Performance Management Report

Full Authority

Date: 15 December 2017  
Agenda Item:  

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.
1 Introduction

1.1 The attached Performance Management and Activity Report outlines the Authority’s performance against key performance indicators thereby enabling the Authority to measure, monitor and evaluate performance against targets.

1.2 The report shows a summary of the cumulative performance for the year 2017/18 to date against each of the indicators.

1.3 The Performance Management and Activity Report is monitored bi-monthly by Management Team and the Full Authority at each meeting.

1.4 An abridged version of the Performance Management Report is presented to each 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 Human Resources and Diversity Implications

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

4 Health and Safety Implications

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

5 Service Plan Links

5.1 This report links to all of the Service Plan 2015-2020 priorities as the Performance Management Report covers all areas of performance of WYFRS.

6 Conclusions

6.1 That Members note the report.
Performance Management and Activity Report 2017/18

Period covered: 1 April – 30 September 2017
Date Issued: 15 December 2017
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 September 2017.

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

<table>
<thead>
<tr>
<th></th>
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<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Arson</td>
<td>10897</td>
<td>5951</td>
<td>3434</td>
<td>4023</td>
<td>34.8%</td>
<td>8024</td>
</tr>
<tr>
<td>Actual Rescues</td>
<td>875</td>
<td>795</td>
<td>385</td>
<td>357</td>
<td>-10.4%</td>
<td>712</td>
</tr>
<tr>
<td>Total Activity</td>
<td>34270</td>
<td>21997</td>
<td>12009</td>
<td>12606</td>
<td>14.3%</td>
<td>25143</td>
</tr>
<tr>
<td>Dwelling Fires</td>
<td>1549</td>
<td>1222</td>
<td>597</td>
<td>547</td>
<td>-10.7%</td>
<td>1091</td>
</tr>
<tr>
<td>Non-Domestic Building Fires</td>
<td>513</td>
<td>451</td>
<td>256</td>
<td>209</td>
<td>-7.6%</td>
<td>417</td>
</tr>
<tr>
<td>Prevalence of False Alarms</td>
<td>16750</td>
<td>10513</td>
<td>5467</td>
<td>5362</td>
<td>1.7%</td>
<td>10695</td>
</tr>
<tr>
<td>Fire-Related Injuries</td>
<td>270</td>
<td>218</td>
<td>102</td>
<td>109</td>
<td>-0.3%</td>
<td>217</td>
</tr>
<tr>
<td>Road Traffic Collisions</td>
<td>1060</td>
<td>629</td>
<td>304</td>
<td>306</td>
<td>-3.0%</td>
<td>610</td>
</tr>
<tr>
<td>Malicious False Alarms</td>
<td>713</td>
<td>336</td>
<td>155</td>
<td>166</td>
<td>-1.5%</td>
<td>331</td>
</tr>
</tbody>
</table>
## Service Delivery Indicators

<table>
<thead>
<tr>
<th>Description</th>
<th>2017-18 To Date</th>
<th>Same Period 2016-17</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accidental Dwelling Fires (per 10,000 dwellings)</td>
<td>4.85</td>
<td>5.89</td>
</tr>
<tr>
<td>Number of deaths arising from accidental fires in dwellings (per 100,000 population)</td>
<td>0.22</td>
<td>0.09</td>
</tr>
<tr>
<td>Number of Fire-Related Deaths (per 100,000 population) arising from fires other than Accidental Dwelling Fires</td>
<td>0.04</td>
<td>0.04</td>
</tr>
<tr>
<td>Number of Injuries arising from accidental fires in dwellings (per 100,000 population)</td>
<td>2.72</td>
<td>2.83</td>
</tr>
<tr>
<td>(a) Number of Serious Injuries (per 100,000 population)</td>
<td>0.22</td>
<td>0.57</td>
</tr>
<tr>
<td>(b) Number of Slight Injuries (per 100,000 population)</td>
<td>2.50</td>
<td>2.25</td>
</tr>
<tr>
<td>The percentage of dwelling fires attended where there was a working smoke alarm which activated</td>
<td>57.6%</td>
<td>57.1%</td>
</tr>
<tr>
<td>The percentage of dwelling fires attended where a working smoke alarm was correctly fitted but did not activate</td>
<td>20.1%</td>
<td>16.4%</td>
</tr>
<tr>
<td>The percentage of dwelling fires attended where a smoke alarm, because it was faulty or incorrectly sited, did not activate</td>
<td>3.5%</td>
<td>5.0%</td>
</tr>
<tr>
<td>The percentage of dwelling fires attended where no smoke alarm was fitted</td>
<td>18.8%</td>
<td>21.4%</td>
</tr>
<tr>
<td>Number of calls to malicious false alarms (per 1000 population) – attended</td>
<td>0.07</td>
<td>0.07</td>
</tr>
<tr>
<td>False alarms caused by automatic fire detection equipment (per 1000 non-domestic properties)</td>
<td>18.5</td>
<td>21.2</td>
</tr>
<tr>
<td>False alarms caused by automatic fire detection equipment (per 1000 domestic properties)</td>
<td>2.0</td>
<td>2.2</td>
</tr>
<tr>
<td>Fires in non-domestic premises (per 1000 non-domestic premises)</td>
<td>2.59</td>
<td>3.25</td>
</tr>
<tr>
<td>Number of Primary Fires (per 100,000 population)</td>
<td>78.23</td>
<td>82.81</td>
</tr>
<tr>
<td>Number of Fire Casualties – excluding Precautionary Checks (per 100,000 population)</td>
<td>4.51</td>
<td>4.37</td>
</tr>
<tr>
<td>Arson Incidents – All Deliberate Fires (per 10,000 population)</td>
<td>17.62</td>
<td>15.17</td>
</tr>
<tr>
<td>Arson Incidents – Deliberate Primary Fires (per 10,000 population)</td>
<td>3.77</td>
<td>3.88</td>
</tr>
<tr>
<td>Arson Incidents – Deliberate Secondary Fires (per 10,000 population)</td>
<td>13.85</td>
<td>11.29</td>
</tr>
</tbody>
</table>
3. Operational Risk Visits (including Fire Safety)

Background

Effective gathering and analysis of the hazard and risk information within premises prior to an incident is of critical importance. It is used to ensure that appropriate operational training is in place and that operational crews are familiar with the highest risks and/or specific hazards associated with premises/sites within West Yorkshire. Subsequently, this will improve firefighter safety and assist in the safe, effective resolution of an incident, mitigating the impact on the premises, community, environment and other emergency responders. It is part of our legislative duties to carry out these visits and collect information on the risks involved.

From December 2016 all Operational Risk Visits (ORV’s) carried out by operational crews were suspended apart from:

- Post fire operational risk visits
- Operational liaison visits generated by the Operational Risk Team
- Operational risk visit minor issues (Fire safety follow up visits)
- Visits as directed by the Operational Risk Team

This intervention was to give the Operational Risk Management Team (ORMT) opportunity to implement proposed changes as to how we carried out inspections and allow more time for the information that had already been gathered to be uploaded onto the Mobile Data Terminals (MDT’s). The current Premises Risk Database (PRD) and Operational Risk Visits Programme (ORVP) would be unsustainable for crews as the risk score for each building type scored as too high this could have potentially doubled from the current 6,500 inspections to upwards of 12,000.

Changes needed to be made to how we conducted the ORVP to overcome the issues highlighted in the March 2016 report. The main aim is now to provide the operational crews with the most up-to-date and relevant risk information whilst managing existing information on the PRD and to reduce the risk of holding that data to the organisation. We need to hold less information but of better quality for the risks in West Yorkshire.

To achieve this aim we need to look at what we have currently, there is approximately 80 to 85,000 pieces of information. A lot of information is dated or of poor quality and has been carried out on low risk premises. A revised risk scoring methodology will be applied to generate risk scores via accurate generic risk ratings for each premises type (in line with the national guidance) followed by a data cleansing process on the existing data.

Actions:

- Staff survey/consultation to ask for feedback on the ORV process
- Upgraded PRD with a new risk matrix (risk rating for each building type), put in dash boards to data cleanse and prepare to use with tablets in the near future.
- Put together ORMT to include operational, fire protection, data management expertise and District ADCs
- Review of ORMT home page and policy/supporting documents
- Central work allocation and audit system
- Training/familiarisation of operational crews on ORV process
- Upload all information to MDT's

**Progress to date**

A staff survey/consultation on the ORV process was completed in March and operational crews have welcomed the revised changes highlighted in the survey. These changes included the requirement for a central audit process for continuity and no system changes to the user interface for PRD.

The ORMT website has been revised with a new look and easy information access for the users. All policy documents and guidance notes on completing an ORV and how to use the PRD have been updated.

A new ORMT structure:

![ORMT Team Diagram]

The new operational risk management team is now in place and all work allocation and auditing is done centrally.

The new structure resulted in the secondment of a grade 10 inspector from Fire Protection. This post works alongside two operational manager posts in Ops risk and is targeting specific very high and high risk premises. The team are devising tactical plans to deal with incidents at such premises and will be split into initial, intermediate and advanced commanders.
This work requires fire protection inspectors to provide technical information regarding active and passive fire protection systems, knowledge of building construction and develop training and tactical plans for operational crews.

This knowledge and understanding is key in gaining information on complex fire-engineered buildings as technology advances in construction on new builds. The team are carrying out joint visits with Operational staff and providing support and giving talks to operational staff regarding specific premise.

The team will audit all ORV’s to ensure a consistent approach to the information that is captured. A programmed training package has been initiated from November 2017 to February 2018 for all operational staff.

The PRD has had a number of new changes to the system including the new risk matrix added to each premises type and a number of dash boards that the ORMT can use to data cleanse and filter the current information. The look and feel of the system has not changed for the end user but small changes to the buttons will make it easier to use with tablets in the near future.

The new PRDx is scheduled to go live on 3 January 2018. This will then generate the ORVP automatically to each district and will only include the highest risk premises. Early indications when testing the system has raised around 5,500 records in total for re-inspection. There will be a data cleansing process to ensure all premises have had their risk score checked so this total number may increase. The inspection process will be over a 6 year period and will be estimated to be about 800-1500 visits per year. Some districts will have more risk than others so, with this in mind, an even spread of work can’t be automatically sent to each station and will require the ADCs from each district to allocate work evenly.

To meet these requirements both Operational Risk and Fire safety visits will require resources to be moved around districts. An ADC from each district has been appointed to coordinate the ORV work allocation in each District. A quarterly meeting has been scheduled with the ADCs and the ORMT to ensure the success of the ORVP.

The ORVP started again on 1 June 2017 and the new ORMT asked crews in each district what they perceived their highest risk premises were. The team collated and used this information to issue visits until the new risk matrix is applied. From 1 June to 31 October a total of 370 ORVs were issued and 303 were completed. The ORMT are testing the new PRDx and, until go live date, the team can manually send work to crews that the new risk matrix generates.

Uploading the risk information from PRD to the MDTs for the operational crews to access has been a challenge. The PRD uses different software to the Systel Start system which is the operating system used by our Control and the MDTs uses LEGO which again is different to PRD. The Business Intelligence Team (Prevention) have been working hard on the solution to overcome the problems involved in migration of the ORVs onto the MDTs. These issues have now been resolved and at this time all the information up to 2017 has been uploaded. Although this has been a challenge, it has been a success.
The organisation will, at the end of this revised process, have about 800-1500 Operational Risk Visits to complete annually. This is a more manageable and realistic number of visits to complete with the focus on quality, accuracy and relevance of information available to all operational staff. The visits will be on the risks that pose the most danger to our operational staff, the public and the environment.
4. Safe and Well Checks/Safer Communities Programme

Following introduction of the new Safer Communities Strategy in 2017, WYFRS is implementing a comprehensive change in the way it delivers its early intervention and prevention activity. Our key priority is still the delivery of a proactive community safety programme. This is delivered through a variety of community engagement and individual home visits, targeted towards those communities and individuals who are most vulnerable. Fire risk is often a direct result of specific lifestyle issues and these include smoking, living alone, mobility issues, mental health, some prescription medicines and misuse of alcohol and recreational drugs.

Other factors that increase risk of fire are poor housekeeping, misuse of electrics and the storage of large amounts of combustible materials (hoarding). In response, the traditional home fire safety check has broadened to include an assessment of the factors that create fire risk. The new home visit programme has been rebranded Safe and Well.

