



Bedfordshire Fire and Rescue Service



Potton Community Fire Station Action Plan 2020-21

Introduction

This Station Action Plan outlines how Potton Community Fire Station will contribute towards protecting our local communities, responding to emergencies and preventing fires and other incidents. The risks our communities face are set out in the Bedfordshire Fire and Rescue Service Community Risk Management Plan (CRMP) which also details how we plan to ensure that your Fire and Rescue Service contributes, in a co-ordinated and meaningful way, towards keeping our communities safe. The document is available to view at www.bedsfire.gov.uk

BFRS is committed to providing services that meet the differing needs of our diverse communities. This will ensure that all our communities are equally protected from the risk of fire and other incidents. Actions identified within this Station Plan contribute to this commitment and help to ensure that the Service supports all communities.

BFRS has a key strategic service delivery objective:

To provide outstanding fire and rescue services that help make Bedfordshire safer and we are committed to doing everything we can to achieve this within the resources we have available to us.

To deliver on this mission we will focus on the following Service aims:

- **PREVENTING** fires and other emergencies from happening;
- **PROTECTING** people and property when fires happen;
- **RESPONDING** to fires and other emergencies promptly & effectively;
- **EMPOWERING** our people as we work together to make Bedfordshire safer;
- **UTILISING** our assets & resources efficiently & effectively;
- **MAXIMISING** use of data analytics and digital solutions to drive improvements.

The rest of this Station Plan sets out how Potton Community Fire Station fits into delivering these objectives during 2020/21.

Our Community

Potton has a population of 7,789 people and is made up of approximately 51% females and 49% males. The average age of people is 41, while the median age is higher at 43.

Communities who have settled in the area include those from Scotland, Wales, Ireland, South Africa, Northern Ireland, United States, India, Zimbabwe, and Hong Kong.

98.6% of people living in the area speak English. The other top languages spoken are Polish, German, French, Malay, Portuguese, Punjabi, Pashto, Italian, and Romanian.

The population of Potton as a whole is older than the national average.

Community Risk Profiling

Working with Experian, the UK's leading provider of consumer measurement and analytical services, BFRS has utilised Customer Insight Profiling and has identified the following groups with Potton Station Ground as specifically being at higher than average risk of accidental dwelling fires.

Risk Group	At risk of:	Suggested Equality Activity:
Group 6 Rural families and couples with moderate risk	<ul style="list-style-type: none">• Moderate fire risk.• Chimney fires.• Road Traffic Collision (RTC)	<ul style="list-style-type: none">• Local engagement.• Use of Social Media.• Reduce RTC risk through targeted initiatives.

In addition the Potton Community Fire station ground contains a number of households classified as high risk, elderly singles reliant on state support. While this groups overall risk is moderate, it is at high risk of fires caused by cooking. We will look to address this risk group with targeted Safe and Well visits.

Customer Insight has identified that there is one mosaic group prevalent in the station ground that has high levels of car and motorcycle ownership and completes high levels of annual mileage.

This group is: Risk Group 6 – Rural families and couples.

Potton Community Fire Station will attempt to mitigate this risk in collaboration with the Police as part of their National campaigns with regard to the possible consequence of speeding and using a mobile phone whilst driving.

Further evidence also shows that younger people and motorcyclists are more likely to be involved in a road traffic collision. Drivers who speed, drive under the influence of alcohol or drugs, drive whilst on mobile phones not only put themselves at greater risk, but also endanger the lives of other road users.

Potton Community Fire Station will interact with all of the above groups by providing fire safety information and promote national campaigns via our social media platforms:

- www.facebook.com/PottonCommunityFireStation
- www.facebook.com/bedsfire
- www.twitter.com/bedsfire
- www.bedsfirealert.co.uk

Our Risks

Potton Community Fire station ground contains the following specific road risks:

- A1 Great North Road;
- Narrow rural roads.

In addition there are the following additional risks within the station ground:

- Sandy Petroleum Storage Depot;
- Little Barford Power Station.

Fire Fighter Safety Development

In order to ensure the ongoing safety of our Firefighters our crews will undertake courses and training exercises throughout the year. Classroom sessions and practical drills will be supplemented with the Service's e-learning service which ensures continuing competency across the firefighters skills set.

The Service appraisal system will be used to identify training and development needs. Fire Fighter training will be monitored and reviewed through the Service's electronic personal development tracking tool. Development programmes will be undertaken by all personnel who are identified as requiring development in either their existing role or for the next role.

