

WEST YORKSHIRE FIRE AND RESCUE AUTHORITY

**MEETING TO BE HELD ON FRIDAY 5 SEPTEMBER 2008 AT 11.00 A.M. IN
THE TRAINING AND CONFERENCE SUITE, BIRKENSHAW**

AGENDA

1. CHAIRMAN'S ANNOUNCEMENTS

2. ADMISSION OF THE PUBLIC

The Committee is asked to consider whether, by resolution, to exclude the public from the meeting during the items of business marked with an 'E' reference, because of the possibility of the disclosure of exempt information.

3. URGENT ITEMS

To determine whether there are any additional items of business which, by reason of special circumstances, the Chair believes should be considered at the meeting.

4. DECLARATIONS OF INTEREST

To consider any Declaration of Interest in relation to any item of business on the agenda.

**5. MINUTES OF THE LAST MEETING HELD ON 27 JUNE 2007 (pp
3 - 21)**

(Enclosed)

**6. MINUTES OF THE PERSONNEL AND TRAINING COMMITTEE
(pp 22 – 27)**

(Enclosed)

**7. MINUTES OF THE FINANCE AND RESOURCES COMMITTEE
(pp 28 – 33)**

(Enclosed)

- 8. MINUTES OF THE EXECUTIVE COMMITTEE (pp 34 – 37)**
(Enclosed)

- 9. LOCAL GOVERNMENT ASSOCIATION MINUTES (pp 38 - 40)**
 - a) Fire Services Forum - 27 June 2008**

- 10. MINUTES OF THE REGIONAL MANAGEMENT BOARD (pp 41 – 48)**
(Enclosed)

- 11. PERFORMANCE MANAGEMENT REPORT (pp 49 – 72)**
(Enclosed)

- 12. RCC – APPOINTMENT OF DIRECTORS (pp 73 - 74)**
(Enclosed)

- 13. APPOINTMENT OF INDEPENDENT MEMBERS – STANDARDS COMMITTEE (pp 75 – 78)**
(Enclosed)

- 14. SAFETY CENTRAL UPDATE (pp 79 – 86)**
(Enclosed)

West Yorkshire Fire & Rescue Service

Performance Management and Activity Report 2008/9



Period Covered: 1 April 2008 –
30 June 2008

Date Issued: 28 August 2008

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1 Introduction/Summary

The purpose of this report is to provide information regarding the performance of West Yorkshire Fire and Rescue Service against selected national and local targets to enable the Authority to measure, monitor and evaluate performance.

The national targets identified in this report are contained within the following performance indicators:

- Best Value Performance Indicators (Corporate Health)
- Best Value Performance Indicators (Service Delivery)

The Best Value indicators inform the ten Comprehensive Performance Assessment (CPA) indicators, which were used by the Audit Commission to determine the performance information element of the service assessment for 2007/8.

CPA service assessment calculations are made by averaging Best Value service delivery indicator performance over a period of one to five years, dependent upon the CPA indicator.

In this report, appropriate and progressive monthly statistics have been utilised to identify trends in performance, with corresponding information regarding the action being taken to address any areas of under-performance. Information regarding a selection of local performance targets has also been provided in this report and comparisons have been made with the previous fiscal year's performance.

All data, unless specified, is for the reporting period 1 April – 30 June 2008.







A traffic light system has been employed to provide a straightforward visual indicator of performance against each specific target.

Comparative data, in respect of other Metropolitan Fire Authorities and Local Authorities, will be included periodically in this report, to allow West Yorkshire Fire and Rescue Service to benchmark its performance against those of similar Authorities.



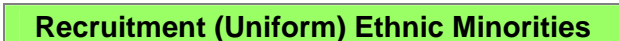





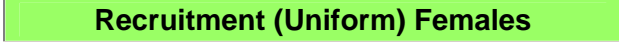


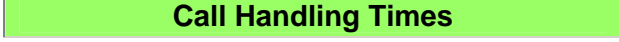














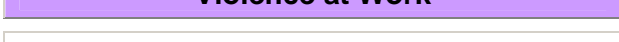






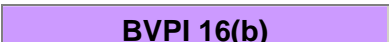



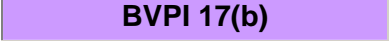


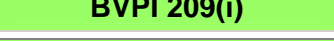






Graphical representation of the performance of West Yorkshire Fire and Rescue Service is available via the Performance Information Management System (PIMS), which is accessed via the Service's intranet / internet site.

2 Target Summary - Overview

Legend

	Purple indicates target not applicable
	Red indicates not achieving target
	Amber indicates satisfactory performance (within 10% of target)
	Green indicates achieving or exceeding target
	Indicator used for CPA reporting process
	Direction of travel, compared to position at this time last year

Targets by Indicator Category

National Corporate Health Indicators	National Service Delivery Indicators	Local Service Indicators
 BVPI 2(a)	 BVPI 142(ii)	 Recruitment (Uniform) Ethnic Minorities
 BVPI 2(b)	 BVPI 142(iii)	 Recruitment (All) Ethnic Minorities
 BVPI 3	 BVPI 143(i)	 Recruitment (Uniform) Females
 BVPI 8	 BVPI 143(ii)	 Call Handling Times
 BVPI 11(a)	 BVPI 144	 Special Service Calls
 BVPI 11(b)	 BVPI 146(i)	 Incidents – Five Pumps and Above
 BVPI 11(c)	 BVPI 146(ii)	 Home Fire Safety Checks
 BVPI 12(i)	 BVPI 149(i)	 Compliments/Complaints
 BVPI 12(ii)	 BVPI 149(ii)	 Violence at Work
 BVPI 15(i)	 BVPI 149(iii)	
 BVPI 15(ii)	 BVPI 206(i)	
 BVPI 16(a)(i)	 BVPI 206(ii)	
 BVPI 16(a)(ii)	 BVPI 206(iii)	
 BVPI 16(b)	 BVPI 206(iv)	
 BVPI 17(a)	 BVPI 207	
 BVPI 17(b)	 BVPI 208	
 BVPI 150	 BVPI 209(i)	
 BVPI 210	 BVPI 209(ii) (a)	
	 BVPI 209(ii) (b)	
	 BVPI 209(iii)	

3 Corporate Health Indicators

Corporate Health – Performance

BVPI	Description	Cumulative Year to Date Performance												Direction of Travel compared to position at this time last year	Target Full Year	Comment			
		To 30 Apr	To 31 May	To 30 Jun	To 31 Jul	To 31 Aug	To 30 Sep	To 31 Oct	To 30 Nov	To 31 Dec	To 31 Jan	To 29 Feb	To 31 Mar						
BVPI 2(a)	The level (if any) of the Equality Standard for Local Government to which the Authority conforms	3	3	3													↔	4	External validation at Level 3 has been achieved and we will be at Level 4 by December 2008.
BVPI 2(b)	The duty to promote race equality	95%	95%	95%													↔	95%	Racial incidents re staff are now recorded, as included in this indicator by other Metropolitan brigades.
BVPI 3	The percentage of citizens satisfied with the overall service provided by the Authority			51.0%	The result for BVPI 3 is obtained from a three-yearly survey carried out in conjunction with West Yorkshire local authorities. The most recent result was obtained in April 2007. In the previous report dated April 2004, the result obtained was 61.2%.										↔	N/A	Similar results for other West Yorkshire authorities, but most recent QOS survey showed satisfaction levels of 98% for persons who have actually come into contact with WYFRS.		
BVPI 8	The percentage of invoices for goods and services paid by the Authority within 30 days	96.3%	96.8%	97.4%													↓	100%	Progressive roll-out of the corporate credit card will increase the proportion of invoices paid within 30 days.
BVPI 11(a)	The percentage of the top 5% of earners who are women	4.35%	4.42%	4.35%													↑	3.00%	Focus groups planned for women, to inform them of the opportunities for progression.

BVPI	Description	Cumulative Year to Date Performance												Direction of Travel compared to position at this time last year	Target Full Year	Comment	
		To 30 Apr	To 31 May	To 30 Jun	To 31 Jul	To 31 Aug	To 30 Sep	To 31 Oct	To 30 Nov	To 31 Dec	To 31 Jan	To 29 Feb	To 31 Mar				
BVPI 11(b)	The percentage of the top 5% of earners who are from ethnic minority communities	0.00%	0.00%	0.00%												0.75%	Focus groups planned for BME staff, to inform them of the opportunities for progression.
BVPI 11(c)	The percentage of the top 5% of earners who have a disability	2.61%	2.65%	2.61%												1.60%	Data continues to be collected at the recruitment stage.
BVPI 12(i)	The number of working days/shifts per employee lost due to sickness absence – Uniformed Staff	0.63	1.23	1.91												6.50	Revised sickness protocols and robust management continue, however there has been an increase in long term sickness. Systems development is under way to provide a breakdown and identify any trends.
BVPI 12(ii)	The number of working days/shifts per employee lost due to sickness absence – All Staff	0.70	1.32	1.99												6.75	
BVPI 15(i)	Employees retiring on ill health grounds as a percentage of the total workforce – Firefighters Pension Scheme	0.00%	0.00%	0.00%												0.65%	There is a robust policy framework supporting this performance. Redeployment procedures assist with keeping these figures at a low level.
BVPI 15(ii)	Employees retiring on ill health grounds as a percentage of the total workforce – Local Government Pension Scheme	0.00%	0.00%	0.00%												0.80%	

