

# Buckinghamshire & Milton Keynes Fire Authority



<b>MEETING</b>	Executive Committee
<b>DATE OF MEETING</b>	23 November 2016
<b>OFFICER</b>	David Sutherland, Director of Finance and Assets
<b>LEAD MEMBER</b>	Councillor David Carroll
<b>SUBJECT OF THE REPORT</b>	<b>Annual Report on Partnerships</b>
<b>EXECUTIVE SUMMARY</b>	<p>In May 2014, the Executive Committee approved a partnership strategy including a set of 9 key principles that need to be determined in order to justify any relationship with another body as a true partnership.</p> <p>In carrying out this review a formal Partnership Register was established together with a separate list of joint working groups and other fora attended either by officers and/or Members of the Authority that do not meet the fuller criteria for a true partnership.</p> <p>The Executive Committee agreed at their meeting in July 2015 to receive an annual report on Partnerships and this is the first of those reports.</p> <p>Appendix 1 provides an update on participation for those partnerships identified on the agreed Partnership Register in 2015, along with suggested additions to both the Partnership Register and joint working groups list.</p> <p>Appendix 2 shows the Partnership Register with suggested addition in red and Appendix 3 shows the separate list of joint working groups also with suggested additions in red.</p> <p>Appendix 4 shows the ongoing collaborative work being undertaken by officers, which may in due course lead to some formal partnerships in the future, or may become more embedded working groups for future consideration by Members.</p>
<b>ACTION</b>	Decision.
<b>RECOMMENDATIONS</b>	<p>It is recommended that:</p> <ol style="list-style-type: none"> <li>1. the revised Partnership Register, including suggested additions, set out in Appendix 2 be approved.</li> <li>2. the separate list of joint working groups where</li> </ol>

	<p>the Authority has an interest, including suggested additions, set out in Appendix 3 be noted.</p> <p>3. the content of Appendix 4 be noted.</p>
<b>RISK MANAGEMENT</b>	<p>As set out in Section 20 of the Financial Instructions:</p> <p>Each partnership should have a defined responsible manager within the Authority. This person is responsible for ensuring that:</p> <p>The partnership is appraised for financial viability in both the current and future years;</p> <p>The financial risk to the Authority is assessed;</p> <p>Appropriate resources are assigned to the governance of the partnership;</p> <p>The partnership is supported by an appropriate documented agreement which outlines the financial liabilities and accountabilities of the partners, together with procedures for financial transactions and monitoring, and which has been agreed in writing by all partners; and</p> <p>The accounting arrangements are satisfactory.</p> <p>The Director of Finance &amp; Assets must be consulted and their agreement obtained to the acceptability of the details in respect of the above prior to commencement of the Partnership.</p>
<b>FINANCIAL IMPLICATIONS</b>	<p>There are no direct financial implications arising from this report.</p>
<b>LEGAL IMPLICATIONS</b>	<p>The Authority's Financial Regulations (E.2) provide that "The Executive is responsible for approving partnership arrangements/joint working initiatives with other local public, private, voluntary and community sector organisations to address local needs."</p>
<b>CONSISTENCY WITH THE PRINCIPLES OF COLLABORATION</b>	<p>The partnership and working group arrangements set out within this document are a strong indication in themselves of the Authority's willingness and ability to engage in a collaborative spirit with organisations across a wide spectrum of issues within Buckinghamshire and Milton Keynes.</p>
<b>HEALTH AND SAFETY</b>	<p>There are no health and safety implications arising from this report.</p>
<b>EQUALITY AND DIVERSITY</b>	<p>There are no equality and diversity implications arising from this report.</p>
<b>USE OF RESOURCES</b>	<p>Any existing partnerships have been reviewed for use</p>

