 4.5%
- Instagram 2.5%
- Website 8.5%



N.B. people could indicate they had seen the promotion through more than 1 channel.

3.6 To accurately target certain areas and demographics a combination of organic Facebook posts and paid for Facebook adverts was used. There was a direct correlation between running Facebook adverts and completed survey results. The Facebook adverts successfully increased survey completions from target areas.

- Total Reach: 89,122
- Total Link Clicks: 2,335
- 2.6% Engagement rate



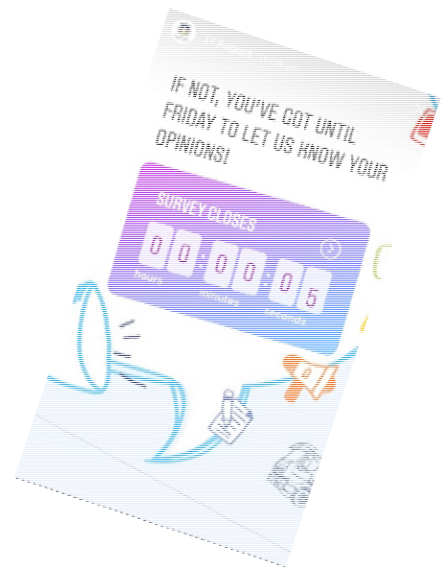
As well as paid-for Facebook adverts, the consultation was promoted via standard posts on the WYFRS Facebook page. These posts reached 21,454 people, of which, 1,414 people engaged with the posts.

Facebook Live events were held to allow members of the public to ask direct questions to senior staff. These replaced some of the more traditional face to face meetings usually held during a consultation. The events were hosted by senior officers and across the 4 streams reached 20,069 people with 7,800 views and 4,475 engagements.

3.7 Using Twitter, our messages reached 30,141 people, of this audience, 843 people engaged with the posts or 2.79% of the audience.

3.8 In order to compile results from a younger demographic, we supported the campaign using Instagram's stories, poll and countdown. This had a reach of 3,784 people.

3.9 People exited the survey at various points so it is difficult to say what caused them to leave. 19 respondents only progressed through the introductory questions regarding our proposals without telling us whether they agreed or disagreed. 40 chose to exit the survey at the point of questions relating to disability, age and ethnicity. Around half left a text comment on the proposal.



Internal Consultation

3.10 Engagement with staff at Cleckheaton was via four face-to-face pre-consultation and four formal consultation meetings which were attended by the chair of the Authority.

3.11 There was good engagement at the meeting and staff expressed their views both in favour of and against the proposal. The main objections were around the increased attendance times to Cleckheaton and the surrounding areas if the relocation took place.



3.12 Positive views were mainly around the closer integration of Technical Rescue Unit (TRU) and Urban Search and Rescue (USAR) assets, the improved working environment and training facilities at WYFRS HQ and the improved response times to Very High and High risk areas, whilst continuing to meet response standards to all areas that see an increase in response times from WYFRS HQ.

Public Consultation

3.13 The current Coronavirus Pandemic impacted on our ability to organise and attend public gatherings during the consultation period. This meant that we had to adapt and find new opportunities and ways to engage with the public. In order to raise awareness and improve engagement we used technology and print media to far greater levels than previously.



3.14 Public consultation has been carried out through the WYFRS Website, Social media, Facebook Lives session and attendance (virtually) at a number of meetings with local councillors and officials.

3.15 Banners were placed outside WYFRS headquarters and Cleckheaton Fire Station to raise awareness of the consultation, to further support this, 200 posters were displayed in shops and businesses throughout Cleckheaton and surrounding areas and over 500 leaflets have been distributed.

Representative Body Consultation

3.16 We held consultation meetings with the representative bodies; Fire Brigades Union and Unison. The Fire Officers Association were invited to attend. The consultation responses from the representative bodies is available in Appendix 1.

Key Stakeholders

We have written to key Stakeholders informing them of the proposal. These have included Local Authorities, Yorkshire Ambulance Service and West Yorkshire Police. Officers have also presented the proposals at local Community Outcome Group meetings.

4 Consultation Survey Response

4.1 233 people responded to our survey.

4.2 3 people submitted emails.

Figures 1, 2 and 3 provide an overview and summary relating to the consultation responses.

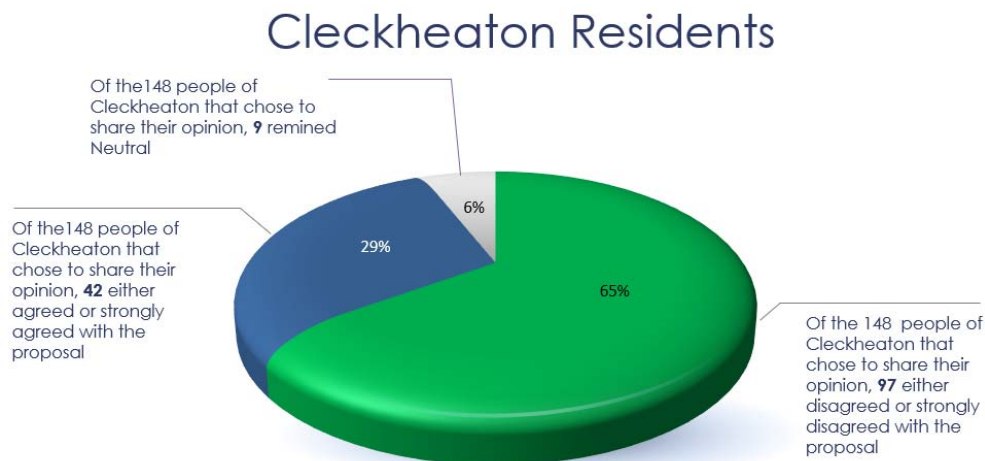
Fig1 – Overall response to the survey



Fig2 – Overall feedback



Fig 3 – Feedback relating to Cleckheaton residents



Our Staff

- 4.3 Of the 233 People who completed our survey 17 (7%) indicated they are employees of WYFRS.
- 4.4 Cleckheaton Fire Station is the nearest Fire Station to 5 (29%) of these individuals.
- 4.5 The proposal is supported by 11 (68.75%) of these employees. The remaining 5 individuals (31.25%) disagree with the proposal.
- 4.6 Of those 5 individuals who live close to the existing Fire Station, 1 person (20%) disagrees, the remaining 4 all support the proposal (80%).

Members of the public

- 4.7 209 (90%) of the survey responses were from members of the public.
- 4.8 Of the 209 responses 192 members of the public chose to share their opinions with us on the proposal, of these, 70 (36.46%) indicated support or very strong support of the proposal, 106 individuals (55.21%) strongly disagree or disagree with the proposal. The remaining 16 individuals (8.33%) are neutral on the proposal.
- 4.9 Cleckheaton Fire Station is the nearest Fire Station to 154 (74%) of those individuals.
- 4.10 Of the 154 respondents who live close to Cleckheaton Fire Station only 148 indicated a preference. 97 people (65.54%) disagree with the proposal, 42 (28.37%) support the proposal and the remaining 9 (6.08%) are neutral on the proposal.

Other Individuals

- 4.11 7 responses were received from 'Other' individuals (this group included a Councillor, Vicar/WYFRS Chaplain and retired Firefighters).
- 4.12 Of these 7 people, 3 live close to the existing Fire Station.

4.13 Out of 6 respondents that completed the survey (1 dropped out), 4 (66.66%) of responses were in support of the proposal. 2 (33.33%) disagreed with the proposal.

5 Feedback Summary

5.1 11 (5%) of individuals stated that they did not understand the reasoning behind the proposal. The respondents were asked to explain why they did not understand the proposal; the majority of the comments were disagreement with the proposal and did not reflect any issues with understanding.

5.2 As expected the vast majority of respondents were from Cleckheaton and its surrounding areas. These individuals mostly disagreed with the proposal – 64.10%, whereas the majority of people who live in areas covered by other Fire Stations supported the proposal – 66.67%.

5.3 The main concerns raised during the consultation can be broken down into six areas. These areas are:

5.3.1 Increased response times to Cleckheaton

The areas in and around Cleckheaton that see a negative impact on their appliance response times, will continue to receive a fire appliance within the approved target responses times set by the Fire Authority. The proposal improves fire appliance response times to High and Very High Risk areas that currently do not receive a fire appliance within the target response times.

5.3.2 Previous Fire station mergers in the neighboring towns

Every IRMP proposal is considered in its own right, all calculations and analysis has been carried out based on the level of risk that currently exists within West Yorkshire. The levels of risk in and around Cleckheaton have reduced significantly over the last 10 years. This proposal delivers appropriate levels of fire cover to Cleckheaton and the surrounding areas.

5.3.3 Increased response times to the motorway network

The proposal see's marginally improved fire appliance response times to Junction 26 and significantly improved response times to J27 of the M62 Motorway. The proposed new location provides improved access to the whole of West Yorkshire's motorway network. Good motorway access is important as the Technical Rescue Unit is a county wide resource which regularly uses the motorway network to proceed to incidents. There is access to the M62 via the service road at Hartshead Moor Services which the fire appliance can use to access the M62 between junctions 26 and 25, this route gives very good access to the motorway at this specific location.

Junction	Cleckheaton (existing)	FSHQ (proposed)
Chain Bar M62 J26	5 mins - 1.3 Miles	4 mins - 1.6 miles
Gildersome M62 J27	12 mins - 4.8 Miles	7 mins - 3.0 Miles

Table shows response times to M62 Junctions at normal road speeds.

5.3.4 The proposal is all about saving money

Although the proposal realises significant financial savings, these savings will be reinvested into the service. WYFRS has not developed this proposal with the sole aim of saving money, the proposal supports the efficient use of financial resources. WYFRS has a duty to demonstrate Best Value and this proposal achieves this.

5.3.5 Loss of community asset in Cleckheaton

Cleckheaton residents are rightly proud of the Fire Station on Hightown Road and it is understandable that they would not want to see it move. However, all the services that are delivered from the fire station to the residents of Cleckheaton will continue from the new location. This proposal will see no reduction in Prevention or Protection activity within Cleckheaton and will result in fire appliance response times that are proportionate to the risk and within target response times. The new proposed fire station will have a community room that will be available for use by the residents of Cleckheaton.

5.3.6 Impact of a Fire station at fire service headquarters on the local road networks

The headquarters is already an operational location and fire appliances are common on the road network around the site. Locating the fire station at the site will have limited impact on local road network. There are two schools within the vicinity of FSHQ which appliance drivers will be aware of and will respond to incidents as per the extensive training they have received. Fire appliance drivers are trained to drive at a very high standard under blue lights and have regular revalidation of their Emergency Response Driving (ERD) qualifications.

5.4 The full list of responses from the consultation are available to Authority Members on request.

6 Financial Implications

6.1 The cost of this consultation process was £1,825. These costs are attributed to the design and production of the promotional materials (leaflets, posters and banners) as well as paid-for social media and newspaper advertising.

6.2 Internal consultation costs have been absorbed into existing budgets.

7 Legal Implications

7.1 The Chief Legal & Governance Officer has considered this report and has no observations to make at the time of submission of this report but may provide legal advice at the committee meeting and/or respond to any requests by members for legal advice made at the meeting.

8 Human Resource and Diversity Implications

8.1 The survey included questions regarding the respondents age, disability status and diversity. This allowed us to monitor our success at reaching a wide demographic and be reactive to try and address any shortfalls prior to the end of the survey. For example, we identified that the age group 16-35 was not responding to our communications.

In order to try and engage with them more, targeted promotion of our proposals and survey was paid for via social media.

9 Health, Safety and Wellbeing Implications

9.1 There were no health and safety implications arising directly from the consultation process.

10 Environmental Implications

10.1 There are no environmental impacts resulting from this consultation process.

11 Your Fire and Rescue Service Priorities

11.1 The Integrated Risk Management Plan is critical to the delivery of our ambition of “Making West Yorkshire Safer”. These proposals will help achieve our priorities of:

- We will reduce the risks to the communities of West Yorkshire
- We will continue to develop ways of working which improve the safety & effectiveness of our firefighters
- We will work efficiently to provide value for money and make the best use of reserves to provide an effective service
- We will be innovative and work smarter throughout the service
- We will support, develop and enable our people to be at their best
- We will promote environmentally friendly ways of working, reduce waste and raise awareness amongst staff to both fight climate change and respond more effectively to incidents driven by extreme weather events

12 Conclusions

12.1 The Consultation has provided valuable feedback on the proposal. We have used new methods to engage with the communities of West Yorkshire and this has resulted in the highest response rate of any previous IRMP proposal.

