

Fire and Rescue Service National Framework 2008-11

Report of the Chief Fire Officer

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1 Purpose of Report

This report advises Members of the Fire and Rescue Service National Framework 2008-11 and the actions / plans being undertaken by officers to address the Framework's requirements.

2 Recommendations

The Committee is asked to note the contents of the report.

3 Background

The new National Framework (which was circulated to Members at the June 2008 Fire Authority meeting, Agenda Item 13) sets out the Government's priorities and objectives for the Fire and Rescue Service, which has statutory force under the Fire and Rescue Services Act 2004.

The Framework is divided into four chapters:

Chapter 1 – Prevention, Protection and Response – covers the core business of Fire and Rescue Authorities in analysing risks and taking action to meet and mitigate the effect of those risks.

Chapter 2 – Resilience – covers the delivery of the key resilience programmes and the actions authorities need to take to ensure they are fully equipped to meet the demands of the resilience agenda.

Chapter 3 – Diversity and Workforce – covers the importance of mainstreaming diversity in all levels of the Fire and Rescue Service and workforce development, training and health and safety.

Chapter 4 – Governance and Improvement – covers institutions in place to support the delivery of Fire and Rescue Authority business, the new Local Government White Paper framework including Local Area Agreements, Performance Assessment and Finance.

4 Impact upon Fire Authority

The draft Framework was considered in December 2007, with its requirements incorporated into the development and implementation of the Fire Authority's new Corporate Plan 2008/09, which was published in April 2008.

Analysis of the new Framework has been undertaken to align the current activities to those incorporated with the Corporate Plan (see attached Appendix). Work has already commenced to prepare the Fire Authority's Corporate Plan for 2009/10, and the Framework's requirements will be incorporated as appropriate.

5 Financial Implications

There are no known additional financial implications arising from this report, at this stage.

6 Legal Comment

The Fire Services Act 2004 stipulates that Fire and Rescue Authorities - *'must have regard to the Framework in carrying out their functions'* (Part 3, Section 21 (7)).

7 Equality Impact Assessment

An Initial Equality Impact Assessment has been completed previously (11 June 2008) and reported to the Fire Authority.

8 Appendix

Fire and Rescue Service National Framework 2008-11:
Alignment of Shropshire and Wrekin Fire Authority Activities

9 Background Papers

Shropshire and Wrekin Fire Authority

11 June 2008, Agenda Item 13 - Fire and Rescue Service National Framework 2008-11

Implications of all of the following have been considered and, where they are significant (i.e. marked with an asterisk), the implications are detailed within the report itself.

Balanced Score Card		Integrated Risk Management Planning	
Business Continuity Planning		Legal	*
Capacity		Member Involvement	
Civil Contingencies Act		National Framework	*
Comprehensive Performance Assessment		Operational Assurance	
Efficiency Savings		Retained	
Environmental		Risk and Insurance	
Financial		Staff	
Fire Control/Fire Link		Strategic Planning	*
Information Communications and Technology		West Midlands Regional Management Board	
Freedom of Information / Data Protection / Environmental Information		Equality Impact Assessment	*

**Fire and Rescue Service National Framework 2008-11:
 Alignment of Shropshire and Wrekin Fire Authority Activities**

Chapter	Para	Task/Objective	Link to SWFA Corp Plan	SRO	Completion Date	Progress (F,L,P,N)	Evidence	Comments
1: Prevention, Protection & Response	1.6	Each Fire and Rescue Authority must produce a publicly available IRMP covering at least a three-year timespan which:	12.2	Andy Johnson	Completed	F	Current IRMP Strategic Plan http://www.shropshirefire.gov.uk/docs/managing-the-service/irmp/2006-07/2006-07-irmp.pdf	
		<ul style="list-style-type: none"> Is regularly reviewed and revised and reflects up to date risk information and evaluation of service delivery outcomes; 	12.2	Andy Johnson	1 st April 2009 (new document)	L	Report to Strategy and Resources Committee http://www.shropshirefire.gov.uk/webimages/managing-the-service/cfa/strategyresources-meetings-data/pdf-207-2008-09-18-13a-review-of-integrated-strategic-risk-management-planning.pdf	The Authority has now completed its first Strategic Plan. Review undertaken and reported to the Strategy and Resources Committee. New Strategic Plan being published in April 2009

