

BARRY

Station Service Plan

2009/2010

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Approved By	GM Andy Davison

South Wales
Fire and Rescue Service



Gwasanaeth Tân ac Achub
De Cymru

Raising Awareness - Reducing Risk

Introduction

Barry Community Fire Station serves the community of Barry within the Vale of Glamorgan. It was constructed in 1978 and is managed by a Station Manager. The station comprises of 4 watches, each with 16 personnel. Watches are managed by a Watch Manager and consist of 3 Crew Managers and 12 fire fighters.

The town of Barry emerged following the construction of Barry Docks in 1890. The town thrived on the export of coal from local valleys. By 1950 the coal industry in the South Wales Valleys was in decline, Barry has found a new identity based on different forms of industry and tourism.

Barry is home to 48,000 residents housed in a variety of 27,145 properties in the area and it is also the Vale's administrative centre, a seaside resort and port. Cardiff International Airport is located at Rhoose, 3 miles west of Barry. Barry is comprised of 10 electoral wards:

- Illyd
- Rhoose
- Court
- Wenvoe
- Dyfan
- Baruc
- Cadoc
- Castleland
- Buttrills
- Gibbonsdown
- Sully 2

The wards of Castleland and Gibbonsdown are low income and comprise mainly of social housing.

Monitoring of the Plan

Delivery against the activities and targets specified in the plan will be monitored via formal meetings between the Station Commander and the appropriate Group Manager Quarterly.

This plan is a living document and may be added to and amended as circumstances change. The Plan will be revisited as least quarterly and revised versions of the plan will be made available via South Wales Fire & Rescue Service intranet and internet site.

Station Overview

Barry Community Fire Station attended 656 incidents within the Barry area last year. In addition it provided assistance to neighbouring stations with its

specialist appliances. This increased the total number of incidents attended by crews from Barry to-1197. A breakdown of these incidents is as follows:

Accidental FDR1 - 63	Automatic Fire Alarm actuations - 89
Deliberate FDR1 - 48	Malicious False Alarms - 16
Acc dwelling Fires - 36	Road Traffic Collisions - 51
Del Vehicle Fires - 36	SSC's (Non RTC) - 110

The risks within the Barry area can be divided in the following manner:

Heavy Industry - 6 COMAH regulated sites in the Barry area, concerned with chemical manufacture and processing. These sites are interlinked and located in the Cadoxton and Sully area close to Barry Docks.

Docks - Barry Docks is located in a first class tidal position and regularly handles vessels up to 23,000 tons. It comprises of an extensive infrastructure of transit sheds, warehouses and open storage areas. The docks are used extensively by roll on/roll off container ships from West Africa.

Light Industry - Located in and around the dock areas, with Palmerston, Ty Verlon and Atlantic Trading estates all in close proximity.

Cardiff-Wales Airport - Cardiff Wales Airport is located in the ward of Rhoose within the Barry area. Barry personnel provide support to the airport fire service. Cardiff-Wales has been officially declared as Europe's fastest growing airport

Power Station - Aberthaw Power Station is South Wales' is both coal and 'Eco' product fired and provides 1500 megawatts of electricity, enough to provide the national grid with sufficient electricity to service 1.5m people.

RAF St Athan - Barry Fire Station along with Llantwit Major provides emergency fire-fighting resources to assist the RAF training establishment at St Athan. This air base provides a home for a jet fighter maintenance facility, as well as flight training for the University of Wales

Residential - Barry contains 27,145 residential properties. 2229 of properties in the area present an above average risk from fire. Crews from Barry Fire Station have visited 3293 (Figures to end of June 2009) of the total number of properties, which equates to a figure of 12.13% of the total number of properties. A target has been set to increase this percentage this year with 864 home fire safety checks scheduled to be completed.

There are a vast number of developments scheduled to take place in the Barry area in the year 2009/10 which will have an effect on risk within the area. These are as follows:

- The continuing expansion of Cardiff Wales Airport, officially rated as the fastest growing airport in Europe.

- The continuing expansion and modernisation at Aberthaw Power Station, Increase of 500 construction staff on site at present. Increase in the amount of height working and ongoing site layout changes.
- Recent Government announcement of £16bn investment into the expansion of St Athan RAF training establishment. This will create 5,500 training jobs and 1,000 construction jobs. In addition there will be an influx of a possible 10,000 trainees into the area at any single time.
- Continuation of the expansion of the Waterfront Development at Barry. On completion, 10,000 new homes are forecast.

Barry Community Fire Station personnel are currently involved in the following initiatives to reduce current risk within the Barry area:

- Firewatch Programme
- Pass Plus Cymru – Young driver training scheme
- Bike Safe
- Car Crime Awareness Days – Youth Offending Team
- Clean Neighbourhood Group – Refuse/Abandoned Vehicle Reduction
- Tidy Towns
- Highways/Police Liaison Group – RTC Reduction
- Business PACT Initiative – Arson Reduction
- Safer Vale partnership
- Vacant, derelict property arson reduction group
- Key Stage1/2 School Visits
- Vale Emergency Planning Group – Hazchem Site/Airport etc
- Domino Sites Liaison Group – COMAH Sites (Docks Area)
- Maritime Coastguard Agency – Liaison
- Airport Fire Service – Liaison/Joint Training
- Ongoing 72d risk visit programme
- Ongoing exercise timetable involving major risks
- Vale of Glamorgan flood forum

The following development of current initiatives and the introduction of new initiatives are planned for the year 2009/10, to further reduce risk and build on systems currently in place in the Barry area:

- Continue to progress the exciting collaborative project at Barry fire station involving the conversion of the 'Bar area' into a locally managed youth facility
- Continue liaison with Safer Vale and other Partners with regard to their 'occupation' of the first floor office suite at Barry fire station
- Investigate ways to encourage use of the Station facilities by more 'diverse' community groups
- Continue to introduce all 4 Comprehensive Schools to the Firewatch programme