12.2 The Coronavirus Pandemic provided opportunities for WYFRS to consult in a different way. The use of the online Survey, virtual meetings and Facebook live has given communities great access to the information about the proposal and more opportunities to feedback.

12.3 Following feedback from the HMICFRS we have carried out a pre-consultation exercise with the staff directly involved in this proposal. This is considered best practise, and was well received by staff at Cleckheaton Fire Station.

12.4 No significant issues have been highlighted during the consultation on this proposal. The business case has been reviewed following the feedback received and no amendments have been made.

Appendix 1 – Representative body responses.

Response from Fire Officers Association (FOA)

No response from FOA

Response from Unison

Unison raised the following points;

- Additional travelling costs for staff who are transferred to the new station
- The potential difficulties of building the fire station at FSHQ, whilst the FHSQ and Training centre site is also being redeveloped.

Response from The Fire Brigades Union (FBU)

See Annex A

Appendix 2 - Consultation Schedule

Consultation – Internal and External Appointments

Date	Who Attended?	Who was consulted?	Consultation Type
29/07/2019	GM Donegan	Cleckheaton Green	Group Meeting
02/08/2019	GM Donegan	Cleckheaton White	Group Meeting
03/06/2020	Chris Lawton	Cleckheaton Red Watch	Group meeting
04/06/2020	Chris Lawton	Cleckheaton Green	Group meeting
15/06/2020	Chris Lawton	Cleckheaton Blue	Group meeting
16/06/2020	Chris Lawton	Cleckheaton White	Group meeting
26/06/2020	Sam Moxon	Cleckheaton Red Watch	Informal Discussion
02/07/2020	John Roberts Nick Smith Mat Walker Chris Lawton Alison Wood Fran Lister	WYFRS Authority	Formal Presentation
08/07/2020	Chris Lawton Sam Moxon	Cleckheaton Blue Watch	Group Meeting
10/07/2020	Chris Lawton Sam Moxon	Cleckheaton White Watch	Group Meeting
13/07/2020	Chris Lawton Mat Walker	Cleckheaton Red Watch	Group Meeting
13/07/2020	Nick Smith Mat Walker Chris Lawton	Facebook Live - Online Audience	Online Session
14/07/2020	Nick Smith Mat Walker Chris Lawton	Facebook Live - Online Audience	Online Session
21/07/2020	Chris Lawton	Kirklees Community Outreach Group	Formal Presentation (Online)
21/07/2020	Nick Smith John Roberts	Presentation to Cleckheaton Councillors	Formal Presentation (Online)
22/07/2020	Chris Lawton	Cleckheaton Green Watch	Group Meeting
27/07/2020	Sam Moxon	Bradford District Meeting	Group Meeting
27/07/2020	Nick Smith Mat Walker Chris Lawton	Facebook Live - Online Audience	Online Session



WEST YORKSHIRE FIRE BRIGADES
UNION RESPONSE TO IRMP
PROPOSAL: -
RELOCATE THE FIRE STATION
CURRENTLY BASED ON
HIGHTOWN ROAD,
CLECKHEATON TO WEST
YORKSHIRE FIRE & RESCUE
SERVICE, (WYFRS)
HEADQUARTERS, BIRK

August 2020



West Yorkshire Fire Brigades Union Response to IRMP proposal:-

Relocate the fire station currently based on Hightown Road, Cleckheaton to West Yorkshire Fire & Rescue Service, (WYFRS) Headquarters, Birkenshaw.

Introduction

Due to the unprecedented scale of jobs and appliances lost and stations closed or merged due to a decade of funding cuts every further change needs to be carefully considered given the finite resources spread thinner across the county than they were prior to 2010.

Changes to surrounding stations due to cuts over the last 10 years

- Brighouse and Elland stations which had one fire appliance at each station closed down and replaced by Rastrick station with one Fire Appliance.
- Batley (one fire appliance) and Dewsbury (Two Fire Appliances) closed down and replaced by new Dewsbury fire station at Batley Carr with two fire appliances.
- Odsal Fire station previously had two Fire appliances but now has just one.
- Morley fire station previously staffed on 2-2-4 staffing model meaning immediate response 24 hours a day now operating a day crewed staffing model meaning response times at night are same as retained duty system of 5 minutes to respond to station before mobilising.

Although the current proposal does not involve losing any jobs or appliances it does propose to move resources from one location to another by 2.3 miles. Because of the changes listed above, what some may consider a minor change does have implications for some communities in Cleckheaton and surrounding areas by increasing the response times for them getting a fire appliance, therefore the Fire Brigades Union Believe the station should stay at its current location.





West Yorkshire Fire Brigades Union Response to IRMP proposal:-

Relocate the fire station currently based on Hightown Road, Cleckheaton to West Yorkshire Fire & Rescue Service, (WYFRS) Headquarters, Birkenshaw.



Current location Cleckheaton Fire station -Hightown Rd, Cleckheaton BD19 5HD



Proposed site of new station West Yorkshire Fire and Rescue service Headquarters, Whitehall Rd W, Birkenshaw, Bradford BD11 2DY



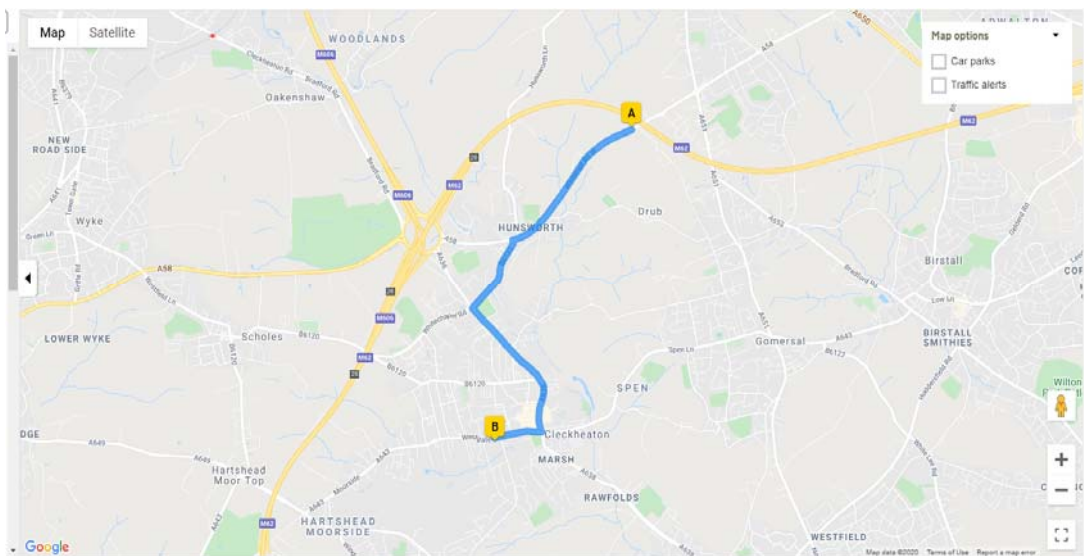
West Yorkshire Fire Brigades Union Response to IRMP proposal:-

Relocate the fire station currently based on Hightown Road, Cleckheaton to West Yorkshire Fire & Rescue Service, (WYFRS) Headquarters, Birkenshaw.

Response times to Cleckheaton

The Following are given as examples to show the increase in response times due to previous changes in Fire cover at surrounding stations. The destination of Cleckheaton fire station is for demonstration purposes only as it is centrally located in the town, the times given are from AA route planner and are for driving at normal road speeds not on blue lights

Proposed Cleckheaton Headquarters location to Current Cleckheaton Station.



Cleckheaton Headquarters location Fire station to current Cleckheaton Fire station Via A643

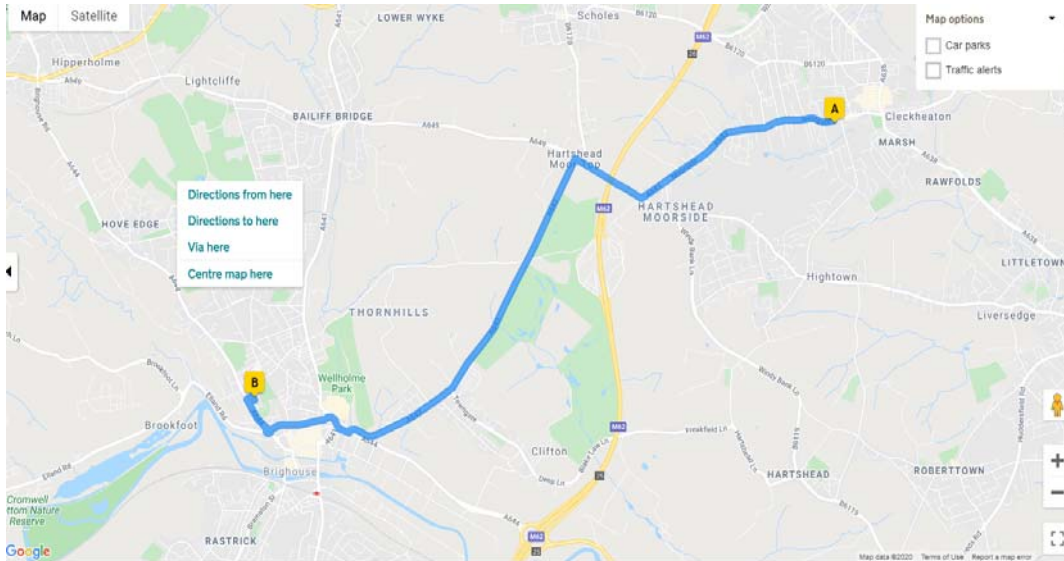
5 minutes travel time non-blue lights 2.3 miles (AA route planner)



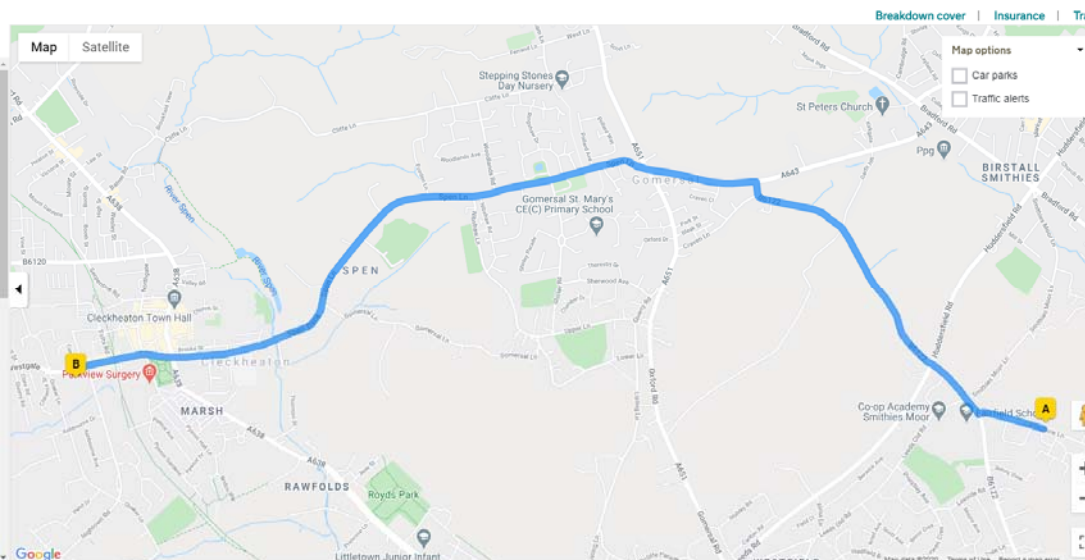
West Yorkshire Fire Brigades Union Response to IRMP proposal:-

Relocate the fire station currently based on Hightown Road, Cleckheaton to West Yorkshire Fire & Rescue Service, (WYFRS) Headquarters, Birkenshaw.