Key:

- F – Requirement FULLY completed
- L – Requirement LARGELY completed
- P – Requirement PARTIALLY completed
- N – Requirement NOT completed

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		<ul style="list-style-type: none"> Has regard to the risk analyses completed by Local and Regional Resilience Forums including those reported in external Community Risk Registers (CRRs) and internal risk registers, to ensure that civil and terrorist contingencies are captured in their IRMP; 	6.2 7.2 8.1 8.2 10.2 11.1	Martin Timmis	Completed	F	Generic Operational Planning 2008 Document (MT) Operational Response Strategy refresh 2008 (MT)	SFRS currently Chair the Risk assessment Group for the LRF which populates the Community Risk Register. We have aligned our planning to the CRR, and have in place an action plan to fill any identified shortfalls. This is on-going work. Note that CRR does not report on acts of terrorism.
		<ul style="list-style-type: none"> Reflects effective consultation during its development and at all review stages with representatives of all sections of the community and stakeholders; 	12.2 13.1	Andy Johnson	Ongoing	F	Consultation feedback documents on all Annual Action Plans on website: http://www.shropshirefire.gov.uk/engine/managing-the-service/IRMP/IRMP-action-plans/2008-09-irmp-action-plan.htm	Annual Action Plan's, that fall out of the Strategic Plan, are consulted on each year. New Strategic Plan, currently under development, being consulted upon as part of the Budget consultation process in January 2009.
		<ul style="list-style-type: none"> Demonstrates how prevention, protection and response activities will be best used to mitigate the impact of risk on communities in a cost effective way; 	12.2	Paul Raymond	ongoing	F	Fire death and injury statistics show downward trend. Availability of appliances in rural areas increased significantly (98%). All above evidence available with S&R reports. RTC KSIs in target areas are down. (reduction from 4 to zero bike deaths in Bridgnorth DC for example)	

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		<ul style="list-style-type: none"> Provides details of how Fire and Rescue Authorities deliver their objectives and meet the needs of communities through working with partners; and 	2.1 2.2 12.2	Paul Raymond	ongoing	F	See the reports on LAA with Shropshire Partnership and documents 'supporting CDRP' available through partnership register.	
		<ul style="list-style-type: none"> Has undergone an effective equality impact assessment process. 	12.2 18.1	Paul Raymond	ongoing	L	Yes we are at level 3.	
		Fire and Rescue Authorities should review the effectiveness of "cross-border" integration arrangements with neighbouring authorities and set these out appropriately in their IRMPs. Such reviews may best be carried out jointly and Regional Management Boards provide a potential forum for this to be taken forward.	81. 8.2 16.2	Paul Raymond	ongoing	L	Section 13 and 16 agreements agree where necessary and in discussion with some brigades who can't be bothered to get agreement with us. E.g. Cheshire. DCFO Chairs the Regional Operational Response Group where we are looking at: Cross border exercises. Joint operational procedures Information sharing through operational web site. Joint Intelligence officers working with national intelligence agencies. Joint Mass decontamination exercises.	