The removal of a points-based target has given local crews the freedom to engage in wider early intervention and prevention activities. These are now being recorded on the prevention database.

There is still a lot of prevention activity that goes unrecorded and District teams are working to encourage the recording of all interventions so we can capture and report on the broad range of activity that the service is delivering. Previously, the majority of prevention activity recorded involved home fire safety checks but as we are progressing through the implementation of the new Safer Communities Strategy, our teams are being encouraged to become more aware of the risk profile within their local community and to work with partners on innovative programmes to address the identified issues.

We are now beginning to see an increased amount of work being done in other key areas such as water safety, road safety and general community engagement. We will continue to encourage innovative practice and support our teams in taking ownership at local level to address issues within the heart of their local areas.

The introduction of a risk filtering process (at point of referral) was approved at Community Safety Committee in 2017. This now requires individuals who are being referred for a home safe and well visit to go through a simple risk rating process. For those who qualify, a more in depth home assessment (Safe and Well Check) is carried out and this involves the traditional home fire safety assessment, with appropriate advice and interventions for the individual risk factors identified during the visit. We are currently mid-way through a comprehensive training programme to give our staff the knowledge and understanding to assess risk and vulnerability caused by:

- 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 referring people to specialist support services across the districts. We have engaged with a wide range of partners in order to design, develop and deliver this training package. We have delivered an updated fire prevention training module to all staff and the falls and frailty module and Crime prevention are almost complete.

**Performance**

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

![Number of Safe & Well Visits /Month](image)

![Referral Origin of Safe & Well Visits Completed](image)

There has been a significant reduction in the number of direct home approaches and increases in the numbers being referred through the web and over the telephone. When direct home approach visits were analysed, the majority were delivered in homes that would score in the low and very low risk category and crews and prevention staff now have a doorstep assessment to determine if the occupant needs a Safe and Well visit. If the occupant scores in the low and very low risk rating then no visit is carried out. 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.

The introduction of the risk filtering has started to have an impact on the quality of referrals we now process. The intention is to conduct visits to those people who are more vulnerable. Before risk filtering was applied, a significant proportion of visits were carried out in the homes of people in the low and very low risk categories. These are no longer offered a visit but do receive the option to engage in an online education tool or have a safety advice leaflet posted to their address.

The training programme for the Safe and Well programme is now being delivered and it can be seen that, as more staff are being trained to identify and refer vulnerability, there is an increasing number of referrals being made to partners across the districts. As we progress the training modules and begin to deliver the social isolation, winter cold and smoking cessation programmes, it is expected that there will also be an increase in the numbers of people we identify and signpost for support for these areas of vulnerability.
5. Incidents

The table and chart below show the operational activity of West Yorkshire Fire and Rescue Service for the financial year to date (1 April – 30 September 2017) categorised by incident type.

NOTE: The data on page 3 is based on data that has been verified and checked for completeness within IRS, the data below is based on the initial records which are created at the time of the incident.

<table>
<thead>
<tr>
<th>Incident Category</th>
<th>Number</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Primary Fires - Accidental</td>
<td>924</td>
<td>7.3%</td>
</tr>
<tr>
<td>Primary Fires - Deliberate</td>
<td>861</td>
<td>6.8%</td>
</tr>
<tr>
<td>Secondary Fires - Accidental</td>
<td>999</td>
<td>7.9%</td>
</tr>
<tr>
<td>Secondary Fires - Deliberate</td>
<td>3,162</td>
<td>25.1%</td>
</tr>
<tr>
<td>Road Traffic Collisions</td>
<td>306</td>
<td>2.4%</td>
</tr>
<tr>
<td>Special Service Calls</td>
<td>992</td>
<td>7.9%</td>
</tr>
<tr>
<td>False Alarm - Apparatus Non-Domestic</td>
<td>1,502</td>
<td>11.9%</td>
</tr>
<tr>
<td>False Alarm - Apparatus Domestic</td>
<td>1,913</td>
<td>15.2%</td>
</tr>
<tr>
<td>False Alarm - Apparatus Other (e.g. Shed or Private Garage)</td>
<td>8</td>
<td>0.1%</td>
</tr>
<tr>
<td>False Alarm - Good Intent</td>
<td>1,773</td>
<td>14.1%</td>
</tr>
<tr>
<td>False Alarm - Malicious</td>
<td>166</td>
<td>1.3%</td>
</tr>
<tr>
<td>Total</td>
<td>12,606</td>
<td>100%</td>
</tr>
</tbody>
</table>

![Incident Category Pie Chart]
The table below shows the total number of incidents ten years ago, five years ago, and last year, and can be used as a comparison with the current year’s data above.

<table>
<thead>
<tr>
<th>Incident Category</th>
<th>Number of incidents 1 April 2007 to 31 March 2008</th>
<th>Percentage</th>
<th>Number of incidents 1 April 2012 to 31 March 2013</th>
<th>Percentage</th>
<th>Number of incidents 1 April 2016 to 31 March 2017</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Primary Fires - Accidental</td>
<td>2348</td>
<td>5.7%</td>
<td>1930</td>
<td>8.7%</td>
<td>1901</td>
<td>7.7%</td>
</tr>
<tr>
<td>Primary Fires - Deliberate</td>
<td>3144</td>
<td>7.6%</td>
<td>1226</td>
<td>5.5%</td>
<td>1730</td>
<td>7.7%</td>
</tr>
<tr>
<td>Secondary Fires - Accidental</td>
<td>1140</td>
<td>2.8%</td>
<td>1060</td>
<td>4.8%</td>
<td>1339</td>
<td>6.0%</td>
</tr>
<tr>
<td>Secondary Fires - Deliberate</td>
<td>11321</td>
<td>27.4%</td>
<td>3577</td>
<td>16.1%</td>
<td>4514</td>
<td>20.1%</td>
</tr>
<tr>
<td>Road Traffic Collisions</td>
<td>1093</td>
<td>2.6%</td>
<td>682</td>
<td>3.1%</td>
<td>571</td>
<td>2.5%</td>
</tr>
<tr>
<td>Special Service Calls</td>
<td>3202</td>
<td>7.7%</td>
<td>1746</td>
<td>7.9%</td>
<td>1946</td>
<td>8.7%</td>
</tr>
<tr>
<td>False Alarm - Apparatus</td>
<td>11831</td>
<td>28.6%</td>
<td>8501</td>
<td>38.2%</td>
<td>7187</td>
<td>32.0%</td>
</tr>
<tr>
<td>False Alarm - Good Intent</td>
<td>5921</td>
<td>14.3%</td>
<td>3055</td>
<td>13.7%</td>
<td>2910</td>
<td>13.0%</td>
</tr>
<tr>
<td>False Alarm - Malicious</td>
<td>1373</td>
<td>3.3%</td>
<td>457</td>
<td>2.1%</td>
<td>347</td>
<td>1.5%</td>
</tr>
<tr>
<td>Total</td>
<td>41373</td>
<td>100.0%</td>
<td>22234</td>
<td>100.0%</td>
<td>22445</td>
<td>100.0%</td>
</tr>
</tbody>
</table>

Comments on Fatal Fires

56 Hoxton Street, Girlington

29 May 2017 14:23hrs – (Casualty died 20 September 2017)

The deceased female was 30 years old and lived in a privately owned terraced property with eight family members. At the time of the fire the family were observing Ramadan and cooking was only taking place to prepare food for the children of the house. All evidence suggests that the deceased was cooking in the kitchen using one gas burner on the cooker hob when the sleeve of her cultural wear became involved in fire. This went on to involve the whole of this dress including a headscarf. The deceased had 90% burns and was taken hospital where she died from her injuries on 20 September 2017.

4 Old Bank Fold, Moldgreen, Huddersfield

4 September 2017 03:11hrs

The deceased male was 49 years old and lived alone in a terraced house which he rented from Together Housing. The deceased had mental health issues and was being supported by mental health teams, he was also a smoker. On the night of the fire a neighbour was alerted by a smoke detector. The deceased was found on the living room floor. An exact cause could not be established however the most likely cause was a carelessly discarded cigarette.

Middleton Park, Town Street, Middleton, Leeds

6 September 2017 11:10hrs

The deceased male was 54 years old and lived in Skegness. On the day of the incident he travelled from Ingoldmells, Lincolnshire to Leeds where it is believed he poured 3 litres of
white spirit onto his clothing and surrounding area and deliberately ignited it using a lighted match.

27 Lister Gardens, Bradford

22 September 2017 09:41hrs

The deceased male was 82 years old and lived with his wife in a first floor flat of a three storey block. He had a skin condition and used emollient creams three to four times a day. On the day of the fire the deceased had a shower, using his emollient creams to wash with, he then put more emollient cream on his legs before putting on his cotton pyjamas and dressing gown and going onto the balcony to smoke a cigarette. Upon lighting the cigarette he found his dressing gown on fire so walked back through the property, leaving a trail of burn clothing, and entered the bathroom to apply water onto himself. A short time later his wife returned to the property to find him conscious but badly burnt on the bed. He was transferred to hospital by air ambulance where he died later that evening.
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 seven years up to 30 September 2017:

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, but in some circumstances, it may be uncertain, as follows:

- Not known - the evidence that remained after the fire was insufficient to determine the cause
- Not Yet Determined / Pending Investigation - as stated

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.

<table>
<thead>
<tr>
<th>Date &amp; Time</th>
<th>Address</th>
<th>Premises Use</th>
<th>Station Area</th>
<th>Cause</th>
<th>Pumps Plus Specials</th>
<th>Number of Personnel</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuesday 13/04/17</td>
<td>New House Hall Sheepridge Huddersfield</td>
<td>Dwelling</td>
<td>60 (Hudd'field)</td>
<td>Cooking</td>
<td>6 pumps 2 support 3 specials</td>
<td>30 Ffs 7 Officers</td>
</tr>
<tr>
<td>Friday 28/04/17</td>
<td>Horton Ind. Park Great Horton Road Bradford</td>
<td>Warehouse</td>
<td>47 (Odsal)</td>
<td>Deliberate</td>
<td>8 pumps 3 support 6 specials</td>
<td>52 Ffs 7 Officers</td>
</tr>
<tr>
<td>Tuesday 23/05/17</td>
<td>The Combs Hall Lane Thornhill Dewsbury</td>
<td>Derelict Building</td>
<td>83 (Dewsbury)</td>
<td>Deliberate</td>
<td>6 pumps 3 support 5 specials</td>
<td>46 Ffs 7 Officers</td>
</tr>
<tr>
<td>Tuesday 20/06/17</td>
<td>Autocare Tyre Centre Barkerend Bradford</td>
<td>Vehicle Repair</td>
<td>40 (Bradford)</td>
<td>Accidental</td>
<td>6 pumps 3 support 2 Specials</td>
<td>49 8 Officers</td>
</tr>
<tr>
<td>Monday 03/07/2017</td>
<td>Simba Smoby Toys Hall Lane Bradford</td>
<td>Factory</td>
<td>40 (Bradford)</td>
<td>Not known</td>
<td>10 pumps 3 support 4 specials</td>
<td>60 Ffs 8 Officers</td>
</tr>
<tr>
<td>Tuesday 18/07/2017</td>
<td>Stephen Smith Garden Centre Pool Road Otley</td>
<td>Garden Centre</td>
<td>48 (Otley)</td>
<td>Electrical Fault</td>
<td>6 pumps 3 support 3 specials</td>
<td>42 Ffs 8 Officers</td>
</tr>
<tr>
<td>Thursday 03/08/2017</td>
<td>176 Wakefield Road Ossett</td>
<td>Industrial</td>
<td>89 (Ossett)</td>
<td>Electrical Equipment</td>
<td>6 pumps 2 support 2 specials</td>
<td>36 Ffs 7 Officers</td>
</tr>
<tr>
<td>Saturday 05/08/2017</td>
<td>Simba Smoby Toys Hall Lane Bradford</td>
<td>Warehouse</td>
<td>40 (Bradford)</td>
<td>Not known</td>
<td>15 pumps 4 support 5 specials</td>
<td>86 Ffs 10 Officers</td>
</tr>
<tr>
<td>Wednesday 09/08/2017</td>
<td>Gamesave UK Ltd Southgate Halifax</td>
<td>Vacant</td>
<td>64 (Halifax)</td>
<td>Not known</td>
<td>15 pumps 3 support 8 specials</td>
<td>88 Ffs 8 Officers</td>
</tr>
<tr>
<td>Wednesday 09/08/2017 22:10</td>
<td>Gordon Rhodes &amp; Son 17 Eurocam Technology Park Chase Way, Bradford</td>
<td>Factory</td>
<td>47 (Odsal)</td>
<td>Overheating</td>
<td>15 pumps 5 support 9 specials</td>
<td>98 Ffs 10 Officers</td>
</tr>
</tbody>
</table>
Further detail on recent six pumps and above fire-related incidents:

**Simba Smoby Toys, Hall Lane, Bradford, BD4 7DF**

The incident occurred in Bradford’s station area and involved a fire in a toy factory. The building was 40m x 50m.