- Expand/Support 'Pass Plus Cymru' scheme for young drivers. Numerous dates for 2009 already in place in attempt to reduce RTC's involving young inexperienced drivers in Barry Area.
- Involve operational crews from station 20 and liaise with Youth Offending Team in the provision of Car Crime Awareness days to reduce RTC/Vehicle Fires
- In partnership with Local Authority Waste Management Team via Clean Neighbourhood Sub Group and 'Tidy Towns' carry out joint initiatives to target fly tipping hot spots in Barry Area to reduce FDR3 fires following on from the success of 2007/8.
- Provide support and assistance to CS dept (Russell Phillips) in the provision of Care-worker Training/Cognitive Behavioural Therapy and Young Fire-setter Initiatives based at Barry Fire Station.
- Utilise Operational Tactical plans and incorporate in 3 pump exercises organised at risks within Barry Area
- Build on involvement with Vale Emergency Planning Department in relation to off site planning for 'Domino' Chemical sites within the Barry Area
- Encourage the integration of Black and Ethnic Groups residing in the Barry Area, which are concentrated within the Cadoc, Iltyd and Court Wards. Contact to be made via Monis Muflahi (Equalities Officer)
- SWFRS Welsh Language Policy to be maintained on station with a compliment of 2 fluent Welsh Language speakers located at Station 20.
- All schools in Barry Area to be visited (18KS1/18KS2)
- Carry out 20 Schools AVA's providing quality information regarding risk from arson to enable swift action by Head-teacher to address.
- Build on relationship forged with Airport FRS and carry out risk based training events at this location.
- Work with Airport FRS on integrating their operational resources into SWICS
- Carry out 864 HFSCs within the Barry Area. Initially attempt to target the above average risk properties Ensure that these properties have been contacted via 'Outbound Calling' Initiative and that resources are targeted at most vulnerable properties.
- Appoint a Road Traffic Safety advisor for each watch to give advice on Road User Safety to the public
- Appoint Green Champions on each watch to monitor our environmental impact

Equality and Diversity

As throughout the organisation, the staff of Barry Fire Station is committed to treating colleagues and service users alike with dignity and respect. We will promote the use of station facilities by all sections of the community and we will endeavour to provide our services to all in the language of their choice. We will at all times remain sensitive to the needs and wants of our service users according to their preference.

Welsh Language

The Staff of Barry Fire Station are dedicated to the aims and objectives of the South Wales Fire and Rescue Service Welsh Language Scheme 2007-2010 in order to enable an equally effective and professional standard of services in both languages whenever and wherever reasonably practicable, and we will monitor the scheme to ensure that standards are maintained and improved.

Sustainable Development

Staff at Barry are committed to reducing our impact on the planet adhering to Environmental legislation in pursuance of their day to day duties both on the fire ground and on station Green Dragon Champions will be appointed on each watch.

Particular attention will be paid to

- Waste where every effort will be made to reduce reuse and recycle
- Energy use including lighting and heating
- Water use
- Pollution, prevention and control

Approval of Plan

Station plans are approved by the relevant Group Manager, Intervention and submitted to the Performance Management Unit for display on SWF&RS intranet and site.

Progress in relation to station plans is reviewed at three-monthly intervals in accordance with our ISO 9001 requirements.

Corporate Objectives 2009/2010

Number	Theme	Objective
1	Community Protection	Reduce deaths and injuries from fires and Road Traffic collisions (RTCs)
2	Attract and develop our people	Create an organisation that practices our values
3	Effective use of resources	Implement the Asset Management Plan
4	Organisational improvement	Re-engineer our business processes
5	Sustainability	Reduce environmental impact of operational activities

Measuring Our Performance – Statutory Performance Indicators

Statutory Performance Indicators are not applicable to Station Service Plans and are captured automatically and reported at Directorate level.

Local Performance Indicators

PI Ref	Link to Corporate Objective	Description	Performance					
			07/08 Actual		08/09 Target		08/09 Actual	
1(i)	2, 4	Reduce total number of WDS shifts lost to sickness by 5%	547		519		426	
			Current Performance 2009-2010					
			Target	Apr - Jun	Apr - Sept	Apr - Dec	Full year Actual	End of year projection
			405	184	353	488		736
Commentary on performance								
Quarter 1 - 153 shifts attributed to certified sickness – see comments below								
Quarter 2 – 169 shifts attributed to certified sickness – see comments below								
Quarter 3- Reduction in certified sickness to 113 in this quarter								
Quarter 4								
1(ii)	2, 4	Reduce total of WDS shifts lost to certified sickness by 5%	07/08 Actual		08/09 Target		08/09 Actual	
			373		354		296	
			Current Performance 2009-2010					
			Target	Apr - Jun	Apr - sept	Apr - decl	Full year actual	End of year projection
	281	153	292	405		584		
Commentary on performance								

PI Ref	Link to Corporate Objective	Description	Performance											
Quarter 1 - 3Ff's have been on LTS at Barry 2 now returned to non-ops duties 1 Ff remains on LTS in consultation with Occupational Health department														
Quarter 2 3 FF s LTS at Barry														
Quarter 3- reduction in third quarter														
Quarter 4														
1(iii)	2, 4	Reduce number of WDS shifts lost to uncertificated sickness by 5%	07/08 Actual		08/09 Target		08/09 Actual							
			174		165		130							
			Current Performance 2009-2010											
			Target	Apr - Jun	Apr - sept	Apr - decl	Full year actual	End of year projection						
			123	31	61	83						122		
Commentary on performance														
Quarter 1 – P30 process re-energised to achieve reduction at station level, although main issue at Barry is with certified sickness as detailed above														
Quarter 2 –Slight reduction although main issue at Barry is still with certified sickness as detailed 3 FF's long terms sick in consultation with occupational health dept														
Quarter 3 Reduction in third quarter to 22														
Quarter 4														
12(i)	1, 2	Number of HFSCs completed	07/08 Actual		08/09 Target		08/09 Actual							
			283		650		657							
			Current Performance 2009-2010											
			Target	Apr - Jun	Apr - Sept	Apr - Dec	Full year Actual	End of year projection						
			864	203	446	663						892		
Commentary on performance														
Quarter 1 – Target increase to 864. Targets increased 2 months into annual programme to achieve revised directorate target set centrally – Watches engaging well with revised target and increase expected within 2 nd quarter. Links forged with local groups in Vale CSP to achieve self- generated referrals from targets groups known to other agencies. 2 Non-ops staff engaging in HFSC's at present to increase targets.														

PI Ref	Link to Corporate Objective	Description	Performance							
Quarter 2 Links forged with local groups in Vale CSP to achieve self- generated referrals from groups known to other agencies.This is proving to be successful with referrals being generated- Watches engaging well with community to generate own referrals							Quarter 3 - Watches engaging well with community to generate own referrals 217 HFSC ' s completed			
Quarter 4										
12(ii)	1, 2	Increase number of HFSC's in BME communities.	07/08 Actual		08/09 Target		08/09 Actual			
			5		-		18			
			Current Performance 2009-2010							
			Target	Apr - Jun	Apr - Sept	Apr - Dec	Full year Actual	End of year projection		
21		5	12	18		24				
Commentary on performance										
Quarter 1 - Links forged with local groups in Vale CSP to achieve self generated referrals from targets groups known to other agencies										
Quarter 2 -Increase in second quarter through success of links forged with local groups in Vale CSP										
Quarter 3 – on target										
Quarter 4										
16(i)	1, 2	Number of school KS1 visits completed	07/08 Actual		08/09 Target		08/09 Actual			
			20		20		14			
			Current Performance 2009-2010							
			Target	Apr - Jun	Apr - Sept	Apr - Dec	Full year Actual	End of year projection		
20		3	4	12		20				
Commentary on performance										
Quarter 1 – Schools programme ongoing targets will be achieved by the end of term										
Quarter 2 - Schools returned in September –watches arranging visits in second quarter to achieve targets by the end of Year										
Quarter 3 -ongoing										
Quarter 4										
16(ii)	1, 2	Number of school KS2 visits completed	07/08 Actual		08/09 Target		08/09 Actual			
			17		20		12			
			Current Performance 2009-2010							