	resource utilisation and new partnerships are considered against the criteria set out in the strategy.
<b>PROVENANCE SECTION &amp; BACKGROUND PAPERS</b>	<p><b>Background</b></p> <p>O&amp;A 9/12/10  <a href="#">Update - Significant Governance Issues 2009/10</a>  <a href="#">Internal Audit Report: Review of progress on internal audit recommendations from previous audits</a></p> <p>O&amp;A 12/5/11  <a href="#">Internal Audit Report: Review of progress on internal audit recommendations from previous audits</a></p> <p>O&amp;A 22/6/11  <a href="#">Review of Progress on Internal Audit Recommendations Annex</a></p> <p>O&amp;A 25/9/13  <a href="#">Annual Governance Statement 2012/13.</a>  <a href="#">Internal Audit Report: Update of progress of Audit Recommendations</a></p> <p>Buckinghamshire &amp; Milton Keynes Fire Authority  Financial Regulations  <a href="http://www.bucksfire.gov.uk/NR/rdonlyres/F5A74AFB-37F7-42D0-9B07-B29E98DF789D/0/08FINANCIALREGULATIONS.pdf">http://www.bucksfire.gov.uk/NR/rdonlyres/F5A74AFB-37F7-42D0-9B07-B29E98DF789D/0/08FINANCIALREGULATIONS.pdf</a></p> <p><i>Evaluating Partnerships, An Overview and Compendium of Approaches</i> CIPFA May 2009  (Copyrighted material)  <a href="http://www.cipfa.org/policy-and-guidance/publications/e/evaluating-partnerships-an-overview-and-compendium-of-approaches">http://www.cipfa.org/policy-and-guidance/publications/e/evaluating-partnerships-an-overview-and-compendium-of-approaches</a></p> <p>Executive 14/5/14 Min EX46  <a href="http://bucksfire.gov.uk/files/6714/0602/9795/ITEM_4_14-05-14_MINUTES_-_DRAFT_V3_FINAL.pdf">http://bucksfire.gov.uk/files/6714/0602/9795/ITEM_4_14-05-14_MINUTES_-_DRAFT_V3_FINAL.pdf</a></p> <p>Executive 29/7/15 Min EX06  <a href="http://bucksfire.gov.uk/files/9614/4161/6387/ITEM_2_290715_Executive_Committee_Draft_Minutesv1.pdf">http://bucksfire.gov.uk/files/9614/4161/6387/ITEM_2_290715_Executive_Committee_Draft_Minutesv1.pdf</a></p> <p><a href="#">Buckinghamshire &amp; Milton Keynes Fire Authority Financial Instructions</a></p>
<b>APPENDICES</b>	<p>Appendix 1: Review of Member and Officer participation in Partnerships</p> <p>Appendix 2: Partnership Register</p>

	Appendix 3: List of joint working groups / fora attended by the Authority Appendix 4: Ongoing collaborative work
<b>TIME REQUIRED</b>	10 minutes.
<b>REPORT ORIGINATOR AND CONTACT</b>	Richard Priest <a href="mailto:rpriest@bucksfire.gov.uk">rpriest@bucksfire.gov.uk</a> 01296 744480

**Partnership Participation Review 2016**

The rationale for inclusion of all partnerships was established in the paper to the Executive in July 2015. The updates below are to inform Members of developments since the last paper.

**1. Safer MK and Safer & Stronger Bucks**

In relation to Safer MK Partnership Board, the Area Commander for Service Delivery (Neil Boustred) is the appointed lead and one of the five members with voting rights. The Service Delivery Manager North (Calum Bell) is the nominated deputy.

The appointed lead for the Safer & Stronger Bucks Board is the Area Commander for Service Delivery (Neil Boustred), with the Service Delivery Manager South (Gary Taylor) the nominated deputy.

**2. MK Safety Centre**

The Memorandum of Understanding (MoU) with the MK Safety Centre was reviewed and has been renewed.

**3. Oxfordshire FS and Royal Berkshire FS**

Collaboration between the three FRSs continues and has been strengthened recently with the decision to agree a joint specification for future fire engines. This will deliver direct financial savings as well as pave the way for future joint equipment procurement and aligned training across the Thames Valley.

**4. USAR Canine – Hampshire FRS**

This MoU remains in force and will be reviewed in 2019.

**5. Fire Co-Responder – South Central Ambulance Service (SCAS)**

This partnership with SCAS is progressing and is increasing opportunities to identify further opportunities for interoperability.

**6. British Red Cross**

The MOU is planned to be reviewed again early next year.

**7. Training Partnership – Fire Service College**

This partnership will be reviewed early next year.