The initial pre-determined attendance was three pumps from Fairweather Green, Shipley and Leeds. At the height of the incident a make pumps 10 message was received by Control and appliances from the following stations were mobilised: Cleckheaton, Odsal, Rawdon, Bingley, Hunslet, Bradford, Killingbeck and Dewsbury.

The following support appliances were also mobilised:

Aerial from Leeds, Command Unit from Featherstone, Hose Layer Unit from Mirfield, Personnel Welfare Unit from Cookridge, Command Unit assistants from Rastrick, Rapid Deployment Safety Crew from Illingworth and Command Unit Sector Support from Castleford.

At the height of the incident crews used eight Breathing Apparatus, three Large Jets, one Aerial appliance, one CARP, one Hose Reel, and one Ground Monitor to bring the fire under control.

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

Chief Fire Officer Roberts was Senior Advisor, Area Manager Butters was Incident Commander, Group Manager Farrell was Working Officer, Station Manager Hall was Hazardous Materials and Environmental Protection Officer, Station Manager Hannah was Command Support Officer, Station Manager Sylvester was Working Officer, Watch Manager Firth was FI Officer and Station Manager Holdsworth was Health and Safety Coordinator.
The time of call for this incident was 2127 hours on 03/07/2017 and the stop message was received by control on 04/07/2017 at 1145 hours. The incident was closed on 04/07/2017 at 1810 hours.

The cause of the fire was unknown at the time of this report.

**Stephen H Smith Garden Centre, Pool Road, Otley, LS21 1DY**

The incident occurred in Otley's station area and involved a building fire at a garden centre. The building was single storey and approx. 100m x 100m.

The initial pre-determined attendance was two pumps from Otley and Cookridge. At the height of the incident a make pumps six message was received by Control and appliances from the following stations were mobilised: Ilkley, Stanningley, Shipley and Rawdon.

The following support appliances were also mobilised:

- Personal Welfare Unit from Slaithwaite
- Command Unit Lite from Featherstone
- Hose Layer from Mirfield
- Command Unit Assistants from Hunslet
- Command Unit Sector Support from Rastrick
- Rapid Deployment Safety Crew from Killingbeck

At the height of the incident crews used four breathing apparatus, three large jets and two hose reels to bring the fire under control. There were also exposure risks to two sides.

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

- Station Manager Bates was Working Officer
- Station Manager Atkins was Hazardous Materials and Environmental Protection Officer
- Group Manager Farrell was Incident Commander
- Station Manager Hesselwood was Health & Safety Auditor
- Station Manager Heath was Command Support Officer
- Area Manager Smith was Senior Advisor
- Watch Manager Firth was Fire Investigation Officer
- Station Manager Hannah was Fire Investigation Shadow Officer

The time of call for this incident was 2316 hours on 18/07/2017 and the stop message was received by Control on 19/07/2017 at 0057 hours. The incident was closed on 19/7/2017 at 2244 hours.

The cause of the fire was deemed to be a faulty fuel supply (electricity).

**176 Wakefield Road, Ossett, WF5 9AQ**

The incident occurred in Ossett station area and involved a fire at an abattoir. The building was two storey 10m x 20m and 20% involved. Exposure risks to 3 sides.

The initial pre-determined attendance was two pumps from Ossett and Wakefield. At the height of the incident a make pumps six message was received by Control. The following appliances were mobilised: Dewsbury, Normanton, Hunslet and Dewsbury.

The following support appliances were also mobilised:

- The Command Unit Lite from Featherstone
- The Hose layer unit on the prime mover from Otley
- Command unit sector support from Rawdon and Killingbeck
At the height of the incident crews used four BA, one large jet, one hose reel and PPV to bring the fire under control.

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

Station Manager Houldsworth as First Senior Advisor, Station Manager Booth as Hazardous Materials and Environmental Protection Officer, Station Manager Bates as Command Support officer, Station Manager Hannah as Fire investigator, Group Manager Hepton was the Incident Commander, Area Manager Bitcon was Senior Advisor and Station Manager Boocock was Health and Safety Auditor

The time of call for this incident was 1758 hours on 03/08/2017 and the stop message was received by control on 03/08/2017 at 1916 hours. The incident was closed on 03/08/2017 at 2246 hours.

The cause of the fire was most likely the overheating of an extension cable that was uncoiled.

Simba Smoby Toys, Hall Lane, Bradford, BD4 7BG

The incident occurred in Bradford’s station area and involved a fire in a toy factory. The building was 100m x 50m and 100% involved.

The initial pre-determined attendance was two pumps from Bradford. At the height of the incident a make pumps 16 message was received by Control. Appliances from the following stations were mobilised: Odsal, Shipley, Slaithwaite, Rothwell, Hunslet, Morley, Dewsbury, Illingworth, Bingley, Rastrick, Stanningley, Cleckheaton and Fairweather Green.

The following support appliances were also mobilised:

CARPs from Halifax and Bradford, the Hose Layer on the Prime Mover from Mirfield, the Command Unit from Pontefract, the Welfare Unit from Cookridge, Command Unit Sector Support from Castleford, a Rapid Deployment Safety Crew from Dewsbury and Command Unit Assistants from Moortown.

At the height of the incident crews used two aerials, four large jets, four ground monitors and four breathing apparatus to bring the fire under control.

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

Station Manager Goldwater and Group Manager Kirby were Working Officers, Station Manager Greenwood was Command Support, Station Manager Hall was Hazardous Materials and Environmental Protection Officer, Brigade Manager Rhodes was Incident Commander, Station Manager Atkins was Health and Safety Advisor, Group Manager Brown was Working Officer, Station Manager Earl was Shadow Command Support, Station Manager Clare was in Control and Watch Manager Miller was Fire Investigation Officer

The time of call for this incident was 0513 hours on 05/08/2017 and the stop message was received by control on 05/08/2017 at 0747 hours. The incident was closed on 08/08/2017 at 1248 hours.
The cause of the fire was most likely deliberate but there was no evidence to prove this. There was also no evidence to prove it was accidental. This was the second incident within a month. Investigation is now with the Police.

**Gamesave UK LTD 35 Southgate, HX1 1DL**

The incident occurred in Halifax station area and involved a building fire in a four storey building. The fire was jumping from unit to unit of the third and fourth floor. The building was 40% involved with exposure risks to two sides.

The initial pre-determined attendance was two pumps from Halifax and Illingworth. At the height of the incident a make pumps 15 message was received by Control. Appliances from the following stations were mobilised: Odsal, Cleckheaton, Rastrick, Dewsbury, Shipley, Slaithwaite, Huddersfield, Fairweather Green, Bradford, Stanningley, Keighley and Bingley.

The following support appliances were also mobilised:

- CARPs from Bradford, Leeds and Wakefield
- Command Unit Lite from Featherstone
- Hose Laying Unit from Mirfield
- Rapid Deployment Safety Crew from Mytholmroyd
- Personal Welfare Unit from Cookridge
- Command Unit with Support from Pontefract
- Command Unit Sector Support from Rawdon and Command Unit Assist from Rothwell.

At the height of the incident crews used six large jets and two breathing apparatus to bring the fire under control.

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

- Station Manager Austin was Command Support Officer
- Brigade Manager Walton was Incident Commander
- Station Manager Hall was Hazardous Materials and Environmental Protection Officer
- Station Manager Naylor was Health and Safety Officer
- Station Manager Goldwater was Working Officer
- Group Manager Speed was Working Officer
- Group Manager Fealy was Control and Area Manager Kirby was Working Officer.

The time of call for this incident was 0212 hours on 09/08/2017 and the stop message was received by control on 2028 hours at 09/08/2017. The incident was closed on 09/08/2017 at 2033 hours.

The cause of the fire was most likely deliberate but no scene evidence to prove it. This is a police investigation.

**Gordon Rhodes and Son Ltd, 17 Eurocam Technology Park, Chase Way, Bradford, BD5 8HW**

The incident occurred in Odsal station area and involved a fire in a warehouse storing flour, seeds, herbs and spices. The building has two storeys of high bay racking with exposure risk to one side. It is 40m x 50m and 100% involved in fire.

The initial pre-determined attendance was two pumps and an aerial from Odsal and Bradford. At the height of the incident a make pumps 15 message was received by Control. Pumping appliances from the following stations were mobilised: Cleckheaton, Fairweather Green, Halifax, Shipley, Stanningley, Dewsbury, Hunslet, Morley, Bingley and Huddersfield.
The following support appliances were also mobilised:

Hose Layer from Mirfield, Command unit Lite from Featherstone, Welfare unit from Cookridge, Aerial from Leeds, Command Unit from Pontefract, Technical Rescue Unit from Cleckheaton, High Volume Pump and High Volume Pump Hose Layer from Fairweather Green, Rapid Deployment Safety Crew from Rastrick, Command Unit Sector Support from Rawdon, Command Unit Assistants from Illingworth, Command unit Support from Pontefract and the High Volume Pump Support from Cookridge

At the height of the incident crews used eight large jets to bring the fire under control.

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

Area Manager Smith was Incident Commander, Brigade Manager Walton was Senior Advisor, Group Manager Bush was Working Officer, Station Manager Holdsworth was Command Support officer, Station Manager England was Hazardous Materials and Environmental Protection Officer, Station Manager Earl was shadow Command Support officer, Station Manager Hesselwood was Health and Safety Auditor, Station Manager Williams was Working Officer and Watch Manager Miller as Fire Investigation Officer.

The time of call for this incident was 2210 hours on 09/08/2017 and the stop message was received by control on 11/08/2017 at 0816 hours. The incident was closed on 17/08/2017 at 1606 hours.

The cause of the fire was most likely accidental ignition by overheating of an electrical appliance but this could not be confirmed due to the severity of damage sustained to the building.

**Yorkshire Martyrs Catholic College, Westgate Hill Street, Tong, Bradford**

The incident occurred in Bradford station area and involved a derelict high school. The building was 50m x 20m and three storeys. A classroom block was 100% involved. The incident was sectorised and had exposure risks to two sides.

The initial pre-determined attendance was 1 pump 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: Cleckheaton, Odsal, Dewsbury, Stanningley, Shipley and Fairweather Green.

The following support appliances were also mobilised:

An Aerial appliance from Bradford, Command Unit from Featherstone, Hose Laying Unit from Mirfield, Welfare Unit from Cookridge, Command Unit Assistants from Hunslet, Command Sector Support from Rastrick and a Rapid Deployment Safety Crew from Morley

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

Group Manager Greenwood was Incident Commander, Area Manager Kirby was Senior Advisor, Station Manager Gardiner was Command Safety Officer, Station Manager Atkins was Hazardous Materials and Environmental Protection Officer, Station Manager Helliwell was Health and Safety co-ordinator, Station Manager Asquith was Fire Investigation Officer and Station Manager Metcalfe was a Working Officer.
The time of call for this incident was 0000 hours on 03/09/2017 and the stop message was received by control on 03/09/2017 at 0238 hours. The incident was closed on 03/09/2017 at 2059 hours.

The cause of the fire was deemed to be deliberate due to a number of previous fires at the site.

**Mangla Motors, 50a Edward Street, Bradford**

This incident occurred in Bradford station area and involved two cars and an acetylene cylinder in a car garage. The building was 20m x 40m and 100% involved. There were four workers in the building at the time of the incident. The building was also partially collapsed.

The initial pre-determined attendance was two pumps from Bradford. At the height of the incident a make pumps 6 message was received by Control and appliances from the following stations were mobilised: Shipley, Silsden, Cleckheaton and Stanningley.