PI Ref	Link to Corporate Objective	Description	Performance							
			Target	Apr - Jun	Apr - Sept	Apr - Dec	Full year Actual	End of year projection		
			20	5	6	12		20		
Commentary on performance										
Quarter 1 - Schools programme ongoing targets will be achieved by the end of term										
Quarter 2- Schools returned in September –watches arranging visits in second quarter to achieve targets by the end of Year										
Quarter 3 -ongoing										
Quarter 4										
16(iii)	1, 2, 4	Number of arson vulnerability assessments completed	07/08 Actual		08/09 Target		08/09 Actual			
			22		24		16			
			Current Performance 2009-2010							
			Target	Apr - Jun	Apr - Sept	Apr - Dec	Full year Actual	End of year projection		
			24	9	11	22		36		
Commentary on performance										
Quarter 1 – On target										
Quarter 2 –Reduction of 2 carried out in second quarter due to school term										
Quarter 3—increase in number of AVA 'S carried out										
Quarter 4										
18	1, 5	Number of 7.2.d familiarisation visits completed	07/08 Actual		08/09 Target		08/09 Actual			
			41		18		24			
			Current Performance 2009-2010							
			Target	Apr - Jun	Apr - Sept	Apr - Dec	Full year Actual	End of year projection		
			18	5	19	25		20		
Commentary on performance										

Quarter 1 – Programme ongoing On target								
Quarter 2- Programme ongoing On target								
Quarter 3- Programme ongoing On target								
Quarter 4								
19	1, 2, 4, 5	Number of off station exercises attended involving 3 or more pumping appliances	07/08 Actual		08/09 Target	08/09 Actual		
			21		24	28		
			Current Performance 2009-2010					
			Target	Apr - Jun	Apr - Sept	Apr - Dec	Full year Actual	End of year projection
			24	6	12	22		24
Commentary on performance								
Quarter 1 - Programme ongoing								
Quarter 2- Programme ongoing- On Target								
Quarter 3- Programme ongoing- On target								
Quarter 4								

24(i)	4, 5	Energy consumption - Gas	07/08 Actual		08/09 Target		08/09 Actual			
			24222		23109		36154			
			Current Performance 2009-2010							
			Target	Apr - Jun	Apr - Sept	Apr - Dec	Full year Actual	End of year projection		
			34346	3460	4817			34346		
Commentary on performance										
Quarter 1 – Likely increase in station energy consumption due to co-location of 25 multi-agency partners to 1 st floor accommodation at Barry. Station Commander to achieve local buy in of staff to SWFRS ethos of Agenda 21 savings. 1 st Quarter figures unrealistically low due to Weather conditions										
Quarter 2- Requested business support for energy survey of station										
Quarter 3- ongoing										
Quarter 4										
24(ii)	4, 5	Energy consumption - Electricity	07/08 Actual		08/09 Target		08/09 Actual			
			117606		111725		127215			
			Current Performance 2009-2010							
			Target	Apr - Jun	Apr - Sept	Apr - Dec	Full year Actual	End of year projection		
			120854	16350	46102			120854		
Commentary on performance										
Quarter 1 - Likely increase in station energy consumption due to co-location of 25 multi-agency partners to 1 st floor accommodation at Barry. Station Commander to achieve local buy in of staff to SWFRS ethos of Agenda 21 savings - 1 st Quarter figures unrealistically low due to weather conditions										
Quarter 2- Requested business support for energy survey of station										
Quarter 3-ongoing										
Quarter 4										
			07/08 Actual		08/09 Target		08/09 Actual			
			16		16		16			
			Current Performance 2009-2010							

25(i)	2	PDRs undertaken for JOs	Target	Apr - Jun	Apr - Sept	Apr - Dec	Full year Actual	End of year projection		
			16	14				16		
Commentary on performance										
Quarter 1 – 2 to Complete due to Annual leave etc										
Quarter 2- Completed										
Quarter 3-- Completed										
Quarter 4										
25(ii)	2	PDRs undertaken for FFs	07/08 Actual		08/09 Target		08/09 Actual			
			40		40		40			
			Current Performance 2009-2010							
			Target	Apr - Jun	Apr - Sept	Apr - Dec	Full year Actual	End of year projection		
	40	40					40			
Commentary on performance										
Quarter 1 - Completed										
Quarter 2- Completed										
Quarter 3 - Completed										
Quarter 4										
32(i)	1, 2	No of new community groups using station facilities	07/08 Actual		08/09 Target		08/09 Actual			
			-		-		10			
			Current Performance 2009-2010							
			Target	Apr - Jun	Apr - Sept	Apr - Dec	Full year Actual	End of year projection		
	11	13	18	27			30			
Commentary on performance										
Quarter 1 – Actual figure will increase due to community aspect of station currently under development and increased usage due to co-location of Safer Vale CSP (Including Youth offending/Neighbourhood Watch Co-ordinators and Detached Youth Workers along with a number of additional agencies) co-locating to the 1 st floor										

Quarter 2 -An increase from 4 in first and second quarter last year to 18 this year
Quarter 3- Increase of 9 this quarter .On target
Quarter 4

32(ii)	1, 2	No of Community groups visits to Station or visits to community groups by Station staff Since records began	07/08 Actual		08/09 Target		08/09 Actual	
			-		-		14	
			Current Performance 2009-2010					
			Target	Apr - Jun	Apr - Sept	Apr - Dec	Full year Actual	End of year projection
			24	21	30	36		35

Commentary on performance								
Quarter 1 - Actual figure will increase due to community aspect of station currently under development and increased usage due to co-location of Safer Vale CSP (Including Youth offending/Neighbourhood Watch Co-ordinators and Detached Youth Workers along with a number of additional agencies) co-locating to the 1 st floor								
Quarter 2 –An increase from 7 in first and second quarter last year to 30 this year								
Quarter 3 – On target								
Quarter 4								