BVPI	Description	Cumulative Year to Date Performance												Direction of Travel compared to position at this time last year	Target Full Year	Comment	
		To 30 Apr	To 31 May	To 30 Jun	To 31 Jul	To 31 Aug	To 30 Sep	To 31 Oct	To 30 Nov	To 31 Dec	To 31 Jan	To 29 Feb	To 31 Mar				
BVPI 16a(i)	The percentage of whole time and retained duty system employees with a disability	1.91%	1.88%	1.83%											↓	1.90%	Data continues to be collected at the recruitment stage.
BVPI 16a(ii)	The percentage of control and non-uniformed employees with a disability	13.3%	13.3%	12.83%											↔	12.00%	Data continues to be collected at the recruitment stage.
BVPI 16(b)	The percentage of the economically active population in FRS area with a disability			15.34%											↔	N/A	Figure obtained from census data and provided for information only.
BVPI 17(a)	Percentage of all staff from all minority ethnic communities	2.3%	3.7%	3.8%											↑	7.9%	Measure amended in May 2008 to align with the new national Equality and Diversity Strategy - to achieve 11.5% target by 2013.
BVPI 17(b)	The percentage of the economically active population in FRS area from ethnic minority communities			11.5%											↔	N/A	Figure obtained from census data and provided for information only.
BVPI 150	Expenditure per head of population on the provision of fire and rescue services			£38.79											↓	£41.21	The figure reported is 2007/8 outturn (target £39.78) which has now been confirmed.
BVPI 210	The percentage of female firefighters	2.45%	2.64%	2.71%											↑	14.00%	Two women trainee firefighters are on the May course and three RDS women have now joined as wholtime firefighters.






Corporate Health – Local Indicators

BVPI	Description	Cumulative Year to Date Performance												Target Full Year	Comment
		To 30 Apr	To 31 May	To 30 Jun	To 31 Jul	To 31 Aug	To 30 Sep	To 31 Oct	To 30 Nov	To 31 Dec	To 31 Jan	To 29 Feb	To 31 Mar		
Local	Uniformed recruits from all ethnic minority communities as a percentage of total uniformed recruits	Nil	13.16%	13.95%										8.0%	First trainee course for 2008/9 took place in May.
Local	Percentage of all staff recruited from all ethnic minority communities	-	12.24%	14.93%										8.0%	Measure introduced in May 2008 to align with the new national Equality and Diversity Strategy - includes staff recruited for both uniformed and non-uniformed posts.
Local	Uniformed female recruits as a percentage of total uniformed recruits	Nil	10.53%	9.30%										8.0%	First trainee course for 2008/9 took place in May.

4 Service Delivery Indicators

Service Delivery Indicators – Performance

BVPI	Description	Cumulative Year to Date Performance												Direction of Travel compared to position at this time last year	Target Full Year	Comment	
		To 30 Apr	To 31 May	To 30 Jun	To 31 Jul	To 31 Aug	To 30 Sep	To 31 Oct	To 30 Nov	To 31 Dec	To 31 Jan	To 29 Feb	To 31 Mar				
BVPI 142(ii)	Number of calls to fires attended: Primary fires per 10,000 population	1.82	4.08	6.02											↑	29.6	Consistent performance is being maintained against this indicator.
BVPI 142(iii)	Number of calls to: Accidental Fires in Dwellings per 10,000 dwellings	1.22	2.45	3.33											↑	17.6	Consistent performance is being maintained against this indicator.
BVPI 143(i)	Number of deaths arising from accidental fires in dwellings per 100,000 population	0.00	0.05	0.09											↓	0.70	Consistent performance is being maintained against this indicator.
BVPI 143(ii)	Number of Injuries arising from accidental fires in dwellings per 100,000 population	0.88	1.62	2.08											↑	11.71	Consistent performance is being maintained against this indicator.
BVPI 144	The percentage of accidental fires in dwellings confined to room of origin	86.1%	87.6%	88.5%											↓	94.9%	Performance trend improving – training taking place to ensure consistent reporting.

BVPI	Description	Cumulative Year to Date Performance												Direction of Travel compared to position at this time last year	Target Full Year	Comment	
		To 30 Apr	To 31 May	To 30 Jun	To 31 Jul	To 31 Aug	To 30 Sep	To 31 Oct	To 30 Nov	To 31 Dec	To 31 Jan	To 29 Feb	To 31 Mar				
BVPI 146(i)	Number of calls to malicious false alarms per 1000 population – not attended	0.08	0.17	0.24												1.3	Consistent performance is being maintained against this indicator.
BVPI 146(ii)	Number of calls to malicious false alarms per 1000 population – attended	0.05	0.10	0.14												0.9	Consistent performance is being maintained against this indicator.
BVPI 149(i)	False alarms caused by automatic fire detection apparatus per 1000 non domestic properties	6.96	13.77	20.43												114.6	Consistent performance is being maintained against this indicator.
BVPI 149(ii)	Number of those properties in 149i with more than one attendance	50	122	199												1,247	Consistent performance is being maintained against this indicator.
BVPI 149(iii)	Percentage of false alarms caused by AFD to a non-domestic property with more than one attendance	23.7%	33.4%	38.9%												67.8%	Consistent performance is being maintained against this indicator.

BVPI	Description	Cumulative Year to Date Performance												Direction of Travel compared to position at this time last year	Target Full Year	Comment	
		To 30 Apr	To 31 May	To 30 Jun	To 31 Jul	To 31 Aug	To 30 Sep	To 31 Oct	To 30 Nov	To 31 Dec	To 31 Jan	To 29 Feb	To 31 Mar				
BVPI 206(i)	Number of deliberate primary fires (excluding vehicles) per 10,000 population	0.27	0.70	1.03											↑	8.1	Consistent performance is being maintained against this indicator.
BVPI 206(ii)	Number of deliberate primary fires in vehicles per 10,000 population	0.72	1.60	2.46											↑	12.1	Consistent performance is being maintained against this indicator.
BVPI 206(iii)	Number of deliberate secondary fires (excluding vehicles) per 10,000 population	3.56	8.28	11.76											↑	56.4	Long term trend is positive.
BVPI 206(iv)	Number of deliberate secondary fires in vehicles per 10,000 population	0.05	0.10	0.17											↑	1.7	Consistent performance is being maintained against this indicator.
BVPI 207	Fires in non-domestic premises per 1000 non-domestic premises	0.56	1.33	1.90											↑	10.7	Performance against this target varies month to month, however the long term trend indicates consistent activity with previous year.
BVPI 208	The percentage of people in accidental dwelling fires who escape unharmed without FRA assistance	86.9%	85.6%	86.6%											↓	94.1%	Continued reduction in the number of accidental dwelling fires makes this figure harder to reduce as a percentage

BVPI	Description	Cumulative Year to Date Performance												Direction of Travel compared to position at this time last year	Target Full Year	Comment	
		To 30 Apr	To 31 May	To 30 Jun	To 31 Jul	To 31 Aug	To 30 Sep	To 31 Oct	To 30 Nov	To 31 Dec	To 31 Jan	To 29 Feb	To 31 Mar				
BVPI 209(i)	The percentage of fires attended in dwellings where a smoke alarm had activated	55.8%	51.3%	49.9%											↑	36.1%	Performance against this target has improved significantly and consistently since November 2006.
BVPI 209(ii) a	The percentage of fires attended in dwellings where a smoke alarm, because it was faulty or incorrectly sited, did not activate	10.9%	10.7%	9.8%											New indicator	10.3%	This indicator has now been split to distinguish between incidents where a smoke alarm did not activate because there was a problem with the alarm or its location, and those where it did not activate for legitimate reasons.
BVPI 209(ii) b	The percentage of fires attended in dwellings where a correctly sited and working smoke alarm did not activate	5.4%	6.1%	6.9%											New indicator	N/A	
BVPI 209(iii)	The percentage of fires attended in dwellings where no smoke alarm was fitted	27.9%	31.9%	33.4%											↑	53.6%	Linked to 209(i). Targeted HFSC activity is delivering significant impact.

5 MACC Call Handling Times

BVPI	Description	Cumulative Year to Date Performance												Direction of Travel compared to position at this time last year	Target Full Year	Comment			
		To 30 Apr	To 31 May	To 30 Jun	To 31 Jul	To 31 Aug	To 30 Sep	To 31 Oct	To 30 Nov	To 31 Dec	To 31 Jan	To 29 Feb	To 31 Mar						
Local	Time taken from accepting a call from the British Telecom operator, to mobilisation of Fire and Rescue Service resources	56.01	57.73	57.40													↑	60 seconds	Performance trend improved consistently during the last year.

6 Best Value Performance Indicators – Comparison with other Metropolitan Fire and Rescue Services

The Metropolitan Fire and Rescue Services share information on a quarterly basis in respect of BVPIs. Although formal reporting against BVPIs ended on 31 March 2008, most Metropolitan FRS's are continuing to collect information against most of the indicators. Information for the first quarter of 2008/9 (1 April – 30 June) and positions for the individual BVPIs are shown below. The information is unaudited and therefore may be subject to minor amendments, but it does allow up to date performance comparisons to be made between WYFRS and similar 'family group' FRS's.