The following support appliances were also mobilised:

- Welfare unit from Skelmanthorpe
- Hose Layer Unit from Otley
- Command Unit from Featherstone
- Rapid Deployment Safety Crew from Odsal
- Command Unit assistants from Bingley
- Command sector support from Rastrick

At the height of the incident crews used 4 ground monitors and 2 large jets to bring the fire under control.

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

- Group Manager Ambler was Officer In Charge
- Station Manager Fox was Command Support
- Station Manager Naylor was Hazardous Materials and Environmental Protection Officer
- Station Manager Pearson was a Working Officer
- Station Manager Atkins was Health and Safety Officer
- Watch Manager Lister was Fire Investigation Officer

The time of call for this incident was 0937 hours on 06/09/2017 and the stop message was received by control on 06/09/2017 at 1615 hours. The incident was closed on 06/09/2017 at 1654 hours.

The cause of the fire was accidental accumulation of flammable material.

**Roxy Bingo, Eyres Street, Armley, Leeds**

This incident occurred in Leeds station area and involved a fire in a derelict bingo hall. The building was 30m x 50m and the ground floor was involved. The incident was also persons reported.

The initial pre-determined attendance was 2 pumps from Leeds and Stanningley. At the height of the incident a make pumps 10 message was received by Control and appliances from the following stations were mobilised: Hunslet, Moortown, Morley, Killingbeck and Cookridge.
The following support appliances were also mobilised:

Command Unit and Support from Pontefract, Welfare Unit from Skelmanthorpe, Rapid Deployment Safety Crew and ALP Support from Bradford, ALP from Leeds, Command Unit Assistants from Illingworth and Command Unit Sector Support from Castleford.

At the height of the incident crews used 4 large jets, 4 breathing apparatus and aerials to bring the fire under control. The incident was also sectorised.

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

Area Manager Bitcon was Incident Commander, Assistant Chief Officer Rhodes was Senior Adviser, Station Manager Metcalfe and Group Manager Clare were Working Officers, Station Manager Heath was Command Support Officer, Station Manager England was HMEPO, Watch Manager Griffiths was Fire Investigation with Station Manager Holdsworth shadowing and Group Manager Brown was Officer in Control.

The time of call for this incident was 1300 hours on 08/09/17 and the stop message was received by control on 08/09/17 at 2125 hours. The incident was closed on 08/09/2017 at 2140 hours.

The cause of the fire was deemed to be deliberate but no evidence was found to prove this.
7. Violence at Work

Attacks on Personnel

There have been thirty-one incidents reported by West Yorkshire FRS in this financial year, so far.

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</tr>
</thead>
<tbody>
<tr>
<td>Attaks on Firefighters</td>
<td>88</td>
<td>77</td>
<td>40</td>
<td>76</td>
<td>64</td>
<td>60</td>
<td>87</td>
<td>31</td>
</tr>
</tbody>
</table>

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.

The above table shows the number of incidents in which firefighters were subject 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

On 21 June at 2200 hours crews were verbally abused by a person carrying out controlled burning on Steveley Road, Keighley.

On 22 July at 1945 hours crews were verbally abused by the tenant of Beckside Business Park, Beckside Road, Bradford whilst attending a building fire.

On 24 July at 2035 hours approximately 15 youths threw stones at crews and the fire appliance whilst attending a refuse fire at Edge End Drive, Odsal.

On 29 July at 2200 hours whilst attending a small fire in the open on Granton Street, Bradford, crews were verbally abused by the occupant of the property.

On 14 August at 2000 hours crews were subjected to verbal abuse whilst attending a fire in the open on Mandale Road, Bradford.

On 21 August at 2035 hours crews suffered verbal abuse whilst attending controlled burning on Saddler Street, Wyke.

On 5 September at 2045 hours whilst attending an automatic fire alarm on Charles Street, Bradford a member of the crew was verbally abused by a youth outside the premises.
**Calderdale**

On 14 June at 2200 hours whilst attending a small fire on Cousin Lane, Halifax crews had a laser pen aimed at them from nearby.

On 3 August at 1955 hours crews encountered aggressive behaviour whilst attending a hoax call at High Street, Queensbury.

On 13 August at 2025 hours a crew member was repeatedly struck with a pointed stick, narrowly missing his eyes whilst attending an incident at Beechwood Park, Halifax.

On 17 August at 2034 hours crews were attending a refuse fire at Denfield Crescent, Ovenden where they were verbally abused by a group of 10-15 youths.

On 22 August at 0950 hours crews were verbally abused by a man whose smoke alarm actuated due to chain smoking on William Street, Denholme.

**Kirklees**

On 10 June at 2301 hours whilst attending an automatic fire alarm at Brooklyn Road, Cleckheaton one of the residents became very abusive and threatening to crews.

On 15 June at 1815 hours crews were verbally abused by a group of teenagers whilst attending a small fire in the open on Laurel Grove, Batley.

On 26 June at 2200 hours and again on 27th June at 2140 hours crews encountered aggressive behaviour and verbal abuse from a man carrying out controlled burning at Manchester Road, Linthwaite, Huddersfield.

On 13 September at 1820 hours whilst leaving an incident in Wilton Park, Batley, stones and bricks were thrown at the appliance by a group of approximately eight youths aged between ten and fourteen.

**Leeds**

On 20 June at 2050 hours crews had missiles thrown at them whilst attending a small fire in the open on land rear to Levens Bank, Halton.

**Wakefield**

On 10 September at 1525 hours on Sagar Street, Castleford one of a group of men carrying out controlled burning became extremely aggressive towards the crews.
West Yorkshire Fire and Rescue Service
Oakroyd Hall
Birkenshaw
Bradford BD11 2DY
Service Plan - Action Plan 2017-2018 Update

Full Authority

Date: 15 December 2017

Submitted By: Chief Legal and Governance Officer

Purpose
To update Members of the progress on the Service Plan Action Plan 2017-2018

Recommendations
That Members note the report

Summary
This report is to update Members of the progress on the Service Plan Action Plan 2017-2018

Local Government (Access to information) Act 1972

Exemption Category: None

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

Background papers open to inspection: None

Annexes: Action Plan 2017-2018 updated 15 December 2017
1 Introduction

1.1 At the Full Authority meeting held on 17 February 2017, Members approved the Service Plan Action Plan 2017-2018 for publication.

2 Information

2.1 Progress on the implementation of the action plan is reported to each Full Authority meeting and the attached is the latest update.

3 Financial Implications

3.1 Financial implications of each of the actions are incorporated within each project as appropriate.

4 Human Resources and Diversity Implications

4.1 Human resources and diversity implications are incorporated within each project as appropriate.

5 Health and Safety Implications

5.1 Health and safety implications are incorporated within each project as appropriate.

6 Service Plan Links

6.1 This report links to all the Service Plan 2015-2020 priorities.

7 Conclusions

7.1 That Members note the report.
**DELIVER A PROACTIVE COMMUNITY SAFETY PROGRAMME**

<table>
<thead>
<tr>
<th>We will:</th>
<th>Our action</th>
<th>Progress</th>
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<tbody>
<tr>
<td>Ensure the authority’s statutory fire protection duties are discharged efficiently and effectively in order to reduce the risk of fire and the effects of fire should it occur</td>
<td>Implement the findings of the review of the Fire Protection function to support current ways of working and develop flexibility in order to further improve services and support statutory duties</td>
<td>This piece of work links in to the review of the team structure during the 2016/17 Action Plan. Now that work has been completed we have implemented the findings in terms of the Support and Performance team and will now look to engage with the Fire Protection Team to determine the best way forward in developing flexibility in the team.</td>
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<td></td>
<td>Progress Primary Authority Partnerships and explore alternative options to support business so they become safer</td>
<td>We are continuing to progress the Primary Authority Scheme and are currently evaluating our processes to ensure we deliver the best service to our partners. The work of the Business Support Team primarily focuses on the PAS but opportunities are available to support businesses in other ways which we will explore over the coming months.</td>
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<td></td>
<td>Introduce a revised risk based inspection programme to ensure it increases benefits for both Fire Protection and Operations</td>
<td>Following the review of the ORV process we have developed a Risk Based Inspection Programme which focuses our resources at premises which we believe present the highest risk. This RBIP has been submitted and approved at the Community Safety Committee.</td>
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</tbody>
</table>

**Work with partners to reduce the risk of fires, road traffic incidents, other emergencies and enhance community well-being**

|  | Implement the new Safer Communities Strategy | The implementation of the new strategy continues to progress with a comprehensive training programme that is due to be completed in April 2019. Module 1 Fire Prevention has now been delivered to all operational crews and prevention teams with Module 2 (Falls and Frailty) and Module 3 (Crime Prevention) now being delivered across districts. Operational crews are being encouraged to deliver more community prevention activities with some good examples being seen across the districts. Effective partnership working is continuing not only to develop the training materials for the safe and well modules, but to develop with Public Health England both ‘Making Every Contact Count’ (MECC) digital signposting tool and data intelligence sharing for targeting the most vulnerable. To support the implementation of the programme, refresher training materials / resources are being developed to continue to support personnel undertaking front line delivery with a view to continuously improving the services we offer. The new Strategy encourages innovation from a local level and all activity that is delivered within the prevention agenda needs capturing on our prevention database to ensure all of the effort is being accurately recorded. We are also developing an evaluation process that captures evidence of tangible improvement in delivering Safer Communities interventions. |
|  | Review the Performance Management System to ensure it is fit for purpose, accurate, reliable and timely | A data workshop was held for Watch Commanders based within districts on 24 October 2017 and this allowed data team to understand how best to communicate the information and data we hold in ways that would be more user friendly for front line staff. This working group will continue to meet and develop the ideas to ensure our performance management system is supporting the activities that are delivered to ensure we provide the best possible service to the communities, based on accurate intelligence and data systems. |
Explore and develop innovative community safety projects with other emergency services and partners

Bradford

Bradford District have been in discussions with Bradford District Care Foundation Trust (BDCFT) with a view to the trust running falls prevention exercise classes at one of the District’s stations. This will involve WYFRS purchasing the specialist exercise equipment specified by BDCFT and storing that equipment at Shipley fire station. It is planned that the exercise classes will be held twice weekly at this station. The classes are aimed at older people who have been identified (by either BDCFT or WYFRS staff during safe and well visits) as being at risk of falls. The exercises are designed to build their strength, balance and flexibility to reduce those risks. The classes will be delivered by BDCFT staff. In the future it is intended that WYFRS staff may be able to play a role in delivering the classes. The aim is to start these classes in October 2017.

Falls prevention classes have now been running in Shipley Fire Station Community Room since September and there are currently two to three of the classes each week. They have been a great success and we will be looking to expand the role played by WYFRS staff in them in the coming months.

This year’s Bonfire period included a specific plan, designed by the team at Bradford Hate Crime Alliance to target specific prevention activities into an area where trouble was encountered by WYFRS and other partners on Bonfire Night last year. The purpose of this activity was to prevent trouble in that area this year. If successful it is hoped the plan can be expanded to other areas within the District as part of next year’s bonfire plan. The Prevention Plan run in the District prior to and over the Bonfire period was a success. Crews were able to carry out their duties over the period more safely than in previous years. The work carried out by the Bradford Hate Crime Alliance, plus the work carried out by other partners meant that the particular area which saw disorder last year was much quieter this year. Co-ordination and oversight of the huge amount of work put in to prevention and diversionary activity by Bradford MDC, WYFRS, WYP and third sector organisations, is one aspect of the ‘Bonfire Plan’ that we will look to improve for next year. Each of our organisations plus the voluntary sector carry out a great amount of prevention / diversionary work in the run up to and over the bonfire period. We will look to have a more ‘joined up’ approach with our partners to ensure that each is fully conversant with the ‘bonfire plans’ of the other and the work that each is carrying out.

Calderdale

Bike Library - On 18 April Calderdale Active Lifestyles and the District Team formally launched a Bike Library scheme. Two bike libraries are now operating from Halifax and Illingworth fire stations and are supporting the Welcome to Yorkshire and Active Calderdale agendas. The scheme is using fire stations as donation pick-up, and repair centres. Bicycles are now loaned out by Halifax and Illingworth fire station on the first Saturday of each month. The scheme currently has around 70 bicycles loaned out. It provides affordable access to cycles accompanied with bike safety advice, a repair service and an opportunity to offer Bikeability courses.

