ITEM **17**

Buckinghamshire & Milton Keynes Fire Authority

MEETING	Overview and Audit Committee
DATE OF MEETING	26 July 2017
OFFICER	Julian Parsons, Head of Service Development
LEAD MEMBER	Councillor Netta Glover
SUBJECT OF THE REPORT	**Operational Assurance Improvement Plan**
EXECUTIVE SUMMARY	The purpose of this report is to provide an update on current progress towards the delivery of the Service's approved Operational Assurance Improvement Plan (OAIP).
	Content of the OAIP was derived from the recommendations arising from the 'Review of Operational Assurance Arrangements' undertaken by Operational Assurance Limited (OAL) in October 2016.
	In their report OAL identified 30 improvement recommendations, three of which were considered as 'particular priorities'. Having gone through the report it was determined that 4 of the resulting recommendations highlighted areas where improvement was thought to be unnecessary as appropriate provision and operational reassurance already existed, these being detailed within the OAIP (ref. **5.7.1**, **9.2.1**, **9.3.1** and **11.13**).
	A further recommendation (ref.**11.1.1)** created some indecision in terms of the instructive action needed, as the overwhelming belief was all operational staff already had an extensive understanding of the functional roles, explained within National Operational Guidance for Incident Command.
	Apart from the above exceptions, early progress has been achieved within all other identified areas of improvement, perhaps most notably in respect of one of the suggested priorities, namely:
	• Re-establishment of an effective Operational Assurance Forum, with necessary direction and authority to assist in the formal management and progression of issues arising, through to meaningful resolution (**P3**).
	The inaugural meeting of the Operational Assurance Group (OAG), which acts as the forum, took place on the 21 February 2017 and there is now an established schedule of meetings planned throughout the coming

	year.
	Minutes of these meetings detail the decisions and actions taken in relation to particular emerging issues.
ACTION	Noting.
RECOMMENDATIONS	That the content of the OAIP within **Annex A** be noted.
RISK MANAGEMENT	Delivery of the OAIP will contribute toward ensuring the Service's operational safe systems of work are continuously improved to conform to the latest safety standards and are efficient, effective and responsive to significant changes in the external or internal environments. Failure to deliver the OAIP could expose: - the Service, its personnel and the public to operational, health and safety risks; - Buckinghamshire & Milton Keynes Fire Authority (BMKFA) to reputational and / or financial risks. The OAIP will inform the ongoing development of our workforce plan particularly in relation to areas such as maintenance of operational skills and acquisition training and assessment. Equally the OAIP does not appear to raise any immediate privacy issues.
FINANCIAL IMPLICATIONS	There are no negative financial implications associated with this report.
LEGAL IMPLICATIONS	There are no negative legal implications associated with this report.
CONSISTENCY WITH THE PRINCIPLES OF THE DUTY TO COLLABORATE	Although the Authority has committed to a default position of collaboration with Thames Valley Fire and Rescue Authorities (FRAs), the OAIP relates specifically to BFRS, however any opportunity to collaborate will be explored.
HEALTH AND SAFETY	There are no negative implications on health and safety associated with this report. The delivery of the OAIP will unquestionably supplement and enhance the existing health and safety culture.
EQUALITY AND DIVERSITY	No immediate issues identified in relation to the OAIP, however, IIAs will be completed for any changes that result from subsequent activities, where there is potential for equality and / or diversity issues to arise.
USE OF RESOURCES	**Communication with stakeholders** The OAL recommendations and associated OAIP have been both published and communicated to all staff, in order to ensure there is a clear understanding and

	appreciation of the collective responsibility there is toward continuous improvement.
	In addition, the Operational Assurance Report, designed to share areas of operational improvement, highlight good working practices and communicate training needs identified and collected by the Operational Assurance Team, is published every month.
	The system of internal control From a monitoring and reporting perspective the Head of Service Development will be leading on the improvement plan and chair the OAG.
	Head of Operational Training and Assurance will be responsible for delivering the Operational Improvement Plan in conjunction with the reformed Operational Assurance Team (OAT).
	The medium term financial strategy It is intended that the achievement of the OAIP can be met within the existing budget.
	The balance between spending and resources No immediate funding requirements have been identified. The recommended monitoring system is the e-safety application that has already been procured and purchased for other purposes.
	The management of the asset base There are currently no identified impacts on the asset base.
	The arrangements to promote and ensure probity and propriety Delivery of the OAIP is expected to have a positive impact against these criteria by creating a more robust and transparent operational assurance environment within the Service.
	Environmental Delivery of the OAIP will enhance the Service's ability to identify and manage potential environmental hazards in both the internal and external environments.
PROVENANCE SECTION **&** **BACKGROUND PAPERS**	**Background** Review of Operational Assurance Arrangements, OAL, October 2016 (shown at **Annex B**). Overview and Audit Committee: 8 March 2017.
APPENDICES	Appendix A: Operational Assurance Improvement Plan Appendix B: OAL Report
TIME REQUIRED	10 minutes.
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