Response

Potton Community Fire Station works under the on-call duty system and relies on members of the community who live or work near the station to provide cover as on-call firefighters. Between them they crew one Rescue Pump and one Operational Support Unit. The Operational Support Unit carries a range of equipment to provide support at larger incidents. Potton Community Fire Station is also the home of BFRS's Drone which can be utilised for a number of different roles including providing aerial footage of incidents and assisting in searching for missing persons.

Personnel from Potton Community Fire Station will carry out a minimum of two exercises during the year, specific to the station's skill set and station ground's risk profile. Details of these can be accessed on the Service Exercise Spreadsheet which is available on request.

All relevant information on the planning and delivery of these exercises will be recorded on this spreadsheet. Each exercise will be subject to a review and evaluation to measure its success.

Cross-Border Exercising

Potton Community Fire Station's ground shares a border with Cambridgeshire Fire and Rescue Service. A joint exercise will be programmed in conjunction with Cambridgeshire Fire and Rescue Service to test Breathing Apparatus (BA) procedures at cross-border incidents. Details of these can be accessed on the Service Exercise Spreadsheet which is available on request.

Protection

Business premises and public buildings such as schools are highly important to our local community as they provide both local services and employment opportunities. The majority of businesses affected by a fire never fully recover as customers are lost to competitors.

In order to protect these buildings and ensure the safety of building users BFRS delivers a risk based inspection programme under the Regulatory Reform (Fire Safety) Order 2005.

Personnel from Potton Community Fire Station will complete all allocated Fire Safety Inspections during 2020/21.

The Service will concentrate its Fire Safety resources on determining and reducing the levels of fire risk in the community by undertaking a series of fire safety audits and inspections of premises. This will focus primarily on those premises, workplaces and activities giving rise to the most serious risk to life, regardless of their race, ethnicity, gender, disability, sexual orientation, religion and age.

Fire safety audits will grade premises into one of five categories: very high, high, medium, low and very low risk. This audit process determines the future audit frequency, ranging from one year for very high / high risk to five years for low risk.

Fire Safety Inspection Officers (FSIO) will focus their audits on very high and high risk premises whilst personnel will audit medium and low risk premises.

Other types of Inspections carried out by personnel:

- Follow-up inspections – these are carried out to check whether the required or requested works on premises have been completed.
- Specific inspections – these may be generated to check on a specific item or items e.g. overstocked stock rooms; the purpose of all these inspections is to ascertain that the fire safety arrangements are being maintained and are adequate.
- Risk activity inspections – these are carried out on a whole host of premises that are either:
 - Used extensively by large numbers of the public;
 - Staffing capacities are below optimum levels;
 - Where activities vary from the norm.

The purpose of the inspection is to ascertain that the fire safety arrangements are adequate, that sufficient numbers of staff are present and those staff on duty are aware of the fire safety measures within the premises and of the fire routines and evacuation procedures.

Risk activity inspections may be undertaken:

- On routinely programmed premises such as nursing homes and care homes;
- 'One off' events (including Scout, Guide camps and other types of sleeping and activity events involving children);
- Licensed premises whilst it is anticipated that occupancy levels are high e.g. night clubs, outdoor concerts;
- Christmas inspections of retail premises where it is anticipated that stock levels in shops are high.

Fact finding visits – personnel may be asked to visit a specific location to establish the current occupants of premises e.g. a specific industrial estate. This provides the Service with up to date information on whether a new occupier requires auditing.

All inspections should be completed by the last day of the month in which they were allocated.

For further information on Business & Commercial Fire Safety please refer to our website www.bedsfire.gov.uk under Community/Business Safety, Business Fire Safety.

Prevention Activity

In order to reduce the risks identified above, personnel at Potton Community Fire Station will undertake a range of Prevention Activities:

Activities	Period/Dates	Target Audience
Open Day	August 2020	Entire community
Safe and well visits	All Year	Risk Groups 1, 2 and 3
After incident response (Hot strikes)	After any domestic fire or incident where a Safe and Well visit is required	All risk groups
Station visits (Cubs, Brownies etc.)	All Year	Young People
Station Facebook page	All year	All risk groups
Christmas Fire Safety	December 2020	All risk groups

In addition, personnel at Potton Community Fire Station will carry out a targeted prevention activity, in line with the National Fire Chiefs Council (NFCC) Fire Kills campaign calendar. All relevant information on the planning and delivery of the event will be recorded on this spreadsheet. Following the event it will be subject to a review and evaluation to measure its success.

