



Church Stretton Fire Station

Action Plan

April 2008 - March 2009



Action	BVPI/ LAPI/ FAPI	Monitoring Procedure
Improved communication and management at station and brigade level <ul style="list-style-type: none"> • Visits by district staff sufficient for need? i.e. DSO and RSO visits • IT including email working and information being received • Brigade Pink and mail service being received • Contact with HQ Support Services working and actions requested being complied with • Station topical issues – morale/station turn out areas/equipment/appliances etc • Improved comprehension of service and national issues 		Subjected to annual station audit Process and reviewed at DSO/District Officers visits
Reduction of overall fire incidents Primary fires (arson) <ul style="list-style-type: none"> • Deliberate primary fires except in vehicles • Deliberate primary fires in vehicles 	BVPI 142	GIU fire trend mapping reviewed at the DSO/District Officers visits
Reduction in the number of small fires (arson) <ul style="list-style-type: none"> • Deliberate secondary fires excluding vehicles • Deliberate secondary fires in vehicles 	BVPI 206	GIU fire trend mapping reviewed at the DSO/District Officers visits
Reduction in fires In domestic properties <ul style="list-style-type: none"> • Accidental dwelling fires confined to room of origin • Domestic Smoke Alarms <ol style="list-style-type: none"> 1. Activated 2. Not activated 3. None fitted 4. Report forms FB 329 to be checked (Held in station white plan folder) 	BVPI 142, 1144 & 209	GIU fire trend mapping reviewed at the DSO/District Officers visits and through FB 329 data
Reduction in false alarms <ul style="list-style-type: none"> • False alarms Malicious • False alarms Good Intent • False alarms Due to Apparatus • Action forms issued and copies forwarded to Business Fire Safety • Attendance to domestic smoke alarm calls 	BVPI 146	GIU fire trend mapping reviewed at the DSO/District Officers visits and through audit by False Alarm Reduction Team
Reduction in number of RTC's <ul style="list-style-type: none"> • Persons trapped • No persons trapped • Services required/not required 		GIU fire trend mapping reviewed at the DSO/District Officers visits
Maintenance of acceptable turnout times <ul style="list-style-type: none"> • Fires • RTC's • Water Rescues • Target 100% • Number of attendances/turnouts at station level (FB 66) 	IRMP Performance Plan	Subjected to annual station audit process and reviewed at the DSO/District Officers visits
Submission of FDR1's within 48 hours of incident (follow up action will take place within 2 weeks or 2 drill nights) <ul style="list-style-type: none"> • Reduction in number returned for correction 		Monitored on a weekly basis by Statistics Officer
Station / Watch personnel - availability <ul style="list-style-type: none"> • DSO and OIC's prediction of staffing for the known future (i.e. 3, 6 and 12 months, retirements/promotions etc) • DSO and OIC's knowledge of changing personnel (i.e. work changes, potential change of cover etc) • Individuals Availability Form correct (FB 168) • Employment details • Drivers/Incident Commanders adequate • Improved crewing levels 	OPS8	Subjected to annual station audit process and reviewed at the DSO/District Officers visits
Reduction in the number of days lost due to sickness absence <ul style="list-style-type: none"> • Return to work interviews completed • Informal interviews carried out • Fitness tests carried out 	BVPI 12	Reviewed at DSO/District Officers visits and subjected to annual station audit process
Health and Safety reduction of injuries on station/responding to fire calls/on the fire ground <ul style="list-style-type: none"> • Reduced number of accidents on and off station • Accident reporting procedure followed • Completion of individual risk assessments (12mth reviews) • Submission of Health and Safety Station Inspection Forms (as per Brigade Orders) • Compliance with legislation 	Brigade Order H&S No. 2	Subjected to annual station audit process and reviewed at the DSO/District Offices visits and audited by the Brigade H&S Officer
Attendance on training courses <ul style="list-style-type: none"> • SFRS Courses • External Courses i.e. Fire Service College • College Management Training (NVQ's) 	Training Department Course Attendance Records	Subjected to annual station audit process and reviewed at the DSO/District Officers visits
Competence levels on training <ul style="list-style-type: none"> • Improved levels of competency through training • Better liaison between RDS and Wholetime crews • Improved progression planning • SBRD's Follow up 		Subjected to annual station audit process and reviewed at the DSO/District Officers visits
Training and Development – Individual Development Records <ul style="list-style-type: none"> • Sample of IDR's examined • Competence Record Sheet examined • Equality and Diversity Training 		Monitored by Workplace Development Team / and reviewed at the DSO/District Officers visits and subjected to annual station audit process
Reducing risk to the community <ul style="list-style-type: none"> • Home Safety Risk Assessments carried out • Smoke alarms fitted • Returns submitted to CFS • Working with vulnerable people (young/old/disabled etc) 	CFS Smoke Alarm Campaign	Reviewed at the DSO/District Officers visits and subject to annual station audit process
Increased community prevention work <ul style="list-style-type: none"> • School visits • Fetes • Other community events or community involvement 		Reviewed at the DSO/District Officers visits and subject to annual station audit process
Reducing risk to the business community <ul style="list-style-type: none"> • Short audits • Arson visits 		Monitored by Business Fire Safety Team via Arson Database