Brighouse and Batley Stations (Previously next nearest appliances prior to closure) times to reach Cleckheaton Station



Former site of Brighouse Fire station to Cleckheaton Fire station Via A643
9 minutes travel time non-blue lights 3.9 miles (AA route planner)



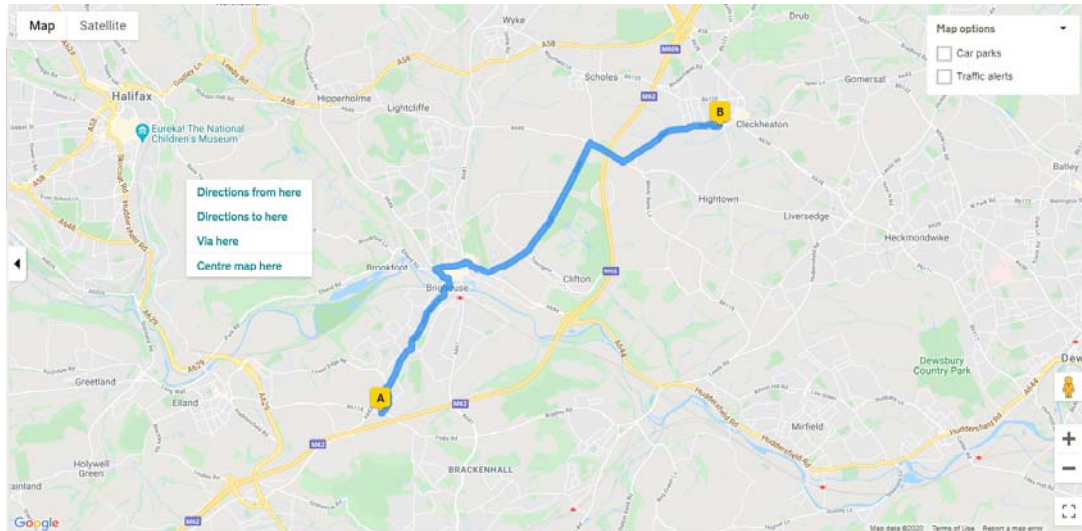
Former site of Batley Fire station to Cleckheaton Fire station Via B6122 and A643
7 minutes travel time non-blue lights 2.8 miles (AA route planner)



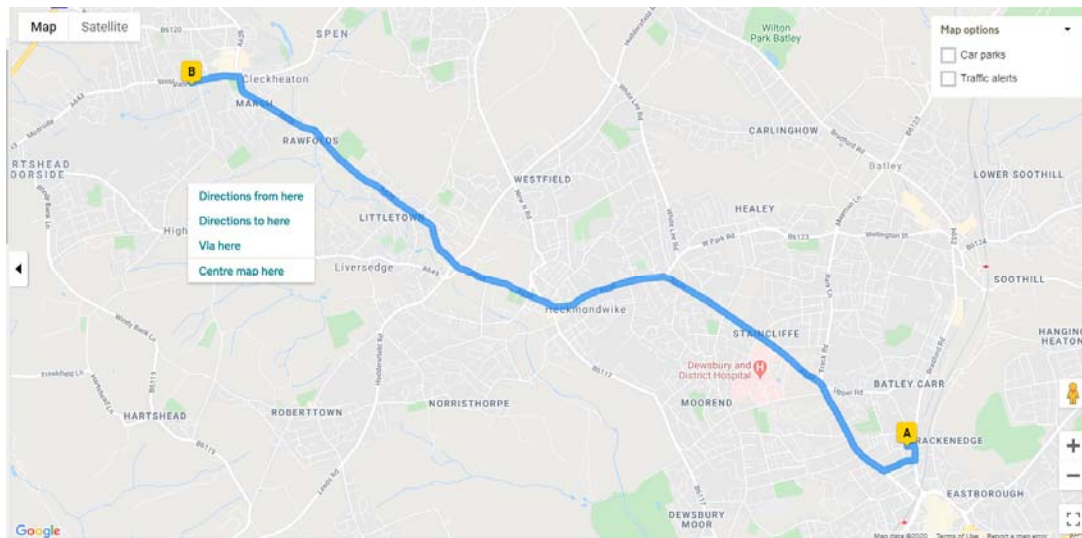
West Yorkshire Fire Brigades Union Response to IRMP proposal:-

Relocate the fire station currently based on Hightown Road, Cleckheaton to West Yorkshire Fire & Rescue Service, (WYFRS) Headquarters, Birkenshaw.

Rastrick and Dewsbury (Batley Carr) Stations times to reach Cleckheaton Station



Rastrick Fire Station to Cleckheaton Fire Station via A643 12 minutes travel time non-blue lights 5.4 miles (AA route planner)



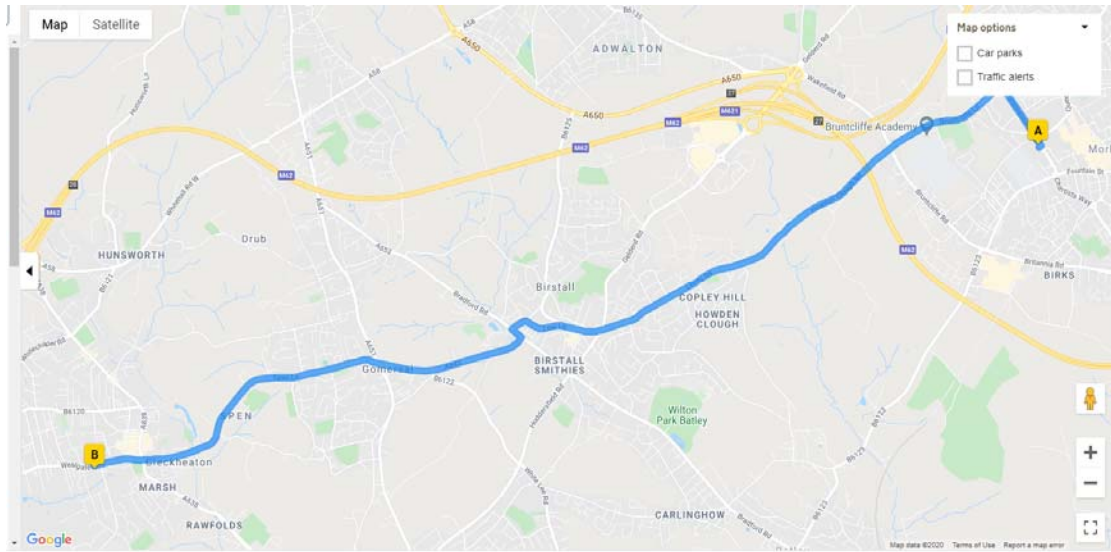
Dewsbury Fire Station to Cleckheaton Fire Station via A638 13 minutes travel time non-blue lights 4.5 miles (AA route planner)



West Yorkshire Fire Brigades Union Response to IRMP proposal:-

Relocate the fire station currently based on Hightown Road, Cleckheaton to West Yorkshire Fire & Rescue Service, (WYFRS) Headquarters, Birkenshaw.

Morley Fire Station travel time (add 5 minutes for staff to respond to station out of hours)



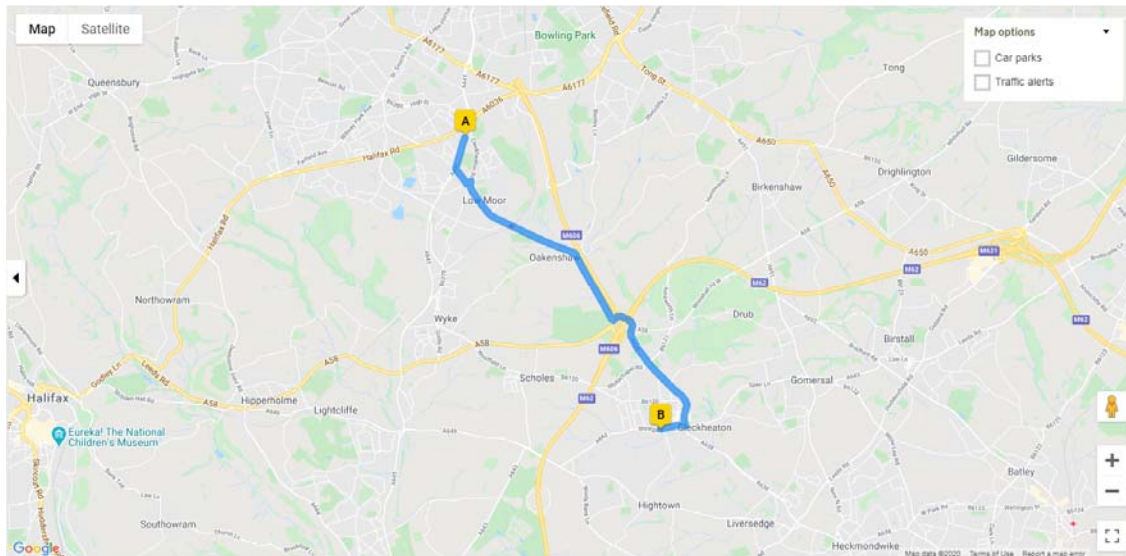
Morley Fire Station to Cleckheaton Fire Station via A643 14 minutes travel time
non-blue lights 5.5 miles (AA route planner)



West Yorkshire Fire Brigades Union Response to IRMP proposal:-

Relocate the fire station currently based on Hightown Road, Cleckheaton to West Yorkshire Fire & Rescue Service, (WYFRS) Headquarters, Birkenshaw.

Odsal Fire Station (Now second appliance following changes in surrounding areas into Cleckheaton Town Centre after Cleckheaton either responding from its current location or responding from Fire Service Headquarters).



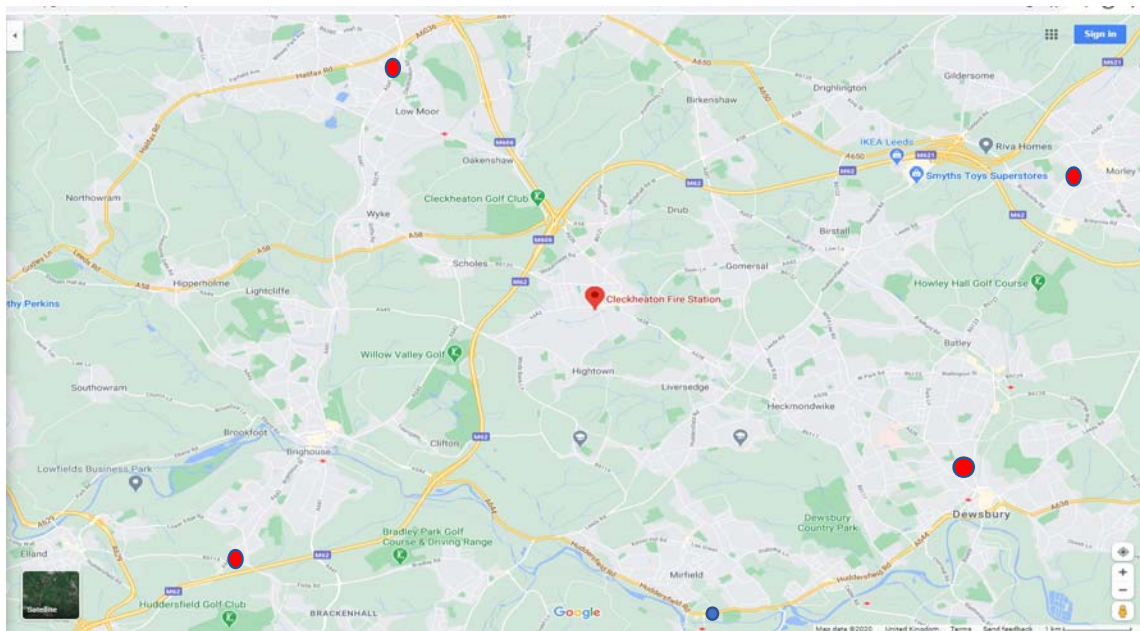
Odsal Fire Station to Cleckheaton Fire Station via Cleckheaton Road and A638
10 minutes travel time non-blue lights 4.1 miles (AA route planner)



West Yorkshire Fire Brigades Union Response to IRMP proposal:-

Relocate the fire station currently based on Hightown Road, Cleckheaton to West Yorkshire Fire & Rescue Service, (WYFRS) Headquarters, Birkenshaw.

Cleckheaton Fire station proximity to surrounding stations at its current and proposed locations



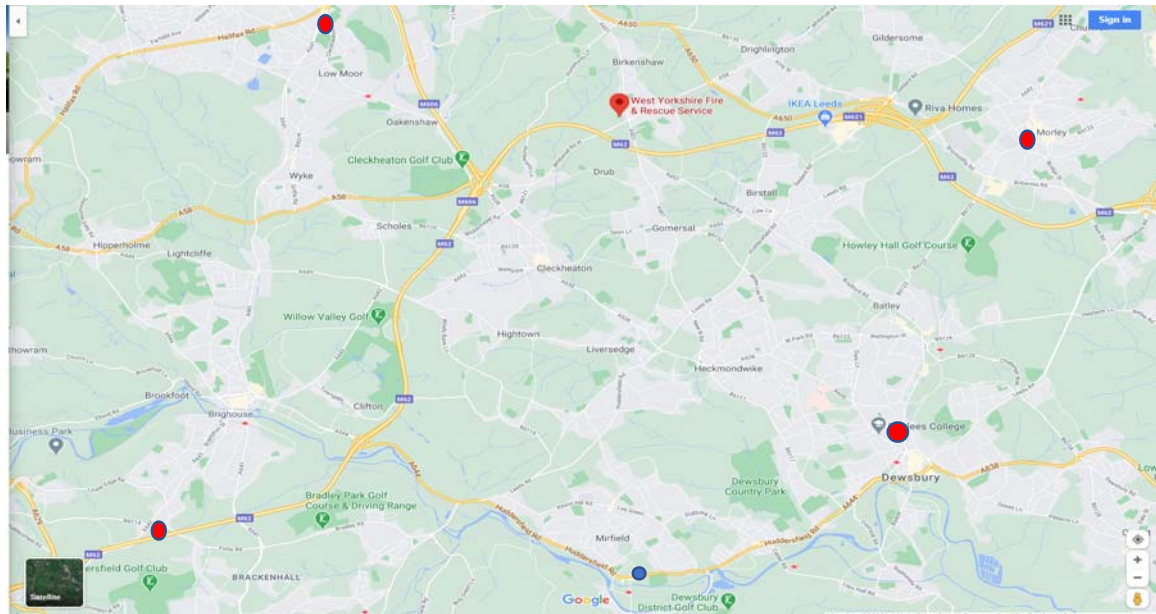
● = Locations of surrounding whole time Fire stations showing relationship to Cleckheaton fire station at its current location.