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	1.13	Fire and Rescue Authorities must have a management strategy and a risk based inspection programme to enforce the provisions of the Regulatory Reform (Fire Safety) Order 2005 and this must form part of the IRMP.	4.1 4.2 4.3	Mike Ablitt		L	SFRS has purchased the Innogistic program CFMIS which we are currently populating with the risk profiles of all Shropshire's commercial properties. The program will become increasingly effective determining our risk based inspection program as we further develop its data base. This may take up to three years to complete. In the interim we are supplementing the intelligence supplied by CFMIS with our own local knowledge to ensure those properties most at risk receive primacy of our inspection focus. To ensure that lower risk properties are not forgotten, 'Short Audits' are being undertaken by Wholetime Stations and this will shortly be replicated in the rural areas by selected retained colleagues.	
	1.18	Fire and Rescue Authorities must: Have in place arrangements for gathering risk information and making it readily available to operational crews. This should include an effective audit and review system to ensure that the information is current and in the required format.	6.3 8.2 10.2 12.2 14.1	Paul Raymond	December 08 for 7iiD April 08 for integrated plans	P	Full review of current systems carried out. Improved system now being put into place. All current 7iiD being reassessed. All Fire Safety information on premises now available to level 2 incident commanders in electronic format. No paper system for risk information – all electronic ensures consistency of data. This year's IRMP is analysing all hazards within station areas to lead to a fully integrated risk management plan.	

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	1.23	Each Fire and Rescue Authority must :						
		<ul style="list-style-type: none"> Have in place a plan to provide such level of emergency cover as it regards as appropriate during any period of emergency, liaising as necessary with other relevant organisations, but without reliance upon support of the Armed Forces; 	8.1 8.2 16.1 16.2 16.3	Paul Raymond	April 09	P	We have resilience standard in place to cover 'normal' emergency situations. We have outline plans for flu pandemic and national strike situations. More work to be done to produce staff contracts and operating procedures for these circumstances. Major exercise carried out to analyse what improvements to current plan were needed.	
		<ul style="list-style-type: none"> Ensure the availability of all necessary vehicles, equipment, training and support; and 	6.1 6.2 11.3	Paul Raymond			This is managed through corporate risk management plans.	
		<ul style="list-style-type: none"> Have in place arrangements for heightening public awareness and vigilance in respect of safety issues during periods of emergency cover. 	1.3 5.3 8.2 13.1	Paul Raymond		L	Previous success in national strike in dealing with the press proves that we are ready to respond. Current huge success in dealing with local media will support this.	
	1.26	Fire and Rescue Authorities must be ready to implement the electronic incident Recording System by 31 March 2009.	17.1 17.2	Jim Cameron	31/03/2009	L	IRS Project Plan IRS Impact Assessment Policy Group Project Initiation and Highlight Reports.	Project on target

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2. Resilience	2.4	<p>Fire and Rescue Authorities must work together with partners within their LRF to address the risk profile in their area.</p> <p>At the regional level Fire and Rescue Authorities should work together to ensure effective Fire and Rescue Authority representative at Regional Resilience Forums.</p>	<p>2.1 6.2 6.3 8.2 10.2 11.1</p>	Martin Timmis	31 March 2009	P	<p>Minutes: Shropshire Sleeping Silver Group (MT) Proposal document for Sleeping Silver LRR (MT)</p>	<p>SFRS currently Chair the LRF Risk Group which produces and reviews the CRR. Additionally, work is underway within Shropshire "Sleeping Silver" Group to provide a "Local Risk Register", based upon FRS 7(2)d information. Meetings with CEPO and WM Police are on-going. Work will progress following the 7(2)d project outcomes</p>
	2.17	<p>Fire and Rescue Authorities must</p>						
		<p>Make preparations to move their control service to the Regional Control Centre network, complete the tasks in the FiReControl transition plan in line with the dates set out and to carry out any tasks specific to their FRS necessary for the move of their control service.</p>	<p>16.2 16.3</p>	Jim Cameron	5/2010	L	<p>Programme Plan. Data Assessment and Reporting Tool (DART) showing progress. Budget Profile. CLG audit team attendance in 2008 to confirm progress. Policy Group Update Reports Fire Authority Reports LACC Board Reports. HR Leads Working Group Reports Finance Leads Working Group Reports FiReControl Cutover Plan SFRS Strategic Plan</p>	