Water Safety and Drowning Prevention - For the past three years the Calderdale District Team has led on a number of initiatives to raise awareness of water safety. This year the District has continued to work with Yorkshire Water to support national campaigns during water safety and drowning prevention week. This year, Calderdale firefighters have organised three water rescue exercises at Halifax Sailing Club to help raise awareness of the dangers associated with swimming in open water courses. Yorkshire Water joined forces with WYFRS during one of these exercises to communicate these messages via local media. The campaign has also utilised some excellent safety information produced by the RNLI.

Dementia Hub - In April, Todmorden fire station made extended the use of its community
room to provide a new Dementia Hub facility. The aim of the hub is to provide a drop-in centre for people affected by dementia and a forum to offer support, or advice. It contains lots of useful information and access to IT facilities and associated support websites. The hub is centrally located and open during market days. It therefore provides easy and safe access to those who want more information, or support for dementia.

Afternoon Tea Events - The District is continuing to work with Tesco to provide a number of afternoon tea events for older people in the local communities surrounding Halifax fire station. Tesco are committed to helping local groups in the community and fund this through the ‘Bags of Help’ initiative. The events provide an excellent opportunity for local residents to interact with each other and socialise. They also provide the District Team and its partners to provide information and assistance regarding cold related illnesses, frailty, and falling. Around 60 visitors were treated to strawberries and cream and games of bingo during the most recent event in summer. A vintage fire engine also attended this event and provided a real talking point. Far too many older people spend Christmas alone, so the next event will take place on the run up to Christmas.

Road Safety Video - Firefighters based at Todmorden fire station are working together with local partners to produce a new road safety video. This video is in the final editing stage and will be used as road safety training aid from early 2018. It will be primarily aimed at the school group Year 8-10. This age group currently receives very little road safety advice and the video will therefore plug this gap.

Chimney Sweep Advice - Firefighters at Rastrick have forged links with chimney sweeps and fireplace providers / installers to provide advice to customers seeking their services. Guidance and leaflets have been provided and the WYFRS safe and well check will be recommended to all new customers. Historically chimney fires only make up a small proportion of our fires, however, chimney fires tend to tie up resources for prolonged periods, especially aerial appliances.

Anti-Social Behaviour Schools Initiative - Crews from Halifax have developed a training presentation to address antisocial behaviour (ASB). Three schools in higher risk areas have taken part in a pilot highlighting the impact of ASB on local communities, and firefighters. Feedback has been positive and the sessions will be delivered to more schools in 2018.

Pedestrian Safety - Calderdale crews are working with Calderdale Council to incorporate pedestrian safety into the current Year-5 school talks. WYFRS currently provides input regarding seatbelt safety and travelling in vehicles. Delivering the pedestrian safety information will enable the Service to provide vital education to younger people at an age when they are taking their first steps towards independent travel.

Social Housing Fire Safety – Following the tragic Grenfell Tower fire partners in Calderdale have worked together to improve and address fire safety concerns in social housing accommodation. One of the initiatives generated from this partnership is to develop a series of short videos which address various fire safety issues. The Calderdale District Team and Together Housing have teamed up to produce five 60-second videos, entitled ‘Sixty Second Safety’. These short videos will cover; smoke alarms, electrical appliance safety, communal areas, fire doors, and the stay-put policy. They will be embedded into text messages sent to Together Housing tenants and also displayed in communal areas in public buildings.

Kirklees

MAGIC started on the 7 July 2017 at Slaithwaite. This session is targeted at people who are living with loneliness, health conditions and dementia and gives the opportunity for social relationships to develop. Firefighters now co-ordinate the one hour sessions on the station. The sessions go from strength to strength with a core of 12-15 individuals each week. This has been seen as a tremendous success by the council and we are
now starting sessions at Skelmanthorpe in November and Huddersfield in December.

Broadening Horizons pilot session will be delivered on 22 November at Huddersfield Fire station. This will be a joint venture with Kirklees Youth Intervention team. This is targeted at children transitioning to adulthood. The course will encourage young people to engage in a healthy lifestyle and to provide them with the education, skills and confidence to thrive in different environments.

Talks were delivered to NCS students on 25 October and 15 November. The sessions are 45 minutes and focus on Road Traffic Collisions and the dangers associated. The team delivered the talks to young people 16 to 18 years old and also 40 adults. Excellent attendance and the message was well received by pupils.

Kirklees District team worked very closely with the Council and West Yorkshire Police in the lead up to the bonfire period. Community engagement was planned through the Area Leadership Delivery Groups and work was carried out in identified hotspots within Kirklees. Resources were allocated to deal with fly-tipping. This resulted in a quiet period over the bonfire period for Kirklees District. However, there was one attack on firefighters over this period.

Operational crews continue to support the CFOA national campaigns. This has resulted in events with partners to support Burns Awareness day, Candle Safety week and Student safety week across Kirklees District.

We are in discussions with Yorkshire Children’s Centre’s Health and Wellbeing services. This will involve potentially working together on their home scheme. The scheme entitles eligible families residing in Kirklees with children under two free home safety information and equipment. The aim is to visit 240 families a year. Families referred on to the scheme receive, x2 safety gates, x1 fire guard, x1 bath mat, 2x cupboard locks, 4x corner cushions and several window restrictors. WYFRS would be a provider as part of this new programme. This would focus on collaborative working and partnership building to improve the quality and add extra value to each service.

Leeds

Water Safety Prevention targeting the city centre and student drinkers is an ongoing initiative led by White Watch Leeds; we are now following up direct contact with casualties that may have entered the river Aire deliberately to ensure they are receiving adequate ongoing support.

Rothwell fire station continue piloting a new food bank project that runs from the fire station, frontline crews are very well connected in their local community via volunteer groups and local partner agencies. This project has developed and now many community groups make use of the community room. In addition Rothwell crews have established contact with a local Young Careers group and plan to host a Fire Safety Awareness day.

Wetherby YOI work continues with a remodelled induction package aimed at reducing deliberate cell fires, this is a difficult area to tackle but recent incident trends indicate we are now making small steps in the correct direction. New local punitive measures are now taken against any youngsters deliberately starting fires in their cells and appears to be having a positive impact, in addition a new WYFRS devised training course has been developed to engage the young people in a ‘fire trainee type course’ delivered over six weeks, a member of staff has been recruited by the YOI to deliver content.

The colocation project at Killingbeck fire station is now complete and WYFRS frontline crews are working more closely with WYP Neighbourhood Policing Teams.

The 2017 Bonfire plan delivered effectively, crews were busy as expected, we did
experience a number of isolated attacks on crews but thankfully no injuries.

Youth Training Team will be running another ‘Get Started with boxing’ from Stanningley station from 27 November 2017.

Leeds and Wakefield Districts continue to work together to develop and deliver a new road safety initiative targeting motorcycle and scooter riders, 2018 should see the development and delivery of the WYFRS Ride Safe Programme

Wakefield

Engaged and delivered arson awareness to over 1,500 students since April 2017. This has involved engaging with schools, colleges and PRUs, working closely with WY Police, local authority ASB Team and Shanks (partners with Wakefield Council in effective waste management operations in the district). Further interventions are planned in at various campuses across the District.

Successful relationships have been formed with partners such as WY Police, WDH, Environmental Health, Planning and enforcement and ASB Team in addressing issues at derelict property sites. Strong partnership working has enabled varied successes, including reduction in the number of ASB issues at these high risk sites, enhanced and prompt security of premises with the most recent being the demolition.

Consistent involvement at the local neighbourhood coordination groups is facilitating the enhanced partnership working and objectives delivery.

As part of the Safer Motorcycling Programme (a key objective for delivery by the RTC/Arson Hub) the team have delivered, 14 training courses to 150 delegates working closely with new partners ROSPA and IAM. These new partnerships will be crucial for further expansion of the programme. Discussions are continuing with WY Police as we develop a new Ride Safe prevention programme which will further expand our offer to the motorcycling community. As part of the wider RTC reduction work in the area, we are planning development and delivery of road safety training to 16 year olds who have taken to the roads on mopeds and scooters; this will be badged as Biker Down Lite.

The bonfire period was another success for Wakefield District with celebrations resulting in no recorded attacks on our Firefighting crews. This is due to strong partnerships with Police and Local Authority partners and the support in delivering our prevention messages in schools. Our Firefighters engage with the community at every opportunity which supports the relationships we have. Further collaborative engagement is planned through our role model pilot which is developing with Airedale Academy.

The Adopt a Care Home pilot in Pontefract has now been completed and all stations have now been allocated selected Care Homes for adoption by the watches. The initiative will bring together new partnerships with our social care community where we can support the most vulnerable in collaboration with Health and Social Care professionals.

Wakefield have entered into a new collaborative partnership with Wakefield District Housing (WDH) through the development of a Housing Working Group. This partnership has already initiated the development of an improved data sharing capability and the use of a mobile phone application.

Wakefield District are now represented at the ‘Health & Wellbeing Board’ and the ‘Local Services Board’ which will further support our strategic direction and partnership working.

Collaborative Interventions with Wakefield Council for the travelling community have been extended to include the community who live aboard canal and river boats.
We will:

| Work with blue-light partners and other agencies to provide a safe and effective emergency response |
| Work collaboratively across the Yorkshire and Humber Region to prepare for transition to the Emergency Services Network as part of the national Emergency Services Mobile Communications Programme (ESMCP) |

Our action

| Grant funding has been received from central government to upgrade existing networks and systems in preparation for transition. Regional approach and collaboration with regard to programme management is working well. Yorkshire and Humber FRSs have now aligned their work streams to the regional Police forces to enable collaboration in specific areas of the ESN programme. These work streams include ‘Coverage and Assurance’, ‘Operational Readiness’, ‘Vehicle Fleet and Devices’. A lead from the four FRSs has been identified to explore collaborative opportunities by developing a close working relationship with their respective Policing leads. The regional and local governance is now fully established and embedded within the programme. WYFRS has formally enrolled onto the ESN programme and transition planning is now underway at national, regional and local levels. The programme has experienced delays at a national level which has impacted on the progress of some work streams. However, a review by the Home Office has taken place around the structure, governance and planning of the programme with the hope of mitigating further issues and significant delays. |

| Evaluate and determine the future of the Emergency First Responder scheme |
| Introduce a revised operational guidance framework to align to National Operational Guidance Programme |

| The trials will formally come to end on 30 November 2017 although YAS notified WYFRS that they would stop mobilising FRS resources on 20 October 2017. The vehicles are no longer at the trial locations (Ilkley, Featherstone & Skelmanthorpe) and all relevant data is being collated to support the evaluation. YAS equipment has now been returned. |

| Roll out of National Operational Guidance (NOG) commenced July 2017. In October 2017 we adopted NOG. Currently we are aligning all training information in liaison with relevant departments to National Operational Guidance for continuity. Every appliance now has a working application on the MDT’s of the scenarios for use at incidents, these have replaced Standard Operating Procedures. Work is ongoing with ICT both locally and nationally regarding the development of new National Operational Guidance Site (internet page). |

| Implement the outcomes of the Fireground Communications Review |
| Develop the use of Resilience Direct to support command decision making |

| A specific radio model has been selected following consultation with internal stakeholders and regional partners. Following approval at F&R Committee, the radios and ancillary equipment have now been ordered with an expected delivery date in December 2017. |

| We are continuing to expand our use of Resilience Direct in particular the use of mapping systems. There have been a number of meetings of key stakeholders to ensure we are fully utilising it. Resilience Direct is now being used at multi-agency exercises organised by the WYFRS COMAH Department, and is aiding WYFRS and the WY Resilience Forum partners to embed it within the resilience community of West Yorkshire. Training is planned for our key operational and support staff in early 2017 to allow the next phase of the roll out, which will include incidents attended by the Command Unit. |

Ensure emergency response is dynamic and resilient reflecting changes to the level of risk and demand

| Complete and evaluate the Control Collaboration Project |
| Implement the Integrated Risk Management Planning interventions and develop further options for the future |

| The final system developments are currently being delivered by Systel. These are being User Acceptance Tested (UAT) by the Project Team. If the tests are successful, we will move to a period of ‘Steady State’ as defined within the original contract. We expect to enter the ninety day ‘Steady State’ period before the end of the year, with project completion set at the end of that period. |

| A nine week internal consultation process has recently been undertaken around the current proposals for IRMP 4 and these will now be presented to the Fire Authority on the 15 December 2017 for final approval. If approval is given then implementation of the new proposals will begin in January 2018. IRMP 4 endeavours to reduce the number of posts whilst having minimal impact on fire stations or fire appliances. |
Implement the outcomes of the National Resilience and Technical Rescue Review

The Technical Rescue review has now been completed with the implementation of a new shift and mobilisation policy at Cleckheaton. The water rescue project is complete as are all elements of this piece of work.