● =RDS Fire Station



West Yorkshire Fire Brigades Union Response to IRMP proposal:-

Relocate the fire station currently based on Hightown Road, Cleckheaton to West Yorkshire Fire & Rescue Service, (WYFRS) Headquarters, Birkenshaw.



● = Locations of surrounding whole time Fire stations showing relationship to Cleckheaton fire station at its proposed new location.

● =RDS Fire Station



West Yorkshire Fire Brigades Union Response to IRMP proposal:-

Relocate the fire station currently based on Hightown Road, Cleckheaton to West Yorkshire Fire & Rescue Service, (WYFRS) Headquarters, Birkenshaw.

Conclusion

Although the proposed move of Cleckheaton Fire station to Birkenshaw is said to save money over the previous proposal to build on the current site which is a laudable aspiration given the current economic climate this shouldn't be its primary purpose.

The Fire Brigades Union believe that the projects aim should be to provide a fit for purpose building with proper decent facilities for staff that is in the right location to meet attendance times and best serve its community and its current location as shown on the maps above puts it at the centre of that community whereas the new location pushes it to the outer fringes.

“The public are right to expect a decent level of provision. Communities, workplaces and businesses all need to know that when they call the fire and rescue service they will get a rapid response whenever they need it.”

(Matt Wrack “It’s about Time” FBU report)

Response times, primary fires:

1999/00	2004/05	2009/10	2014/15	2017/18
6m 22s	6m 45s	7m 24s	8m 23s	8m 28s

Two minutes slower than 1999 (20 years ago)



West Yorkshire Fire Brigades Union Response to IRMP proposal:-

Relocate the fire station currently based on Hightown Road, Cleckheaton to West Yorkshire Fire & Rescue Service, (WYFRS) Headquarters, Birkenshaw.

West Yorkshire

Jobs lost since 2010

Year	Wholetime	Retained	Control	Total
2010	1476	185	59	1720
2011	1415	168	56	1639
2012	1358	166	52	1576
2013	1273	160	50	1483
2014	1201	165	47	1413
2015	1147	140	41	1328
2016	1053	133	41	1227
2017	979	139	49	1167
2018	965	136	47	1148
2019	952	141	45	1138
Change since 2010:	-524 (-35%)	-44 (-24%)	-14 (-23%)	-582 (-34%)

Source: Home Office, FIRE STATISTICS TABLE 1101: Staff in post employed by fire and rescue authorities by headcount & TABLE 1001: Average response times by location and fire and rescue authority/geographical category, England (<https://www.gov.uk/government/statistical-data-sets/fire-statistics-data-tables>)



West Yorkshire Fire Brigades Union Response to IRMP proposal:-

Relocate the fire station currently based on Hightown Road, Cleckheaton to West Yorkshire Fire & Rescue Service, (WYFRS) Headquarters, Birkenshaw.

Table -Firefighter Job Cuts 2010-2018 and 2017 to 2018

Fire and Rescue Service	Firefighters change 2010 to 2018	Firefighters change 2010 to 2018 (%)	Firefighters change 2017 to 2018	Firefighters change 2017 to 2018 (%)
Scotland	-1,123	-15%	-99	-1%
Northern Ireland	-143	-7%	19	1%
Mid and West Wales	-108	-9%	-78	-7%
North Wales	-71	-9%	41	6%
South Wales	-88	-6%	34	3%
Wales	-267	-8%	-3	0%
Cleveland	-176	-28%	-17	-4%
Durham	-68	-12%	6	1%
Northumberland	-115	-27%	-1	0%
Tyne & Wear	-285	-30%	-33	-5%
Humberside	-208	-20%	6	1%
North Yorkshire	-92	-12%	6	1%
South Yorkshire	-280	-30%	-19	-3%
West Yorkshire	-572	-33%	-32	-3%
Cheshire	-75	-10%	-5	-1%
Cumbria	-169	-23%	6	1%
Greater Manchester	-700	-35%	-9	-1%
Lancashire	-314	-24%	22	2%
Merseyside	-386	-32%	-184	-18%
North West Fire Control	64	N/A	2	3%
Derbyshire	-81	-10%	-20	-3%
Leicestershire	-211	-27%	6	1%
Lincolnshire	-143	-19%	-36	-6%
Northamptonshire	-124	-22%	-26	-5%
Nottinghamshire	-233	-24%	-3	0%
Hereford & Worcester	-90	-12%	-10	-2%
Shropshire	-39	-7%	0	0%
Staffordshire	-262	-28%	-39	-6%
Warwickshire	-50	-11%	20	5%
West Midlands	-455	-24%	5	0%



West Yorkshire Fire Brigades Union Response to IRMP proposal:-

Relocate the fire station currently based on Hightown Road, Cleckheaton to West Yorkshire Fire & Rescue Service, (WYFRS) Headquarters, Birkenshaw.

Bedfordshire	-57	-11%	-1	0%
Cambridgeshire	-149	-21%	0	0%
Essex	-260	-18%	17	1%
Hertfordshire	-120	-14%	1	0%
Norfolk	-98	-11%	22	3%
Suffolk	-167	-21%	4	1%
London	-1,334	-22%	-76	-2%
Berkshire	-84	-15%	19	4%
Buckinghamshire	-249	-40%	16	4%
East Sussex	-150	-20%	-7	-1%
Hampshire	-170	-11%	-21	-1%
Isle of Wight	-55	-25%	-6	-4%
Kent	-499	-30%	6	1%
Oxfordshire	-90	-14%	12	2%
Surrey	-131	-17%	-15	-2%
West Sussex	-305	-37%	-85	-14%
Avon	-215	-22%	1	0%
Cornwall	77	12%	19	3%
Devon & Somerset	-490	-24%	-24	-2%
Dorset and Wiltshire	-235	-18%	7	1%
Gloucestershire	-97	-19%	9	2%
England	-9,942	-22%	-457	-1%
UK	-11,854	-20%	-540	-1%

Source: FBU Freedom of Information requests April-June 2017. These are provisional headcount figures on 31 March each year.

Note: Some wholtime firefighters also work a retained contract, leading to some double counting in the figures provided by fire and rescue services.

FEWER FIREFIGHTERS, FEWER STATIONS, FEWER FIRE ENGINES
AND FEWER FIREFIGHTERS CREWING THEM MEANS...



OUR ABILITY TO RESPOND TO INCIDENTS
SWIFTLY AND SAFELY IS BEING COMPROMISED



fbu.org.uk

 @fbunational

 Fire Brigades Union

OFFICIAL

Integrated Risk Management Plan 2021-22 - Final Proposal

Full Authority

Date: 18 September 2020

Agenda Item:

10

Submitted By: Director of Service Support

Purpose To present the Integrated Risk Management Plan proposal to the Authority and request approval to implement the recommendation.

Recommendations It is recommended that the Authority approve the proposals to relocate the Fire Station currently based on Hightown Road, Cleckheaton to the West Yorkshire Fire and Rescue Service Headquarters, Birkenshaw.

Summary Having considered the feedback received following the eight-week consultation, the proposal has been reviewed and no changes have been made to the business case. The final business case is presented to the Authority for approval.

Local Government (Access to information) Act 1972

Exemption Category: None

Contact Officer: Nick Smith, Director of Service Support
E: Nick.Smith@westyorksfire.gov.uk
T: 01274 655603

Background papers open to inspection: None

Annexes: Annexe 1 – IRMP 2021-22 Proposal

1 Introduction

- 1.1 On 25th June 2020, West Yorkshire Fire and Rescue Authority approved an eight-week consultation exercise on the proposal to relocate the Fire Station currently based on Hightown Road, Cleckheaton to the West Yorkshire Fire and Rescue Service Headquarters, Birkenshaw. The consultation concluded on 21st August 2020. This report provides an overview of the proposal and where we have used the consultation feedback to improve the business cases.

2 Background

- 2.1 The Fire and Rescue Services National Framework 2018 sets out the requirement for the Authority to produce an Integrated Risk Management Plan. The Government introduced this localised approach to risk management in 2004 to replace national standards of fire cover.
- 2.2 In December 2018, the Authority approved the publication of 'Your Fire and Rescue Service 2019-2022'. This document is West Yorkshire Fire and Rescue Service's overarching integrated risk management plan and details how, as a fire and rescue service; we will "Make West Yorkshire Safer" and deliver a service which is efficient, effective and proportionate to risk.
- 2.3 So far, this plan has led to the implementation of the Command, Leadership and Management (CLM) operating model, improved our understanding of the underlying risk of fire through the new Integrated Risk Management Model and led to the development of an IRMP Framework which defines how WYFRS manages risk using Prevention, Protection, Response and Resilience activities.
- 2.4 This Plan has put the service in a strong position to respond to risk whilst achieving a balanced budget.

3 Information

- 3.1 Integrated Risk Management Plans are centred on improving the service delivered to the communities of West Yorkshire, identifying opportunities to become more effective and, where necessary, increasing capacity to reflect increasing risk.
- 3.2 The latest proposal which has been developed is to relocate the Fire Station which is based on Hightown Road, Cleckheaton, to the WYFRS Headquarters site in Birkenshaw.
- 3.3 On the 25th June 2020 the Fire Authority gave approval to consult on this proposal. A separate report is submitted to the Authority presenting the outcomes of the consultation process.
- 3.4 The feedback from the internal and external consultation has been considered and no changes have been made to the proposal.
- 3.5 The final proposal and recommendation is summarised below; The business case that supports this proposal is included in Annexe 1.

4 The Proposal – Relocate the existing Fire Station from Hightown Road, Cleckheaton, to WYFRS Headquarters, Birkenshaw.

- 4.1 The Fire Station based on Hightown Road on the outskirts of Cleckheaton Town Centre is the oldest in our estate.
- 4.2 This fire station provides the initial emergency response for Cleckheaton, Liversedge, Birkenshaw, Gomersal, Scholes and Bailiff Bridge.
- 4.3 Cleckheaton Fire Station has two primary staffed appliances, a fire engine and a Technical Rescue Unit (TRU).
- 4.4 The TRU is a specialist vehicle which is utilised across West Yorkshire at more complex emergencies such as those that require heavy lifting and cutting equipment and animal rescues.
- 4.5 The fire station is staffed continually by 40 members of staff conditioned to the 2x2x4 duty system.
- 4.6 Staff based at the fire station also provide our Urban Search and Rescue (USAR) capability. They operate and staff the national USAR attributes within their 'on-call' time. This is a period of time between shifts when they provide on-call cover.
- 4.7 The USAR equipment and training facilities are based at the Strategic Training Facility at WYFRS headquarters. By relocating the fire station we will bring the USAR operatives and USAR equipment together on a single site.
- 4.8 Over the last ten years the existing Fire Station has had various renovations to maintain safe working facilities. There is an ever growing demand for renovation and repair work on the station.
- 4.9 These reparatory works are predicted to be at a high cost to WYFRS and it would be more financially prudent to build a new fire station. The requirement to rebuild the fire station has provided the opportunity to review its location.
- 4.10 Feasibility studies have been undertaken and these have shown that building a new Fire Station on the grounds of the WYFRS Headquarters will provide an improved level of service delivery with a less expensive build cost than a rebuild on the current site.
- 4.11 WYFRS Headquarters is within the area served by the existing fire station and is located 2.8 miles from the current station. Both sites sit within the metropolitan borough of Kirklees.

5 Consultation

- 5.1 On the 25th June 2020 we began an eight week consultation on this proposal. We have consulted with staff, members of the public and various other partner organisations.
- 5.2 A separate report is submitted to the Authority presenting the outcomes of the consultation process.
- 5.3 Following the consultation and having given consideration to all the feedback no changes have been made to the proposal.