## **8. Bucks Law Plus**

The Board of the company, on which BMKFA has a director, is due meet to decide the future of the company in light of the decision taken by Buckinghamshire County Council to terminate the employment of all of the company's lawyers on 30 June 2016

## **9. TVFCS**

This partnership with Oxfordshire and Royal Berkshire Fire & Rescue Services is in place and work is progressing aligned with the transition plan.

## **10. Primary Authority Scheme – Yumm!**

The Primary Authority Scheme partnership with Yumm (KFC) is progressing in agreement with both parties

### **Suggested addition to the Partnership Register**

#### **Cineworld - Primary Authority Advice**

In January 2016 the Authority reached agreement with Cineworld to set up a primary authority relationship between the Authority and Cineworld such that Cineworld will request 'Primary Authority Advice' as defined in the Regulatory Enforcement and Sanctions Act 2008.

In effect this means that B&MKFA will provide advice and guidance to, and on behalf of Cineworld in the in the UK, for all matters relating to fire safety. The cost of providing the service is recovered by the Authority.

This is a joint Primary Authority Scheme initiative, with Milton Keynes Council providing Cineworld with Primary Authority Advice for Trading Standards.

### **Suggested additions to the Joint Working Groups**

#### **Bucks - Dignity in Care**

This is a multi-agency group comprising voluntary groups and care providers who work together to optimize the support given to those in care.

#### **Bucks – Risk Assessment Multi-agency Partnership**

This is a police-led multi-agency group which meets to agree collective support for the most complex social care cases. The intention is to agree a plan which includes the detailed simultaneous activities required by all parties. This approach has had success in dealing with cases of hoarding, where traditionally no single organisation would have the ability to bring a safe and effective conclusion.

### **MK – Healthy Living Group**

This group is chaired by the MK Clinical Commissioning Group and comprises Public Health staff, voluntary groups as well as the Fire and Rescue Service. The intention is to co-ordinate and jointly evaluate healthy living initiatives across MK. As a consequence, the Fire Service was asked to Chair a prevention sub-group to collate and co-ordinate all health messages issued by all agencies across MK.

### **MK – Older People's Group**

This is a relatively new group comprising of a number of voluntary interest groups as well as health providers, local authority agencies and service commissioners. The intention is to ensure older people's views are included in service provision.

**Appendix 2 - Partnership Register**

<b>Partnership Name</b>	<b>Original Signing Date</b>	<b>Is the partnership legally defined and agreed by all partners</b>	<b>Where does it fit within the Fire Authority plan?</b>	<b>Are there clear aims and outcomes for the Partnership</b>	<b>Are the outcomes measurable and agreed by all partners</b>	<b>Is the risk shared as well as the resources</b>	<b>Date of last review by all partners</b>	<b>Could the outcomes be achieved in any other manner</b>	<b>Is there an exit strategy/ Should the Authority require one</b>
Safer MK	N/K	Crime & Disorder Act 1998	Vision & Strategic Objectives	Yes	In Part	Yes	Annual	No	No/No
Safer & Stronger Bucks	N/K	Crime & Disorder Act 1998	Vision & Strategic Objectives	Yes	In Part	Yes	Annual	No	No/No
MK Safety Centre	2010	Yes	Strategic Objectives & Local Plan	Yes	Yes, Activity Outcomes, No	Yes (Limited)	Annual	Potentially	Yes/Yes
Oxon FRS/RBFRS	2013	Yes	Protection – Cross Border arrangements	Yes	Yes	Yes	Annual	Yes, but at greater cost	Yes/Yes
USAR Canine Hampshire FRS	Feb 2009	Yes	Response/ National Resilience	Yes	Yes	Yes	Feb 2014 (new agreement drafted)	Yes – own canine provision but at greater cost	Yes/Yes
Fire Co-Responder	1/03/14	Yes	Vision & Strategic Objectives	Yes	Yes	Yes	1/06/14	Not by using fire crews as co-	Yes/Yes