Action Plan for Barry Station

Action Plan 2009/2010					
Ref.	Objective	Action	Lead Officer	Target Date	Measure of Success
I\009	Communications - Improve Communications amongst the 4 watches by holding quarterly Watch manager meeting	<ul style="list-style-type: none"> Quarterly meetings with watch managers The promotion of Welsh language courses for all staff 	Stn Commander	31st March 2010	Minutes of meetings Overtime claims Action plans produced
Commentary on performance					On target
Quarter 1- Station Commander meeting with all watches regularly. Watch Managers meeting scheduled for August					
Quarter 2-Regular meetings ongoing- main Watch Managers meeting programmed for November					
Quarter 3- Watch Officers meeting carried out Dec 09					
Quarter 4					
SPI 01 (i,ii,iii)	To reduce shifts lost due to sickness by 5%	<ul style="list-style-type: none"> Monitoring of Service Sickness Policy. Regular liaison with Occupational Health and Personnel Dept. Implement P12 Verbal/Written warnings for persistent sickness offenders Welfare visits to personnel on long term sick. Carry out P9 back to work interviews with all personnel returning to work Early contact scheme (P30) initiated for Watch Managers to telephone sick person immediately to enquire as to welfare 	Stn Commander Wm Red Wm White Wm Blue Wm Green	31 March 2010	Reductions in Shifts lost to sickness from 519 to 426
Commentary on performance					On target
Quarter 1 – Total number of shifts lost to sickness 184. 153 of the total attributed to LTS/Certified sickness. 2 LTS Staff now returned to Non-ops duties, but a number of staff still on LTS. Station Commander in consultation with Occupational Health in attempt to resolve					

Action Plan 2009/2010

Ref.	Objective	Action	Lead Officer	Target Date	Measure of Success
Quarter 2	Total number of shifts lost to sickness	169 - 139 of the total attributed to LTS/Certified sickness. but a number of staff still on LTS. Station Commander in consultation with Occupational Health in attempt to resolve			
Quarter 3	Total number of shifts lost to sickness	reduced to 135 of which 113 are attributed to LTS/Certified sickness			
Quarter 4					
	<p>To continue to reduce the number of accidents and injuries</p> <ul style="list-style-type: none"> • 3- 2007/8 	<ul style="list-style-type: none"> • Appointment of Station Health and Safety Rep- • Carry out 6 monthly H & S audits • Reinforce correct H & S principles to Watch Managers for watch training. • Mentoring/Monitoring of Individuals on incidents. • To maintain 72d programme • Identify through PDR Process training requirements of watch officers in IOSHH Managing Safely and attempt to address via Intervention Dept • Develop via Intervention/Training Dept Manual Handling Training programme for all personnel 	<p>Station H/S Rep</p> <p>Stn Commander</p> <p>Wm Red</p> <p>Wm White</p> <p>Wm Blue</p> <p>Wm Green</p>	31 st March 2010	Reduced number of accidents and injuries
Commentary on performance					On target
Quarter 1 – Ongoing (Ff Slade RW – H&S Representative). Manual handling training provided to personnel at point of entry to organisation. 2 FF's that have requested this via PDR have been informed of this policy. There has been 1 accident at Barry this quarter, which has been identified as a handling error by the FF involved and dealt with accordingly.					

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Ref.	Objective	Action	Lead Officer	Target Date	Measure of Success
Quarter 2- Initiatives ongoing- no accidents reported					
Quarter 3- Initiatives ongoing- no accidents reported					
Quarter 4					
SPI 02 (i) (ii) (iii)	Increase number of incidents attended in under 10 mins	<ul style="list-style-type: none"> Ensure all drivers qualified to current EFAD standards Ensure topography training for all personnel 	Stn Commander Wm Red Wm White Wm Blue Wm Green	31 st March 2010	From 91.73% to 96.32%
Commentary on performance					On target
Quarter 1- Ongoing					
Quarter 2-Ongoing 98% achieved in Aug					
Quarter 3 Ongoing 93 % achieved in Dec					
Quarter 4					
	To maintain the number of vehicle accidents at the low figure of 4 for the forthcoming year	<ul style="list-style-type: none"> Re-enforcing OPPD/-19 and Marshalling of Vehicles Monitor EFAD qualifications Investigate thoroughly all Vehicle Accidents and near misses and produce reports. Educate all Crew/Watch Managers in process of accident investigation 	Stn Commander Wm Red Wm White Wm Blue Wm Green	31 st March 2010	Maintain at 4
Commentary on performance					On target
Quarter 1- 1 accident. Relevant remedial action carried out					
Quarter 2-no vehicle accidents					

Action Plan 2009/2010					
Ref.	Objective	Action	Lead Officer	Target Date	Measure of Success
Quarter 3 -no vehicle accidents					
Quarter 4					
SPI 04(i)	Reduce number of Accidental FDR1 fires by 5%	<ul style="list-style-type: none"> Carry out 864 HFSCs within the Barry Area. Initially attempt to target the above average risk properties. Ensure that these properties have been contacted via 'Fire call' Initiative and that resources are targeted at most vulnerable properties To establish the preferred language to be used at the outset of contact Visit to all schools in the Barry area to provide FS advice. (18 Key-stage 1 18 Key Stage 2) Carry out 20 Arson Vulnerability Assessments in the above schools To maintain After the fire leaflet drops and Hot Strikes where appropriate Each Watch to carry out at least 18 HFSC per month Each watch to carry out leaflet drops in vulnerable areas to generate referrals Organise awareness initiatives to coincide with national campaigns To replace open chip pan fryers with deep fat fryers. Expand Firewatch Scheme to incorporate all Comprehensive (key-Stage 3) Schools in area including welsh Medium Comprehensive (Green Watch to manage) 	Stn Commander Wm Red Wm White Wm Blue Wm Green CS Co-rdinators	31 st March 2010	From 63 to 60
Commentary on performance					On target
Quarter 1 - - All initiatives progressing. Total of 23 in 1 st quarter but significant reduction noted during the month of June					
Quarter 2 - All initiatives progressing. Total of 16 in 2nd quarter					

Action Plan 2009/2010					
Ref.	Objective	Action	Lead Officer	Target Date	Measure of Success
Quarter 3 –Reduction to 14 in 3 rd quarter					
Quarter 4					

Action Plan 2009/2010					
Ref.	Objective	Action	Lead Officer	Target Date	Measure of Success
SPI 04(ii)	Reduce number of deliberate FDR1 fires by 5%	<ul style="list-style-type: none"> • ID main types of deliberate fires occurring utilising supplied statistics and Boss • ID and implement Preventative measures • Completion of AVA for schools • Close liaison with Police and all safety partnership groups in the Vale of Glamorgan area. • Effective implementation of all programmed C.F.S. campaigns • Arson Mapping 	Stn Commander Wm Red Wm White Wm Blue Wm Green CS Co-ordinators	31 st March 2009	From 48 to 46
Commentary on performance					On target
Quarter 1- All initiatives progressing Total of 10 noted for 1 st quarter. On target for annual reduction. Close liaison with ASBO co-ordinators for Vale. Courses being hosted at Stn 20 from end of July					
Quarter 2 –16 for 2 ND Quarter Asbo co-ordinator prevention courses have commenced on station. AVA for schools scheduled for school term time					
Quarter 3- Reduction to 9 in 3 rd quarter					
Quarter 4					