6 Financial Information

- 6.1 The rebuild of the Fire Station on its existing site in Cleckheaton is included within the approved four year capital plan which was approved at Full Authority committee in February 2020.
- 6.2 To rebuild the Fire Station on the existing site would cost an estimated £2.9m which is consistent with the rebuild costs of Wakefield Fire Station. If the Fire Station was to be relocated to Fire Service Headquarters, Birkenshaw (FSHQ) the costs would be £1.3m, a reduction of £1.6m.
- 6.3 Additionally, the Authority would be able to sell the existing site which has an estimated capital receipt of £0.375m. Thus, the total saving in capital expenditure by relocating to FSHQ would be £1.975m.
- 6.4 This equates to a saving of capital financing charges of £0.15m per annum over the life of the asset which is chargeable against the revenue account.

7 Legal Implications

- 7.1 The Chief Legal & Governance Officer has considered this report and has no observations to make at the time of submission of this report but may provide legal advice at the committee meeting and/or respond to any requests by members for legal advice made at the meeting.

8 Human Resource and Diversity Implications

- 8.1 Following feedback received through the consultation Equality Impact Assessments have been updated for the proposed changes outlined in the business cases.
- 8.2 There will be improved working conditions for staff working at the Fire Station due to the improved facilities that would be provided.
- 8.3 Some areas of the community would see an increase in attendance times by a Fire Appliance, this would be due to the existing close proximity to the Fire Station and the increase following the relocation. These attendance times are within our agreed response times which similar communities across West Yorkshire are provided. Other areas, particularly ones of a higher risk profile, see an improvement in response times. The overall impact on the operational response within our communities is negligible.

9 Health and Safety Implications

- 9.1 The proposed changes within this Integrated Risk Management Plan will have a positive impact both on the fire cover provided to the communities within West Yorkshire and on the health and safety of West Yorkshire Fire and Rescue Service staff.
- 9.2 West Yorkshire Fire and Rescue Service recognises the impact that changing ways of working can have on those involved. If these proposals are approved West Yorkshire Fire and Rescue Services is committed to working with the representative bodies to maintain the health and wellbeing of our staff.

10 Your Fire and Rescue Service Priorities

- Maintain our current 40 fire stations and 46 fire engines
- Continue to keep our firefighters safe
- Reduce the risks to the communities of West Yorkshire
- Support, develop and enable our people to be at their best
- Work smarter throughout the service
- Be more efficient across all areas of the service to make savings

11 Conclusion

11.1 On 25th June 2020, the Authority approved consultation for the proposal which forms the Integrated Risk Management Plan for 2021-22. The business case has been reviewed following the feedback received, Following this review no changes have been made to the original business case.

11.2 The Authority are asked to review the business case and approve the relocation of the Fire Station currently based on Hightown Road, Cleckheaton to WYFRS Headquarters, Birkenshaw.



West Yorkshire
Fire & Rescue Service

2020/21

Relocation of Cleckheaton Fire Station Business Case

Contents

Key Points	3
1. Overview	4
2. Community Impact Assessment.....	5
3. Change in Operational Demand.....	6
4. Impact on Resilience	7
5. Firefighter Safety Impact Assessment	7
6. Organisational Impact Assessment.....	7
7. Financial Impact	7
8. Equality Impact Assessment	8
9. Environmental Impact.....	8
10. Recommendation	8

Proposal – To relocate the fire station currently based on Hightown Road, Cleckheaton to the West Yorkshire Fire & Rescue Service Headquarters, Birkenshaw.

At a glance – the key points of this proposal

Key Points

- This proposal will have no impact on staffing numbers
- The fire station based at Hightown Road is one of the oldest fire stations in West Yorkshire and has become expensive to maintain. A full rebuild of the station is required
- The opportunity to relocate the fire station would lead to an improved response to some high and very high risk areas
- If relocation is approved, all areas currently served by this fire station will continue to receive a fire engine within our agreed response times
- Rebuilding the existing fire station on its current site would cost approximately £2.9m
- Building a new station in the grounds of the Fire & Rescue Service Headquarters would cost approximately £1.3m

1. Overview

The fire station based on Hightown Road on the outskirts of Cleckheaton Town Centre is one of the oldest in our estate.

This fire station provides the initial emergency response for Cleckheaton, Liversedge, Birkenshaw, Gomersal, Scholes and Bailiff Bridge.

The area incorporates approximately 20,000 dwellings and a population of 45,000 people. The Chain Bar roundabout that falls within the station area is the hub for the M62, M606, A58 and A62 road networks.

We have assessed the risk from fire for all communities falling within the area served by the existing fire station. The outcome of this assessment is that the area is very low, low and medium risk.

In the areas served by this station there are also chemical works, care homes, schools, recycling plants, water treatment works and scrap yards which form part of the overall risk profile.

Cleckheaton Fire Station has two primary staffed appliances, a fire engine and a Technical Rescue Unit (TRU).

The TRU is a specialist vehicle which is sent to more complex emergencies such as those that require heavy lifting and cutting equipment and animal rescues.

The fire station is staffed continually by 40 members of staff conditioned to the 2x2x4 duty system.

Staff based at the fire station provide our Urban Search and Rescue (USAR) capability. They operate and staff the national USAR attributes within their 'on-call' time. This is a period of time between shifts when they provide on-call cover.

The USAR equipment and training facilities are based at the Strategic Training Facility at fire and rescue service headquarters. By relocating the fire station, we will bring the USAR operatives and USAR equipment together on a single site.

Over the last ten years the fire station has had various renovations to maintain safe working facilities. There is an ever-growing demand for renovation and repair work on the station.

These reparatory works are predicted to be at a high cost to WYFRS and it would be more financially prudent to build a new fire station. The requirement to rebuild the fire station has provided the opportunity to review its location.

A feasibility study has been undertaken and has shown that building a new fire station on the grounds of the Fire Service Headquarters will provide an improved level of service delivery with a less expensive build cost.

Fire Service Headquarters is within the area served by the existing fire station and is located 2.8 miles from the current station. Both sites sit within the metropolitan borough of Kirklees.

2. Community Impact Assessment

Our Integrated Risk Management Model provides us with a strong understanding of the underlying risk managed by the prevention, protection and response activities currently provided by this station.

To provide a suitable speed and weight of response to a particular area we have an agreed response standard for each level of risk. These standards match emergency response times to risk and are known as Risk Based Planning Assumptions.

Table 1. Risk Based Planning Assumptions

Risk Band	Emergency Type		
	Life Risk	Property Risk	Other
Very High Risk	7 minutes	9 minutes	15 Minutes
High Risk	8 minutes	10 minutes	15 Minutes
Medium Risk	9 minutes	11 minutes	15 Minutes
Low Risk	10 minutes	12 minutes	15 Minutes
Very Low Risk	11 minutes	13 minutes	15 Minutes

The table above shows, for a Very High Risk Lower Super Output Area (LSOA) we aim to have a fire engine at a Life Risk incident within seven minutes of notification at the fire station.

A LSOA is a geographic area, home to approximately 1500 people.

Currently the fire station at Hightown Road provides service delivery to very low, low and medium risk LSOAs. The fire station does not provide the primary response to any high or very high risk LSOAs.

Moving the fire station from Hightown Road to Fire & Rescue Service Headquarters will provide an improved response to a number of high and very high risk LSOAs.

Some medium, low and very low risk areas covered by the current station will see an increase in response times whereas some will benefit from improved response times following station relocation.

If the fire station is relocated to Fire & Rescue Service Headquarters all LSOAs that receive a response from the existing station will continue to receive a fire engine within the agreed risk based response times and therefore, this change is consistent with the service and fire cover provided elsewhere across West Yorkshire.

3. Change in Operational Demand

The table below shows the impact on operational demand of the relocation of the fire station from Hightown Road to Fire and Rescue Service Headquarters in an average year.

Table 2. Modelled change to demand

Incident Type	Incident Type Attended	
	Hightown Road	Fire Service HQ
House or building fire involving people in very high – high risk areas	-	5
House or building fire involving people in medium - very low life risk	40	38
Road Traffic Collision in very high – high risk areas	-	1
Road Traffic Collision in medium – very low risk areas	19	19
House or Building Fire no people involved in very high – high risk areas	-	8
House or Building Fire no people involved in medium– very low risk areas	57	90
Refuse fires in very high – high risk areas	-	49
Refuse fires in medium - very low risk areas	387	375

By relocating the fire station to Fire and Rescue Service Headquarters the appliance would:

- Be mobilised as the first fire engine to 35 more incidents per year
- Provide the fastest initial response to 6 very high and high risk life incidents per year
- Provide the fastest initial response to 8 very high and high risk property incidents per year
- Provide the fastest initial response to 47 other incident types per year in very high and high risk areas
- See a slight reduction in the number of medium, low and very low risk incidents attended.

Table 3. Modelled impact on response times

LSOA Risk		Number of LSOAs	Proposed Average Time	Effect	Within Risk Based Planning Assumption
Very High, High	Improved Response	3	6m 40s	41 seconds faster	Yes
	Reduced Response	0	0	0	-
Medium, Low, Very Low	Improved Response	23	6m 52s	45 seconds faster	Yes
	Reduced Response	30	4m 53s	* 1 m 40 s slower	Yes

*Even though a slower response will be seen in some areas, the fire engine will continue to arrive within the agreed risk based planning assumptions (page 5).

The average response times to the three very high and high risk LSOAs are currently outside our response targets; the proposal will bring response times inside these targets if implemented.

Relocating the fire station to Fire and Rescue Service Headquarters will improve the service delivery of prevention and protection duties within high and very high risk areas. A key success factor in our Safer Communities Prevention Strategy is the intelligent targeting of resources towards those who are at the greatest risk of fire. Relocating the fire station will place it closer to higher risk areas and the more vulnerable individuals in our community.

The relocation of the Fire Station to FSHQ HQ Birkenshaw will improve response on to the motorway network.

4. Impact on Resilience

This proposal will have no impact on the number of appliances available at any time for immediate emergency response and supports the organisational priority to maintain our current 40 fire stations and 46 fire engines.

Modelling indicates that the primary fire engine will be mobilised to three additional incidents per month.

5. Firefighter Safety Impact Assessment

Relocating the fire station will have no impact on the safe systems of work currently adopted by firefighters. The staffing model and immediate availability of firefighters will remain the same.

A fire station at Fire and Rescue Service Headquarters will lead to an improved speed of response to some high and very high risk LSOAs. There is an established link which shows that communities who live in high risk areas experience more severe fires. By responding more quickly to these fires in these areas our firefighters are more likely to implement interventions in safer working conditions.

6. Organisational Impact Assessment

The relocation of Cleckheaton Fire Station will have a minor impact on the operational demand of surrounding fire stations: Bradford, Hunslet and Morley will see a slight reduction in the number of incidents they attend whereas Dewsbury, Fairweather Green, Rastrick and Huddersfield will experience a slight increase in the number of incidents they attend.

7. Financial Impact

Due to the age and condition of the existing fire station it is no longer financially prudent to continue expensive maintenance work in order provide a safe working environment for our personnel and members of the community.

Following an analysis of the fire station on Hightown Road it is estimated that the cost to rebuild a new fire station on the existing site would be approximately £2.9m.

The cost of building the fire station on the FSHQ site is estimated at £1.3m which is a saving of £1.6m if the fire station were to be rebuilt at its existing site. The significant difference in costs is due to savings realised from demolition of the existing station, operating a temporary fire station and part of the facilities for a new station already being in place at Fire Service Headquarters.

This would result in savings in the revenue budget in the form of capital financing charges of £150k per annum over the life of the asset. Capital receipts, estimated to be £375k from the sale of the Cleckheaton site would be used to finance the capital plan.

Additional ongoing savings would be delivered by a new fire station that will be more efficient to run.

8. Equality Impact Assessment

An Equality Impact Assessment (EIA) has been completed in respect of this proposal to ensure that it does not negatively, disproportionately, or unfairly affect any group or individuals by virtue of any protected characteristic.

The findings of the EIA are that this proposal will not lead to any changes in the delivery of prevention, protection and response and consequently there will be no anticipated impact upon under-represented groups or employees. The EIA will be updated to reflect any relevant outcomes of the formal consultation.

9. Environmental Impact

The existing fire station is no longer fit for purpose and is inefficient to run. If approved we will relocate to a purpose built fire station which is more energy efficient and better suited to the requirements of the firefighters who work there.

Fire crews operating from the fire station in Cleckheaton regularly train on the technical training facilities based at fire service headquarters. Relocating the fire station will remove the requirement to travel between the two locations.

