

# Buckinghamshire & Milton Keynes Fire Authority



<b>MEETING</b>	Overview and Audit Committee
<b>DATE OF MEETING</b>	7 March 2018
<b>OFFICER</b>	Julian Parsons, Head of Service Development
<b>LEAD MEMBER</b>	Councillor David Carroll
<b>SUBJECT OF THE REPORT</b>	<b>Operational Assurance Improvement Plan</b>
<b>EXECUTIVE SUMMARY</b>	<p>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).</p> <p>The content of the OAIP was derived from the 30 improvement recommendations arising from the 'Review of Operational Assurance Arrangements' undertaken by Operational Assurance Limited (OAL) in October 2016, three of which were considered as 'particular priorities'.</p> <p>In November 2017, OAL were invited back into the Service, in order to undertake a further independent review of the progress made against the previously identified improvement recommendations, during the preceding 12 months.</p> <p>The subsequent 'checkpoint' report, which can be found in <b>Annex A</b>, was extremely positive, highlighting the considerable progress made against all the previously accepted recommendations.</p> <p>Particular emphasis was placed upon the work undertaken to address Priority Recommendation 1, notably the training package based on the 'Balmoral Bar' incident and development of the operationally focused Operational Assurance monthly report, both of which were considered exemplars.</p> <p>The content of the 'checkpoint' review report was discussed by members of the Operational Assurance Group (OAG) during the meeting held on the 18 January 2018. This resulted in an updated version of the OAIP, which can be found in <b>Annex C</b></p> <p>Another topic of discussion at the OAG was the recently received 'Joint Emergency Services Interoperability Programme (JESIP) Assurance Visit Executive Summary Report', which can be found in <b>Annex B</b>.</p> <p>The report contains 19 observations made by the</p>

	<p>JESIP team during their visit on the 14 June 2017, which was one of a number undertaken by the team involving Police, Fire and Ambulance services across England, Wales and Northern Ireland.</p> <p>The purpose of the visits was to act as a critical friend to Services and provide an independent view of how far Services had progressed with embedding the JESIP models and principles into their business as usual activity.</p> <p>The whole day was structured around the Service's self-assessment return, with the JESIP team asking for evidence against the answers provided.</p> <p>Whilst many of the observations were very positive, there was nevertheless a particular aspect in relation to JESIP command refresher training, which the team highlighted as the biggest risk, being as none had taken place nor was their a plan in place for this.</p> <p>As a consequence the identified areas of improvement contained within this report, will now be incorporated into a revised OAIP.</p>
<b>ACTION</b>	Noting.
<b>RECOMMENDATIONS</b>	<p>It is recommended that:</p> <ol style="list-style-type: none"> <li>1. The content of both the OAL 'checkpoint' review and JESIP Assurance visit report be noted.</li> <li>2. The progress made against each improvement recommendation detailed within the updated OAIP, is also noted.</li> </ol>
<b>RISK MANAGEMENT</b>	<p>Delivery of the OAIP will contribute towards ensuring that 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.</p> <p>Failure to deliver the OAIP could expose:</p> <ul style="list-style-type: none"> <li>• the Service, its personnel, and the public to operational, health and safety risks;</li> <li>• Buckinghamshire &amp; Milton Keynes Fire Authority (BMKFA) to reputational and / or financial risks.</li> </ul> <p>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.</p> <p>Equally the OAIP does not appear to raise any immediate privacy issues.</p>
<b>FINANCIAL IMPLICATIONS</b>	There are no financial implications associated with this report.

<b>LEGAL IMPLICATIONS</b>	There are no legal implications associated with this report.
<b>CONSISTENCY WITH THE PRINCIPLES OF THE DUTY TO COLLABORATE</b>	Although the Authority has committed to a default position of collaboration with the other Thames Valley Fire and Rescue Authorities (FRAs), the OAIP relates specifically to Buckinghamshire Fire and Rescue Service, however any opportunity to collaborate will be explored.
<b>HEALTH AND SAFETY</b>	There are no implications relating to health and safety associated with this report. The delivery of the OAIP will unquestionably supplement and enhance the existing health and safety culture.
<b>EQUALITY AND DIVERSITY</b>	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.
<b>USE OF RESOURCES</b>	<p><b>Communication with stakeholders</b> 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.</p> <p><b>The system of internal control</b> From a monitoring and reporting perspective the Head of Service Development will be leading on the improvement plan and chair the OAG. The Head of Operational Training and Assurance will also be responsible for delivering the Operational Improvement Plan in conjunction with the reformed Operational Assurance Team (OAT).</p> <p><b>The medium term financial strategy</b> It is intended that the achievement of the OAIP can be met within the existing budget.</p> <p><b>The balance between spending and resources</b> 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.</p> <p><b>The management of the asset base</b> There are currently no identified impacts on the asset base.</p> <p><b>The arrangements to promote and ensure probity and propriety</b> 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.</p> <p><b>Environmental</b></p>

Operational Assurance Improvement Plan

	Delivery of the OAIP will enhance the Service's ability to identify and manage potential environmental hazards in both the internal and external environments.
<b>PROVENANCE SECTION &amp; BACKGROUND PAPERS</b>	<b>Background</b> Review of Operational Assurance Arrangements, OAL, October 2016.
<b>APPENDICES</b>	<ul style="list-style-type: none"> <li>A. Review of Operational Assurance Arrangements Progress Checkpoint</li> <li>B. JESIP Assurance Visit Executive Summary Report</li> <li>C. Operational Assurance Improvement Plan</li> </ul>
<b>TIME REQUIRED</b>	10 Minutes.
<b>REPORT ORIGINATOR AND CONTACT</b>	<p>Steve Wells, Head of Operational Training and Assurance</p> <p><a href="mailto:swells@bucksfire.gov.uk">swells@bucksfire.gov.uk</a></p> <p>01296 744426</p>