Action Plan 2009/2010

Ref.	Objective	Action	Lead Officer	Target Date	Measure of Success
SPI 05	To reduce the number of accidental dwelling fires by 5%	<ul style="list-style-type: none"> • Carry out 864HFSCs within the Barry Area. Initially attempt to target the above average risk properties (Addresses supplied via FSEC). Ensure that these properties have been contacted via 'Fire call' Initiative and that resources are targeted at most vulnerable properties • To establish the preferred language to be used at the outset of contact • Visit to all schools in the Barry area to provide FS advice. (18 Key-stage 1 18 Key Stage 2) • Carry out 20 Arson Vulnerability Assessments in the above schools • To maintain After the fire leaflet drops and Hot Strikes where appropriate • Each Watch to carry out at least 18 HFSC per month • Each watch to carry out leaflet drops in vulnerable areas to generate referrals • Organise awareness initiatives to coincide with national campaigns • To replace open chip pan fryers with deep fat fryers. • Expand Firewatch Scheme to incorporate all Comprehensive (key-Stage 3) Schools in area including welsh Medium Comprehensive (Green Watch to manage) 	<p>Stn Commander</p> <p>Wm Green CM Green</p> <p>Green Watch Reference</p> <p>CS Co-ordinators</p>	March 31 st 2010	From 36 to 34
Commentary on performance					On target
Quarter 1- 17 noted for 1 st quarter but reduced to only 1 in June. - All initiatives progressing					
Quarter 2- 5 for 2 nd quarter –All initiatives on going					
Quarter 3-7 recorded for 3 rd quarter –All initiatives on going					

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Ref.	Objective	Action	Lead Officer	Target Date	Measure of Success
Quarter 4					
SPI06	Reduce number of deliberate vehicle fires by 5%	<ul style="list-style-type: none"> • Weekly media liaison • Arson MappingID main types of deliberate fires occurring utilising supplied statistics and Boss • Expand/Support 'Pass Plus Cymru' scheme for young drivers. Numerous dates for 2009 already in place in attempt to reduce RTC's involving young inexperienced drivers and car crime in Barry Area. • Involve operational crews from station 20 and liaise with Youth Offending Team in the provision of Car Crime Awareness days to reduce RTC/Vehicle Fires • In partnership with Local Authority Waste Management Team via Clean Neighbourhood Sub Group carry out joint initiatives to target fly tipping hot spots in Barry Area to reduce FDR3 fires. • Liaise with partnership officer regarding Arson/Abandoned vehicle sub-group 	Stn Commander Wm Red Wm White Wm Blue Wm Green Russell Phillips Gm Neil Brown	31 st March 2010	From 36 to 34
Commentary on performance					On target
Quarter 1 - - All initiatives progressing. 5 noted for 1 st quarter on target for annual reduction. Close liaison with Cleaner neighbourhood sub-group (Commander on ctte) to aid initiatives.					
Quarter 2 –7 noted for second quarter a reduction from 20 in total for the first 2 quarters last year					
Quarter 3 – Reduction to 5 in 3 rd quarter					
Quarter 4					

Action Plan 2009/2010

Ref.	Objective	Action	Lead Officer	Target Date	Measure of Success
SPI 07	To reduce the number of FDR3 fires by 5%	<ul style="list-style-type: none"> • Weekly media liaison • Arson Mapping • ID main types of deliberate fires occurring utilising supplied statistics and Boss • In partnership with Local Authority Waste Management Team via Clean Neighbourhood Sub Group carry out joint initiatives to target fly tipping hot spots in Barry Area to reduce escalating FDR3 fires. • Provide support and assistance to CS dept (Russell Phillips) in the provision of Care-worker Training/Cognitive Behavioural Therapy and Young Fire-setter Initiatives based at Barry Fire Station. • All schools in Barry Area to be visited (20KS1/20KS2) • Carry out 20 Schools AVA's providing quality information regarding risk from arson to enable swift action by Head-teacher to address 	Stn Commander Wm Red Wm White Wm Blue Wm Green Russell Phillips Gm Neil Brown	31 st March 2010	From 132 to 125
Commentary on performance					On target
Quarter 1 – Increase to 60 in 1 st quarter. Stn Commander To be addressed in the following manner: In partnership with Local Authority Waste Management Team via Clean Neighbourhood Sub Group carry out joint initiatives to target fly tipping hot spots in Barry Area to reduce escalating FDR3 fires. Maps received from PMU via GM Price - Progressing					
Quarter 2 –Reduction to 40 in second quarter					
Quarter 3 – Reduction to 38 in 3 rd quarter- all initiatives ongoing					
Quarter 4					

Action Plan 2009/2010

Ref.	Objective	Action	Lead Officer	Target Date	Measure of Success
SPI08	To reduce number of UFS by 10%.	<ul style="list-style-type: none"> Monitoring of AFAs at Station level. – Letters/visits to worst offenders 'Barry College' Identification and prioritisation of other worst offenders Establish links and promote awareness Liaison with Fire Safety Dept to tackle 'Worst Offenders' 	Stn Commander Wm Red Red Watch to co-ordinate Team Leader Fire Safety	31 st March 2010	From 89 to 86
Commentary on performance					On target
Quarter 1- Reduced to 11. Positive reduction possibly due to ongoing initiatives and new UFS policy trial					
Quarter 2-Increase to 16 However an improvement from last years 1 st and 2 nd quarter of 49					
Quarter 3 Increase to 21					
Quarter 4					
Ref.	Objective	Action	Lead Officer	Target Date	Measure of Success
SPI09	To reduce number of malicious calls by 5%	<ul style="list-style-type: none"> Continue to use recording system to identify problem areas and phone boxes Use CFS visits to schools to highlight consequences of malicious calls A Media strategy Continue to Collaborate with local Community Police/CSO's in Identified problem areas to reduce malicious calls 	Stn Commander Wm Red Red Watch to co-ordinate	31 st March 2010	From 16 to 15
Commentary on performance					On target

Action Plan 2009/2010

Ref.	Objective	Action	Lead Officer	Target Date	Measure of Success
Quarter 1- 2 calls attended in quarter. Commander to commence a follow up of non-attended calls received.					
Quarter 2- reduced to 1					
Quarter 3 – increase to 5 in 3 rd quarter					
Quarter 4					
Ref.	Objective	Action	Lead Officer	Target Date	Measure of Success
SPI 10	To reduce number of deaths and injuries due to RTC's by 5%	<ul style="list-style-type: none"> • Press liaison. • collaborate with RTC reduction officers and local road safety partnerships on national and local campaigns • Expand/Support 'Pass Plus Cymru' scheme for young drivers. Numerous dates for 2009 already in place in attempt to reduce RTC's involving young inexperienced drivers and car crime in Barry Area. • Implement and host Bikesafe • Involve operational crews from station 20 and liaise with Youth Offending Team in the provision of Car Crime Awareness days to reduce RTC/Vehicle • Maintain competence of firefighters through RTC Operators courses in line with organisational policy • Encourage/Educate Watch Officers to utilise abandoned/burned out vehicle recovery scheme via brigade control at incidents • Appoint a RTC advisor on each watch 	Stn Commander Wm Red Wm White Wm Blue Wm Green CS Co-rdinators Russell Phillips GM Neil Brown	31 st March 2010	From 51 collisions to 48
Commentary on performance					On target
Quarter 1- Total of 15 for quarter. (2008/9 1 st Quarter 13) Trend noted that RTC's reduce during Summer months in Barry Area- All initiatives progressing. 6 Bike-safe courses booked in for coming quarter. Close liaison with Road Safety Officers					