BVPI	Description	West Yorkshire	Greater Manchester	London	Merseyside	South Yorkshire	Tyne & Wear	West Midlands
BVPI 2(a)	The level (if any) of the Equality Standard for Local Government to which the Authority conforms	3	3	5	2	1	3	2
BVPI 2(b)	The duty to promote race equality	95%	79%	74%	100%	74%	100%	100%
BVPI 8	The percentage of invoices for goods and services paid by the Authority within 30 days	97.4%	90.0%	87.1%	100%	92.6%	96.8%	94.4%
BVPI 11(a)	The percentage of the top 5% of earners who are women	4.35%	10.50%	13.91%	6.49%	4.17%	13.9%	7.51%
BVPI 11(b)	The percentage of the top 5% of earners who are from ethnic minority communities	0.00%	0.80%	7.79%	0.00%	2.08%	2.50%	3.29%
BVPI 11(c)	The percentage of the top 5% of earners who have a disability	2.61%	0.00%	4.82%	0.00%	1.04%	1.3%	1.41%
BVPI 12(i)	The number of working days/shifts per employee lost due to sickness absence – Uniformed Staff	1.91	1.15	1.70	1.24	1.52	No figures received for Q1 to date	Only calculated at end of financial year
BVPI 12(ii)	The number of working days/shifts per employee lost due to sickness absence – All Staff	1.99	1.27	1.90	1.27	1.75		
BVPI 15(i)	Employees retiring on ill health grounds as a percentage of the total workforce – Firefighters Pension Scheme	0.00%	0.00%	0.00%	0.21%	Only calculated at end of financial year	No figures received for Q1 to date	Only calculated at end of financial year
BVPI 15(ii)	Employees retiring on ill health grounds as a percentage of the total workforce – Local Government Pension Scheme	0.00%	0.00%	0.08%	0.22%			
BVPI 16a(i)	The percentage of whole time and retained duty system employees with a disability	1.83%	1.91%	1.54%	2.00%	1.09%	0.64%	2.16%
BVPI 16a(ii)	The percentage of control and non-uniformed employees with a disability	12.83%	0.93%	6.88%	5.02%	3.86%	2.6%	5.50%
BVPI 17(a)	The percentage of all staff from all minority ethnic communities	3.8%*	1.8%	10.6%	4.2%*	2.2%	0.7%	6.6%
BVPI 150	Expenditure per head of population on the provision of fire and rescue services	£38.79	£43.80	£57.92	£49.91	£45.73	£53.12	£46.00
BVPI 210	The percentage of female firefighters	2.71%	1.40%	3.59%	3.15%	3.50%	4.30%	3.29%

* From May 2008, West Yorkshire and Merseyside now measure both uniformed and non-uniformed staff in accordance with the new national Equality and Diversity Strategy – others do not calculate this indicator quarterly and are therefore continuing to report their end of year figure for 2007/8, when the indicator was restricted to uniformed staff from minority ethnic communities.

BVPI	Description	West Yorkshire	Greater Manchester	London	Merseyside	South Yorkshire	Tyne & Wear	West Midlands
BVPI 142(ii)	Number of calls to fires attended: Primary fires per 10,000 population	6.02 (1300)	7.37 (1881)	4.60 (3456)	9.17 (1249)	6.57 (850)	5.70 (620)	5.60 (1456)
BVPI 142(iii)	Number of calls to: Accidental Fires in Dwellings per 10,000 dwellings	3.33 (295)	2.26 (282)	4.60 (1487)	5.79 (344)	3.51 (192)	3.62 (172)	4.39 (412)
BVPI 143(i)	Number of deaths arising from accidental fires in dwellings per 100,000 population	0.09 (2)	0.08 (2)	0.04 (3)	0.07 (1)	0.15 (2)	0.09 (1)	0.12 (3)
BVPI 143(ii)	Number of Injuries arising from accidental fires in dwellings per 100,000 population	2.08 (45)	0.74 (19)	1.96 (147)	1.17 (16)	2.55 (33)	0.92 (10)	0.92 (24)
BVPI 144	The percentage of accidental fires in dwellings confined to room of origin	88.5%	94.1%	No longer used as an indicator	87.1%	91.7%	90.1%	86.8%
BVPI 146(i)	Number of calls to malicious false alarms per 1000 population – not attended	0.24 (529)	0.24 (586)		0.06 (81)	0.03 (33)	0.04 (40)	0.32 (845)
BVPI 146(ii)	Number of calls to malicious false alarms per 1000 population - attended	0.14 (295)	0.11 (282)	0.09 (682)	0.09 (118)	0.10 (124)	0.15 (158)	0.21 (558)
BVPI 149(i)	False alarms caused by automatic fire detection apparatus per 1000 non domestic properties	20.43 (1534)	30.42 (2790)	26.39 (7413)	24.33 (948)	16.92 (627)	18.90 (588)	16.46 (1508)
BVPI 149(ii)	Number of those properties in 149i with more than one attendance	199	228	No longer used as an indicator	140	86	No figures received for Q1 to date	190
BVPI 149(iii)	Percentage of false alarms caused by AFD to a non-domestic property with more than one attendance	38.9%	23.9%		23.3%	38.8%		48.5%
BVPI 206(i)	Number of deliberate primary fires (excluding vehicles) per 10,000 population	1.03 (223)	1.56 (399)	4.33 (3255) Reported together as NI33	2.83 (386)	1.38 (179)	1.40 (152)	1.17 (303)
BVPI 206(ii)	Number of deliberate primary fires in vehicles per 10,000 population	2.46 (531)	1.92 (491)		2.07 (282)	2.29 (296)	1.50 (167)	1.38 (360)
BVPI 206(iii)	Number of deliberate secondary fires (excluding vehicles) per 10,000 population	11.76 (2541)	12.56 (3207)		14.21 (1935)	12.89 (1667)	13.8 (1499)	8.82 (2293)
BVPI 206(iv)	Number of deliberate secondary fires in vehicles per 10,000 population	0.17 (37)	0.10 (25)	No longer used as an indicator	0.07 (10)	0.19 (24)	No longer calculated	0.13 (35)
BVPI 207	Fires in non-domestic premises per 1000 non-domestic premises	1.90 (143)	3.32 (305)		5.11 (199)	2.70 (100)	No figures received for Q1 to date	2.62 (240)
BVPI 208	The percentage of people in accidental dwelling fires who escape unharmed without FRA assistance	86.6%	78.8%	No longer used as an indicator	82.1%	81.5%	94.1%	No longer calculated
BVPI 209(i)	The percentage of fires attended in dwellings where a smoke alarm had activated	49.9%	48.4%		46.6%	41.5%	46.1%	49.5%
BVPI 209(ii)	The percentage of fires attended in dwellings where a smoke alarm was fitted but did not activate	16.7%	17.8%	No longer used as an indicator	12.4%	15.3%	11.0%	23.3%
BVPI 209(iii)	The percentage of fires attended in dwellings where no smoke alarm was fitted	33.4%	33.8%		67.4%	41.0%	43.2%	42.9%

Note 1: Actual numbers shown in brackets.

Key 1st (Best) 3rd 5th 7th (Worst)

Note 2: Where two FRS's have achieved equal placing, both are shown in the same colour.

2nd 4th 6th

7 Incidents

General Commentary

Under the Fire and Rescue Services Act 2004, Fire and Rescue Authorities (FRA's) now have a broader role, which extends their statutory duties beyond fire safety and fire-fighting to include:

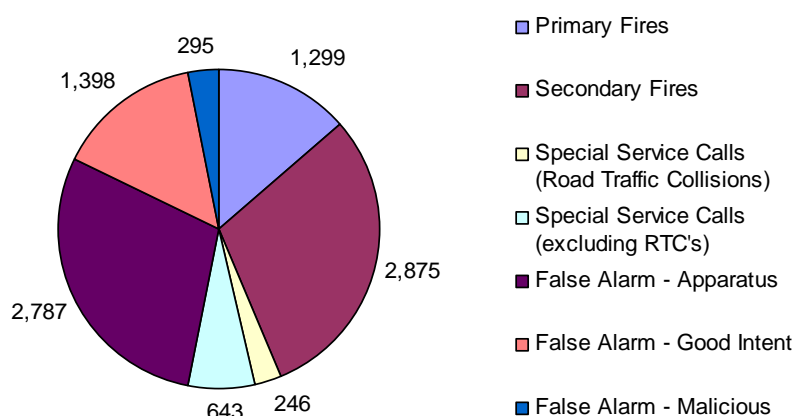
- rescuing people from road traffic accidents
- responding to other specific emergencies, such as major flooding or terrorist attack

In addition, the Act provides FRA's with the authority to carry out other tasks to respond to specific local risks and the particular needs of their communities.

The Act invests the Fire Service with a duty to carry out emergency 'special services'. These include dealing with major transport incidents (road, rail and air); chemical, biological and radioactive exposures and spills; severe weather conditions such as flooding and high winds; collapsed buildings; and the rescue of trapped people, including rescues from lifts.

