

# **CARMARTHENSHIRE COMMAND BUSINESS PLAN 2008-2009**

## **Command Description:**

Carmarthenshire Command is the fifth largest unitary authority in Wales and administers an area of 239,800 hectares with a population of 173,600. The county of Carmarthenshire is divided into the industrial towns of Llanelli and Ammanford with Carmarthen as the administrative centre. The remainder is made up of small towns and rural areas.

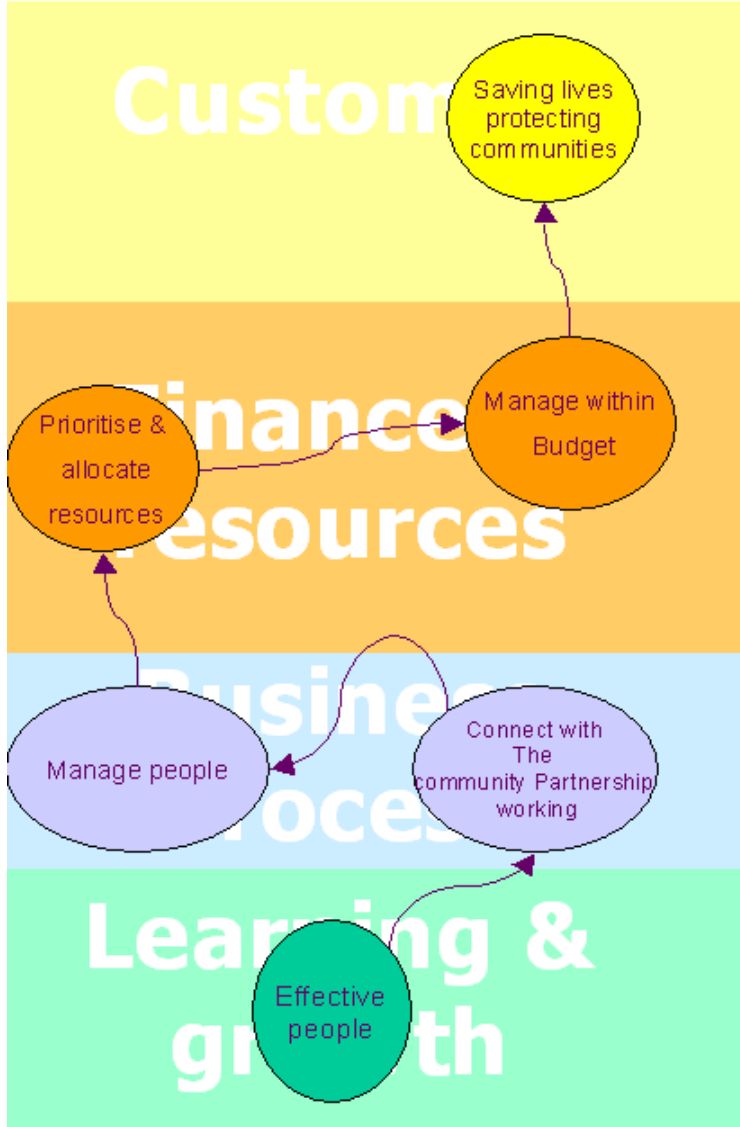
## **Resources:**

The command has approximately 220 members of staff based at eleven fire stations and at Command Headquarters based at Lime Grove Avenue, Carmarthen. A team of 8 members provides administrative support to the Command's Fire Stations including Legislative Fire Safety, Community Safety, Operations and Training.

Wholetime stations are located at Llanelli, which is 24 hour crewed, Carmarthen and Ammanford are provided with day crewing with all three stations having retained complement. Retained Stations are located at Kidwelly, Pontyates, Tumble, Newcastle Emlyn, Llandysul, Llandeilo, Llandovery and Whitland. These stations utilise a total of fourteen pumping appliances, two special appliances as well as a number of other support vehicles including boats and off-road vehicles. Recent additions to the fleet include New Dimensions specialist appliances to deal with terrorist incidents including Incident Response Unit and Re Robe to deal with mass decontamination and a High Volume Pump designed to deliver large quantities of water to an incident.