Improve resilience arrangements for operational and support roles in response to major incidents/spate conditions

This review is now complete and work is underway to implement the recommendations. This includes better use of RDS staff and personnel at Training Centre and SDC.

Implement the outcomes of the Retained Duty System Review

A business case to change the way we provide the retained duty system was presented to Management Board in October 2017. The business case will now be developed into a project to implement the recommendations of the review in 2018.

Implement the outcomes of the Aerial Review

Work is now underway to agree specifications and test scenarios as part of the process to replace the oldest two CARPs. Subject to all approvals being given it is hoped to place the orders in April 2018.

Continuously improve our emergency response by learning from ours and others experiences

Improve the protocols for operational monitoring at incidents to improve service performance

Existing arrangements are currently under review.

**PROVIDE A SAFE SKILLED WORKFORCE THAT SERVES THE NEEDS OF A DIVERSE COMMUNITY**

**We will:**

Promote the health, safety and well-being of all employees

Investigate and implement ways of improving levels of engagement and understanding of health and safety within the workforce (also referred to as 'Behaviour Based Safety')

Review and develop procedures and ways of working with partners to reduce attacks on Firefighters

**Our action**

initial meetings ongoing, secondee has been difficult to source, alternatives being explored. This work will link specifically to firefighter safety work.

**Progress**

Attacks on Firefighters Working Group has now reported back to the Community Safety Committee with a number of recommendations which are now being progressed.

Provide training and development to maintain a skilled and flexible workforce

Carry out recruitment, selection and training of firefighters during 2018

The Wholtime Recruitment Project is on track and the first course of 24 recruits will be commencing on 8 January 2018. They have all received their formal contracts of employment. Sufficient candidates have been identified and received conditional offers of appointment to make up the May and September 2018 courses. Recruitment planning for the 2019 courses is well advanced. The infrastructure to support the recruitment and training of recruits is also nearly complete and will be in place by January 2018. The new Training Centre water main at Headquarters has been installed and is fully operational. The foundations have been completed for the new training tower and the tower is due to be erected in November 2017. Work has commenced to adapt the kitchen area at Headquarters for recruit instructors and recruits.

Develop and implement a revised process for promotion from Firefighter to Crew Commander

The new process is on track to be piloted with the release of the PDRs later this year. A new FF - CC policy will shortly be going to consultation following alterations to RDS associated elements. Extensive employee engagement has taken place and feedback has been extremely positive.

Complete the review of district based training facilities

The scope of this action point has been revised to focus on partnership work and the skills of trainers rather than district facilities. The Service has completed 10 weeks of Watch Breathing Apparatus Instructor courses to upskill station based knowledge. Both Bradford and Leeds districts are using Headquarters training facilities to deliver multi-pump exercises with support from Training Centre instructor staff. Training Centre instructors are supporting station based Technical Rescue training and assessments across the Service.

The Firefighter Safety Project has to date delivered 16 six pump exercises across four
districts and a further five firefighter safety one day seminars, focussing on case studies at the Drummond Mill, Bradford and Oldham Street, Manchester incidents. A further 49 seminars will be delivered in this year and into next.

**Create an environment that enables our staff to develop and embrace organisational and cultural change**

- Complete an organisational training needs assessment
- Develop and implement an Information and Communications Technology skills framework

Work on this is complete for grey book employees. Work continues to progress for green book employees and the Transport Department are developing this workstream as they have the largest training requirement for green book.

- A draft ICT Skills framework has been produced and format agreed; an implementation timeline is now being developed.

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<th>We will:</th>
<th>Progress</th>
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<td><strong>Provide effective and ethical governance and achieve value for money</strong></td>
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<th>Our action</th>
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<td><strong>We will:</strong></td>
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<tr>
<td>Provide buildings, vehicles, equipment and technology that is fit for purpose to maximise organisational effectiveness</td>
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<td>Complete the merger of Cookridge and Moortown fire stations</td>
<td>Finding a suitable and available site has been problematic; the Planning Application for the proposed Moor Allerton site will not be pursued due to the North Leeds Planning Authority panel’s refusal in principle for a fire station to be built on the site. In the 2017/18 IRMP it is recommended that this proposal is paused for this year in order to consider alternatives.</td>
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<td>Complete the second phase of the Information and Communications Technology Strategy</td>
<td>Customer charter approved and ICT restructure progressing to enable delivery of the charter. Cornerstone projects progressing with requirements gathering and creation of tender specifications. ICT restructure is complete and the service desk software being rolled out. Other projects continue to progress.</td>
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<th>Provide effective systems of control, performance and assurance to ensure the service operates efficiently</th>
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<td>Audit Fire Protection and Prevention key areas of assessment (assurance)</td>
<td>The assurance process is under review.</td>
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<td>Develop a service support assurance process</td>
<td>A pilot has been completed; the outcomes are informing the process being rolled out across the service. A paper was taken to Audit Committee on 15 September outlining the process and progress to date. Work is being carried out by departments to start the process that has been developed to provide information in order to develop departmental action plans.</td>
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<td>Review the range of budget delegations and approval procedures where this can improve service delivery</td>
<td>The property pilot which is currently being undertaken in Leeds district will look into the feasibility of budget delegation to districts for minor property repairs. The pilot is to be rolled out across all the Districts.</td>
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<td>Review, update and improve governance standards</td>
<td>Legislative and regulatory developments and changes are monitored to ensure the Authority remains compliant. The revised Constitution was approved by the Authority in June 2017.</td>
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<th>Demonstrate transparent and accountable decision making throughout the organisation</th>
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<tr>
<td>Review the Corporate Health indicators</td>
<td>A Workplace Wellbeing benchmarking exercise has been undertaken to access our position and an action plan is being produced to take forward the recommendations of the group.</td>
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Design and implement changes arising from the outcomes of the Communications Review conducted by the Local Government Association in December 2016. The Head of Corporate Communications post has been advertised and filled. An action plan is in place in respect of the findings of the LGA review and will now be progressed and reported upon.

| Identify and implement strategic change to reflect the economic environment | Commence the implementation of the building modernisation strategy | Feasibility studies are being undertaken to review options for modernising Wakefield Fire Station. A paper is to be taken to the January F&R Committee meeting regarding the way forward. |
| Review and implement changes in collaboration with Blue Light Partners in relation to support functions and service delivery to the community | A ‘Tri Service Collaboration team’ has been established and reviews of service functions have taken place. Areas such as Driver Training, Occupational Health and Emergency Planning have been reviewed with options for collaborative opportunities being formalised and presented to the Tri Service Collaboration Board for progression and implementation. The Tri Service Collaboration Board has established representation from Police, Fire and YAS authorities and Executives with real progress being made in the development of aligned strategies and aspirations. WYFRS is also looking beyond tri service collaboration opportunities with the initiation of a regional procurement review looking at combining and aligning procurement protocols for all Regional fire and rescue services. |
Bonfire Review 2017

Full Authority

Date: 15 December 2017
Submitted By: Deputy Chief Fire Officer and Director of Service Delivery

Purpose
To inform Members of the events leading up to and throughout the bonfire period.

Recommendations
That Members note the content of this report

Summary
The bonfire period is historically a time of increased activity for West Yorkshire Fire and Rescue Service (WYFRS). It is also a period that we know has the potential to see an increase in attacks on firefighters. This year November 5th was a Sunday night, which focused all the activity on the weekend. These factors, combined with dry relatively mild weather, did result in a busy weekend, but one that was comparable to similar bonfire periods in the last few years.

This report provides an overview of the work that was carried out leading up to the bonfire weekend, including all the pre-planning with partner agencies and the broad spectrum of prevention initiatives carried out. It also covers the main periods of activity that occurred over the weekend and the effectiveness of the response plan.

Local Government (Access to information) Act 1972

Exemption Category: None

Contact Officer: AM Jim Butters 01274 655783

Background papers open to inspection: WYFRS – Operational Response Plan

Annexes: List of firefighter attacks
1 Introduction

1.1 Over the bonfire period, WYFRS operational response had to be dynamic and resilient reflecting the changes in demand and the increased risk to both firefighters and the communities we serve. In order to achieve this, operational response, fire protection and fire prevention have worked collaboratively with blue-light and other partner agencies. The aim being to provide a safe and effective emergency response, prevent firefighter attacks and to lower the number of fire related incidents attended.

1.2 The bonfire response plan covered the weekend of the 3rd, 4th and 5th November, with bonfire night falling on the Sunday. In relation to 2016, there was an increase in incident attendance and a reduction in firefighter attacks (further detail in sections four and five).

1.3 Specific planning for the bonfire period started towards the end of the summer, but much of the prevention work builds on the educational themes, initiatives and prevention work completed throughout the course of the year. Our success relies heavily on strong links and collaborative working that has developed over a number of years with schools, community groups, local authorities and the other blue light partners.

2 Prevention activity

2.1 Each district carried out a range of prevention activities prior to and during the bonfire weekend. The activities varied slightly in each district due to the different levels of risk and demographic makeup. The following activities have taken place throughout West Yorkshire with the aim to reduce bonfire related activity and anti-social behaviour.

2.2 Youth Education Programme - In addition to the normal year five school talks, high risk areas were identified and prioritised to enable the delivery of a specific bonfire learning programme. Prevention staff and operational crews engaged with young people in both primary and secondary schools, focusing on years five through to nine. The aim of the programme was to encourage young people to have a safe and sensible approach to the bonfire period. It focused on highlighting the hazards and risks involved in bonfires and the inappropriate use of fireworks. The impact of anti-social behaviour towards the fire service and the consequences offenders face was a major part of the programme. Youth groups in areas of known significant anti-social behaviour were also a focus for engagement with operational crews and prevention staff.

2.3 Environmental visual audits - In known areas where fly tipping occurred and where waste materials could be potentially ignited to cause a nuisance fire, district crews and prevention teams formulated ‘drive round’ plans. In collaboration with the local authority clean up teams, the waste materials were removed minimising the opportunity for unwanted fires. In addition, crews identified the potential for unofficial bonfires or poorly organised events. Crews risk-assessed these bonfires/events, gave safety advice and reported them to partner agencies. Staff proactively monitored vulnerable empty properties, where necessary they arranged securing of the property and combustible materials were removed. The presence of crews (during daylight hours) enabled them to identify potential arson targets but also provide arson prevention advice to local businesses and the public during safe and well visits.

2.4 Intelligence sharing - The planning process has taken into account previous years activities, current police intelligence and anticipated activity for West Yorkshire. West Yorkshire Police (WYP) and WYFRS gathered and shared information/intelligence leading up to and throughout the bonfire event period. This was shared with Yorkshire Ambulance Service (YAS) and other partner agencies,
therefore all relevant parties were aware of the high-risk areas where attacks to emergency services were taking place. This was relayed to all staff via the intranet on the Safety Critical Information Point and a full update given at a daily briefing to those involved in the response plan.

2.5 Bradford Hate Crime Alliance (BHCA) – Following liaison with Group Manager Martin Speed, Jed Din (Director BHCA) and his team worked in collaboration with Bradford Council in the Undercliffe area of Bradford. The area was subject to significant public disorder in 2016. BHCA engaged with the local community, specifically schools and local businesses. Community engagement in the form of ‘street audits’ took place, discussing with local people the issues of anti-social behaviour and prevention solutions. Over the bonfire weekend the team were out on the ground with council officials, the area was quiet and gave no cause for concern to police commanders. This multi-agency approach is highlighted as best practice and Bradford district will look to expand this type of work.

2.6 Community Engagement – Prevention crews engaged with community safety teams and groups throughout the bonfire period across West Yorkshire. A number of diversionary activities (football matches, organised bonfires and other events etc.) were planned to engage with and to remove youths from the streets in higher risk areas. Talks were given to local youth groups and safety messages given out to local religious/community leaders.

![Image of Bradford prevention staff engaging the community (Nov 4th)](image)

2.7 Selling of Fireworks – Fire protection staff visited a number of shops including ‘pop up’ premises that were selling fireworks. This was to ensure that they were complying with the laws around safe storage and that only fireworks sold conformed to British Standards.