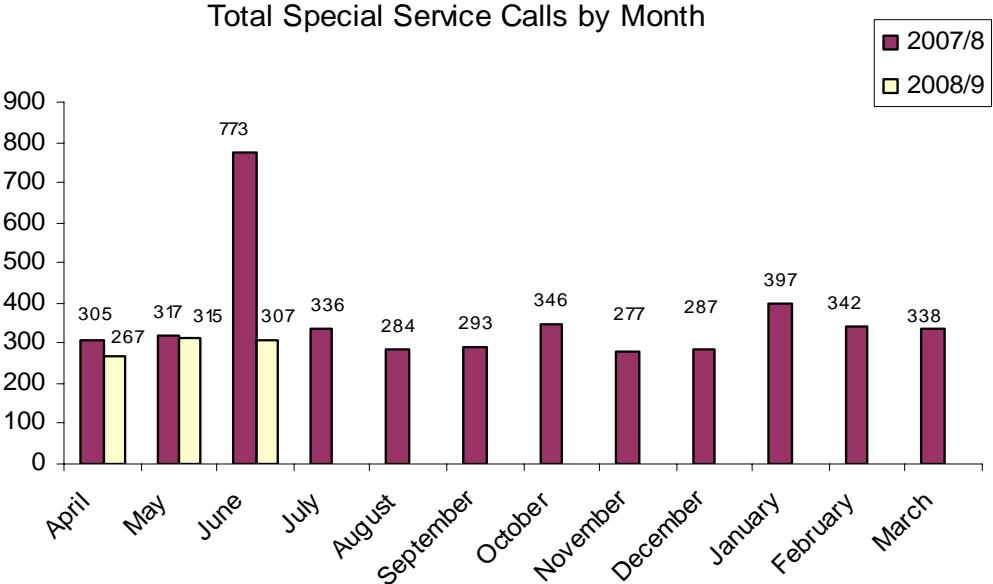
The table and chart below show the operational activity of West Yorkshire Fire and Rescue Service for the financial year to date, broken down into category of incident.

Incident Category	Number	Percentage
Primary Fires	1,299	13.6%
Secondary Fires	2,875	30.1%
Special Service Calls (Road Traffic Collisions)	246	2.6%
Special Service Calls (excluding RTC's)	643	6.7%
False Alarm - Apparatus	2,787	29.2%
False Alarm - Good Intent	1,398	14.6%
False Alarm - Malicious	295	3.1%
Total	9,543	100%



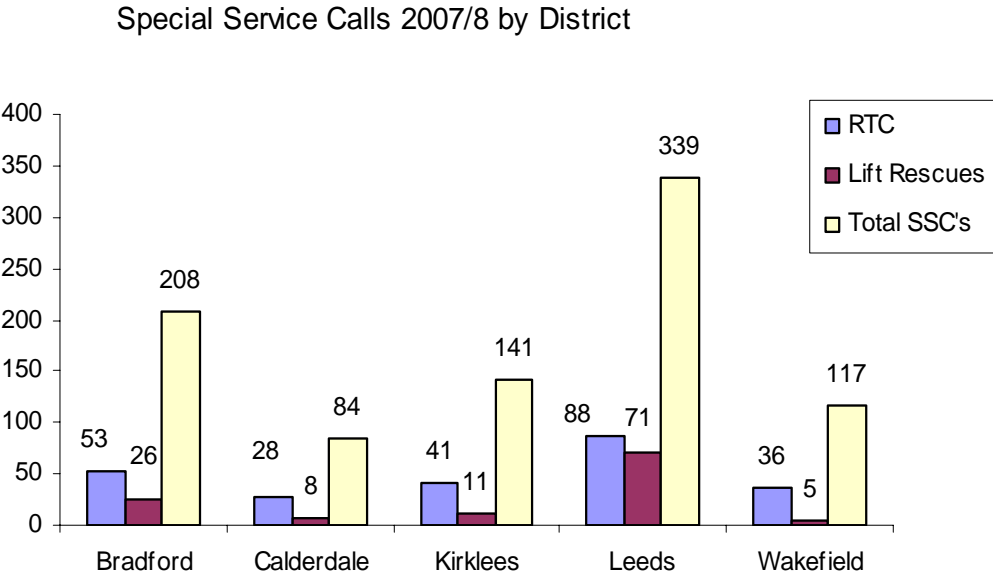
The Act also sets out the categories of service for which charges can be made by FRA's and the persons who can be charged. However, the Act limits the amount charged to the cost of providing the service and prohibits FRA's from charging for fire-fighting or for the provision of emergency medical assistance. Sums recovered so far for the first quarter of 2008/9 are £35,429, mostly comprised of charges for lift rescues (£31,607).

The chart below summarises the number of special service calls attended by West Yorkshire Fire and Rescue Service for the financial year to date and provides a comparison with the figures for 2007/8. The chart highlights the large number of special service calls in June 2007 which resulted from the extraordinarily heavy rainfall and the subsequent flooding.



Special Service Calls – District Performance

The chart below summarises the performance of special services by each respective district for the 2008/9 financial year to date. Specific information, relating to road traffic collisions and lift rescues, has been included, as these incident types occur more frequently than other 'special service' categories.



8 'Five Pumps and Above' Incidents

<i>Date & Time</i>	<i>Address</i>	<i>Premises Use</i>	<i>Station Area</i>	<i>Cause</i>	<i>Pumps Plus Specials</i>	<i>Number of Personnel</i>
10/04/08 12:33	Woolston House Grattan Road Bradford	Industrial	40 (Bradford)	Accidental (Welding)	16 pumps 7 specials	10 Officers 88 FFs
24/04/08 00:18	Yorkshire Television Sunny Bank Mills Town Street, Farsley	Industrial	31 (Stanningley)	Accidental (Cutting Equipment)	17 pumps 6 specials	9 Officers 90 FFs
07/05/08 18:19	Blake Lee Lane Marsden	Moorland	68 (Marsden)	Deliberate	12 pumps 4 specials	8 Officers 65 FFs
11/05/08 21:47	Meltham Mills Meltham Mills Road Meltham	Industrial	69 (Meltham)	Deliberate	12 pumps 3 specials	9 Officers 63 FFs
15/05/08 23:49	Tyke Rollers Colliers Way Clayton West	Industrial	71 (Skel/thorpe)	Accidental (Static Electricity)	11 pumps 4 specials	7 Officers 60 FFs
24/05/08 14:40	Industrial Estate Forge Lane Armley	Industrial	20 (Leeds)	Accidental (Blowlamps)	11 pumps 3 specials	6 Officers 55 FFs
26/05/08 06:33	Baitings Reservoir Rochdale Road Ripponden	Moorland	64 (Halifax)	Accidental (Smoking Materials)	14 pumps 3 specials	8 Officers 70 FFs
26/05/08 15:44	Marsden Moor New Hey Road Scammonden	Moorland	72 (Slaithwaite)	Deliberate	7 pumps 1 special	4 Officers 34 FFs
30/06/08 22:00	Westgate, Otley	Unoccupied Building	48 (Otley)	Deliberate	10 pumps 4 specials	10 Officers 56 FFs
05/08/08 18:01	Northgate, Cleckheaton	Derelict Building	62 (Cleckh/ton)	Deliberate	10 pumps 4 specials	9 Officers 54 FFs
25/08/08 19:14	Hemsworth By-Pass Hemsworth Wakefield	Field	85 (Hemsworth)	Deliberate	10 pumps 2 specials	7 Officers 51 FFs

General Commentary

Incidents requiring five or more pumping appliances are classified as 'Five Pumps and Above' incidents. A number of additional pumping and special appliances are often mobilised to these types of incidents to undertake supporting activities.

Fire-related incidents of this type require the attendance of a fire investigation officer to determine the cause of the fire. The cause is included in the table, but in some circumstances, it may be uncertain, as follows:

Not known – the evidence that remained after the fire was insufficient to determine the cause

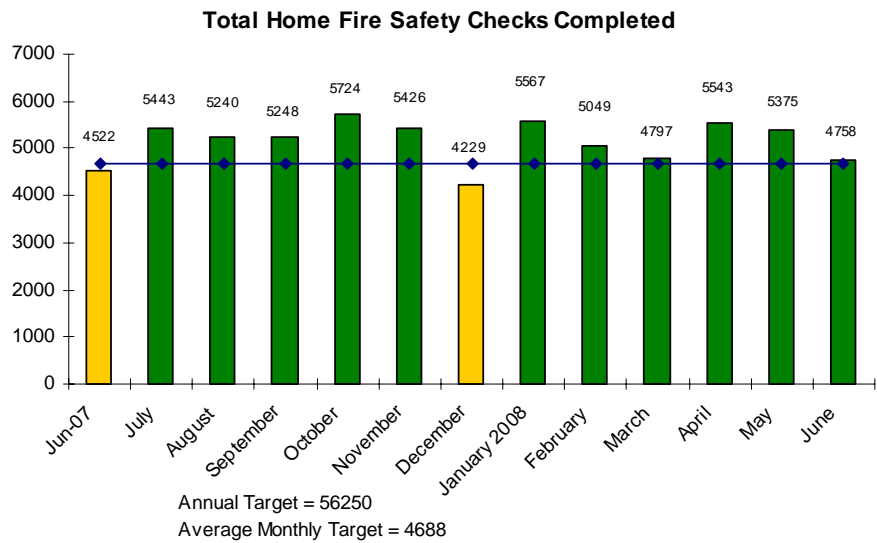
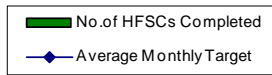
Doubtful – thought to have been deliberate, but an accidental cause cannot be ruled out

Not yet recorded / Pending Investigation – as stated

For fires identified as deliberate, we work in accordance with a regionally agreed Memorandum of Understanding with the police, who are responsible for the investigation of all deliberate fires.