**Vision**  
 We will ensure that when we and our partners work successfully for the public benefit to eliminate avoidable deaths, injuries and damage from fires and other emergencies and are highly respected for our safety and emergency services

**Mission**  
 To build safer communities



Objective	Outcome	Lagging Measure	Leading Measure	Activity
<b>Carmarthenshire Command</b>				
Saving lives & protecting communities	Safer community	Reduction in deaths injuries and domestic fires (40% by 2010)	Activities delivered	Training, Ops response Partners,LFS,11d's Publicity
Prioritise & allocate resources	Priorities Identified Priorities drive the budget	% resources allocated to priorities	<u>Obj achieved * 100</u> Identified obj	Integrate planning & budget process
Managing within budget	Spend budget	Spend to planned budget	<u>Actual Spend</u> Planned spend	Monitoring Agreeing Budgets
Managing people	Clear development plans Managing performance	% who understand expectations	% of activities monitored meeting targets	Sickness, Contracts, Appliance availability
Connecting with the community - Partnership working	Reach at risk groups	Reduction Deaths, injuries and incidents	Number of activities delivered	YFF HFSA School visits Phoenix project Youth deflection Partnerships
Effective people	People have right skills Motivated people	% skills match organisational requirements	Actual skill gap	Maintain skill matrix, PD reviews

**CARMARTHEN COMMAND  
BUSINESS PLAN FOR YEAR APRIL 2008 MARCH 2009**

Ref	Corporate Objective Links	Target Date	Interim Target	Objective	Action	Officer Responsible	Costs/Savings £	Budget Funding Source
CAR1	<b>Effective People</b>	31.03.09	Quarterly	<p>Ensure that operational personnel within Carmarthenshire County Command are competent and adhere to policies and procedures</p> <p>Assess the operational performance of personnel by undertaking a command operational audit in line with Service Policy</p>	<p>Maintain training Matrix at each Station.</p> <p>Organise three role specific exercises encompassing structured de brief to identify any additional training and development needs</p> <p>Each watch and station to be inspected by Command Headquarters Officers</p>	<p>Deputy County Commander Ops/ Training Station Managers W1, W2 and W5</p> <p>County Commander Deputy County Commander Ops/Training Deputy County Commander CRR</p>		

**CARMARTHEN COMMAND  
BUSINESS PLAN FOR YEAR APRIL 2008 MARCH 2009**

Ref	Corporate Objective Links	Target Date	Interim Target	Objective	Action	Officer Responsible	Costs/Savings £	Budget Funding Source
CAR 2	Seen as more than an Emergency Service	31.03.08	Quarterly	Targeted approach to undertake HFSA's throughout the Command either by direct intervention, targeting those areas of high fire risk, or by indirect intervention via partner agencies dealing with those groups most at risks	<p>Carry out 4600 Home Fire Safety Audits . These visits are to be broken down as follows:W01 – 1000 visits. W02 – 400 visits. W05 – 600 visits. Retained stations = 1100 visits Command C S Department - 1500 visits Partner Organisations ( Careline Plus) - 500 visits Seek 150 referrals from partner organisations and provide necessary training to achieve aim Monitor HFSA from partner agencies to determine whether refresher training is required Identify community based organisations who deal with at risk individuals and Provide 24 Home Fire Safety Presentations (6 per quarter) Target 20 CS events to highlight the HFSA initiative to professional and voluntary organisations. Carry out 12 chip pan displays.</p>	County Commander; Deputy County Commander CRR, Stn Managers & CFS officers.		

**CARMARTHEN COMMAND  
BUSINESS PLAN FOR YEAR APRIL 2008 MARCH 2009**

Ref	Corporate Objective Links	Target Date	Interim Target	Objective	Action	Officer Responsible	Costs/Savings £	Budget Funding Source
CAR 3	<b>Seen as more than an Emergency Service</b>	31.03.09		Consolidate and develop relationship with Carmarthenshire Youth Services , Police, Youth Offending Services, SMART, and Communities First to improve engagement with disadvantaged and disaffected young people especially those that are described as being categorised as NEET (Not in employment , education or training)	Conduct 3 Phoenix courses at Llanelli Fire Station	County Commander; Deputy County Commander CRR.  County Commander; Deputy County Commander CRR.		