2.8 Organised Events – A key safety message was to encourage the public to attend safe, organised firework and bonfire events. Leading by example, WYFRS hosted a bonfire and firework extravaganza on Friday 3rd November. Thousands of people attended raising a substantial amount of money for three charities.

2.9 ‘More Than a Uniform’ Media Campaign

West Yorkshire Fire and Rescue Service launched a campaign against attacks on firefighters after statistics showed numbers were at a record high in the last five years.

Although the vast majority of attacks have not resulted in injury, there was concern about the spike in numbers and it is believed that with fireworks and bricks being thrown at crews on an increasingly regular basis, it is only a matter of time before something more serious occurs.
The More Than a Uniform campaign was launched on October 24th and aimed to deliver the message that our crews are more than a perceived authority figure - they are sons and daughters, husbands and wives, brothers and sisters, mums and dads.

Staff from across the organisation supported the campaign with videos, including the Chair of the Fire Authority Councillor Judith Hughes. These were posted onto the WYFRS social media channels.

Watch Commander Phil Warden from Odsal fire station also described his experience of having his nose broken by a flying piece of concrete. Area Manager Chris Kirby appeared on the local news to promote the campaign.

The campaign was widely covered by regional media and was supported by Halifax MP Holly Lynch and Bradford South MP Judith Cummins, who along with Cllr Hughes spent the evening of Saturday, November 4th with crews. Other prevention messages were around encouraging people to go to organised bonfire events and to use fireworks safely.

3 Operational Response

3.1 WYFRS Operational Resilience and Emergency Planning team worked collaboratively with blue light partners on a regular basis, resulting in a positive and effective working relationship. Early planning at both strategic and tactical levels focusing on information sharing and resource requirements aided a safe and efficient bonfire response. However, pre-planning starts at a local district level, utilising the knowledge and risk understanding of the district manager, his prevention staff and operational crews. In conjunction with local police partners, via intelligence sharing/analysis of the high activity areas for anti-social behaviour, the district ‘blue light’ team will determine the level of response required for the bonfire period.

3.2 The key elements of the response plan included additional resources and fire appliances being utilised on the 3rd, 4th and 5th of November. Extra Flexi Duty System FDS officers were utilised to fulfil the command and control responsibilities that emerged from a newly developed tactical fire command model based at Service Delivery Centre, working closely with control.

3.3 Following the firefighter attacks over the bonfire period in 2016, particularly in Bradford, the response plan was heavily weighted and resourced to the Bradford area. Bradford District Commander, Martin Speed, in conjunction with his WYP counterpart, Superintendent Dan Greenwood, formulated a robust response plan in an attempt to reduce the number of attacks to emergency service personnel over this period.

3.4 WYP provided four ‘fire cars’ that were marked police vehicles. A WYP driver and sergeant accompanied by a WYFRS Watch Manager staffed the car. The officers were selected due to the extensive knowledge of the local area and community. The fire cars were located at Odsal, Fairweather Green, Bradford and Keighley. Their principal role was to carry out a fast on scene risk assessment in terms of whether a fire appliance was required or not. Following a thorough risk assessment, a fire with no risk of spreading to any property was allowed to burn out or be left with a responsible person. This ensured that WYFRS and WYP had minimal personnel with a potential risk area with the clear intention of reducing attacks to firefighters, officers and appliances. The marked police vehicle in conjunction with a police Sergeant provided the authority to direct individuals who may be causing a public nuisance and to provide a deterrent.

3.5 Six additional fire appliances, staffed by personnel on overtime were used over the three nights of the weekend from 15:00 to 01:00. These were located at the whole-time fire stations across Bradford.
Their role was to attend the secondary fire and bonfire related incidents therefore leaving the fire appliances based at those stations able to respond to all other types of incidents.

3.6 WYP provided three Police Supports Units (PSUs) to assist WYFRS in reducing the potential for firefighter attacks. Each PSU consist of three police serials (vans) with approximately eight staff. Each of the additional six fire appliances were assigned a police serial to work in partnership throughout the night. Therefore, at every incident that these appliances attended, they did so with a substantial police presence.

3.7 Prior to the bonfire period, the WYFRS Watch Managers and WYP Sergeants staffing the fire cars attended a joint training seminar to build relationships and to gain an understanding on roles and responsibilities. This was reinforced at a daily briefing conducted by the Joint Emergency Services Interoperability Programme (JESIP) team throughout the weekend at FSHQ. The briefings were well attended by WYP, WYFRS and other partner agency staff that were involved within the response plan. The staff who attended the multi-agency briefings received a detailed update on the latest intelligence picture, high risk/tension areas within communities and any attacks against emergency services.

3.8 Based on dynamic intelligence gathering Leeds district increased the attendance to incidents to two fire appliances to certain higher risk areas over the bonfire period. Discussions between the WYFRS Leeds district team and local WYP Tactical officers took place regarding providing a ‘fire car’. Police intelligence dictated that this was not a safe and viable resource to have this year. Pre-planning for 2018 for Leeds district may include fire car/s.

3.9 In Calderdale district, the retained fire appliance from Mytholmroyd was ‘stood up’ and relocated to Halifax Fire station. A police serial was also located at Halifax fire station to work in liaison with the Halifax fire appliance.

3.10 Kirklees and Wakefield districts requested no additional fire or police resources. District management monitored staffing levels of retained stations ensuring resilient support was available if required.

3.11 A new, bespoke command structure was developed for this year’s WYFRS operational response plan; it focused on a tactical fire command room at Service Delivery Centre. The role of the Tactical Fire Commander was to command, coordinate and manage operations centrally from the tactical command room whilst closely supporting the fire control team. To aid communication with the police and to provide them with support, a station manager went to WYPs operations rooms at Elland Road and Laburnum Road. The police operation particularly focused on Bradford; Group Manager Martin Speed worked with Superintendent Dan Greenwood at the police operation room at Dudley Hill. A robust communication structure was established to ensure that data from all command locations was shared effectively and efficiently.
## Incident Analysis

### Dates

<table>
<thead>
<tr>
<th>Dates – 3 day bonfire period</th>
<th>2012</th>
<th>2013</th>
<th>2014</th>
<th>2015</th>
<th>2016</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Secondary Fires</td>
<td>202</td>
<td>139</td>
<td>238</td>
<td>138</td>
<td>215</td>
<td>224</td>
</tr>
<tr>
<td>Bonfires</td>
<td>26</td>
<td>48</td>
<td>32</td>
<td>17</td>
<td>21</td>
<td>19</td>
</tr>
<tr>
<td>False Alarm/Controlled Burning</td>
<td>48</td>
<td>60</td>
<td>60</td>
<td>48</td>
<td>85</td>
<td>134</td>
</tr>
<tr>
<td>Total</td>
<td>276</td>
<td>247</td>
<td>330</td>
<td>203</td>
<td>321</td>
<td>377</td>
</tr>
</tbody>
</table>

4.1 Attendances to secondary fires, bonfires and false alarms/controlled burning increased 16% on 2016. An explanation could be that the period combined the whole weekend.

4.2 The bonfire category is bonfires ‘not under control and required extinguishment’. Compared to 2013, this has dropped significantly. Prevention activity, media campaigns and organised events will have reduced this number.

4.3 Compared to 2016, the two extra fire cars may be a factor for the increase in attendance to false alarms/controlled burning (44%). Their role was to assess a fire and leave them to burn out if it was safe to do so or the risk of attack was high. The aim being to minimise the risk to firefighters and to ensure that fire appliances were still available for life risk emergencies.

## Firefighter/Emergency Services Attacks

5.1 During the course of the bonfire weekend, there were 21 recorded attacks on firefighters. The vast majority being objects (sometimes fireworks) thrown at crews whilst dealing with incidents. Although a reduction was the aim, we attended 56 more incidents than 2016.

5.2 Seven of these attacks affected the ‘fire cars’. These vehicles were marked police patrol cars with fire service personnel in them. Although the Watch Managers in the car reported a firefighter attack, it could be interpreted as an attack on the police. Although the attacks on fire cars stayed the same as 2016, relative to turnouts they were lower. Fire cars mobilised 47 times in 2016 compared to 107 times in 2017. The fire car mitigates the risk to firefighters specifically as only one member of staff is present with police officers compared to four, five or six on a fire appliance.
5.3 Firefighter attacks 3rd/4th/5th November

<table>
<thead>
<tr>
<th>WY/District</th>
<th>Attacks 4th-6th Nov 2016</th>
<th>Attacks 3rd-5th Nov 2017</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Total</td>
<td>Fire cars</td>
</tr>
<tr>
<td>West Yorkshire</td>
<td>21</td>
<td>7</td>
</tr>
<tr>
<td>Bradford</td>
<td>12</td>
<td>7</td>
</tr>
<tr>
<td>Leeds</td>
<td>4</td>
<td>n/a</td>
</tr>
<tr>
<td>Calderdale</td>
<td>3</td>
<td>n/a</td>
</tr>
<tr>
<td>Kirklees</td>
<td>2</td>
<td>n/a</td>
</tr>
<tr>
<td>Wakefield</td>
<td>0</td>
<td>n/a</td>
</tr>
</tbody>
</table>

5.4 Bradford District firefighter attacks (note: one attack in Keighley not on the map)

6 Financial Implications

6.1 The planning and debriefing of this operation was picked up by the Operations Support Team as part of their normal day to day business therefore no additional cost was incurred.

6.2 The total cost for the additional staff working overtime was met from the existing overtime budget.
7 Human Resources and Diversity Implications

7.1 An equality impact analysis may be required to document two considerations. Firstly, the implications on community relations that any proposed action might have as part of the concerted effort with partner organisations. Secondly, experienced FDS officers and watch managers with knowledge of the Bradford area were utilised with the response plan and worked the period on overtime. The fairness of this may be open to challenge therefore an equality impact assessment for the response plan will be beneficial for next year.

8 Health and Safety Implications

8.1 The main aim of the response plan is to ensure firefighter and public safety. As in previous years, we continually look to learn from events and work with our partners to reduce further still the risk of injury to firefighters or the public.

9 Service Plan Links

9.1 The bonfire response plan underpins the aim and strategic priorities of WYFRS. The aim of the collaborative response on the weekend was to work in partnership to reduce death, injury and economic loss and contribute to community well-being. The plan linked into the following strategic objectives;

- Deliver a proactive fire prevention and protection programme
- Deliver a professional and resilient emergency response service
- Provide a safe competent and diverse workforce

10 Conclusions

10.1 The bonfire period is always a challenging time but with a combination of effective prevention work, close working with partner agencies, and a resilient, briefed and prepared operational response plan we continue to strive to make our staff and the communities of West Yorkshire safer.

10.2 Although attacks on firefighters over the bonfire weekend were the same as last year, we did attend 56 more incidents in 2017. There were no reported injuries linked to firefighter attacks. The collaborative working with WYP, particularly in Bradford prevented any repeats of serious disorder that occurred in 2016. Feedback from our police partners is that the plan was well prepared and executed.

10.3 999 call challenge in fire control, the use of fire cars within Bradford and the new command structure allowed a sensible risk assessed approach to attending secondary fires/bonfire incidents; therefore reducing the risk to firefighters on fire appliances and the number of mobilisations.
Purpose
To inform members of the changes to the regulations that govern how the Authority accesses its investments and seek members approval to “opt up” to professional client status.

Recommendations
That members approve the Chief Finance and Procurement Officers recommendation to “opt up” to professional client status in order to maintain existing access to investments in Money Market Funds.

Summary
The new Markets in Financial Instruments Directives II has brought in new regulations on how the Authority can access investments. These new rules mean that Local Authorities are automatically classed as retail clients who are deemed to have the least knowledge of financial markets. The Authority can elect to opt up to professional client status provided that the prescribed qualitative and quantitative tests are satisfied. The Authority’s current Money Market Fund providers have confirmed that they will no longer provide a service to retail clients meaning the Authority will have to invest in bank deposit accounts and the Government’s Debt Management Office (DMO) who offer lower rates of interest.
1 Introduction

1.1 The Markets in Financial Instruments Directive II (MiFID II) is a package of EU legislation, introduced in 2014, which regulates both retail and wholesale investment business in the UK. The aim of the MiFID legislation is to strengthen protection for investors. In this case investors includes local authorities and local authority pension funds.