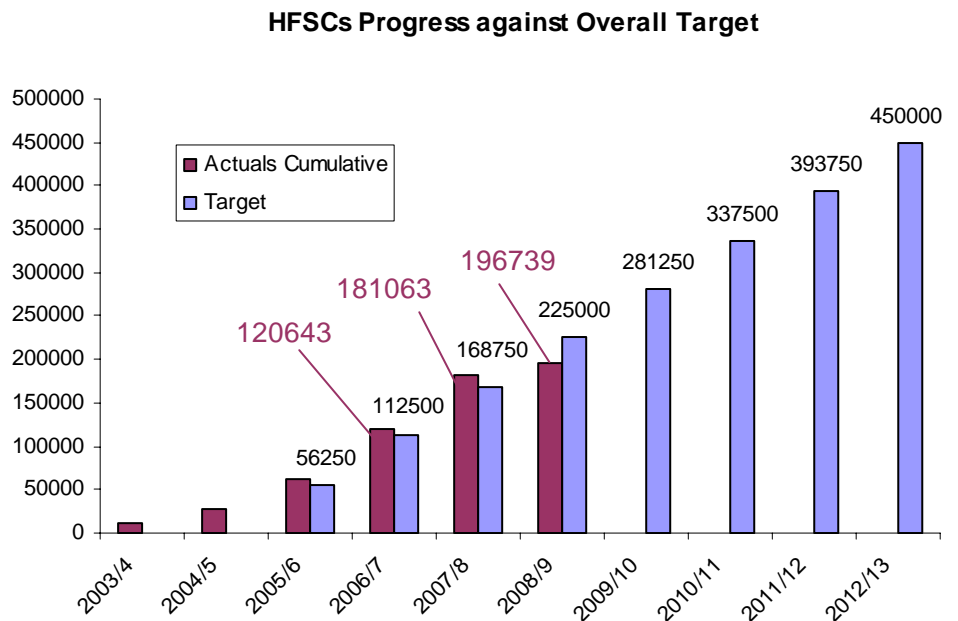
9 Home Fire Safety Checks

The number of home fire safety checks in May has been recorded on the Performance Information Management System (PIMS) as 4,758, which exceeds the average monthly target. In the first quarter of 2008/9, WYFRS have exceeded the target by 1,600, providing an excellent start for the remainder of the year. The chart shows performance against the average monthly target and is formatted as per the traffic light colour scheme.



- Red indicates target not achieved
- Amber indicates satisfactory performance (within 10% of target)
- Green indicates target achieved or exceeded

The Year 2 IRMP specified a target of 450,000 home fire safety checks to be completed by 31 March 2013. Averaged over the eight-year period, this sets an annual target of 56,250. The number of completed home fire safety checks for 2007/8 was recorded on PIMS as 60,420 which is 107% of this target. This total easily exceeds the 2006/7 total of 58,593. From the beginning of 2005/6 to date, a total of 196,739 home fire safety checks have been completed, representing progress of 44% towards the overall 2013 target of 450,000.



Smoke Alarm Ownership

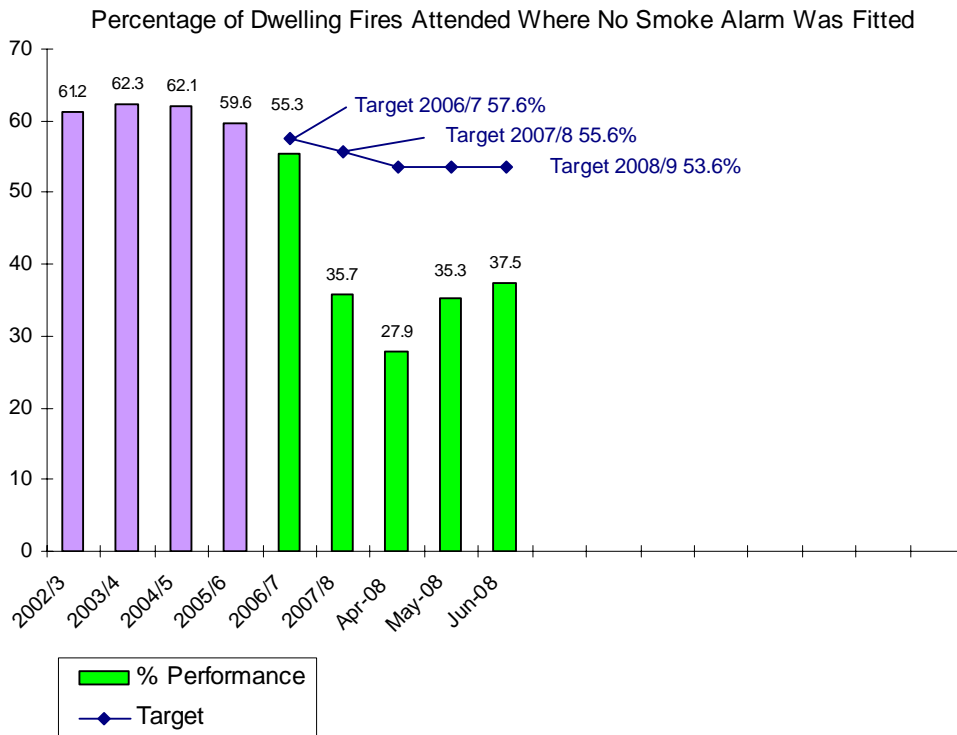
Performance in this area became subject to a BVPI from 2005/6 and subject to a specific CPA indicator from 2007/8.

Better performance is indicated by a lower percentage.

Targets were initially set in March 2006, based on the 2005/6 outturn of 59.6%, aiming for an actual reduction of 2% each year.

Through analysis of high risk areas and groups, with improvements in partner referrals and the targeting of resources, performance improved considerably during 2007/8, leading to a significantly improved outturn figure of 35.7%, far exceeding the target of 55.6%, and this improvement has continued in the first quarter of 2008/9.

The chart below shows month by month performance against target and is formatted as per the traffic light colour scheme.



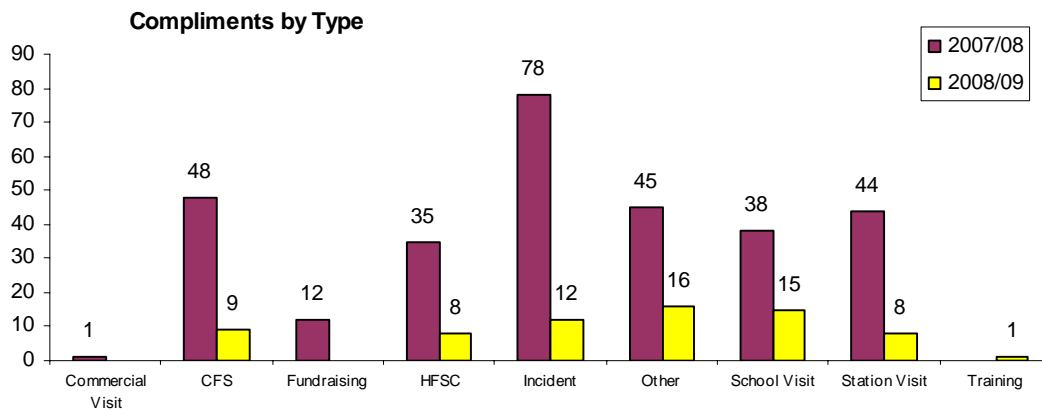
- Purple indicates no target set
- Red indicates target not achieved
- Amber indicates satisfactory performance (within 10% of target)
- Green indicates target achieved or exceeded

10 Compliments and Complaints

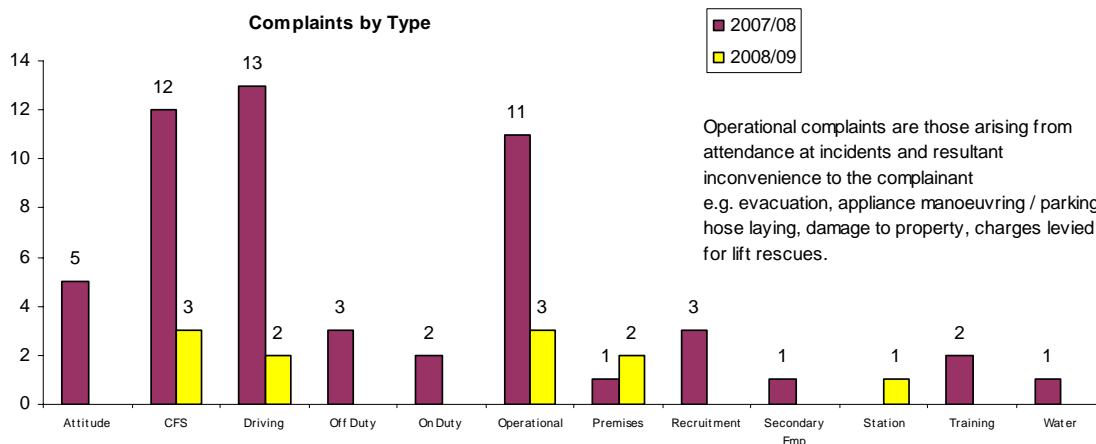
Commentary

The charts below show by type the number of compliments and complaints received by West Yorkshire FRS since 1 April 2007, and provide a comparison between the years 2007/8 and 2008/9.

In the first quarter of the financial year 2008/9, West Yorkshire FRS has recorded 69 compliments, which is an average of 23 per month, slightly lower than the previous year's average of approximately 25 per month (301 in total).



After the first three months of the new financial year, we have received eleven complaints, which represents a slight reduction on the average for 2007/8 of 4-5 per month (54 in total). Ten complaints have been resolved at stage one of the complaints procedure, with one complaint currently suspended. Eight of the resolved complaints were upheld. All complaints are dealt with in a consistent manner, with appropriate remedial action taken where necessary.