Action Plan 2009/2010

Ref.	Objective	Action	Lead Officer	Target Date	Measure of Success
Quarter 2- total of 16 RTC's attended in 2 nd quarter. Ongoing Road Safety initiatives with Pass Plus Cymru and Bikesafe being carried out on Station in Partnership with the Vale Road Safety Team					
Quarter 3- total of 15 RTC's attended- Operation options carried out on station in Dec in Partnership with the Vale Road Safety Team and South Wales Police					
Quarter 4					
Ref.	Objective	Action	Lead Officer	Target Date	Measure of Success
SPI 11	Increase number of RTC extrications completed within 30 minutes of arrival	<ul style="list-style-type: none"> • Maintain RTC Technician courses with BTC • Ongoing watch based RTC training 	Stn Commander Wm Red Wm White Wm Blue Wm Green	31 st March 2010	From 16% to 18% It must be remembered that this figure can depend to some extent on the arrival/actions of other services
Commentary on performance					On target
Quarter 1 - All initiatives progressing – 66.67% achieved for 1 st quarter Although the figures show a definite increase in 2008-9 figures, the low number of RTC's attended will always provide a variation in figures and prove difficult to measure substantially.					
Quarter 2 All initiatives progressing					
Quarter 3 All initiatives progressing- 100% achieved for Nov & Dec					
Quarter 4					
Ref.	Objective	Action	Lead Officer	Target Date	Measure of Success

Action Plan 2009/2010

Ref.	Objective	Action	Lead Officer	Target Date	Measure of Success
SPI 12	Community fire safety Target of 864 referrals	<ul style="list-style-type: none"> To carry out 864 HFSCs to dwellings and carry out awareness campaigns to generate the above To establish the preferred language to be used at the outset of contact Attempt to target well above average risk properties within the Barry Area as a priority. Co-ordinate and action 'FireCall' appointments To maintain After the fire leaflet drops and Hot Strikes Each Watch to carry out at least 18 HFSC per month Each watch to carry out leaflet drops and awareness days in vulnerable areas to generate referrals Co-ordinate awareness initiatives to coincide with national campaigns and partnerships replace open chip pans with deep fat fryers Maintain watch activity returns to monitor the above Carry out Firewatch programme at all Comprehensive (key-Stage 3) Schools in area 	Stn Commander Wm Red Wm White Wm Blue Wm Green – Green Watch to co-ordinate	31 st March 2010	864 (Target above average risk properties)
Commentary on performance					On target
Quarter 1- Target increased to 864 Targets increased 2 months into annual programme to achieve revised directorate target set centrally – Watches engaging well with revised target and increase expected within 2 nd quarter. Ongoing total of 202 completed. Links forged with local groups in Vale CSP to achieve self-generated referrals from targets groups known to other agencies. 2 Non-ops staff engaging in HFSC's at present to increase targets					
Quarter 2 –243 HFSC's carried out in 2 nd quarter					
Quarter 3 - Watches engaging well with community to generate own referrals 217 HFSC 's completed					

Action Plan 2009/2010

Ref.	Objective	Action	Lead Officer	Target Date	Measure of Success
Quarter 4					
Ref.	Objective	Action	Lead Officer	Target Date	Measure of Success
SPI 16	Key Stage 1/2 and AVA's carried out	<ul style="list-style-type: none"> To visit and provide all schools in the Barry area with FS advice. To establish the preferred language to be used at the outset of contact Carry out Firewatch programme at all 4 Comprehensive (key-Stage 3) Schools in area To provide Welsh input in liaison with K Davies Carry out 20 Schools AVA's providing quality information regarding risk from arson to enable swift action by Head-teacher to address Visit 18 Key stage 1/ 18 key stage 2 schools per annum 	Stn Commander Wm Red Wm White Wm Blue Wm Green CS Co-ordinators Katie Davies	31 st March 2010	18 Key Stage 1 18 Key Stage 2 20 AVA's
Commentary on performance					On target
Quarter 1 - - All initiatives progressing. On target to achieve by year end, due to rolling programme in place and match with school year (KS1 –3, KS2- 5, AVA-9)					
Quarter 2 All initiatives(KS1 –3, KS2- 5, AVA-9) commencing to coincide with school term time					
Quarter 3 All initiatives progressing. On target to achieve by year end, due to rolling programme in place and match with school year					
Quarter 4					
Ref.	Objective	Action	Lead Officer	Target Date	Measure of Success

Action Plan 2009/2010

Ref.	Objective	Action	Lead Officer	Target Date	Measure of Success
SPI 26	FDR1/SSC Monitoring	<ul style="list-style-type: none"> Monitor IRS Reporting system 	Stn Commander Wm Red Wm White Wm Blue Wm Green All Watches to co-ordinate	31 st March 2010	26 (i) 26 (ii) Maintain both at 100%
Commentary on performance					On target
Quarter 1 – Progressing. Commander now following up anomalies					
Quarter 2 –Outsanding IRS forms being followed up					
Quarter 3- Outsanding IRS forms being followed up					
Quarter 4					
Ref.	Objective	Action	Lead Officer	Target Date	Measure of Success
SPI 18	72d Familiarisation risk visits	<ul style="list-style-type: none"> Visits to be completed as per station programme Updated information to be uploaded via I.T. System 	Stn Commander Wm Blue All Watch/Crew Managers to co-ordinate	31 st March 2010	Maintain at 100%
Commentary on performance					On target
Quarter 1 - progressing					
Quarter 2- 14 carried out in second quarter					
Quarter 3 –6 carried out- on target					
Quarter 4					
Ref.	Objective	Action	Lead Officer	Target Date	Measure of Success

