

Retained Review Implementation

Report of the Chief Fire Officer

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1 Purpose of Report

This report informs Members of the progress of the Retained Review Implementation Project.

2 Recommendations

Members are requested to:

- a) Note the progress of the Retained Review Implementation Project;
- b) Decide whether they wish the Retained Implementation Group to be disbanded;
- c) Task the Audit and Performance Management Committee with the continued monitoring of retained performance, particularly with regard to appliance availability, recruitment, retention and community fire safety work; and
- d) Agree to a Retained Duty System Seminar to be hosted by Shropshire Fire and Rescue Service.

3 Background

At its meeting on 14 December 2005 the Fire Authority resolved to:

- Note the recommendations of the Best Value Review into the Retained Duty System within Shropshire Fire and Rescue Service; and
- Approve investment in the Retained Service, as detailed within the draft Best Value Review and summarised within the report.

At its subsequent meeting on 8 February 2006 the Fire Authority agreed to:

- Sanction the continuation of the Retained Review Team; and
- Agree a change in the terms of reference for the Retained Review Team from Review to Implementation of Recommendations.



4 Progress

The appendix to this report contains a Progress Report Matrix, which gives an overall picture of the progress of the implementation project.

5 Project Closure

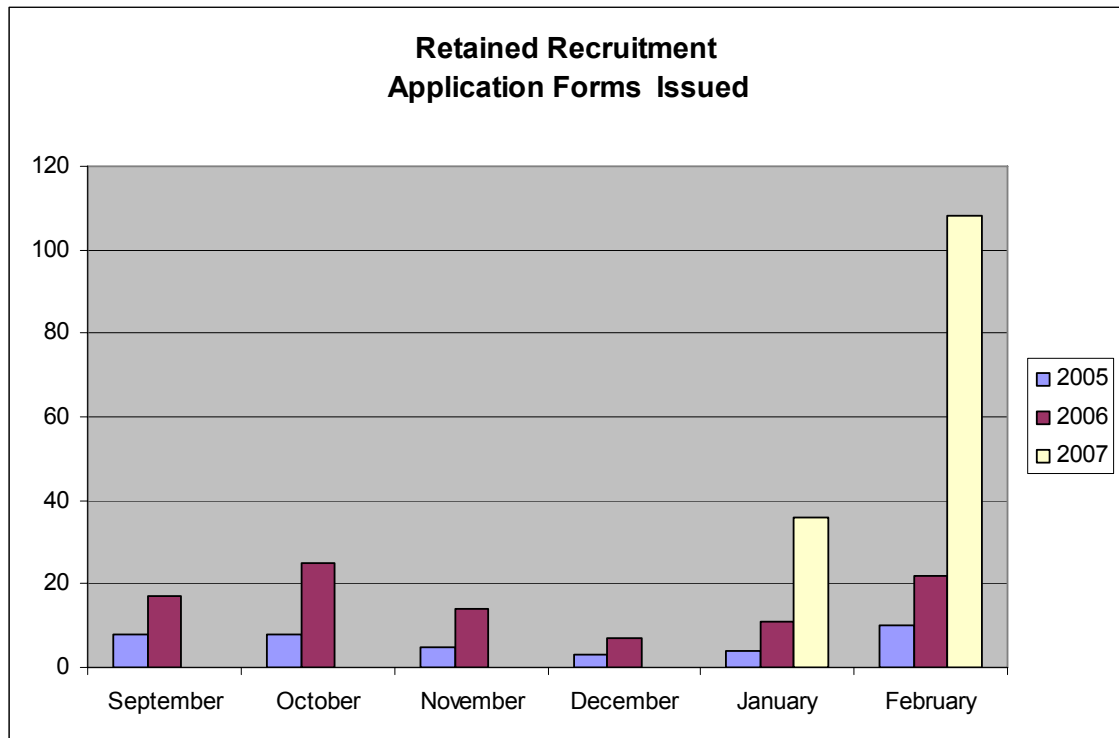
The Retained Review Implementation Project is due for closure at the end of April 2007. The Retained Implementation Group is scheduled to meet again in May 2007 and Members are asked to consider whether they are content for the Group to be disbanded following this meeting.

