

KENT AND MEDWAY FIRE AND RESCUE AUTHORITY
PLANNING AND PERFORMANCE COMMITTEE

MINUTES of a meeting of the Planning and Performance Committee held at Kent Fire and Rescue Service Headquarters, The Godlands, Tovil, Maidstone on Tuesday 23 April 2013.

PRESENT:- Mr K A Ferrin MBE (Chairman), Mr H J Craske (Vice-Chairman), Mr R E Brookbank, Mr R B Burgess, Mr A R Chell, Mr L Christie, Mr B R Cope, Mr D S Daley, Mr A V H Gulvin, Mr V B Hewett, Mr M J Northey and Mr R J Parry.

APOLOGIES:- Mr M J Harrison and Mr P J Homewood.

OFFICERS:- The Director, Operational Policy and Resilience, Mr S Demetriou; the Director, Service Delivery, Mr S Griffiths; the Assistant Director, Finance, Ms A Kilpatrick; the Assistant Director, Operational Policy and Resilience, Mr P Flaherty; the Assistant Director, Service Delivery, Mr S Bone-Knell; the Head of Policy and Performance, Mr J Finch; the Planning and Performance Manager, Mr R Stanford-Beale; and the Clerk to the Authority, Mr S C Ballard.

UNRESTRICTED ITEMS

26. Minutes
(Item A3)

RESOLVED that the Minutes of the meeting of the Committee held on 15 November 2012 be approved and signed by the Chairman as a correct record.

27. Draft Focus on Your Safety Strategy 2013-17
(Item B1 - Report by Director, Service Delivery)

- (1) The Committee considered the draft Focus on Your Safety Strategy 2013-17 (one of the five new primary strategies which the Authority had agreed should be developed).
- (2) Members asked that, before being released for consultation, the text of the strategy document (and those referred to in Minutes 28 and 29 below) should be amended to correct grammatical errors, the jargon changed into Plain English; the technical terms explained; and the diagrams made clearer.
- (3) RESOLVED that:-
 - (a) the latest draft of the Focus on Your Safety Strategy 2013-17, as attached as Appendix 1 to the report, and the proposal to continually refine the Strategy prior to consideration of the final draft by the Authority in October 2013, be noted;
 - (b) on completion of the actions in sub-paragraph (2) above, the process of consultation on the draft Strategy, as proposed in the report, be approved.

28. Draft Responding to Emergencies Strategy 2013-17
(Item B2 - Report by Director, Operational Policy and Resilience)

- (1) The Committee considered the draft Responding to Emergencies Strategy 2013-17 (another of the five new primary strategies which the Authority had agreed should be developed).

- (2) RESOLVED that:-
 - (a) the latest draft of the Responding to Emergencies Strategy 2013-17, as attached as Appendix 1 to the report, and the proposal to continually refine the Strategy prior to consideration of the final draft by the Authority in October 2013, be noted;
 - (b) on completion of the actions in sub-paragraph (2) of Minute 27 above, the process of consultation on the draft Strategy, as proposed in the report, be approved.

29. Draft Focus on Business Strategy 2013-17
(Item B3 - Report by Director, Service Delivery)

- (1) The Committee considered the draft Focus on Business Strategy 2013-17 (another of the five new primary strategies which the Authority had agreed should be developed).
- (2) RESOLVED that:-
 - (a) the latest draft of the Focus on Business Strategy 2013-17, as attached as Appendix 1 to the report, and the proposal to continually refine the Strategy prior to consideration of the final draft by the Authority in October 2013, be noted;
 - (b) on completion of the actions in sub-paragraph (2) of Minute 27 above, the process of consultation on the draft Strategy, as proposed in the report, be approved.

30. Performance Update and Service Performance Targets for 2013/14
(Item B4 - Report by Director, Service Delivery)

- (1) The Committee considered a report showing how the Authority had performed during 2012/13 against all the strategic service delivery and corporate health performance indicators, and considered the proposed performance targets to be adopted for 2013/14 onwards.
- (2) RESOLVED that:-
 - (a) the amended strategic performance targets for 2012/13 to 2014/15, as defined in the first section of Appendix 1 to the report, be approved;
 - (b) the other performance targets and indicators for 2012/13 to 2014/15, set out in the second section of Appendix 1 to the report, be noted;
 - (c) the Authority's Service Delivery performance against its targets and indicators during 2012/13, as set out in Appendix 1 to the report, be noted;
 - (d) the information contained in Appendix 2 to the report on benchmarking against other fire and rescue authorities be noted.

31. Policy Updates
(Item B5 - Report by Director, Operational Policy and Resilience)

- (1) The Committee considered a proposed new policy on Incident Command and the Management of Operational Incidents, and a suggested amendment to the existing Automatic Fire Alarm (AFA) Policy to reflect the introduction of the second phase of the change previously agreed by the Authority to the way in which calls from AFAs were dealt with.

- (2) RESOLVED that:-
 - (a) the proposed new Incident Command and the Management of Operational Incidents Policy, as attached as Appendix 1 to the report, be approved, and the associated guidance be noted;
 - (b) the amended Automatic Fire Alarm Policy, as attached as Appendix 2 to the report, be approved, and the associated guidance be noted.

32. Service Delivery Branch Update

(Item C1 - Report by Director, Service Delivery)

- (1) The Committee received an update on the work of the Service Delivery Branch, including progress on operational staff resourcing, the Authority's involvement in national initiatives on 'Troubled Families' and dementia; the FireFit programme; the proposed extension of the statutory Primary Authority Scheme to fire safety; and details of recent incidents of interest.
- (2) RESOLVED that the contents of the report be noted.

33. Operational Policy and Resilience Branch Update

(Item C2 - Report by Director, Operational Policy and Resilience)

- (1) The Committee received an update on the work of the Operational Policy and Resilience Branch, including progress on the Operational Capability Review; the Operational Policy Framework; the Operational Quality Assurance Review; and Operational Planning.
- (2) RESOLVED that the contents of the report be noted.

34. Station Development Programme Update

(Item C3 - Report by Director, Service Delivery)

- (1) Members were informed of progress on the Authority's programme of station builds, and on the Road Safety Centre planned for the Rochester site.
- (2) RESOLVED that the contents of the report be noted.

35. Channel Tunnel Update

(Item C4 - Report by Director, Operational Policy and Resilience)

- (1) The Committee received information concerning the newly-appointed contractor for the First Line of Response (FLOR) on the French side of the Channel Tunnel, and an update on the contract negotiation process between the Authority and Eurotunnel.
- (2) RESOLVED that the contents of the report be noted.

36. Outcomes of Investigations into Recent Major Fires

(Item C5 - Report by Director, Operational Policy and Resilience)

- (1) Members were advised of recent Court rulings and recommendations following investigations into the fatal fires in Atherton-on-Stour (Warwickshire), Shirley Towers, Southampton (Hampshire) and Lakanal House, Camberwell (London), and the actions taken by the Authority as a result.
- (2) RESOLVED that the contents of the report be noted.