Action Plan 2009/2010

Ref.	Objective	Action	Lead Officer	Target Date	Measure of Success
SPI 19	Watches organise and attend 6 -3 pump exercises per year	<ul style="list-style-type: none"> Ensure station attends 6 off station 3 pump exercises bi- monthly Ensure detailed de-briefs and learning outcomes are maintained and acted upon 	Stn Commander Wm Red Wm White Wm Blue Wm Green	31 st March 2010	Maintain at 100%
Commentary on performance					On target
Quarter 1- On target 6 completed					
Quarter 2 On target 6 completed					
Quarter 3 On Target 9 completed in 3 rd quarter					
SPI 24	Sustainability	<ul style="list-style-type: none"> Appoint watch green champions to coordinate and monitor Environmental issues and energy saving ideas. Monthly check of Gas/Elec/Water to ensure downward trend maintained Maintain contact with Vale Re-cycling officer to ensure that recycling system already in place is maintained Provide monthly energy readings for monitoring purposes. 	Stn Commander Wm Red Wm White Wm Blue Wm Green All Watches to co-ordinate	31 st March 2010	5% reduction on previous year figures
Commentary on performance					On target
Quarter 1– Likely increase in station energy consumption due to co-location of 25 multi-agency partners to 1 st floor accommodation at Barry. Station Commander to achieve local buy in of staff to SWFRS ethos of Agenda 21 savings					
Quarter 2– Likely increase in station energy consumption due to co-location of 25 multi-agency partners to 1 st floor accommodation at Barry. Request made to Business support for energy conservation survey of Station					
Quarter 3- meeting with sustainability officer in Jan to re-energise recycling programme- 2 Green champions nominated					
Quarter 4					

Action Plan 2009/2010

Ref.	Objective	Action	Lead Officer	Target Date	Measure of Success
Ref.	Objective	Action	Lead Officer	Target Date	Measure of Success
SPI 25	Personal Development Reviews	<ul style="list-style-type: none"> • Ensure all PDR's carried out at Station by May the 1st and that they are reviewed at 6 monthly intervals and guidance provided to ensure compliance • Progress training/development issues highlighted during PDR process • Monitor Fire-fighter development programme and ensure all watches complete programmed training according to their own assessment of watch needs. • Progress NVQ candidates up to required standard • Ensure all Watch Officers enrol for NVQ Assessor qualification in line with Development Station requirement 	Stn Commander Wm Red Wm White Wm Blue Wm Green	31 st April 2009 31 st October 2009	Maintain at 100%
Commentary on performance					On target
Quarter 1- All completed. Courses being provided as per requests in PDR5					
Quarter 2 _completed					
Quarter 3 completed					
Quarter 4					
Ref.	Objective	Action	Lead Officer	Target Date	Measure of Success

Action Plan 2009/2010

Ref.	Objective	Action	Lead Officer	Target Date	Measure of Success
	Promote Equality and Diversity matters in the workplace	<ul style="list-style-type: none"> • Promote diversity on all occasions • Promote the learning and use of Welsh by all • Offer all clients the opportunity to communicate in the language they prefer • Ensure all persons are treated with fairness and dignity as detailed in OPPD 6 • Ensure all personnel receive relevant training in all aspects relating to the above • Ensure all training is documented in PDR Pro • Ensure personnel involvement in the recruitment of BEM and Female candidates into the organisation in line with organisational policies • Seek involvement with Intervention Working parties in relation to above issues • Ensure Equality and Diversity is included in all Meeting Agendas at station level. <p>Attempt to gain contact with BME local community groups</p>	Stn Commander Wm Red Wm White Wm Blue Wm Green Mo Muflahi All station personnel	31 st March 2010	
Commentary on performance					On target
Quarter 1- Agenda for all meetings					
Quarter 2 -All Initiatives progressing					
Quarter 3 All Initiatives progressing					
Quarter 4					
Ref.	Objective	Action	Lead Officer	Target Date	Measure of Success
	Building and Property Maintenance	<ul style="list-style-type: none"> • Ensure all required maintenance reported to property maintenance • Ensure Safety critical works carried out as a priority • Carry out end of monthly check 	Stn Commander Wms	31 st March 2010	Integrity of building maintained
Commentary on performance					On target

Action Plan 2009/2010

Ref.	Objective	Action	Lead Officer	Target Date	Measure of Success
Quarter 1- Ongoing					
Quarter 2-Ongoing					
Quarter 3 Ongoing					
Quarter 4					
Ref.	Objective	Action	Lead Officer	Target Date	Measure of Success
	Develop true 'Community Fire Station Status'	<ul style="list-style-type: none"> Work with estates and partners in VOG to convert station 'Bar Area' into youth facility by end of 2008 Work with estates and collaborative partners in VOG and Police with regard to occupation of first floor offices 	Stn Commander GM Evans	Review Monthly	Successful letting of accommodation
Commentary on performance					On target
Quarter 1- From August 4 th co-location project to be completed with 'Safer Vale' CSP to 1 st floor of station. This will promote the community use of station 20 for partnership/community events.					
Quarter 2 Work progressing					
Quarter 3 Work progressing- update requested from property services					
Quarter 4					
Ref.	Objective	Action	Lead Officer	Target Date	Measure of Success

Action Plan 2009/2010

Ref.	Objective	Action	Lead Officer	Target Date	Measure of Success
	Promote the use of station facilities by diverse community groups	Increase the number of community groups using station facilities or visited by station personnel by <ul style="list-style-type: none"> • Agenda community safety on all station meetings • Update station website • Attend community events • Use partnership contacts • Promote community awareness using media and marketing department Implement an administration system to record use of facilities	Stn Commander Wm Red Wm White Wm Blue Wm Green Mo Muflahi Rachel McCoy All station personnel	31 st March 2010	Increase in use by diverse groups
Commentary on performance					On target
Quarter 1 - From August 4 th co-location project to be completed with 'Safer Vale' CSP to 1 st floor of station. This will promote the community use of station 20 for partnership/community events					
Quarter 2 Ongoing					
Quarter 3 Ongoing					
Quarter 4					
Ref.	Objective	Action	Lead Officer	Target Date	Measure of Success

Action Plan 2009/2010

Ref.	Objective	Action	Lead Officer	Target Date	Measure of Success
	Reduce impact of spate conditions on community	<ul style="list-style-type: none"> Implement initiatives stemming from flood forum meetings Maintain competence of 'boat operators' 	Stn Commander Wm Red Wm Blue Wm White Wm Green Kez Mathias ORM	31 st March 2010	Minimum impact on community
Commentary on performance					On target
Quarter 1 – Ongoing – 25 boat Operators now at Station. Number increased following transfer of previously qualified staff to TRU					
Quarter 2 Ongoing					
Quarter 3 Ongoing					
Quarter 4					
Ref.	Objective	Action	Lead Officer	Target Date	Measure of Success
	Improve Operational competence at Aircraft Incidents	<ul style="list-style-type: none"> Liaise with CWL Fire Service via Airport Liaison working group to integrate systems of control and work 	Stn Commander	31 March 2010	<ul style="list-style-type: none"> Memorandum of understanding/procedural document
Commentary on performance					On target
Quarter 1 – New aircraft incident command system developed in partnership with Airport Fire Service and out for consultation to improve integration with Airport Fire Service at incidents. Bi-annual exercise scheduled for October					
Quarter 2- Multi agency exercise programmed for the 17 th of October further exercises to carried out with Airport Fire Service					
Quarter 3-Ongoing					