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		<ul style="list-style-type: none"> Participate actively and constructively in existing regional arrangements for the transfer of the control service to the RCC. 	16.2 16.3	Jim Cameron	5/2010	L	Programme Plan. Data Assessment and Reporting Tool (DART) showing progress. Budget Profile. CLG audit team attendance in 2008 to confirm progress. Policy Group Update Reports Fire Authority Reports LACC Board Reports. HR Leads Working Group Reports Finance Leads Working Group Reports FiReControl Cutover Plan SFRS Strategic Plan	
		<ul style="list-style-type: none"> Ensure that the local authority controlled company in their region is established by the FRAs, working through their RMB, as soon as possible, and in good time to carry out formal requirements as a good employer and to take on the lease of the building as quickly after practical completion as possible. 	8.1 16.2 16.3	Paul Raymond	May 2010	L	LACC Established Discussions underway with CLG about lease handover in good time. TUPE arrangements being discussed. International visit to Finland arranged for regional players so we learn about another nation's experience.	

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		<ul style="list-style-type: none"> ● Enter into agreements, at least six months before cut-over; <ul style="list-style-type: none"> i. With the RCC company in their region for the delivery of the control service on their behalf by the RCC ii. With Communities and Local Government and other Fire and Rescue Authorities to provide national co-ordination of the RCCs where necessary and to provide a flexible approach to the use of all FRS resources. iii. To ensure that resources can be mobilised across Fire and Rescue Authority borders. 	8.1 16.2 16.3	Paul Raymond	December 2009	P		
		<ul style="list-style-type: none"> ● Co-operate fully with the FiReControl technology supplier, and any relevant sub-contractors. 	8.1 16.2 16.3	Jim Cameron	Phase C	L	SFRS have hosted FDM training sub contractor to assist with Training Needs analysis Worked with Telent to develop DCMT1 roll out plan.	

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		<ul style="list-style-type: none"> Report progress regularly to Communities and Local Government using the tools provided for that purpose. 	8.1 16.2 16.3	Jim Cameron	Phase C	L	DART monthly updates Minutes from Project Team Meeting	
	2.19	Fire and Rescue Authorities must support the rollout of Firelink by:		Jim Cameron	Phase C	L	Planning meetings held with Change Control Plans and Phase B plans now in place.	
		<ul style="list-style-type: none"> Co-operating with the suppliers by giving access to vehicles and existing control rooms, and by ensuring that training programmes are completed to timetable, providing all reasonable support. 	8.1 16.2 16.3	Jim Cameron	Phase B	L	Telnet Phase B survey Plans now in place. Phase B Plan dates published.	
		<ul style="list-style-type: none"> Assisting the Firelink programme with testing of the new system and migration of radio communications to the RCC. 	8.1 16.2 16.3	Jim Cameron	Phase B/C	N		Activity not yet started.
	2.24	Fire and Rescue Authorities must use the contract established by Communities and Local Government to secure the long term maintenance of the New Dimension resources for which they are responsible.	8.1 8.2	Andrew Kelcey		F		New dimensions assets have not yet been passed to FRA's, however we are working with the existing maintenance contractors

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3. Diversity & Workforce	3.14	Fire and Rescue Authorities must:						
		<ul style="list-style-type: none"> Implement the requirements of the Fire and Rescue Service Equality and Diversity Strategy 	13.2 18.1 18.2 18.3 19.2 19.4 20.1 20.2	Alan Taylor	Commenced but no target date – awaiting national workshops	P	Corporate Equality Action Plan Steering Group minutes	This work has recently been delegated to Steering Group by CFA and is on the agenda
		<ul style="list-style-type: none"> Ensure that all plans, policies, practices and procedures are effectively equality impact assessed and appropriate action is taken to remove or mitigate any adverse impact.. 	13.2 18.1 18.2 18.3 19.2 19.4 20.1 20.2	Alan Taylor	complete	F	Equality Impact Assessment 3 year plan in place and on-track	
		<ul style="list-style-type: none"> Produce and at least annually review an action plan for implementation of the Strategy, and report to elected members on progress. 	13.2 18.1 18.2 18.3 19.2 19.4 20.1 20.2	Alan Taylor	As defined by Steering Group	F	Corporate Equality Action Plan Steering Group minutes	This work has recently been delegated to Steering Group by CFA and is on the agenda