11 Violence at Work

Attacks as a Percentage of Incidents Attended

District / Station	No.of Incidents Attended	Physical Assault	Weapon Brandished	Firework	Missile	Stoning	Aggressive Behaviour	Racist Abuse	Verbal Abuse	Total	Percentage
Bradford District											
Bradford	989				1		1		5	7	0.71%
Bingley	160								nil	nil	
FWG	611								nil	nil	
Haworth	21								nil	nil	
Idle	285								1	1	0.35%
Ilkley	62								nil	nil	
Keighley	325								nil	nil	
Odsal	695				1				1	1	0.14%
Shipley	291	1							1	1	0.34%
Silsden	72								nil	nil	
District Total	3511	1	0	0	2	0	1	0	6	10	0.28%
Calderdale District											
Brighouse	162								2	2	1.23%
Elland	192								nil	nil	
Halifax	560					1			1	1	0.18%
Ilkley	191				1		1		2	4	2.09%
Todmorden	72								nil	nil	
District Total	1177	0	0	0	1	1	1	0	4	7	0.59%
Kirklees District											
Huddersfield	863								1	1	0.12%
Batley	274								nil	nil	
Cleckheaton	235								nil	nil	
Dewsbury	394								nil	nil	
Holmfirth	77								nil	nil	
Marsden	27								nil	nil	
Meltham	42								nil	nil	
Mirfield	80								nil	nil	
Mytholmroyd	46								nil	nil	
Skelmanthorpe	53								nil	nil	
Slaithwaite	52						2		2	2	3.85%
District Total	2143	0	0	0	0	0	2	0	1	3	0.14%
Leeds District											
Leeds	1081								nil	nil	
Cookridge	200								nil	nil	
Garforth	113								nil	nil	
Gipton	900					1			1	1	0.11%
Hunslet	718				1				1	1	0.14%
Moorhouse	422				1				1	1	0.24%
Morley	227								nil	nil	
Otley	84								nil	nil	
Rawdon	166								nil	nil	
Rothwell	138								nil	nil	
Stansfeld	227								nil	nil	
Stanningley	542								1	1	0.18%
Wetherby	84								nil	nil	
District Total	4902	0	0	0	2	1	0	0	1	4	0.08%
Wakefield District											
Wakefield	602								nil	nil	
Castleford	232						1		1	1	0.43%
Featherstone	120								nil	nil	
Hemsworth	107								nil	nil	
Knottingley	158								nil	nil	
Normanton	98								nil	nil	
Ossett	215								nil	nil	
Pontefract	271								nil	nil	
South Elmsall	153				1				1	2	1.31%
District Total	1956	0	0	0	1	0	1	0	1	3	0.15%
OSU Attendances	84										
Totals	13773	1	0	0	6	2	5	0	13	27	0.20%

In the first quarter of 2008/9, there have been 27 incidents of violence reported by West Yorkshire FRS staff, which is an average of 9 per month, representing a reduction on the number of incidents recorded for 2007/8 (166 at an average of approximately 14 per month).

The previous table summarises these reported events. For clarification, 'stoning' covers any thrown object identified as a stone; 'firework' covers fireworks thrown or launched; and 'missile' covers any other object used as a projectile.

To put the figures into perspective, the table shows the number of incidents in which firefighters were subject to violence as a percentage of incidents attended, by station and by district. Some smaller stations appear to suffer a relatively high percentage of attacks, but this is largely due to the smaller number of incidents attended from such stations.

However, there is a danger that the frequency and severity of the 27 attacks out of 13,773 incidents attended may seem insignificant when considering these very small percentages (0.20% overall).

District Actions to Address Violence

Districts are taking the following actions:

Bradford - Following on from the work done in BD3, crews are now engaged in face to face contact with the young people of the BD3 area. Fire crews have been talking with the youths in the local mosques, attending events in the area. The way forward, to continue to reduce these occurrences, is full engagement - the community of BD3 will be invited to a community day at the station and a recruitment day. A full community meeting will be held in Aug/Sept 2008, to address any potential issues. A pleasing note is the reduction in the number of rubbish fires in the area, which has seen a 60% reduction for April 2008.

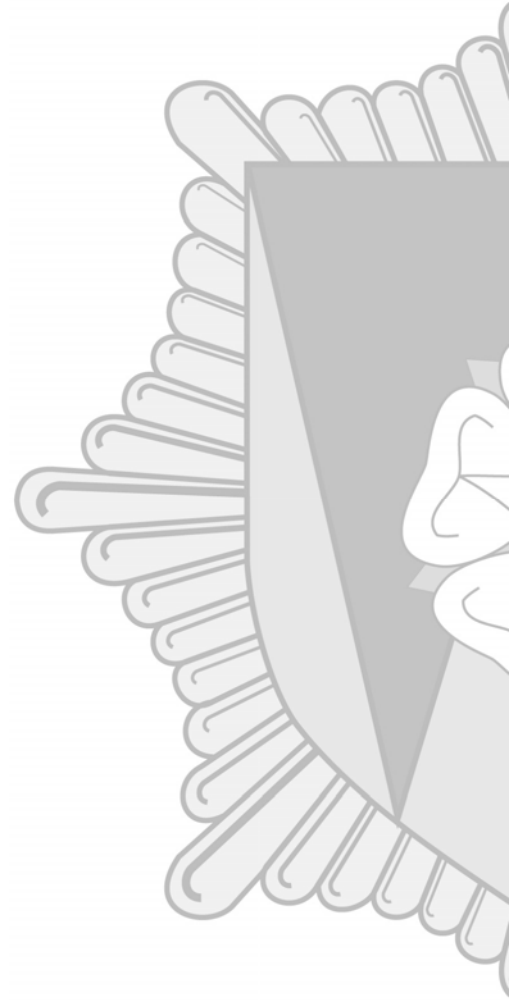
Calderdale - Currently working with local agencies to prepare a plan for the bonfire period; Assistant District Manager for Operations and Training attends a fortnightly meeting chaired by a Superintendent at Halifax Police station, which is also attended by Inspectors from the four Neighbourhood Policing Teams (NPTs). SMs raising at Area Policing Team meetings with police and community representatives; raised as a standing agenda item at district management meetings; introduced daily electronic recording.

Kirklees – Now working closely at local level with NPTs and Neighbourhood Management Groups. Specific agenda item for District Meetings with follow up actions. Partner agency with the Police ASBO Challenge initiative, supporting the police by providing education.

Leeds - Engaging with the public through community work; good links with the police and Youth Offending Teams; Young Firefighter courses at Gipton and Rothwell; encouraging the reporting of incidents and vigilant use of 'silent witness' cameras; now forging closer links with NPTs and looking to provide 'hot desks' for them at Rawdon, Cookridge and Stanningley to improve communication between locally-based staff from both organisations.

Wakefield - Reporting directly to the council through the Strategic Intelligence Report and liaising with the police through the weekly tasking meeting and neighbourhood policing teams; raised as a standing agenda item at district management meetings with specific action plan to follow-up.

PREVENTING PROTECTING RESPONDING



West Yorkshire Fire and Rescue Service
Oakroyd Hall
Birkenshaw
BD11 2DY

www.westyorkshirefire.gov.uk

WYFRA	AUTHORITY	5 SEPTEMBER 2008	ITEM No
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REPORT OF: DIRECTOR OF CORPORATE RESOURCES

PURPOSE OF REPORT: TO MAKE APPOINTMENTS OF COMPANY DIRECTORS TO THE REGIONAL CONTROL CENTRE COMPANY.

RECOMMENDATION: THAT THE AUTHORITY MAKE APPOINTMENTS OF 4 DIRECTORS TO THE REGIONAL CONTROL CENTRE COMPANY.

LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT DETAILS

Exemption Category: Nil

Contact Officer: M G Barnes – Director of Corporate Resources
Tel: 01274 655710 - dcr@westyorkshire.gov.uk

Background Papers: None

1. BACKGROUND

- 1.1 The Authority has agreed to become a member of a limited company to be set up to operate the new Regional Control Centre, whose construction has just been completed in Wakefield. This issue has been the subject of a number of detailed previous reports to the Authority.
- 1.2 The original government anticipation in the FRS National Framework was that each region would establish a limited company by May 2007. However, this was not possible, nor considered necessary in this region, due to the fact that the RCC will not be going live until 2011, which is towards the end of the National Network implementation programme.
- 1.3 A provisional incorporation date of the end of September 2008 was agreed with the partner FRAs with the subject to final agreement being reached on the terms and conditions of incorporation with the other three fire and rescue authorities within the region. Whilst this process is still pending it is now reaching a conclusion and it is anticipated that the company will be incorporated in the near future. Private sector legal advisers have been jointly commissioned to draft the necessary legal documentation.
- 1.4 In the meantime the Regional Management Board has been acting as a shadow board of directors, albeit that it has not so far had many decisions to make.
- 1.5 Given the anticipated incorporation of the company in the near future it is now appropriate that this Authority should determine its appointment of directors in order that they can take office as soon after incorporation as possible.
- 1.6 This Authority has chosen to use the human director appointment model and in consequence it must appoint four directors in accordance with the agreed formula. The provisions of the Local Government and Housing Act 1989 (Political Balance on Committees etc rules) do not apply to joint companies which are not within the specified schedule of bodies in the Act. (If the political balance rules were applied then the directors would be appointed on the basis that two were labour, one was conservative and one was liberal democrat.)