Partnership Governance Framework

								responders	
British Red Cross	2012	No	Prevention	Yes	N/A	Yes	2014	Yes, but at greater cost	Yes/Yes
Training Partnership – Fire Service College	2015	Yes	Vision & Strategic Objectives	Yes	Yes	Yes	Quarterly	Yes, but it would be more costly	Yes/Yes
Bucks Law Plus	2014	Yes	Improvement (Encourage innovation and creativity)	Yes	Yes	Yes	N/A	No	Yes/Yes
Thames Valley Fire Control Service	2015	Yes	Response – Steady state operation of the TVFCS	Yes	Yes, as set out in primary objectives	Yes	N/A	Yes, but it would be more costly	Yes/Yes
KFC - Primary Authority Advice	2014	Yes	Protection Policy – Fire Safety	Yes	Yes	N/A	N/A	Yes, bit less efficiently at national level	Yes/Yes

**Recommended Addition**

Cineworld – Primary Authority Advice	2016	Yes	Protection Policy – Fire Safety	Yes	Yes	N/A	N/A	Yes, bit less efficiently at national level	Yes/Yes
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**Appendix 3 - List of joint working groups attended by the Authority**

District	Group
AVD	AV CSP Strategy Group
AVD	Aylesbury Vale Local Strategic Partnership
AVD	AV CSP (Implementation)
AVD	AV Community Cohesion Delivery Group
AVD	AVDC ASB Tactical Action Group (TAG)
AVD	AVDC Joint Action Group (JAG)
AVD	Aylesbury LSP
BFRS	Building Control Liaison
BFRS	Fire and Emergency Support Services
BFRS	Safety Advisory Groups
Bucks	Bucks CC Road Safety Team
Bucks	BSP Policy Officers Group
Bucks	Bucks ASB Strategy Group
Bucks	Bucks Equalities Network
Bucks	Chinese Business Community Partnership
Bucks	Community Cohesion & Equalities Forum
Bucks	Bucks Community Safety partnership
Bucks	Bucks Resilience Group
Bucks	Multi Agency Risk Assessment Committee (MARAC)
Bucks	Youth Inclusion and Support Panels
Bucks	Safeguarding Adults Board
Bucks	Safeguarding Children Board
C/SB	Chiltern and South Bucks Strategic Partnership
C/SB	Chiltern and South Bucks Partnership Steering Group
C/SB	Chiltern and South Bucks Community Safety Partnership
C/SB	Chiltern and South Bucks – Joint Action Groups
MK	Milton Keynes Council Road Safety Team
MK	Safe at Home Scheme
MK	Safer MK Performance Group
MK	Safer MK Public Safety
MK	Joint Area Tasking and Coordination (JATAC)
MK	Joint Emergency Services Group
MK	MK Safety Advisory Group (MK SAG)
MK	MK Prevent Board
MK	Adults Safeguarding Board
MK	Children's Safeguarding Board
WD	Wycombe CSP (Strategy Group)
WD	Wycombe CSP (Implementation)
WD	Wycombe Community Cohesion Delivery Group
WD	Wycombe Community Cohesion Strategy Group

WD	Wycombe Joint Action Group
WD	Wycombe Partnership (LSP) Executive
WD	Wycombe Partnership (LSP) Full

FRS Area	Group
SE Region	CFOA SE Protection Strategy Group
SE Region	Environment Agency South East (EASE) and FRSS
TV	Local Resilience Forum Regional Contingency Group
SE Region	South East Operational Response & Resilience Group
TV	Local Resilience Forum Communications Group
TV	Thames Valley Cross Border Group
TV	Thames Valley NVQ Centre
SE Region	South East Operational Policy & Procedure (SEOPAP)
FRS	Silverstone Major event group
SE Region	CFOA SE Prevention Strategy Group
SE Region	Employee Development Group

### Recommended Additions

Bucks	Dignity In Care Group
Bucks	Risk Assessment Multi-agency Partnership (RAMP)
MK	Healthy Living Group
MK	Older People's Group

## **Appendix 4 – Ongoing Collaborative Work**

### **Supporting the Wider Health Agenda – Older People**

Aligned to the Authority's Prevention Strategy, collaborative work has started in the following areas:

- **Falls Prevention – MK Council, AgeUK:MK & NHS MK**

Working with the NHS Falls Prevention team and AgeUK:MK, joint training has been undertaken between all three organisations to better understand how each supports those in the community at risk from falling. This has resulted in BFRS staff referring people at risk of falling, with reciprocal referrals being made by the other organisations relating to those at risk from fire, who were previously unknown to BFRS.

The intention is for BFRS staff to start fitting falls mitigation apparatus to add more value to our work and to reduce the workload and cost of another agency.