6 Outcomes

Recruitment

Comparison of application forms issued by the Human Resources Department during the period September/October/November/December 2005/06 and January/February 2005/06/07

Figure 1



The graph above shows an increase of over 1000% in the number of people wishing to become retained firefighters in January and February 2007 over the same period in 2005.



Retention

Table 1 provides a summary of reasons why retained staff left the Service during 2005/06 and 2006/07. The retention figures for 2006/07 show a 37% improvement on 2005/06. Table 2 shows the number of starters and leavers by station area.

Table 1 Retained Leavers – Summary of Reasons

	2005/06		2006/07	
	Men	Women	Men	Women
Dismissal on disciplinary grounds	1			
Medical discharge / long-term illness or injury	1		1	
Resignation to take other employment	2		2	1
Personal/work commitments	2		4	
Moving away from catchment area	2		3	
Compulsory/voluntary age retirement	3		1	
Other reasons not disclosed	8			
Sub Totals	19	0	11	1
Final Totals	19		12	



**Table 2 Retained Starters and Leavers
1 April 2006 – 26 March 2007 by Station Area**

Station	Leavers	Starters	Station Establishment	Current Establishment
Albrighton			14	11
Baschurch			11	13
Bishop's Castle	1	1	11	12
Bridgnorth			18	17
Church Stretton			11	12
Cleobury Mortimer		2	14	10
Clun	1	1	14	14
Craven Arms	1	2	14	9
Ellesmere			14	12
Hodnet		2	11	11
Ludlow	1	1	18	20
Market Drayton	2	1	18	15
Minsterley			14	9
Much Wenlock	1	2	14	9
Newport	3	1	18	18
Oswestry	1		18	19
Prees			14	12
Shrewsbury		3	18	19
Tweedale		1	18	15
Wellington	1		11	14
Wem		1	14	13
Whitchurch		1	18	18
Totals	12	19	325	302

Community Fire Safety

Table 3 Home Visits and Smoke Detectors Comparison 2005/2006

	Home Safety Visits	Detectors Fitted
2005/06	13,000	4,233
2006/07 (April – February)	25,907	11,100

Ongoing Measurement of Outcomes

Due to the closure of the Retained Implementation Project it will no longer be necessary for the Retained Project Manager to attend Fire Authority Meetings to brief Members on its progress. It is vital, however, that the Service continues to monitor the outcomes of the Review Project and, in particular, appliance availability, recruitment, retention and community fire safety work.



At its meeting on 20 December 2006 the Fire Authority tasked its Audit and Performance Management Committee with considering in depth how the retention of Retained employees might be improved. At a meeting of the Audit and Performance Management Committee, held on 29 March 2007, retained performance statistics, including retention figures, were distributed to Members.

It is recommended that future monitoring of retained performance is reported to the Audit and Performance Management Committee.

7 Operational Assessment of Service Delivery Seminars (London and Manchester)

During 2006 Shropshire Fire and Rescue Service (along with all other Fire and Rescue Authorities in England) undertook a self assessment of its Service Delivery using a toolkit provided by the then Department of Communities and Local Government (DCLG).

Following this self assessment, field teams of Fire and Rescue Service professionals seconded to the DCLG visited each Service to review the self assessment.

Shropshire Fire and Rescue Service was considered to be performing well and to be consistently above minimum requirements. The Service was recognised as having notable practice in the area of retained duty systems, and, as a consequence, representatives of the Service were invited to attend two seminars in London and Manchester to present and lead a workshop in this area. Shropshire was one of only four brigades, who were invited to lead a workshop.

As a result of positive feedback from the two seminars and due to the increased interest in Shropshire's Best Value Review into the Retained Service, Members are requested to approve the hosting by the Service of a Retained Duty System Seminar in Shropshire. The Seminar would allow other Services to explore Shropshire's approach in much greater depth.