Conclusion

- 1.7 The Authority is invited to determine the appointment of four directors to the company. It is recommended that the appointments be for a maximum term which expires on the date of the annual general meeting of the Authority in June 2009 and that such appointments are made on an annual basis thereafter. The Authority should also appoint "Alternate Directors" authorised to act in place of the Director in case any are unable to attend a meeting.

WYFRA	AUTHORITY	5 SEPTEMBER 2008	ITEM No
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REPORT OF: DIRECTOR OF CORPORATE RESOURCES
(MONITORING OFFICER)

PURPOSE OF REPORT: TO APPROVE THE APPOINTMENT OF
INDEPENDENT MEMBERS TO THE STANDARDS
COMMITTEE.

RECOMMENDATION: 1) THAT THE AUTHORITY APPROVE THE
APPOINTEMENT OF MR M WILKINSON, MR A
JOHNSON AND, MR A AHMED AS INDEPENDENT
MEMBERS OF THE STANDARDS COMMITTEE IN
ACCORDANCE WITH THE RECOMMENDATION OF
THE EXECUTIVE COMMITTEE AND FOR THE
INDIVIDUAL TERMS OF OFFICE RECOMMENDED
IN THIS REPORT.

2) THAT MR M WILKINSON BE APPOINTED AS
CHAIRMAN OF THE STANDARDS COMMITTEE
UNTIL THE ANNUAL GENERAL MEETING OF THE
AUTHORITY IN 2009.

3) THAT CONSIDERATION BE GIVEN TO
INCREASE THE REMUNERATION LEVEL AS
OUTLINED IN PARAGRAPH 1.8

LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT DETAILS

Exemption Category: NIL

Contact Officer: M G Barnes – Director of Corporate Resources
(Monitoring Officer)
Tel: 01274 655710 - dcr@westyorkshire.gov.uk

Background Papers: None

1. BACKGROUND

- 1.1 Following changes to the statutory regime for the investigation and adjudication of complaints against local councillors which transferred the responsibility for such matters from the Standards Board for England to local standards committees, the Authority determined to expand the size of the Standards Committee from five to nine members, including three Independent Members. Unfortunately it became necessary to recruit entirely new Independent Members to the Standards Committee following the resignation of one member of the Standards Committee and the notification of intended resignation of the Independent Chair (both for personal reasons).
- 1.2 The Executive Committee considered five applications in response to a public advertisement and shortlisted and interviewed four candidates and has recommended appointment of three candidates as Independent Members of the Committee. The three are:
- | | |
|----------------|---|
| Mr M Wilkinson | a magistrate and current chair of the Leeds City Council Standards Committee |
| Mr A Johnson | a magistrate and current member of the Calderdale Council Standards Committee |
| Mr A Ahmed | a mature student and volunteer community worker in the Bradford area. |
- 1.3 Under Regulation 5 of the Standards Committee (England) Regulations 2008, the appointment of Independent Members to a Standards Committee must be approved by a majority of the members of the Authority as a whole – hence this report.
- 1.4 The fact that it has been necessary to recruit all three new Independent Members at the same time could cause continuity and replacement problems if all three are appointed for the same fixed term and for that reason it is recommended that the terms of office offered be of different lengths. It is therefore recommended that the terms of appointment be as follows:
- (i) Mr Wilkinson – 5th September 2008 to 30th June 2012
 - (ii) Mr Johnson – 5th September 2008 to 30th June 2011
 - (iii) Mr Ahmed – 5th September 2008 to 30th June 2010
- This will facilitate their reappointment on a continuing basis at the annual meetings in each year, or should it be considered appropriate, public advertisements can be placed in order to secure further applications.
- 1.5 It is further recommended that the terms of office of an Independent Member should determine earlier if any member should fail to attend at least two consecutive meetings of the Standards Committee without providing a satisfactory explanation which is accepted by the Standards Committee.
- 1.6 The Executive Committee further recommended that Mr M Wilkinson be offered appointment as Chair of the Committee. It is recommended that this be confirmed on the basis that the appointment shall last until the annual general meeting of the Authority in June 2009, when the question of the continuance of that appointment can be considered and determined and it may well be appropriate for the Authority to do this on an annual basis.

- 1.7 The Standards Committee itself is required under the 2008 Regulations and Section 54a of the Local Government Act 2000, to make appointments to sub committees as necessary, each of which will need to be chaired by an Independent Member. This will therefore be an item on the agenda of the next Standards Committee.

Remuneration

- 1.8 During the process of reviewing the establishment of the Standards Committee it was discovered that the allowances paid to West Yorkshire Independent Members are amongst the lowest. It is recommended that consideration be given to an increase in the level of allowances from £278 for an Independent Member and £555 to the Chairman to £350 and £700 respectively with annual inflation increase from 2009 onwards under the terms of the approved Allowance Scheme.

Conclusion

- 1.9 The Authority is invited to confirm the appointment of three Independent Members as detailed in this report, including the appointment of Mr M Wilkinson as Chair of the Standards Committee and to determine whether it wishes to increase the remuneration as indicated above.

Standards Committees Independent Members - Remuneration Comparisons

Authority	Member	Chair
Tyne & Wear	£1545	£3091
Merseyside	£600	£600
LFEPA	£558	£1176
Humberside	£535	£772
South Yorkshire	£412	£824
West Midlands	£350	£500
Greater Manchester	£286	£572
West Yorkshire	£278	£555

WYFRA	Full Authority	5 September 2008	ITEM NO
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REPORT OF: Safety Central Project Manager, Community Relations Department

PURPOSE OF REPORT: To ensure that all authority members and senior officers are informed of progress on the development of the Safety Central project.

RECOMMENDATION: Members note the content of this update

LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT DETAILS

EXEMPTION CATEGORY: None

ACCESS CONTACT OFFICER: Gayle Elvidge, Partnership Officer/Safety Central Project Manager 01274 866245

BACKGROUND PAPERS: None

OPEN TO INSPECTION: Yes

Safety Central Briefing July 2008

EXECUTIVE SUMMARY

1 Background

- 1.1 This is the first of a series of briefing notes drafted at the request of the Safety Central Steering group to ensure that all authority members and senior officers are kept informed and up to date with progress on the development of the project.
- 1.2 The briefing is in two parts, an executive summary which gives an overview of progress and a detailed briefing which can be used to help gain a deeper understanding of the project if required. If Members request it, the detailed briefing will be circulated at the meeting.
- 1.3 It has been prepared this way to support officers and Authority Members to answer the questions that are expected to arise now that the project is becoming more advanced and as more partners are becoming aware of its existence and the potential for joint working through Safety Central.

2 Information

2.1 What is Safety Central?

- 2.1.1 Safety Central is the centre of excellence for the development and delivery of safety awareness and education, currently under development, led by WYFRS, working in partnership with local agencies, organisations and communities.

2.2 About the building

- The Safety Central building is being developed on the grounds of the disused Bramley Fire Station in Leeds, re-using the station shell in its construction.
- The tender for building work has been awarded to ISG Totty.
- Building work is expected to be completed by Spring 2009
- Aims to achieve a "Very Good" BREEAM rating
- Incorporates a Changing Place disabled toilet facility

2.3 Energy and Sustainability Issues

- 2.3.1 The following is a summary of measures considered and included within the final project design with regards to energy and sustainability measures:
 - The thermal performance of the building has been designed to exceed Building Regulation requirements
 - Photovoltaic Panels
 - Rainwater Harvesting
 - Building Management System including Smart Energy Metering
 - Air Source Heat Pumps
 - Lighting throughout the building incorporates high efficiency luminaires

2.3.2 The following is a summary of measures considered but not included:

- Solar Thermal Panels
- Bio-Mass Boiler
- Wind Turbine
- Geothermal Technology

2.4 What are the aims of Safety Central?

2.4.1 Safety Central will:

- Significantly assist WYFRS and its partners in performance against safety related objectives.
- Tackle fire related incidents by addressing the wider issues that contribute to community safety.
- Help WYFRS play an even stronger role in the partnership arena by helping district partners to achieve Local Area Agreement and other multi-agency targets.

2.5 What Parts of West Yorkshire does Safety Central cover?

2.5.1 Safety Central is a resource for the whole of West Yorkshire, not just for Bramley, or Leeds.

2.5.2 Delivery throughout West Yorkshire will be achieved via a Safety Central Web site and through outreach.

2.6 What areas of safety will Safety Central cover?

2.6.1 Upon launch Safety Central will focus on working with partner organisations towards the seven work streams outlined below:

- Deliberate and Anti-Social Fire Prevention
- Road Safety
- Alcohol Abuse
- Working with Minority Ethnic Groups and Migrant Communities to Increase Safety in the Home
- Safety Awareness for Older People
- Accident Prevention for Vulnerable Groups
- Safety for Young People

2.7 How will Safety Central achieve its aims?

2.7.1 Safety Central will add value to West Yorkshire, and achieve its aims by offering:

- the highest quality learning and awareness raising materials available in the region (and UK);
- a model for sharing resources;
- a model for sharing intelligence;
- an 'excellent practice' information sharing hub
- a state-of-the-art training facility.

2.7.2 It will deliver interventions using both traditional and innovative methods and will have a dedicated interactive web site to make its resources available to the widest possible audience.