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		<ul style="list-style-type: none"> Provide annually to Communities and Local Government evidence of progress on equality and diversity for publication in the Fire and Rescue Service Equality and Diversity Report including: <ul style="list-style-type: none"> - Statistical information on staff recruitment, progression and retention and service delivery of staff across all diversity strands; and - Qualitative information on policies, procedures, practices and processes which support equality and diversity in service delivery and the workplace as evidence of progress made. 	13.2 18.1 18.2 18.3 19.2 19.4 20.1 20.2	Alan Taylor	As defined by Steering Group	L	Corporate Equality Action Plan Steering Group minutes	This work has recently been delegated to Steering Group by CFA and is on the agenda
	3.24	Fire and Rescue Authorities must:						
		<ul style="list-style-type: none"> Apply IPDS principles to the recruitment, development and progression of all staff. 	10.1 10.3 10.4	Louise McKenzie	complete	F	NVQ, Ff Development Programme, Workplace Development Programmes, ADCs, NOS	

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		<ul style="list-style-type: none"> Use IPDS and the national processes based on it (National Firefighter Selection Tests, subject to final validation, and Assessment and Development Centres) for all Grey and Gold Book staff. 	10.1 10.3 10.4 20.3	Louise McKenzie	complete	F	Achieved and on-going	
	3.25	Fire and Rescue Authorities should carry out and record individual performance reviews annually which include an assessment of performance against:	10.3	Louise McKenzie	complete	F	Process and in place and take-up being improved annually, now linked to entitlement to CPD	
		<ul style="list-style-type: none"> Role map units, National Occupational Standards or job description duties as appropriate; and. 	10.3	Louise McKenzie	complete	F	All in place	
		<ul style="list-style-type: none"> Agreed annual objectives, including the setting and assessing of equality and diversity objectives. 	10.3 19.4	Louise McKenzie	complete	F	Within IPDR process	

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	3.30	Fire and Rescue Authorities must:						
		<ul style="list-style-type: none"> Ensure that they have in place role related training, development and assessment arrangements to develop and maintain the competence of staff. These should be linked to the IPDS framework and National Occupational Standards across the full range of operational activities. 	10.1 10.3	Louise McKenzie	complete	F	NOS, ADCs, Workplace Development Programmes, all other training mapped to the rolemaps	
		<ul style="list-style-type: none"> Have in place systematic arrangements to ensure incident and safety event outcomes inform the ongoing development of safe systems of work and training and development of staff. This should include the sharing of risk critical information on a regional / national basis when appropriate. 	6.3 9.2 9.3	Martin Timmis / Andy Johnson	Complete	F	See PIT for extensive amount of debriefing information, with improvement actions. Regional Collaboration Forum "Ops Flash" procedure (see Neil Grove)	A robust system of operational debriefing has been introduced which provides for feedback to originators. RCF have developed a system for promulgating urgent, safety critical information amongst all 5 regional FRS.

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	3.33	Fire and Rescue Authorities should : appropriately quality assure their training and development programmes, and their use of the National Firefighter Selection process and Assessment and Development Centres.	9.3 10.2 11.1	Louise McKenzie	Complete	F	Regional quality assurance to National Assessment Unit Standards on ADCs Data provided to NAU for NFS but no response received	
4. Governance and Improvement	4.3	To that end Regional Management Boards must :						
		<ul style="list-style-type: none"> • Have clear aims and objectives and where needed costed plans to deliver on their core business, which includes: <ul style="list-style-type: none"> - integrating common and specialist services. - introducing regional personnel and human resource functions. - developing a regional approach to training. - introducing regional procurement within the context of the National Procurement Strategy for the Fire and Rescue Service. 	8.1 16.2 16.3 17.4	Steve Worrall	July 2008	Full	WMRMB Programme Plan 2008/09: http://www.wmrmmb.co.uk/docs/about-wmrmmb/meetings/public/2008-07-24/WMRMB%20Agenda%20Item%2014%20-%20Appendix%20-%20Programme%20Plan%202008-09%20Version%200.6%20DRAFT.pdf	WMRMB has set clear aims and objectives and where needed costed plans to deliver on their core business by means of the WMRMB 2008/09 Programme Plan, which was agreed by region at the last Board meeting 24 th July 2008