10. Recommendation

It is proposed that the fire station based on Hightown Road, Cleckheaton is relocated to the Fire and Rescue Service Headquarters, Birkenshaw.

This will lead to an improved response to high and very high risk areas. All areas serviced by the existing station will continue to receive an emergency response within in our agreed risk based planning assumptions. The response areas can be seen in appendix one.

Due to the age and structural condition of Cleckheaton Fire Station a rebuild of the facilities is required. This would cost £2.9m on the current site or £1.3m on the Fire and Rescue Service Headquarters site. This would lead to capital savings of approximately £1.6m

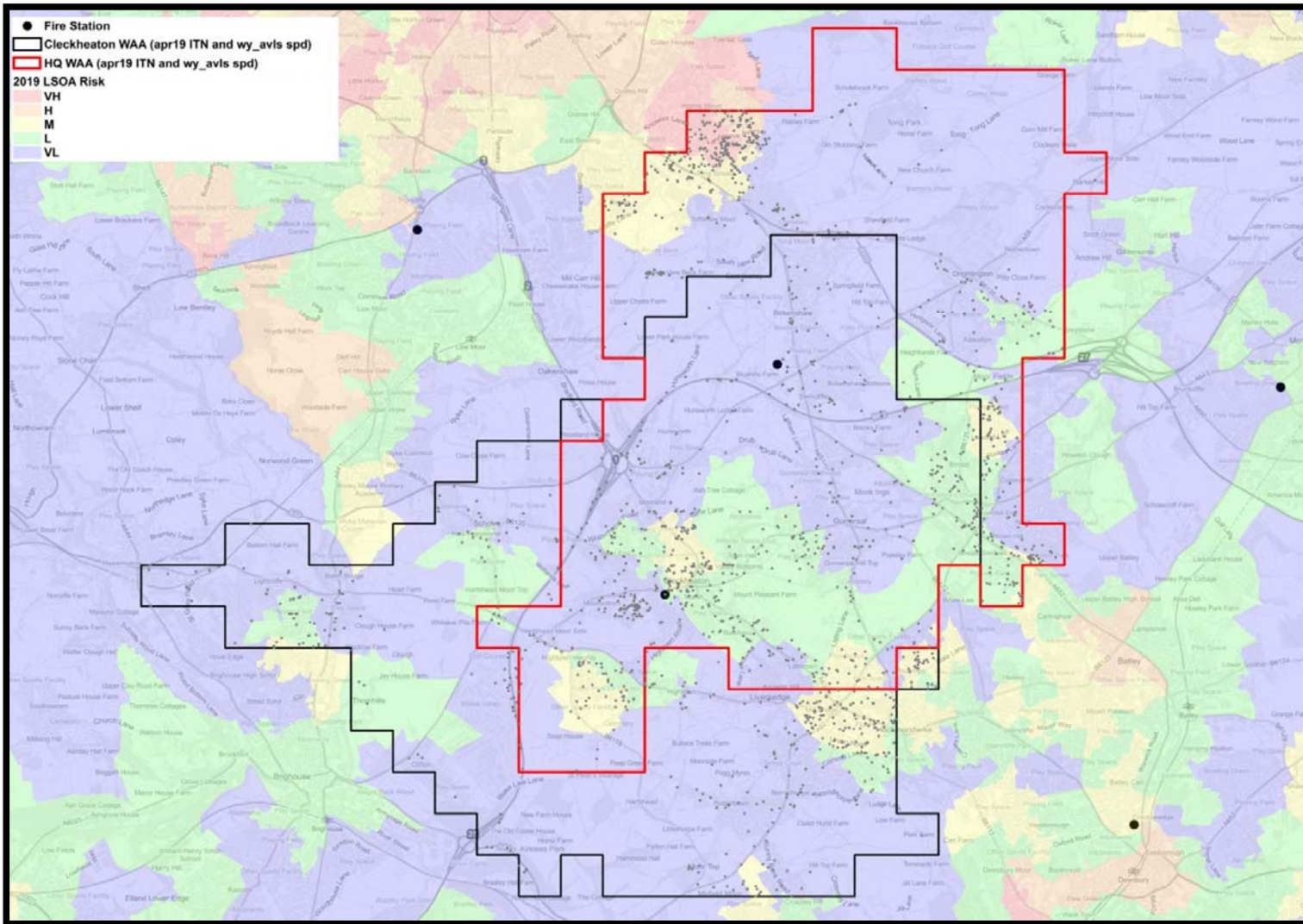
It is recommended that West Yorkshire Fire and Rescue Authority approve the implementation of this business case.

Appendix One - Incidents occurring in the area covered by the existing fire station and proposed location

Existing Fire Station



Proposed Fire Station



External Appraisal of the WYFRS Integrated Risk Management Model

Full Authority

Date: 18 September 2020

Agenda Item:

11

Submitted By: Director of Service Support

- Purpose** This report summarises the appraisal of the West Yorkshire Integrated Risk Management Model (IRMM) to risk assessment by Operational Research in Health (ORH).
- Recommendations** That Members note the findings of the appraisal.
- Summary** The ORH appraisal concludes that the West Yorkshire IRMM is robust. ORH advise that the use of historical incidents alone can provide a better predictor of future fire incidents. WYFRS agree with this finding, however, identifying the underlying societal causes of fire-related incidents has profound benefits beyond the awareness of where fires are likely to occur.

Local Government (Access to information) Act 1972

Exemption Category: None

Contact Officer: GM Chris Lawton

Background papers open to inspection: Appraisal of Risk Methodology, ORH, 2019

Annexes: [Click here to enter text.](#)

1 Introduction

West Yorkshire Fire and Rescue Service has reviewed and refined how risk is identified and measured throughout the history of the Integrated Risk Management Planning (IRMP) process. This began with risk being measured by station ground which was later refined to risk being measured by council ward. The identification of risk was then further refined and is now measured by Lower Super Output area (LSOA). This more granular measure gives a clearer understanding of where resources need to be targeted, to provide the best services possible to our local communities.

Risk has reduced significantly over the last 10 years, which provides a challenge when trying to identify those who needs our services the most. To tackle this problem WYFRS has developed an Integrated Risk Management Model (IRMM).

West Yorkshire Fire and Rescue Service developed a IRMM. The IRMM uses deprivation to determine the relative risk of fire. In general terms, it shows that the least deprived areas have lower numbers of fire-related incidents than the more deprived. When fires do occur in the least deprived areas they tend to be less severe. This relationship can be seen in Appendix 1. The Fire Authority approved the application of this model to support the IRMP Framework on the 21st February 2019.

WYFRS will use the underlying predictor of fire risk to underpin its IRMP and associated prevention, protection, response and resilience strategies.

WYFRS engaged the consultant ORH to consider and comment on the integrity and quality of this new approach. This appraisal involved three key aspects:

- Technical assessment
- Methodology review
- Benchmarking

2 Information

The review of the risk methodology and the commentary in the 'Approach and Technical Assessment' section confirmed that ORH had a clear understanding of the methodology undertaken by WYFRS and they have no cause for concern as to the technical validity of the model.

In the review of the methodology ORH considered different incident types, Lower Super Output Area (LSOA) calculations, Indices of Multiple Deprivation (IMD) categories and historical fire data. The review of the correlation between deprivation and different incident types was an exercise carried out previously by WYFRS; similarly, the review of separate IMD categories and the correlation with fire-related incidents had already been carried out by

WYFRS. Both exercises carried out by ORH achieved very similar results to those carried out by WYFRS.

With regard to LSOA calculations, ORH suggested that it might be more appropriate to consider the density of occurrences of fires rather than deprivation. The density of fire-related incidents is determined by historical fire-related incidents data; similarly, the final section in the review of the methodology ORH again suggest that historical fire data is the best indicator for future fire-related incidents locations. Whilst this assertion is supported by WYFRS, the correlation between deprivation and fire-related incidents provides the underlying risk of fires.

By establishing a relationship between deprivation and fire-related incidents and modelling it using a mathematical formula, we can identify areas where fire incidents are more likely to occur; furthermore, we can identify small areas where fire-related incidents occur more frequently than we would normally expect them given the underlying deprivation. Similarly, we will be able to identify small areas where fire-related incidents do not occur where we might expect them to. With this additional information our prevention work can be more keenly focused and undergo continual improvement through analysis. These benefits are not possible by simply mapping historical data.

ORH demonstrate in their report that total fires by LSOA grouping - April 2012 to March 2015 and the relationship with the total fires by LSOA grouping - April 2015 to March 2018. In this chart, LSOA are grouped by deprivation using the WYFRS groupings. The very strong correlation is a positive observation and indicates that the relationship between deprivation and fire-related incidents is consistent over a protracted period of time. The chart is included at Appendix 4.

The chart at Appendix C1 in the ORH report represents the WYFRS methodology carried out using South Yorkshire Fire and Rescue data and similarly the chart at Appendix C2 represents the WYFRS methodology carried out using data from all FRS in England. These two appendices offer further assurance that the West Yorkshire model is transferable between FRS and furthermore it indicates that the larger the population size, the more closely the modelled results represents the relationship between deprivation and fire-related incidents. The English FRS chart is included in this report at Appendix 5.

In the summary ORH pose five questions for WYFRS's consideration:

1. *There are differences in the profiles of primary and secondary fire incidents, so how are these reflected in terms of prevention strategies?*

The incident analysis tool developed by WYFRS is refined enough to be able to carry out analysis on specific types of incidents so analysis of primary and secondary fire-related incidents can be carried out independently. Furthermore, the tool can be used to carry out

more refined analyses such as whether primary or secondary fires were deliberate or accidental, what the causes were, are the incidents geographically clustered and so on.

2. *Given that there is no relationship between RTC incidents and IMD by LSOA, what is the prevention strategy for these incidents?*

The methodology was purposely developed to identify the relationship between deprivation and fire-related incidents. This is because we are aware of the impact of speed and weight of response on fire incidents; this is not the same for RTCS. It was anticipated there would be no such relationship between deprivation and RTCs therefore prevention work for RTC is carried out independent from this process.

3. *While the relationship between IMD and fire incidents is very strong by LSOA grouping, there are a number of outliers in terms of individual LSOAs - how does WYFRS plan to address these?*

One of the strengths with identifying a mathematical model that represents the correlation between deprivation and rate of incidents is it allows outliers to be easily identified. It also can be used to calculate the level by which the outliers vary from the model to justify the corresponding remedial steps that must be taken in order to bring the outliers above the curve closer to the trend. The outliers provide us with the opportunity to evaluate individual areas which are over or under performing in terms of the number of fires experienced.

4. *How frequently will WYFRS update the IRMM given that incident data is generally compiled on an annual basis but IMD data is available at less frequent intervals?*

As has been demonstrated, the model is robust over protracted periods of time; it is therefore not considered necessary to refresh the model too regularly. Review should take place as new IMD data becomes available. It is important that further analysis is carried out across all different incident types to determine causes and identify the most common groups affected. This analysis should be reviewed regularly and consistently, not just at year ends but throughout the year using live data where available.

5. *How will the risk groupings correspond to response time targets across West Yorkshire? And what is appropriate for different incident categories given their relative relationship with IMD ranking?*

Risk Based Planning Assumptions (RBPA) to the 5 risk bands Very High, High, Medium, Low and Very Low were set in 2009 and approved by the Fire and Rescue Authority. A literary review has been undertaken on survivability in fires supports and this review supports our current response times for life and property incidents. All 'Other' type of incidents now receives a standard RBPA of 15 minutes across all 5 risk bands. This approach was approved by the Fire and Rescue Authority in 2019.

3 Financial Implications

The cost of the appraisal provided by ORH was £6350. This was at a discounted rate as ORH intend to apply elements of our system in their future modelling.

4 Legal Implications

The Chief Legal & Governance Officer has considered this report and has no observations to make at the time of submission of this report but may provide legal advice at the committee meeting and/or respond to any requests by members for legal advice made at the meeting.

5 Human Resource and Diversity Implications

There were no equality implications for the employees of WYFRS in the report. There are potentially significant equality benefits for the communities of West Yorkshire.

The purpose of the IRMM is to try to identify those households that are more likely to experience fires due to their societal circumstances. Once these groups have been identified they can be contacted with tailored advice programmes through communication channels that they are more likely to engage with.

6 Health, Safety and Wellbeing Implications

The assurance provided by ORH demonstrates the methodology can be used to improve our ability to target the most vulnerable individuals in society and provide interventions to improve safety in their homes.