2.8 How is development of the Safety Central Project being managed?

- The nature and scope of the Safety Central project, including its name, has been determined in consultation with WYFRS current partners.
- The project is managed by Gayle Elvidge and project strands are being taken forward by the **project team**.
- Activity is guided and supported by a **working group** that brings in the wider expertise within WYFRS.
- Decision making takes place within a member led WYFRA **steering group** and endorsed by the Authority as a whole.

2.8.1 It is anticipated that this structure will expand to include key partners as they become involved in the development of the project.

3 Progress

3.1 Building Work Progress as of 15 July 2008

- Main Contract Sum £3 013 865
- Main Contract Expenditure to date approximately £393 000
- The site set up is complete and the contractor has progressed demolition of key areas
- The installation of site security fencing is being progressed
- The separate 278 Highway Alteration work contract is still to be tendered by Leeds City Council within the next few weeks.

3.2 Marketing and Communications

- Brand guidelines produced for guidance both internally and by partner organisations.
- 3D walkthrough is nearly complete .
- Awareness sessions under development for operational staff
- The communications plan under development
- Key contacts within the immediate communities surrounding the site have been identified
- The development of the Safety Central Web Site is currently out to tender.
- Focus groups underway with four of our main target audiences to gain a better understanding of how best to convey fire safety and road safety messages

3.3 Key Workstream Development

3.3.1 Safe and Healthy Cooking Project;

- A competition brief and guidance has now been developed order to develop a series of cook books

3.3.2 Road Safety;

- Planning of the Road Safety Roadshow is well underway
- The Year 5 school talk is also currently under development in order to include a road safety message.

3.3.3 Safe and Healthy Homes;

- Following a Safety Central presentation at the Bradford Strategic Disability Partnership Board, Bradford Council Private Sector Housing have offered WYFRS a 2-bedroom back-to-back terraced house in the Girdlington area of Bradford to use as a “Safety House” with the Assistant Director of Housing has giving his full support to this Project and expressing his enthusiasm for being involved.

4 Where can I find out more about Safety Central?

4.1 Gayle Elvidge, Safety Central Project Manager, WYFRS, email:
gayle.elvidge@westyorkshire.gov.uk

WEST YORKSHIRE FIRE AND RESCUE AUTHORITY

MINUTES OF A MEETING HELD AT FIRE SERVICE HEADQUARTERS, BIRKENSHAW, ON FRIDAY 5 SEPTEMBER 2008

Present: Councillors P Booth (in the Chair); S Armitage, V Binney, A Castle, M Coulson, D Ginley, J Godward, D Gray, T Hardwick, P M Harrand, D Hollingsworth, N Ikram, K Iqbal, M Jamil, G Kirkland, R Light, A McKenna, M Rafique, D Ridgway, B Smith and T Wallis

Apologies : Councillor M Khan

28 CHAIRMAN'S ANNOUNCEMENTS – World Firefighter Games

The Chair took the opportunity to advise Members of the results for Team West Yorkshire at the World Firefighter Games which had taken place the previous week in Liverpool.

29 ADMISSION OF THE PUBLIC

The meeting determined that there were no items which necessitated the exclusion of the public.

30 URGENT ITEMS

LOCAL GOVERNMENT ASSOCIATION - MINUTES

RESOLVED

That the Minutes of the Fire Services Management Committee at a meeting held on 14 July 2008 be received.

[The Chair had agreed to the inclusion of the Minutes of the grounds of urgency as they had been published after the despatch of papers for this meeting].

COMMITTEE MEMBERSHIP – AMENDMENT

RESOLVED

(i) That Councillor Hollingsworth be removed from membership of the Finance and Resources Committee and become a substantive member of the Personnel and Training Committee; and

(ii) That Councillor Kirkland be removed from membership of the Personnel

and Training Committee and become a substantive member of the Finance and Resources Committee.

31 DECLARATIONS OF INTEREST

There were no declarations of interest made in any matter under consideration at the meeting.

32 MINUTES OF THE PERSONNEL AND TRAINING COMMITTEE

RESOLVED

That the Minutes of the Personnel and Training Committee at a meeting held on 11 July 2008 be received.

33 MINUTES OF THE FINANCE AND RESOURCES COMMITTEE

RESOLVED

That the Minutes of the Finance and Resources Committee at a meeting held on 18 July 2008 be received.

34 MINUTES OF THE EXECUTIVE COMMITTEE

RESOLVED

That the Minutes of the Executive Committee at a meeting held on 6 August 2008 be received.

35 LOCAL GOVERNMENT ASSOCIATION – MINUTES

RESOLVED

That the Minutes of the Fire Services Forum at a meeting on 27 June 2008 be received.

36 MINUTES OF THE YORKSHIRE AND HUMBERSIDE FIRE AUTHORITIES' REGIONAL MANAGEMENT BOARD

Councillor Coulson drew Members' attention to Min no. 12 (Audit Commission report – Review of arrangements supporting the Yorkshire and Humberside RMB) and to the disappointing fact that the Audit Commission had not been able to take up any invitation to attend a meeting of the Board to discuss its report. It was,

RESOLVED

That the Minutes of a meeting held on 24 July 2008 be received.

37 PERFORMANCE MANAGEMENT REPORT

The Chief Fire Officer / Chief Executive submitted a report which outlined the activities of the Brigade in the areas of Operations and technical matters for the period 1 April 2008 – 30 June 2008.

The Director of Human Resources highlighted the success in the new local performance indicators for recruitment which were set against the targets in the national Equality and Diversity Strategy 2008 – 2011.

Members were further advised of an attack on a fire appliance which had taken place on Outgang Lane, Bramley, the previous week and which had resulted in a damaged windscreen. The weapon used in the attack had been an air rifle or similar device and the matter had been investigated by the police. Unfortunately, it was reported that the perpetrator(s) had not been identified and the police investigation had been closed.

Members expressed grave concerns at the attack and agreed that there should be a zero tolerance attitude across the county with regard to attacks on emergency workers and similar anti-social behaviour.

RESOLVED

- (i) That the report be noted;
- (ii) That future Performance Management reports reflect the most up to date information possible and be circulated after the despatch of agenda papers if necessary;
- (iii) That a letter expressing Members' grave concerns at the apparently swift closure of the police investigation into the attack which took place on 30 August be forwarded to the Chief Police Officer, Sir Norman Bettison; and
- (iv) That consideration be given to the publicity surrounding the 30 August attack and similar incidents together with possible involvement of the Crimestoppers initiative.

38 YORKSHIRE AND HUMBERSIDE REGIONAL CONTROL CENTRE – APPOINTMENT OF DIRECTORS

Consideration was given to a report of the Director of Corporate Resources which invited nominations for the appointment of Company Directors to the Yorkshire and Humberside Regional Control Centre Local Authority Controlled Company.

It was anticipated that the LACC would be formally established at the end of September as agreed with partner Fire and Rescue Authorities in the region subject to final agreement being reached on the terms and condition of incorporation.

Members were reminded that this Authority had chosen to use the human director appointment model and, in accordance with the agreed formula, were invited to appoint four directors to the LACC.

RESOLVED

(i) That the following Members be appointed as Directors of the Yorkshire and Humberside Regional Control Centre Local Authority Controlled Company,

Councillor Mick Coulson	Labour
Councillor Andrea McKenna	Labour
Councillor Robert Light	Conservative
Councillor Graham Kirkland	Liberal Democrat

(ii) That the terms of office for the Directors detailed at (i) above take immediate effect and terminate on the date of the Annual General meeting of the Authority in June 2009;

(iii) That four Alternate Directors be appointed to substitute at meetings of the LACC as required; and

(v) That the Group leaders advise the Secretariat of the appointments of the Alternate Directors as agreed at (iii) above.

39 APPOINTMENT OF INDEPENDENT MEMBERS – STANDARDS COMMITTEE

The Director of Corporate Resources submitted a report which sought ratification of the recommendations of the Executive Committee with regard to the appointment of three independent members to the Standards Committee.

RESOLVED

(i) That approval be given to the appointments as follows;

Mr M Wilkinson	Until 30 June 2012
Mr A Johnson	Until 30 June 2011, and
Mr A Ahmed	Until 30 June 2010;

(ii) That Mr Wilkinson be appointed as Chairman of the Standards Committee until the date of the Annual General Meeting of the Authority in June 2009; and

(iii) That approval be given to an increase in the level of allowances paid to the Authority's independent members as follows,

Independent member	£350
Independent member (chairman)	£700

40 SAFETY CENTRAL UPDATE

Consideration was given to a report of the Director of Fire Safety and Community Relations which advised Members of the progress on the development of the Safety Central project.

Members were advised of progress in the following;

- Physical details of the building (sustainability, design etc)
- Marketing and communications, and
- Workstream development (ie programmes to be incorporated into the Safety Centre experience)

RESOLVED

- (i) That the report be noted; and
- (ii) That acknowledgement be made of the work undertaken by former Authority Member, John Cole, as a member of the Safety Central Steering Group.

41 RETIREMENT OF CHIEF FIRE OFFICER / CHIEF EXECUTIVE PHIL TOASE

The Chair advised Members that this would be the last meeting of the full Authority for CFO Phil Toase who was due to retire with effect from 7 September 2008.

Tributes were paid by officers and members to the dedication and commitment given by the Chief Fire Officer over the past 34 years with the Brigade and particularly for his commitment to the modernisation of the service and to community fire safety and fire prevention issues at a national level as President of the Chief Fire Officers' Association.

Chair