**CARMARTHEN COMMAND  
BUSINESS PLAN FOR YEAR APRIL 2008 MARCH 2009**

<b>Ref</b>	<b>Corporate Objective Links</b>	<b>Target Date</b>	<b>Interim Target</b>	<b>Objective</b>	<b>Action</b>	<b>Officer Responsible</b>	<b>Costs/Savings £</b>	<b>Budget Funding Source</b>
CAR 4	<b>Partnership working</b>	31.03.10	31.03.09	Reduce the number of deliberate fires by 10% from the 2001/02 level of 463. Primary – 163 Secondary - 300	Implement arson reduction measures, including those through partnership working, to reduce arson  Priority given to Vehicles – vehicle amnesty. Target Unlicensed waste carriers,  Isolation of hot spots  Working in partnership with Arson Reduction Team, Dyfed Powys Police, and CCC Environmental Health, and CCC Unoccupied Premises Officer – Identify and secure at risk buildings and sites .	County Commander; Deputy County Commander CRR, Stn Managers & CFS officers.	Cost of £12 Land Registry Fee per enquiry born by the ART	

**CARMARTHEN COMMAND  
BUSINESS PLAN FOR YEAR APRIL 2008 MARCH 2009**

Ref	Corporate Objective Links	Target Date	Interim Target	Objective	Action	Officer Responsible	Costs/Savings £	Budget Funding Source
CAR 5	<b>Partnership working</b>	31.03.09		Consolidate and develop relationship with Carmarthenshire Youth Services , Police, Youth Offending Services, SMART, and Communities First to improve engagement with disadvantaged and disaffected young people especially those that are described as being categorised as NEET (Not in employment , education or training)	<p>Organise 1 RAPTOR (L1) course to be run on a station.</p> <p>Organise 3 RAPTOR (L2) courses to be run on station.</p> <p>Run 3 2 hour sessions for CISP dealing with RS, CS, First Aid and water safety.</p> <p>Arrange 1 week Work experience course for 8-10 students.</p> <p>In conjunction with partner agencies plan CRUCIAL CREW event and Deliver Community Fire Safety to years 5 and 6</p>	County Commander; Deputy County Commander CRR	<p>COST 2 @ FF For 5hrs per session for 6 weeks which equates to 60 Hours = £791.40 (dependant on external funding)</p> <p>Cost 64hrs @ £13.19 = £844.16 (dependant on external funding)</p>	

**CARMARTHEN COMMAND  
BUSINESS PLAN FOR YEAR APRIL 2008 MARCH 2009**

<b>Ref</b>	<b>Corporate Objective Links</b>	<b>Target Date</b>	<b>Interim Target</b>	<b>Objective</b>	<b>Action</b>	<b>Officer Responsible</b>	<b>Costs/Savings £</b>	<b>Budget Funding Source</b>
CAR 6	Seen as more than an Emergency Service	31.03.09	Quarterly	Increase the fire safety awareness of school children by delivering 120 visits to a total of 93 primary and secondary schools within Carmarthenshire.	Implement the targeted policy approach based on fire risk and social deprivation.	County Commander; Deputy County Commander CRR; CFS representative, & Brigade Education Adviser		
CAR 7	Seen as more than an Emergency Service	31.03.09	Quarterly	Consultations received from the local authority/approved inspector in relation to the Building Regulations to be processed within 14 working days.	97% to be processed within the timescale.	County Commander Deputy County Commander CRR; & LFS officers.		
CAR 8	Seen as more than an Emergency Service	31.03.09	Quarterly	Reduce the number of fires in non-domestic premises by 3% compared with 109 in 03/04	Implement audits of high-risk premises, particularly residential care, hospital and educational premises and develop close working relationships with premises management and other enforcement agencies	County Commander; Deputy County Commander CRR, Stn Managers & LFS officers.		

**CARMARTHEN COMMAND  
BUSINESS PLAN FOR YEAR APRIL 2008 MARCH 2009**

Ref	Corporate Objective Links	Target Date	Interim Target	Objective	Action	Officer Responsible	Costs/Savings £	Budget Funding Source
CAR 9	<b>Connect with the community</b>	31.03.09	Quarterly	Introduce an audit process to prioritise workload for the inspection of high risk premises	Fire Safety Officers to inspect 100% of the identified risk premises	County Commander, Deputy County Commander CRR		
CAR 10	<b>Prioritise and allocate resources</b>	31.03.09	Quarterly (reduce to 319)	To reduce the number of unwanted fire signals from sites with automatic fire alarm systems. 10% reduction in AFA's <b>across the Command</b> from 2002/03 figure of 354.	Command HQ will ensure that the Brigade's Operational Instruction on Dealing With Unwanted Fire Signals from Automatic Fire Detection Systems is followed correctly.	County Commander Stn Manager Watch Manager		
CAR 11	<b>Managing people</b>	31.03.09	Quarterly	To reduce the sickness absence rate in Carmarthenshire Command to 10% below the Service target	Through rigorous implementation of sickness monitoring policy and ensuring P12's are completed and forwarded to Command HQ and all welfare visits carried out within 21 days of first absence	County Commander Station Managers		