Action Plan 2009/2010

Ref.	Objective	Action	Lead Officer	Target Date	Measure of Success
Quarter 4					
Ref.	Objective	Action	Lead Officer	Target Date	Measure of Success
Commentary on performance					On target
Quarter 1					
Quarter 2					
Quarter 3					
Quarter 4					
Ref.	Objective	Action	Lead Officer	Target Date	Measure of Success
Commentary on performance					On target
Quarter 1					
Quarter 2					
Quarter 3					
Quarter 4					

Other community activities at Barry Station

Activity	Lead Officer
Bikesafe, To promote safe motorcycle riding	Stn Commander
Quarter 1 update: 3 courses hosted at Stn 20 Further 6 courses booked for 2 nd quarter	
Quarter 2 update: Ongoing – Pass Plus Cymru also booked for second Quarter	
Quarter 3 update 2 courses hosted	
Quarter 4 update:	
Activity	Lead Officer
To promote CS at Safer Vale multi agency event to be held at beginning of the financial year	Wm Jones
Quarter 1 update: Completed	
Quarter 2 update: Completed	
Quarter 3 update: Completed	
Quarter 4 update:	
Activity	Lead Officer
Attend bi-monthly meeting with partners in Vale ‘Tidy Towns ‘ initiative	Stn Commander
Quarter 1 update: Ongoing	
Quarter 2 update: Ongoing	
Quarter 3 update: Ongoing	
Quarter 4 update:	
Activity	Lead Officer
Each watch to run ‘Firewatch’ with nominated secondary school	Wm Evans
Quarter 1 update: To commence at 4 schools during September	
Quarter 2 update: Ongoing Initial contact made with schools- Commencing with St Richard Gwyn 2 ND of Nov	
Quarter 3 update: Firewatch scheme in place with St Richard Gwyn	
Quarter 4 update:	

Risk Plan for Barry Station

Wording Risks	Scoring Risks		
It is useful to think of risks in terms of “If ...then....” For example “ If we do not review and manage our budget, then there is a risk that we will overspend”.	Likelihood of Occurrence x Potential Impact = Risk Score		
	High = 3	Medium = 2	Low = 1

Risk Plan 2009/2010											
Ref.	Risk Description	Inherent Risk			Controls in Place	Residual Risk			Action Planned	Target Date	Owner
		Likelihood	Impact	Score		Likelihood	Impact	Score			
I001	Impact on community due to Spate conditions –, flooding	2	3	6	Maintain Boat operator Qualifications	1	3	3	Implement initiatives stemming from flood forum meetings	Ongoing	Station Commander & Watch Officers
Update report:											
Quarter 1 Ongoing											
Quarter 2 - Ongoing											
Quarter 3 Ongoing											
Quarter 4											

Risk Plan 2009/2010

Ref.	Risk Description	Inherent Risk			Controls in Place	Residual Risk			Action Planned	Target Date	Owner
		Likelihood	Impact	Score		Likelihood	Impact	Score			
SPI 25	Unable to secure training courses required to develop station personnel	2	2	4	PDR's completed of all station personnel. PDR 5 form completed & forwarded to Intervention Management Team	1	1	2	Pursue courses inline with PDR, TNA, & station RRP.	May 2010	Station Commander
Update report:											
Quarter 1 PDR 5 submitted to Intervention Dept											
Quarter 2 Courses commencing											
Quarter 3 Courses ongoing											
Quarter 4											
	Station personnel may become uncommitted to station objectives	2	3	6	Regular Station management meetings, watch meetings & dissemination of information from Commander meetings.	1	2	2	Utilise overtime budget to fund station management meetings to ensure good attendance at station meetings. Present views of station personnel at higher-level meetings.	Ongoing	Station Commander
Update report:											
Quarter 1: Commander informing regularly and re-assuring staff. WM Meeting scheduled for August post AL period											
Quarter 2 – meetings ongoing/ watches committed to meeting targets											
Quarter 3 meetings ongoing/ watches committed to meeting targets											

Risk Plan 2009/2010											
Ref.	Risk Description	Inherent Risk			Controls in Place	Residual Risk			Action Planned	Target Date	Owner
		Likelihood	Impact	Score		Likelihood	Impact	Score			
Quarter 4											
	Loss of staff due to retirements, transfers, promotions, etc.	2	3	6	Transfer committee, ADC, sickness & welfare policy, continuation training, coaching, support & mentoring.	1	3	3	Anticipate staff loss & replacements required. Revise staff roles, responsibilities, & references.	Ongoing	Station Commander
Update report:											
Quarter 1 Continual liaison with Staff office											
Quarter 2 Continued liaison between all relevant parties											
Quarter 3 Continued liaison between all relevant parties											
Quarter 4											
SPI 24	Increase in use of Fuel due to additional office staff(partners) moving into accommodation upstairs	2	2	4	Monthly monitoring	1	2	2	Advise all to conserve energy use by maintaining a responsible approach	Ongoing	All Personnel
Update report:											
Quarter 1 - Stn Commander ensured that lease agreement ensured buy in with organisational stance on Agenda 21 issues of partner agencies. To also be monitored locally											
Quarter 2 Survey requested for Station											
Quarter 3 Meeting arranged for Jan 2010											
Quarter 4											

Risk Plan 2009/2010											
Ref.	Risk Description	Inherent Risk			Controls in Place	Residual Risk			Action Planned	Target Date	Owner
		Likelihood	Impact	Score		Likelihood	Impact	Score			
Spi 01	Increase in station sickness levels	2	3	6	Regular liaison with Occupational Health and Personnel Dept. P12 Verbal/Written warnings for persistent sickness offenders Welfare visits to personnel on long term sick. P9 back to work interviews Early contact scheme (P30) Watch Managers to telephone sick person immediately to enquire as to welfare	1	3	3	Stringent monitoring of strategies in place		Watch Managers Stn Commander
Update report:											
Quarter 1 Ongoing – Anticipation of increase in sickness levels associated with possible ‘Swine Flu’ diagnosis. All personnel have been made aware of organisational stance to maintain continuity of business.											
Quarter 2 Control measures in place main issue LTS											
Quarter 3 Control measures in place reduction in numbers of LTS											
Quarter 4											

Risk Plan 2009/2010											
Ref.	Risk Description	Inherent Risk			Controls in Place	Residual Risk			Action Planned	Target Date	Owner
		Likelihood	Impact	Score		Likelihood	Impact	Score			
	Risk of losing Partner interest in collaborative working due to delays in process. Delays likely to occur due to <ol style="list-style-type: none"> 1. Drawing up lease 2. Fire Authority /Local elections 3. Sale of Station 	2	3	6	Regular contact with partners.	2	2	4	Meetings with GM for information gathering Maintain good contact with partners Progress alterations	ongoing	GM Evans Stn Commander
Update report:											
Quarter 1 Risk now removed. Co-location on schedule for 4 th August											
Quarter 2 Vale Safety partnership have occupied first floor of Fire Station											
Quarter 3 work ongoing											
Quarter 4											