- **Falls Prevention – Bucks NHS**

BFRS staff work with the NHS Falls prevention team to deliver stability classes to those most at risk from falls. These classes have been held within office space at BFRS Headquarters for local residents to prevent them from having to travel further afield to local hospitals.

- **Walking Groups – Bucks County Council**

An extension of the stability classes has been BFRS staff becoming walk leaders as part of the Bucks County Council 'Simply Walk' initiative. The BFRS staff, mostly during their lunch hours, have led walks in Waddesdon, Winslow and Aylesbury.

Primarily this has been to encourage older people to become more active and to prevent them becoming at risk of falling in later years, but this has had the additional benefit of helping prevent people from becoming socially isolated. As a direct result, BFRS staff conducted Home Fire Risk Checks at the request of a number of the walkers, resulting in very high fire risks being mitigated; people with whom BFRS had not had any previous interaction.

The intention is that once the walks are established, local volunteers will be left to continue leading them aligned to the needs of the walkers.

- **Exercise Classes – LEAP**

LEAP has started delivering physical activity classes at Princes Risborough Fire Station, using the drill yard, at no cost to either organisation. These accessible

classes are aimed at all adults in the local area to support increasing activity and reducing social isolation. The intention is to run these from more fire stations across Bucks and MK.

- **Dementia Awareness – Dementia Society**

Supported by the Dementia Society, all frontline BFRS staff have undertaken dementia awareness training to make them better understand those in the community who have this condition.

## **Supporting the Wider Health Agenda – Youth Engagement**

- **Junior Firefit (High Wycombe) – LEAP & Sport England**

Working with LEAP, who support increasing public physical activity, BFRS staff have run two programmes aimed at increasing the physical activity and self-confidence of schoolchildren from Cressex School. This is being evaluated and staff at Aylesbury Fire Station are looking to use the model for schoolchildren in their local area.

- **Team Fire HOSE (Buckingham) – St. John Ambulance & Tesco**

This is a similar programme delivered by Buckingham Fire Station staff intended to support healthy living and self-esteem. The course was run with support from St. John Ambulance, Buckingham School and the local Tesco store.

- **Duke of Edinburgh (Aylesbury) – Bucks County Council**

Working alongside the Bucks County Council Youth Team, Aylesbury Fire Station staff successfully delivered the service element of the Duke of Edinburgh Award. Whilst this course has now finished, staff are looking at ways to work together on a different course based around employability.

- **Sustainable Tenancies (Broughton) – MK Council**

The community co-ordinator for MK has created a brand new initiative aimed at supporting those young people moving from living in care to independent living. Working with the MK Council Corporate Parenting Team, who have identified suitable young people, the co-ordinator supported by staff at Broughton Fire Station deliver life skills courses to the young people.

The attendees learn basic DIY, practise their cooking skills, are given financial advice, encouraged to be a good neighbour and are also encouraged to call back to the station regularly for more support and guidance if this is needed.

This has been supported by the local Tesco store.

## **Other Collaborative Work**

- **Bucks Business First - Buckinghamshire & Thames Valley Local Enterprise Partnership**

BFRS is keen to explore how it can play a part in supporting young people to find employment in Bucks and also to support businesses in finding the right kind of youngster to help their business grow.

- **Missing Persons – Thames Valley Police**

BFRS is looking at ways it can support Thames Valley Police in finding missing persons. This is resource-intensive for the police and support from BFRS could take the form of the drone, crews to aid searching, or the use of fire stations to provide command and control centres for search teams.

- **Working with the Voluntary & Charitable Sector - MK Community Action & MK Community Foundation**

BFRS is working closely with MK: Community Action and MK: Community Foundation. These groups support the funding of charities and voluntary groups as well as helping them with their governance arrangements. These organisations are key to helping BFRS understand how it can work more effectively in the future with these key groups.

## **Future Collaboration Considerations**

- **Working with People with Physical and Mental Impairments**

Although BFRS is developing a youth engagement structure to help youngsters develop their life skills, it is clear that not all young people can access this support. BFRS will look for ways to ensure we can work with as many people in the community as possible.

This could be extended to adults as well as we must ensure that Home Fire Risk Checks are both available and suitable to all people in our communities.