7 Environmental Implications

None

8 Your Fire and Rescue Service Priorities

- We will reduce the risks to the communities of West Yorkshire
- We will continue to develop ways of working which improve the safety & effectiveness of our firefighters
- We will work efficiently to provide value for money and make the best use of reserves to provide an effective service
- We will be innovative and work smarter throughout the service
- We will invest in information and communication technology, digital and data, to deliver our service in smarter ways
- We will use the HMICFRS assessment of 'Good' in all areas as a foundation to implement our improvement action plan with the aim of delivering an outstanding service

9 Conclusions

ORH were commissioned to appraise three key aspects of the newly developed IRMM. The evaluation has shown:

- Technical assessment

ORH have concluded that they have no concerns regarding the technical validity of the model.

- Methodology review

The appraisal undertaken ORH concludes that the approach taken by WYFRS is robust.

- Benchmarking

ORH have applied the model regionally and nationally against all FRS data. ORH have concluded that the benchmarking demonstrates the relationships shown within West Yorkshire is true elsewhere, thus adding weight to our approach.

Their appraisal provides assurance that the IRMM is a robust model which can be trusted to inform future IRMPs.

OFFICIAL

Grenfell Tower Programme Update

Full Authority

Date: 18 September 2020

Agenda Item:

12

Submitted By: Area Manager Grenfell Programme

Purpose To update the Fire Authority on the objectives, gap analysis and action plan in relation to the Grenfell Tower Inquiry: Phase 1 Report and WYFRS's progress against these.

Recommendations That members of the Fire Authority note the report and progress of the Grenfell Programme.

Summary This paper provides a brief overview of the gap analysis undertaken following the release of the Grenfell Tower Inquiry: Phase 1 Report and the progress made against the objectives and action plan of the Grenfell Programme along with the wider impacts of the incident.

Local Government (Access to information) Act 1972

Exemption Category: None

Contact Officer: AM David Teggart, T/Area Manager

T: 07810 354638

E: dave.teggart@westyorksfire.gov.uk

Background papers open to inspection: None

Annexes: Grenfell Programme Action Plan

1 Introduction

- 1.1 On 14 June 2017 the tragic fire occurred at Grenfell Tower, London which resulted in the loss of 72 lives. The impact of the fire continues to have a devastating and long-lasting effect on the victims' families, survivors, local communities, the firefighters and other agencies that responded to it.
- 1.2 The Grenfell Tower Inquiry (GTI) Phase 1 report was released on 30 October 2019 and identified a variety of findings along with 46 recommendations to London Fire Brigade, HM Government, wider FRS and other Services.
- 1.3 More recently, we received The Cube: Incident Report and Key Observations that Greater Manchester Fire and Rescue Service developed following the fire at The Cube, in Bolton town centre on 15 November 2019. There is a significant amount of cross over with the work currently underway within the WYFRS Grenfell programme, and these findings have been assimilated into the Grenfell action plan.
- 1.4 This paper provides a brief overview of the gap analysis undertaken following the release of the Phase 1 report and the progress made against the objectives and action plan of the Grenfell Programme.

2 Information

WYFRS Grenfell Programme Update

- 2.1 Following publication of the Grenfell Tower Inquiry Phase 1 Report, WYFRS appointed a Temporary Area Manager and a seconded Station Manager to undertake a gap analysis, to identify risks, action owners, the financial impacts and any other other implications.
- 2.2 The gap analysis considered all 46 recommendations as though they were directed at WYFRS, regardless of which area/organisation the report was considering. In doing so we have taken account of the widest possible set of assumptions and our action plan includes all recommendations including those that will require legislative changes.
- 2.3 The outcome of this analysis is a wide-ranging action plan that has been developed around ten thematic areas with service leads for each area taking responsibility for their identified actions, including a program timeline with key milestones to deliver the improvements identified. The thematic areas include:
 - Buildings and Fire Safety Measures
 - Operational Pre-planning
 - Command and Control
 - Operations
 - Control
 - Communications
 - Equipment
 - Human Factors
 - Training
 - Miscellaneous
- 2.4 The key areas of focus within the action plan and relate to:
 - Review, amend and improve guidance, policy and procedures around high-rise and complex buildings including fire survival guidance and evacuation. This included a

review of the pre-determined attendance at high-rise buildings with unsafe external wall systems and remains at six pumps and two aerial appliances. Whilst the receiving of fire survival calls is relatively common place for our Control operators, this is usually in relation to single properties, such as flats or houses. This guidance has been reviewed, tested and further developed to provide additional information and guidance on how to deal with multiple fire survival calls from a single location and how that information is managed and transferred to the incident ground. This updated Evacuation and Fire Survival guidance will be released in September 2020 with training ongoing throughout the rest of 2020.

- Review equipment and where necessary purchase or replace with fit for purpose equipment. Capital and revenue funding have been approved for the purchase of fire escape/smoke hoods, smoke curtains, upgrade/review of Breathing Apparatus (BA) and a receiver/decoder for the National Police Air Service (NPAS) video feed. Smoke Hoods have been procured with two being made available on every front-line fire appliance in August 2020.
- Deliver a service wide, proactive operational training, exercise and learning programme regarding high-rise and complex buildings. To include a suite of training packages/scenarios across a range of platforms, improvement of the knowledge and understanding of high-rise and complex buildings and provide multiple opportunities for crews to train and exercise in realistic high-rise environments. A case study of Grenfell Tower has been produced and leads to input around the fire survival guidance, the triggers for considering the need to evacuate a building and a framework to follow, should this be required. This input is programmed to take place from September onwards and will lead to live play exercises later in 2020. Fire Protection are currently reviewing the content of a number of training packages around the technical aspects of high-rise building construction which will be released in the coming months.
- Following Grenfell we reviewed our high-rise guidance and operational risk information and where necessary updated this information to reflect the new information found/received. For the specific buildings currently identified with unsafe external wall systems we have carried out additional checks and increased training, knowledge and information of the local crews. Fire Protection (FP) and the Operations Risk Management Team (ORMT) provide assurance of these high-rise buildings working to review and update the relevant information and tactical plans that includes the learning from Grenfell. Work has recently commenced on the wider Fire Protection Board Assurance - Building Risk Review with a joint approach between FP, ORMT and the Grenfell project team on the creation of a multi-disciplinary team to undertake the assurance.
- Create a WYFRS Grenfell Practitioner Forum, to allow frontline and other staff to feed into the learning process. We are working with Leeds University on a Grenfell learning research project, to underpin any changes and our training moving forwards.
- Create a West Yorkshire High-Rise Residential Buildings Forum working with local authorities and social housing providers to fulfil the recommendations of the Grenfell Tower Inquiry Phase 1 report. This group are working together to share best practice, and standardise procedures and aid with the production of the tactical guidance documents for the buildings they own/manage.
- A regional high-rise forum has been established under the auspices of the Yorkshire and Humber Operational Resilience Group (YHORG) with representation

from all services within the Yorkshire and Humber region (including the WYFRS AM) undertaking work related to Grenfell. The regional workstreams include the review and alignment of high-rise policy/guidance including FSG and evacuation. The creation and sharing of training and learning materials. Standardised tactical plans and the joint procurement of equipment.

- WYFRS represent the region on the National Fire Chiefs Council (NFCC) Fires in Tall Buildings Working Group and provides a direct link from the regional forum and allows the alignment of local work with progress made being at a national level.

Buildings with unsafe external wall systems

- 2.5 Within West Yorkshire we have approximately 50 buildings currently identified with inappropriate external components, including cladding, balcony and insulation issues.
- 2.6 WYFRS believe the safest course of action is for any unsafe external wall system to be removed from affected buildings. This is not restricted to specific types of cladding such as Aluminium Composite Material (ACM) or High Pressure Laminate (HPL) but any external wall system that does not meet the requirements of the Governments published advice.
- 2.7 WYFRS are working with the responsible persons (RPs) to remediate the cladding and on the requirements for any interim measures in place such as a waking watch and changes to their existing evacuation strategy.
- 2.8 We previously wrote to a number of responsible persons under Article 27 Regulatory Reform (Fire Safety) Order 2005, requesting an action plan and a firm commitment including timeline for when the cladding will be removed.
- 2.9 We continue to work with and assess the ongoing risks and impact to residents and firefighters to determine our future options. These options include Prohibition and/or Restriction Notices if RPs demonstrate a limited commitment and/or are unable to provide a suitable timeline for removing the cladding.
- 2.10 The NFCC are currently reviewing their guidance, this includes the guidance about waking watches, the updated versions, may change the position on these.

Fire Protection Board Assurance

- 2.11 In March 2020 we completed the Fire Protection Board's first Building Risk Review (BRR) exercise. This initial focus provided assurance for those high-rise residential buildings (HRRBs) with ACM cladding been mitigated to a level to ensure safe occupation of residents.
- 2.12 More recently the BRR has been extended to encompass all HRRBs 18m or above in height, these should be inspected or reviewed by the end of 2021.
- 2.13 There are circa 11,000 buildings throughout the UK within this category. The analysis undertaken by WYFRS suggests there are around 550 buildings within West Yorkshire that fit the criteria. They breakdown per district as follows:

Leeds District = 350

Bradford District = 97

Kirklees District = 31

Calderdale District = 38

Wakefield District = 17

Legislative Changes

2.14 Following the publication of Dame Judith Hackitt's independent review of building regulations and fire safety, the government accepted the review's recommendations, as it had previously with the Grenfell Tower Inquiry Phase 1 report and concluded that the whole system of building regulation needed major reform.

2.15 The Fire Safety Bill will amend the Fire Safety Order 2005 to clarify that the responsible person or duty-holder for multi-occupied, residential buildings must manage and reduce the risk of fire for:

- the structure and external walls of the building, including cladding, balconies and windows
- entrance doors to individual flats that open into common parts

and will enable the Government to lay the regulations needed to deliver some of the legislative recommendations within Dame Judith Hackitt's review and the Grenfell Tower Inquiry Phase 1 reports.

2.16 The introduction of the Building Safety Regulator within the Health and Safety Executive along with the ongoing technical review of Approved Document B of the Building Regulations will each strengthen the regulatory regime, once in place.

2.17 In July 2020 the government brought forward the draft Building Safety Bill that is designed to improve building and fire safety. The draft Bill will fully establish the regulator that will enforce new rules, the regulator will have 3 main functions: to oversee the safety and standard of all buildings, directly assure the safety of higher-risk buildings; and improve the competence of people responsible for managing and overseeing building work.

Grenfell Tower Inquiry: Phase 2 Proceedings

2.18 As has been the case with many things over the recent months, the Phase 2 inquiry was placed on hold due to the COVID-19 pandemic. It returned on 6 July 2020 for a period of 4 weeks. It closed again for the Summer Break on 30 July and will resume hearings on 7 September. It is around 15 weeks behind its original schedule.

2.19 The Phase 2 hearings are split into 7 modules, the original projected timeline for the hearings was to last until Summer 2021, however it now seems that this will extend to late 2021 with the report expected 12-18 months later.

2.20 Module 1 is considering the primary refurbishment of the building, before the later modules consider: Cladding products, Complaints and communication with residents, the aftermath of the fire, Firefighting, Government and further evidence from expert witnesses.

3 Financial Implications

- 3.1 The financial implications of the secondment posts within the Grenfell programme team are £12,000 per annum.
- 3.2 The purchase of Smoke Hoods was via a FRS framework agreement for Respiratory Protective Equipment at of approx. £16,000.
- 3.3 The Grenfell Programme revenue contingency budget includes £35,000 to introduce an updated Breathing Apparatus (BA) capability. However, rather than a separate upgrade/purchase, this will be tied into the wider review and replacement of the current BA sets in 21/22.
- 3.4 The National Police Air Service (NPAS) helicopter is able to provide video footage whilst overflying an incident. A capital budget is approved to purchase a NPAS receiver/decoder to be fitted to Command Unit 1 to allow for the footage to be reviewed live at the incident. The procurement process will start shortly, with an anticipated cost around £30,000.
- 3.5 Following recent trials, we've had agreement to purchase portable Smoke Curtains at a cost of approx. £35,000. These are a fire-retardant blanket that is placed into a doorway to reduce the spread of smoke and provide additional tactical options for operational crews at high-rise and other building fires. We are liaising with a number of other services who have recently introduced them to ensure the training and rollout compliment the other areas of work within the service.
- 3.6 A number of the recommendations require technical solutions around the viewing of information in multiple location simultaneously. Other changes currently underway within the service, such as Office 365/Microsoft Teams may provide some of these solutions. Others may be required including a Command Support solution, there is a £100,000 capital bid in place for this capability in 21/22, this work is being progressed regionally with other Y & H FRS partners.
- 3.7 Whilst there are currently limited costs in respect of ICT, it is anticipated that in the medium to long term ICT systems will need to be reviewed and upgraded in light of the additional information/data being provided by external partners due to the phase 1 recommendations and subsequent legislative changes. These changes will require investment in resources (ICT developers) as well as additional equipment such as server space/capacity and staff to manage the data.
- 3.8 Depending on the nature, volume and format of the information provided, there may be the need for additional work to be undertaken to convert the information provided so as to be suitable for a variety of purposes including operational use and by Fire Protection Inspectors. As an example, this may require amendments to building plans, which WYFRS currently does not have the capability/capacity to undertake.