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	4.5	To that end, Fire and Rescue Authorities working through Regional Management Boards must review the opportunities to deliver greater efficiencies through closer joint working or sharing of functions at regional or sub-regional level and take action to implement those efficiencies.	8.1 16.2 16.3 17.4	Steve Worrall	Oct 2008	Partially	<i>None at this stage</i>	Regional CFO Workshop planned for 23 October to discuss/debate and agree areas for detailed review
	4.12	Fire and Rescue Authorities should work with local partners to identify targets, including fire targets where appropriate, that are priorities within local area and offer appropriate contributions (time and resource) to meet those targets. To do this effectively they will need to evaluate the effectiveness of partnership arrangements and programmes, sharing data and evidence of outcomes delivered.	2.1 2.2 3.2 4.2 12.1	Paul Raymond	April 09	L	We are active members of LAAs in Shropshire and T&W. DCFO sits on LSPs for Shropshire and T&W. We have objectives in Shropshire's new LAA starting in April 2009	

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	4.16	Fire and Rescue Authorities must:						
		<ul style="list-style-type: none"> Have regard to any guidance issued by Communities and Local Government in how to exercise this new duty (The Local Government and Public Health Bill). 	2.1 2.2	Paul Raymond			We have had regard.(see above)	
		<ul style="list-style-type: none"> Demonstrate that they have made changes to service provision, where appropriate, to reflect the needs and views of local communities and to demonstrate that they have considered the needs and views of all communities in making these changes. 	2.1 2.2 12.1 12.2	Andy Johnson	Ongoing	F	Consultation feedback documents on all Annual Action Plans on website: http://www.shropshirefire.gov.uk/engine/managing-the-service/IRMP/IRMP-action-plans/2008-09-irmp-action-plan.htm	IRMP improvements are consulted upon with all relevant stakeholders. Fundamental issues that have been developed through the life of the first strategic IRMP Plan has been the creation of local response standards and the completion of fire cover reviews for the whole county.

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	4.44	Fire and Rescue Authorities should continue to report efficiencies on an individual authority basis; but Communities and Local Government will also provide a facility and guidance for authorities to report collectively on efficiency savings delivered through the Regional Management Board.	11.4 11.5 12.4 17.2	Keith Dixon	Backward Looking reported July; Forward Looking July also (in 2008/09)	Ongoing	Returns are electronic to CLG, but we also report formally to Member meetings. CFA 16 July 2008 Report 15	Regionally secured efficiencies will be reported through the Treasurers' Group as and when they occur
	4.48	All Fire and Rescue Authorities should have an Asset strategy in place which reflects asset management guidance issued by the Royal Institute of Chartered Surveyors and Communities and Local Government.	11.3 11.4 11.5 17.3 17.4	Andrew Kelcey		F	Asset Management Plans are available on the website	The service has had property asset management plans in place for many years and has used these to drive improvement in its building stock.
	4.50	Fire and Rescue Authorities must submit a business case to Communities and Local Government to gain approval to extend existing contracts outside the National Agreements arranged through FireBuy Ltd.	17.3 17.4	Andrew Kelcey		F	Firebuy contracts used for vehicles, radios and smoke alarms.	The Service uses Firebuy contracts where available and has fully supported Firebuy, including leading on the commercial elements of the vehicle contract award and an offer of support on environmental management.