8 Financial Implications

There are no financial implications associated with this report.

9 Legal Comment

There are no direct legal implications arising out of this report.

10 Equality Impact Assessment

Officers have considered the Service's Brigade Order on Equality Impact Assessments (Personnel 5 Part 2) and have decided that there are no discriminatory practices or differential impacts upon specific groups arising



from this report. An Initial Equality Impact Assessment has not, therefore, been completed.

11 Appendix

Retained Review Recommendations Progress Report Matrix

12 Background Papers

Office of the Deputy Prime Minister

Fire and Rescue Service Retained Duty System, A Review of the Recruitment and Retention Challenges (February 2005)

Fire and Rescue Service Circular 7 – 2005 Review of the Retained Duty System (February 2005)

Shropshire and Wrekin Fire Authority

9 February 2005, Report 17 – Retained Service

26 April 2005, Report 23 – Retained Review

20 July 2005, Report 18 – Retained Review

19 October 2005, Report 14 – Retained Review

14 December 2005, Report 9 – Retained Review

11 May 2006 Report 14 - Retained Review

19 July 2006 Report 18 – Retained Review

18 October 2006 Report 17 – Retained Review

20 December 2006 Report 12 – Retained Review

14 February 2007 Report 15 – Retained Review

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	*



Retained Review Recommendations Progress Report Matrix 25 April 2007

No	Recommendation Heading	Priority	Comments	Progress	
				A*	B*
1	Terminology		Implemented		
2	XL Cabs		Fully implemented. Extra Large Cab Appliances now on the run at Albrighton, Prees, Ellesmere, Cleobury Mortimer, Clun and Much Wenlock.		
3	Employers recruitment packs		Packs complete.		
4	Employers support system		Work ongoing, ICT department working on web site information.		
5	Links with business organisations		RSO's fully involved.		
6	Liaison with Councils		RSO's fully involved.		
7	Partners information in recruitment packs		Partners information included in recruitment packs.		
8	National TV campaign		Copy of Report sent to ODPM. Presentation at RDS Conference Leicester		
9	Using current assets (i & ii) Using current assets (iii)		External notice boards at all stations, 4 x RSO vehicles dedicated to recruitment.		
10	Targeting female applicants		National campaign launched, also local taster sessions held in June at Telford Central, target and strategy set for Retained Recruitment.		
11	Formalise recruitment procedure		Work commenced and is ongoing.		
12	Recruitment Tests		Equipment now available for new selection tests.		
13	Exit interviews		District Officers and OIC's aware, database in operation in HR.		
14	Policy Group mechanism		New District Meeting structure implemented		
15	Policy Group /CFA Reports		Implemented from April 1 st 2007		
16	Communications procedure		Work commenced and is ongoing.		
17	Retained Support Officers (8)		Retained Support Officers in position.		
18	Cleaning/Maintenance and Admin		Implemented from April 1 st 2007		
19	Retained Project Manager		In position.		
20	Pay		Continuing to monitor other schemes.		
21	Employers information, call stats etc (i & ii) Acknowledging employers (iii)		Statistics available for all stations and included within recruitment packs.		
22	Partners information, call stats etc		Statistics available for all stations and included within recruitment packs.		
23	Additional hours training		Implemented from April 1 st 2007		
24	Associate Trainers		Completed – Brigade Order Training 2 Part 11		
25	Training by Wholetime Watches		Being actioned by Training and Development staff.		
26	Community Fire Safety		Implemented.		
27	Management Procedures/Information System		Human Resources will be interlinked through Shirehall resource link. This will be progressed as a separate PRINCE2™ Project, due to begin in April 2007		
	Priority		Progress	A* = Progress @ 24/01/07 B* = Progress @ 04/04/07	
	Gold Target - Implementation Target 1 st Oct 2006			Implemented	
	Silver Target - Implementation Target 1 st Jan 2007			Work has commenced	
	Bronze Target – Implementation Target 1 st April 2007			No action at present	