

Buckinghamshire & Milton Keynes Fire Authority



MEETING	Executive Committee
DATE OF MEETING	18 March 2015
OFFICER	Lynne Swift, Director of People and Organisational Development
LEAD MEMBER	Councillor Roger Reed
SUBJECT OF THE REPORT	Training Partnership Proposal
EXECUTIVE SUMMARY	This report is being presented to seek approval to work in a formal partnership with the Fire Service College (FSC). This partnership will enable the Service to operate in full the Training Strategy and Framework already approved by the Service's Strategic Management Board. The attached report (Appendix 1) provides the full details of the training partnership.
ACTION	Decision.
RECOMMENDATIONS	It is recommended that members approve the training partnership with the Fire Service College procured through the 'Wider Public Sector Framework' for a period of one year.
RISK MANAGEMENT	<p>A breakdown of risks associated with the training partnership is included within the main report (Appendix 1 section 11).</p> <p>The strategic training review (SMB approved) concluded that the partnership model would enable the Service to benefit from the opportunities that outsourcing would provide without giving up the resilience of operating its own training, learning and development team.</p>
FINANCIAL IMPLICATIONS	<p>The cost of this training partnership will be funded from within the existing budget allocated to operational training. The total cost to the Service of the training partnership is £178,815 per annum. This is funded through a direct monthly payment to the FSC of £8k per month, total of £96k per year.</p> <p>The balance of the funds is provided through Buckinghamshire and Milton Keynes Fire and Rescue Service (BMKFRS) providing the FSC with training instructors for a minimum of 320 days per year. This equates to £82k</p> <p>There are no additional accommodation costs or</p>

	<p>expenses associated with crews attending the FSC for the courses included within the Training Partnership.</p> <p>Full details of what BMKFRS receive from this investment is detailed in the main report (Appendix 1 section 6).</p>
<p>LEGAL IMPLICATIONS</p>	<p>Mandatory training requirements for this FRS will be fulfilled by the Training Strategy and Framework.</p> <p>The Head of Procurement has been involved in the discussions with the FSC and has approved the use of the 'Wider Public Sector Framework' as the preferred option for the procurement of this training partnership for a period of 12 months. During this 12 month period officers will complete a full competitive procurement exercise with the successful bidder being awarded a multi-year contract as our training partner.</p> <p>By using the 'Wider Public Service Framework' the Authority is complying with all HM Government and European procurement guidelines.</p>
<p>HEALTH AND SAFETY</p>	<p>The Training Strategy and Framework improves the systems being operated to address training needs and delivers accurate reporting. This will improve the overall health and safety of all employees and provides improved assurance to the Authority and to its employees.</p> <p>Through the facilities provided to BMKFRS by the FSC we will have access to realistic training scenarios during the validation exercises that will test and develop our operational crews' practical and theoretical knowledge.</p> <p>The external assurance of the BMKFRS Area Trainers and the validation exercises completed by the FSC will also provide assurance to the Authority that maintenance of skill training on stations is effective and managing the risk to our operational staff.</p>
<p>EQUALITY AND DIVERSITY</p>	<p>A People Impact Assessment has been completed the notable issues identified are:</p> <p>Operational Staff – will be required to attend the 12 hour exercises at the FSC. This is a longer training day than they currently do. A pilot validation exercise been completed and issues were raised with the length of the night and the impact on the employees due to fatigue. Adjustments have been made to the training programme to reduce the impact on the employees. This has included reducing the number of exercises to six from eight, and crews attending in station transport rather than in fire appliances.</p>
<p>USE OF RESOURCES</p>	<p>The project will meet the objectives set out in the BMKFRS Corporate Plan to:</p> <ul style="list-style-type: none"> • Continually invest in our staff to ensure that

	<p>they are competent, safe and have the skills and knowledge to work effectively with the public and our partners.</p> <ul style="list-style-type: none">• Manage all our resources to provide the best value for the residents and businesses of the communities we serve. <p>The project will meet the following objective set out in the POD Directorate plan:</p> <p>POD5 Organisational design: further review of organisational structures, processes way of working.</p> <p>Performance Indicators for Training , Learning & Development</p> <ul style="list-style-type: none">➤ A report providing evidence of the Return on Investment (ROI) from the training partnership will be submitted to the Training Strategy Group (TSG) six monthly. Membership of TSG is made up of managers with the authority to make strategic decisions and set direction of training.➤ Quarterly performance reports outlining progress of the partnership will be provided to the Training Strategy Group before being presented to the Performance Management Board.➤ Directorate performance indicators for the training partnership will be reviewed monthly at the People & Organisational Development Directorate management team meetings. <p>Communication with stakeholders; Verbal and written progress reports have been provided to the Business Transformation Board. Regular progress meetings have been held with managers and staff affected by the change introduced by the new training framework. This includes ensuring that remuneration packages for training staff meet the requirement of the training partnership.</p> <p>The system of internal control; The governance arrangements are identified in the main report, the Training Strategy Group will be responsible for monitoring progress of the training partnership. Performance and progress reports will be received by this group before being passed onto Performance Management Board.</p> <p>The arrangements to promote and ensure probity and propriety; Meetings have been held with national fire service training providers to develop a quality assurance and validation structure for training. The use of the 'Wider Public Service Framework' enables the Service to procure this training without the need to run through a</p>
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	<p>full procurement exercise. This will enable a full test of concept to be run over the 12 months of this contract to ensure that it is beneficial for both parties involved.</p> <p>Environmental; There will be a requirement for BMKFRS crews to travel to the FSC to undertake the validation exercises; this will be required once every two years. We already require our crews to travel around the county to undertake breathing apparatus, water rescue and incident command training. Due to the move to more localised training as detailed in the approved Training Strategy and Framework the impact of this change is minimal.</p>
<p>PROVENANCE SECTION & BACKGROUND PAPERS</p>	<p>Background</p> <p>A Strategic Training Review report was submitted to the Strategic Management Board in November 2014. This proposed a new Training Strategy and Framework.</p> <p>The reports below have been used to inform the training partnership proposal.</p> <ul style="list-style-type: none"> ➤ Strategic training Review Report with Training Strategy and Framework, approved by SMB Nov 2014 ➤ Strategic Training Review Report, submitted to SMB Feb 2014 ➤ Industrial & Commercial Training Unit Review Report, submitted to SMB Feb 2014 ➤ L&D principles, SMB signed off in 2012 ➤ Corporate plan 2012 - 15 ➤ Public Safety Plan 2015-20
<p>APPENDICES</p>	<p>Appendix 1: Training Partnership – Full Report Appendix 2: Operational Training Framework</p>
<p>TIME REQUIRED</p>	<p>15 minutes.</p>
<p>REPORT ORIGINATOR AND CONTACT</p>	<p>Paul Holland pholland@bucksfire.gov.uk 01296 744606</p>