1.2 The first Markets in Financial Instruments Directive was adopted in 2004 and came into force in November 2007. Its aim was to improve the competiveness of EU financial markets by creating a single market for investment services and activities, and ensuring a high degree of harmonised protection for investors in financial instruments, such as shares, bonds, derivatives and various structured products.

1.3 The new MiFID II rules come into force on the 3rd January 2018 and will affect how the Authority access Money Market Funds and other financial instruments such as shares and bonds.

2 Information

2.1 Under MiFID II, all financial services firms such as banks, brokers, advisors and fund managers will have to treat local authority funds in the same way they do individuals and small businesses who are classed as retail clients. That includes ensuring that investment products are suitable for the customer’s needs and that all the risks and features have been fully explained. This will require financial services firms to complete more paperwork and undertake specific training, and as a result will charge retail clients higher fees.

2.2 The MiFID II regulations offers the option to local authorities to “opt up” to professional client status providing the Authority meet the following qualitative and quantitative criteria:

**Qualitative Criteria**

- The financial services firm has assessed that the person authorised to carry out transactions on the authority’s behalf has the expertise, experience and knowledge to give reasonable assurance that they are capable of making their own investment decisions and understanding the risks involved

**Quantitative Criteria**

- The size of the authority’s investment portfolio, including cash deposits, exceeds £10 million and

- At least one of the following is true;
  - The authority has carried out transactions, in significant size, on the relevant market at an average frequency of ten per quarter over the previous four quarters.
  - The person authorised to carry out transactions has worked for at least one year in a professional position which requires knowledge of the services
2.3 Kirklees Council provide our treasury management services as part of a Service Level Agreement which means that they manage the Authority’s borrowing, investments and day to day cash flow on our behalf as well as that of the Kirklees Council. This experience and knowledge means the above required criteria will be satisfied and that fire will be able to “opt up” to professional status.

2.4 The Authority would meet criteria of “professional client”, except for certain parts of the year when cash balances fall below the £10million limit.

The Authority has a positive cash flow in excess of the £10m limit during the majority of the year which is due to the timing of Government grants, notably the Top Up Grant of £33m which is received in July each year.

This means that in order to maintain investments at the minimum £10 million level, the Authority will have to take out temporary loans during the year.

The Authority went below the £10million limit in June 2017 and it is forecast that it will go below this level in March 2018. Based on current interest rates and past cash flow experience, the cost of borrowing £1 million to this limit for a month would cost around £200. This would then be reinvested at a rate in the region of 0.1% to 0.17%, meaning the actual cost would be circa £50-£100.

2.5 If the Authority, choose to remain as a retail client we would no longer be able to invest in Money Market Funds altogether as brokers/investors only chose to take on professional clients and the ability to generate investment income will thus be limited. The number of counterparties in which the Authority can invest in would be reduced thus increasing the risk of loss in the event of failure.

We have had confirmation from our current Money Market Fund brokers that they would not be willing to deal with retail clients under the new regulations. For other brokers who do provide investments in Money Market Funds a fee will be charged which reflects the increased administrative burden placed on brokers who service retail clients.

3 Financial Implications

3.1 The cost of not opting up to professional client status would mean that the Authority would no longer have access to invest in Money Market Funds. Money Markets Funds offer higher rates of interest which generated investment income of £78k in 2016/17.

3.2 The cost of temporary borrowing to maintain at the £10 million limit would be offset by the fee charged by brokers to service retail clients and the loss of higher rate of interest earned in Money Market Funds.

3.3 The Authority would then be limited during the year to invest in bank deposit accounts and the Government’s Debt Management Office which offer low rates of interest.

4 Conclusions

In order to continue to have the widest opportunities to invest within the scope of the Authority’s current treasury management strategy, the recommendation is for the Authority to “Opt up” to become a professional client.
Extension to six month attendance rule

Full Authority

Date: 15 December 2017

Submitted By: Chief Legal and Governance Officer

Purpose

For the Full Authority to consider the waiver of the six-month member attendance rule in the case of Councillor Monica Graham.

Recommendations

The Fire Authority is asked to approve Councillor Graham’s non-attendance at meetings of the authority due to ill health for a six month period up to 30 June 2018 pursuant to Section 85 (1) of the Local Government Act 1972.

Summary

In accordance with Section 85 Local Government Act 1972, members approve Councillor Graham’s non-attendance at meetings on the grounds of ill health.

Local Government (Access to information) Act 1972

Exemption Category: None

Contact Officer: Carol Robinson, Committee Services Manager

Background papers open to inspection: Dispensation report from Wakefield Council

Annexes: Agenda Item No 9 from Wakefield Council meeting held on 4 October 2017
1 **Introduction**

Section 85 of the Local Government Act 1972 states that 1) if a Member of a local authority fails throughout a period of six consecutive months from the date of their last attendance to attend any meeting of the authority, they shall, unless the failure was due to some good reason approved by the authority before the expiry of that period, cease to be a member of the authority. 2) Attendance can be at any committee or sub-committee or at any joint committee, joint board or other body where the functions of the authority are discharged or who were appointed to advise the authority on any matter relating to the discharge of their functions, and attendance as representative of the authority at a meeting of any body of persons, shall be deemed for the purposes of subsection (1) above to be attendance at a meeting of the authority.

Any Member failing to attend any meeting of the Authority or its Committees for a period of six months ceases to be a Member of the Authority unless within that period the Member's absence is approved by the Authority, unless the failure was due to some good reason approved by the Authority before the expiry of that period, cease to be a member of the Authority.

2 **Information**

Due to illness, Councillor Graham last attended a qualifying meeting on 30th June 2017. In accordance with the legislation, Councillor Graham does not need to attend another meeting until 30 December 2017. Wakefield Council has notified The Monitoring Officer of the grant of a leave of absence to Cllr Graham by reason of ill health and on her behalf has requested that the FRA also grants a leave of absence which is separately required in respect of FRA membership under Section 85 Local Government Act 1972.

Wakefield Council to consider approving an extension to the usual six month attendance rule enabling Councillor Graham to remain in office until she is able to resume normal duties. Unless the Fire Authority approves an extended period of absence, Councillor Graham would vacate Office on 30 December 2017. Due to the nature of Councillor Graham’s illness and the expected recovery period, it is not possible to predict the likely date that Councillor Graham will be able to return to full FA duties, including attendance at meetings. As such it is proposed that an extension should be for 6 months at this time.

Once any councillor loses office, through failure to attend for the six month period, the disqualification cannot be overcome by the councillor subsequently resuming attendance nor can retrospective approval of the Council be sought for an extension in time. This is the final Full Authority meeting at which approval could be sought for an extension of the time limit. If approval to any extension is not therefore agreed at this meeting Councillor Graham would, under Section 85 of the Local Government Act 1972 be disqualified after 30 December 2017 from office as a member.

The extension would not prevent either Councillor Graham from returning to meetings at any time, if her health allowed, but would give flexibility and prevent further recourse to the FA.

Councillor Graham sits on committees for Human Resources and Community Safety.

3 **Financial Implications**

Councillor Graham will continue to receive allowances without any deduction for non-attendance at meetings under the terms of the scheme.

4 **Human Resources and Diversity Implications**

There are no direct human resources and diversity implications arising from this request as the Authority is required to consider the formal request for an extension in time.
5 Health and Safety Implications

There are no direct health and safety implications arising from this request as the Authority is required to consider the formal request for an extension in time.

6 Service Plan Links

None.

7 Conclusions

The Fire Authority is asked to approve Councillor Graham’s non-attendance at meetings of the authority due to ill health for a six month period up to 30 June 2018 pursuant to Section 85 of the Local Government Act 1972.
REPORT TO COUNCIL
TO BE HELD ON
4 OCTOBER 2017

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<tr>
<th>Key Decision</th>
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</tr>
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<td></td>
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<tr>
<td>Portfolio</td>
<td>Corporate Services</td>
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<tr>
<td>Relevant Overview and Scrutiny Committee(s)</td>
<td>Wakefield Overview &amp; Scrutiny Management Board</td>
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</tbody>
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REPORT OF: CHIEF EXECUTIVE

WARDS AFFECTED: All

1. SUBJECT: EXTENSION OF SIX MONTH ATTENDANCE RULE

2. PURPOSE OF REPORT

2.1 For the Council to approve the waiver of the six-month Councillor attendance rule in the case of Councillor Mrs Graham.

3. RECOMMENDATION(S)

3.1 That Council note Councillor Mrs Graham's current indisposition due to medical reasons and that the Council's best wishes be conveyed to her.

3.2 That in accordance with Section 85 of the Local Government Act 1972, Council approve Councillor Mrs Graham's non-attendance at meetings on the grounds of ill health, until such time as she is able to return to her Council duties.

4. WHAT DOES THIS MEAN FOR THE DISTRICT?

4.1 If Council is minded to approve the request for an extension of non-attendance then the Wakefield South Ward 19 will continue to be represented by Councillor Graham's Ward colleagues.

THIS REPORT AND BACKGROUND INFORMATION ARE OPEN TO INSPECTION BY MEMBERS OF THE PUBLIC.
5. **BACKGROUND INFORMATION**

5.1 Section 85 (1) of the Local Government Act 1972 states that: "if a member of a Local Authority fails, throughout a period of six consecutive months from the date of their last attendance, to attend any meeting of the Authority they will, unless their failure was due to some good reason approved by the Authority before the expiry of that period, cease to be a member of the Authority". The attendance can be at any Committee or Sub-Committee, or any Joint Committee, Joint Board or other body where the functions of the Authority are discharged or who were appointed to advise the Authority on any matter relating to the discharge of their functions.

5.2 Due to illness, Councillor Mrs Graham last attended a qualifying meeting under Section 85(1) on 30 June 2017 when she attended the West Yorkshire Fire and Rescue Annual General Meeting. In accordance with the legislation, Councillor Mrs Graham does not need to attend another meeting until 30 December 2017.

5.3 Unless Council approves an extended period of absence, Councillor Mrs Graham would vacate Office on 30 December 2017. Due to the nature of Councillor Mrs Graham’s illness and the expected recovery period, it is not possible to predict the likely date that Councillor Mrs Graham will be able to return to full Council duties, including attendance at Council meetings. As such, it is proposed that any extension should not be time limited.

6. **OPTIONS APPRAISAL**

6.1 To approve Councillor Mrs Graham’s period of absence and agree that the approval should not be time limited.

6.2 To not agree to extend Councillor Mrs Graham’s period of absence.

7. **STRATEGIC IMPLICATIONS**

7.1 This section should include reference to the strategies relevant to the matter being considered and the implications any decisions taken will have in relation to Council strategies, to partnerships, equality, community cohesion, the local environment, community safety etc.

8. **ENGAGEMENT**

8.1 None.

9. **CORPORATE IMPLICATIONS**

9.1 Financial Implications

There are no specific financial Implications associated with this report.
9.2 Legal Implications
Section 85 (1) of the Local Government Act 1972 requires a member of a Local Authority to attend at least one meeting of that Authority within a six month consecutive period, in order to avoid being disqualified as a Councillor. This requirement can be waived and the time limit extended if any failure to attend was due to a reason approved by the Authority, in advance of the six-month period expiring.

If a Councillor is unable to attend any qualifying meetings prior to the six month period expiring, then if there has been no extension of the time limit approved by full Council then, under Section 85 (1) of the Local Government Act 1972, the Office of Councillor would be automatically vacated.

Once a Member loses office through failure to attend for the six-month period, the disqualification cannot be overcome by the Member subsequently resuming attendance nor can retrospective approval of the Council be sought for an extension in time.

10. RECOMMENDATION(S)

10.1 That Council note Councillor Mrs Graham's current indisposition due to medical reasons and that the Council's best wishes be conveyed to her.

10.2 That in accordance with Section 85 of the Local Government Act 1972, Council approve Councillor Mrs Graham's non-attendance at meetings on the grounds of ill health, until such time as she is able to return to her Council duties.

11. REASON(S) FOR RECOMMENDATIONS(S)

11.1 To extend Councillor Mrs Graham's absence to enable her to make a full recovery.

City Solicitor: Bernadette Livesey, City Solicitor, Governance & Resources

Contact Officer: Andrew Taylor
Committee Manager
Room 52
County Hall
WF1 2QW

Telephone No: 01924 305051
E-mail address: ataylor@wakefield.gov.uk

Background Papers:
Local Government Act 1972 (Section 85)

Minutes – West Yorkshire Fire and Rescue Annual General Meeting