4 Legal Implications

- 4.1 The Chief Legal & Governance Officer has considered this report and has no observations to make at the time of submission of this report but may provide legal advice at the committee meeting and/or respond to any requests by members for legal advice made at the meeting.

5 Human Resource and Diversity Implications

- 5.1 The Grenfell programme is working with stakeholders, to understand the impacts on each. As the detailed changes to guidance, training and equipment are implemented, the impacts on each department will change.
- 5.2 Ongoing stakeholder engagement on a monthly basis, allows the departments to review these in more detail. The organisational priorities and demands will be managed closely to ensure this does not place undue stress on any area or individual.
- 5.3 This has recently seen a short-term secondment position within the Operational Policy and Learning Dept to review and consider the wide range of changes to policy and guidance.
- 5.4 Similarly, Fire Protection and the Operations Risk Management Team are currently seconding multiple people into their teams to allow for the NFCC BRR programme to be completed.

6 Health, Safety and Wellbeing Implications

- 6.1 The updates within this report are intended to assure WYFRS and the Fire Authority that we are working to mitigate the risks to ourselves, our staff and the public of West Yorkshire.
- 6.2 Any proposed changes to training, equipment, guidance, policy or procedure will be undertaken in consultation with staff and representative bodies.
- 6.3 Increasing the provision of equipment, training, knowledge and understanding of fires in the built environment, particularly around high-rise and cladded buildings will reduce the risk to our staff and members of the public within West Yorkshire.

7 Environmental Implications

- 7.1 There are limited environmental implications to do with this report.

8 Your Fire and Rescue Service Priorities

- We will reduce the risks to the communities of West Yorkshire
- We will continue to develop ways of working which improve the safety & effectiveness of our firefighters
- We will invest in information and communication technology, digital and data, to deliver our service in smarter ways
- We will support, develop and enable our people to be at their best
- We will actively look for opportunities to implement learning from the Grenfell Inquiry to improve how we respond to high rise emergencies and other foreseeable risks

9 Conclusions

- 9.1 Following the publication of the Grenfell Tower Inquiry Phase 1 Report, there has been and continues to be a ripple of changes through FRSs, locally, regionally and nationally, along with changes to legislation and wider fire safety guidance.
- 9.2 The Grenfell programme and action plan provide WYFRS and the Fire Authority with the assurance that we will be in a position to meet as many of the Phase 1 recommendations as possible in a suitable timeframe. However, a number of these are subject to outside influence, such as changes to legislation, and publication of guidance from external sources.
- 9.3 A number of additional areas of spend have been identified within the report/action plan, however further detailed planning and analysis will be required following other changes, such as legislation, before being able to provide estimated costs and timeframes.
- 9.4 I ask that the Fire Authority note this report and progress to date of the Grenfell Programme. Further updates will be provided at suitable timeframes.

Appendix 1 – Grenfell Programme Action Plan

Note: the following action only identifies notable actions with a strategic impact

Ref. no.	Action, objective or task	Target Completion Date	Owner	RAG Status	Status	Comments
1.0	Set project up in alignment with WYFRS Project Management Framework					
2.0	Carry out relevant research both internally and externally					
3.0	Buildings and Fire Safety Measures					
3.1	The government to develop national guidelines for carrying out partial or total evacuations of high-rise residential buildings	03/02/2022	N/A	High	Not started	Government undertaking a literature review of academic work from around the world with regards to evacuation of buildings. Evidence/report due in late 2020
3.2	All high-rise residential buildings (both those already in existence and those built in the future) be equipped with facilities for use by the fire and rescue services enabling them to send an evacuation signal to the whole or a selected part of the building by means of sounders or similar devices	03/02/2022	Chris Kemp	High	Not started	British Standard has been created, awaiting legislative changes to understand the requirements and impact

3.3	The owner and manager of every high-rise residential building be required by law to draw up and keep under regular review evacuation plans, copies of which are to be provided in electronic and paper form to their local fire and rescue service and placed in an information box on the premises	03/02/2022	AM Teggart	High	On Track	WYFRS are working with local authorities and social housing providers to understand the impacts of these requirements, once legislative changes are proposed
3.4	The owner and manager of every high-rise residential building be required by law to prepare and maintain personal emergency evacuation plans (PEEPs) for all residents whose ability to self-evacuate may be compromised	03/02/2022	Chris Kemp	Amber	On Track	WYFRS are working with local authorities and social housing providers to understand the impacts of these requirements, once legislative changes are proposed
3.5	All high-rise buildings floor numbers be clearly marked on each landing within the stairways and in a prominent place in all lobbies in such a way as to be visible both in normal conditions and in low lighting or smoky conditions	03/02/2022	Chris Kemp	Low	Not started	WYFRS are awaiting the changes to legislation to understand the impacts of this requirement
3.8	The owner and manager of every residential building containing separate dwellings (whether or not they are high-rise buildings) be required by law to carry out checks at not less than three-monthly intervals to ensure that all fire doors are fitted with effective self-closing devices in working order	03/02/2022	Chris Kemp	Low	Not started	WYFRS are awaiting the changes to legislation to understand the impacts of this requirement

3.9	The owner and manager of every high-rise residential building be required by law to provide their local fire and rescue service with information about the design of its external walls together with details of the materials of which they are constructed and to inform the fire and rescue service of any material changes made to them	03/02/2022	AM Teggart	Low	On Track	This information will be captured within the tactical information plans
3.10	The owner and manager of every high-rise residential building are to provide their local fire and rescue services with up-to-date plans in both paper and electronic form of every floor of the building identifying the location of key fire safety systems	03/02/2022	AM Teggart	Amber	On Track	If already available, this information will be captured within the tactical information plans
3.11	The owner and manager of every high-rise residential building are to ensure that the building contains a premises information box	03/02/2022	AM Teggart	Amber	On Track	WYFRS are awaiting the changes to legislation
4.0	Operational Pre-planning					
4.1	Determine what information needs to be available to operational crews when attending high rise incidents	03/02/2022	AM Teggart	Amber	On Track	This information provides the basis for the tactical plans currently being developed
4.2	Develop policy to be able to partially or fully evacuate a high rise building and provide the necessary training	03/02/2022	AM Teggart	High	On Track	Policy complete, initial input and training to start in September 2020
4.5	Review Operational Risk Visit (ORV) guidance to ensure that it fully reflects the principles in GRA 3.2 and NOG	03/02/2022	AM Teggart	Amber	On Track	Guidance is currently under review

4.6	Ensure that all officers of the rank of Crew Manager and above are trained in carrying out the requirements of ORV information gathering/capture regarding high rise premises	03/03/2022	AM Teggart	Amber	On Track	Additional training to be considered following the review of the ORV guidance
4.9	Create tactical plans for high risk high-rise residential buildings	03/03/2022	AM Teggart	Amber	On Track	Final draft of tactical plan out for consultation with staff and will be completed as part of the BRR process
5.0	Command and Control					
5.4	Each emergency service must communicate the declaration of a Major Incident to all other Category 1 Responders as soon as possible	03/02/2022	AM Teggart	Amber	On Track	Updated M/ETHANE training package will be released shortly
6.0	Operations					
6.1	All fire and rescue services ensure that their personnel at all levels understand the risk of fire taking hold in the external walls of high-rise buildings and know how to recognise it when it occurs	03/03/2022	AM Walker	High	On Track	A number of presentations / seminars have been held with supervisory and middle managers identifying the issues of external fire spread. The Grenfell case study will be cascaded to all operational staff and be followed up by seminars with the Grenfell project team to further imbed learning
6.3	Consider training requirements for operational, FDS and Control staff, these to include building construction, signs and symptoms of a building failure, fire protection features and fire engineering solutions etc	03/03/2022	AM Walker	High	On Track	Fire Protection Topic Talks are currently being reviewed and will be delivered to all operational staff on Smoke Shafts, Fire Fighting Shafts, Fire Fighting Lifts and Access & Facilities. The NFCC Fires in Tall Buildings

						Working Group are commissioning a number of learning materials packages around building construction and buildings that fail
7.0	Control					
7.3	That all fire and rescue services develop policies for handling a large number of FSG calls simultaneously	03/03/2022	AM Donegan	High	On Track	Control are currently reviewing their existing procedures and are updating to include derogation orders and action plan triggers to allow for spate conditions and high volumes of FSG calls
7.5	That electronic systems be developed to record FSG information in the control room and display it simultaneously at the bridgehead and in any command units	03/03/2022	AM Donegan	High	On Track	The Evacuation and FSG policy provides a framework and protocol for the taking and displaying of FSG information in multiple locations, the go live and training is scheduled for September 2020
7.6	That policies be developed for managing a transition from “stay put” to “get out”. That control room staff receive training directed specifically to handling such a change of advice and conveying it effectively to callers	03/03/2022	AM Donegan	High	On Track	The Evacuation and FSG policy provides a framework for the transition from “stay put” to “get out”, the go live and training is scheduled for September 2020
7.7	Steps be taken to investigate methods by which assisting control rooms can obtain access to the information available to the host control room	03/03/2022	AM Donegan	Amber	On Track	<p>WYFRS are working with SYFRS to use the same Evacuation and FSG policy within both services, thereby allowing the transfer of information between the Control Rooms to be easier and quicker.</p> <p>The government are working to provide technical solutions for Multi-Agency Information Transfer (MAIT)</p>

						and updates to the Airwave system to allow for the use of a national broadcasting channel for use by all FRS Control Rooms
8.0	Communications					
8.1	Review policies/procedures on communications between the control room and the incident commander	03/03/2022	AM Teggart	Amber	On Track	Updated M/ETHANE training package will be released shortly that will further emphasise the need for good communication between the incident ground and Control
9.0	Equipment					
9.1	Review Communication equipment when wearing Breathing Apparatus	03/03/2022	AM Teggart	Amber	Not started	This will become part of the procurement of replacement BA sets in 21/22
9.3	Review the provision of high-rise firefighting equipment	03/03/2022	AM Teggart	Amber	On Track	A number of items have been considered and are currently being rolled out (Smoke hoods) or will shortly be procured (Smoke curtains). Additionally the replacement PPV fans using battery technology will allow for additional use of fans internally
9.4	Review the need for Extended Duration Breathing Apparatus (EDBA) or other ways to increase the duration of BA sets	03/03/2022	AM Teggart	Amber	Not started	This will become part of the procurement of replacement BA sets in 21/22

10.0	Human Factors					
10.1	Impacts of stress Personal resilience Emotional intelligence Decision-making ability Ability to provide clear and effective instruction Risk perception Risk appetite Personal responsibility Moral imperative	03/03/2022	AM Walker	High	Not started	These topics will be covered throughout the input and training across the Grenfell programme. This includes Command Training for Incident Commanders. The Firefighter Safety Team during case studies and input and the Grenfell Project Team during a variety of seminars and training/input
11.0	Training					
11.1	Building Construction and how fire behaviour may affect this	03/03/2022	AM Walker	High	Not started	Fire Protection Topic Talks are currently being reviewed and will be delivered to all operational staff on Smoke Shafts, Fire Fighting Shafts, Fire Fighting Lifts and Access & Facilities. The NFCC Fires in Tall Buildings Working Group are commissioning a number of learning materials packages around building construction and buildings that fail
11.3	Carrying out partial or total evacuations of high-rise and other complex buildings	03/03/2022	AM Walker	High	Not started	The Evacuation and FSG policy provides a framework for the evacuation of a building and is scheduled to start in September 2020. This will be followed later in 2020 with live exercises to embed the input and procedures

11.4	Incident Command Training dealing with a high rise building that may need evacuating	03/03/2022	AM Walker	High	On Track	Operational staff have recently completed a table top exercise that included the need to evacuate a building. The Evacuation and FSG policy provides further guidance and a framework for the evacuation of a building and is scheduled to start in September 2020. The Command Training Team are currently reviewing and revising the command input for all command levels. The revised training framework will allow for additional input on high-rise
11.11	Use of smoke hoods, curtains, stairwell protection teams	03/03/2022	AM Walker	Amber	Not started	To be undertaken during the live training scenarios below
11.12	Undertake live high-rise training package	03/03/2022	AM Walker	High	Not started	WYFRS have secured access to a number of high-rise buildings to allow for a series of live high-rise training scenarios. These are being planned as part of the return to the “new normal” following the COVID secure guidance nationally and locally
12.0	Miscellaneous					
13.0	Project Evaluation					