Campaign	Date	Target Audience
Chimney Fire Safety	1 st September 2020	Entire Community

The justification for delivering a Chimney Fire Safety campaign is not drawn from any trends identified in data held in the Incident Recording System database. In fact the evidence shows that dwelling fires in Potton have been coming down year on year

since 2017 and there were no occurrences in Potton during November and December 2019.

Similarly, a review of the number of chimney fires that Potton crews have attended indicates they are at an all-time low. However, it is a valid choice due to the prevalence of Risk Group 6 in the station ground and chimney fires are a recognised risk amongst this group. It also allows personnel from Potton Community Fire Station to participate at a local level in an NFCC nationally recognised campaign.

The absence of upward trends in the data doesn't negate the need to continue to deliver community fire safety campaigns – it is potentially the continued delivery of targeted campaigns over the past few years which have resulted in the decrease in these types of incidents.

Aside from the importance of continuing to deliver valuable fire safety education to the community, there is also the added advantage of providing opportunities for all personnel from Potton Community Fire Station to meet with the community they serve, build working relationships, seek collaboration opportunities and build awareness around the recruitment opportunities that exist at Potton Community Fire Station.

Home Safe & Well Visits

We will make people safer by educating them in their home by delivering a programme of Safe and Well visits. Acting on referrals from partner agencies, after incident response and identified areas at risk, Potton Community Fire Station will deliver a minimum of 125 Safe & Well visits to vulnerable households in the community. BFRS have identified Risk Groups 1, 2 and 3 as being at the highest risk across Bedfordshire but at a station level, the risk profile indicates that Potton crews are most likely to encounter Risk Group 2.

A Safe & Well visit will include following elements:

- Identifying and advising of the potential risks within the home;
- Advising householders what to do in order to reduce or prevent these risks;
- Putting together an escape plan in case a fire does break out and ensuring the householder has working smoke alarms. The Safe & Well visit can include installing a smoke alarm(s) where appropriate.

The Safe & Well visit may also include:

- Crime Prevention Advice;
- Falls Risk Assessment;

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- Smoking Cessation;
 - Alcohol Audit; and,
 - Safeguarding referral.

The elements that will be included in each individual Safe and Well visit will be determined by risks present in the household and the agreement of the occupier to engage in each element of the visit.

Safeguarding referrals can also be made by the crews following a visit as BFRS will work and collaborate with partner agencies to implement and maintain robust arrangements for safeguarding the vulnerable within our community through effective protection plans which minimise risks of harm.

A Community Fire Safety Operational Risk Information exchange form may also be completed if significant risks to the operational crews are identified.

Schools

Children can be especially at risk in a fire situation. BFRS run a county wide education programme for Year 2 students that educate them about fire safety in the home. Personnel from Potton Community Fire Station will support this programme by completing all allocated Year 2 visits during the year.

Recruitment

Recruitment is major part of the work that all employees of BFRS will promote. It is important to engage with the community at every chance and communicate how BFRS is the choice employer. Stations with an on-call section will plan and run specific engagement activities, ensuring they target the cover times that they require. During these activities we will advise the community on support staff roles such as Information Technology, Procurement and finance. BFRS support apprenticeships and have actively been involved in the continued drive to utilise alternative educational programmes.

Potton Community Fire Station is looking for men and women, from all backgrounds to become on-call firefighters. We will be specifically targeting those who can provide vital cover in the Potton area during the weekdays.

On-call firefighters joining Potton Community Fire Station will receive training and development opportunities to effectively respond to a wide variety of emergencies, including fires, road traffic collisions and flooding at any time, day or night.

Potton Community Fire Station is undertaking the following recruitment activities in the coming year:

Campaign	Date	Target Audience	Allocated to:
On-call Recruitment	All year	Adults aged between 18 and 55	Station Manager and Recruitment Team
Drop in Sessions/Local employer visits	Various dates	Prospective candidates	CC Carlile
Have a go days	TBC	Adults aged between 18 and 55 – with weekday availability	CC Carlile

Competency and Development

Our staff will be provided with Safety Critical Training and support.

The Watch Manager will:

- Ensure staff remain in date with certifications;
- Ensure an acceptable level of competency (92%) is maintained and recorded on PDR Pro;
- Arrange a four appliance exercise this year in a high rise premise.

Station Open Day

Potton Community Fire Station will be holding its annual Open Day during August 2020. The theme of the Open Day will be Road Traffic Collision (RTC) reduction targeting rural communities.

Date	Theme	Key Activities:
August 2020	RTC Reduction	<ul style="list-style-type: none">• Bike Safety;• Road safety;• Pedestrian safety;• Static themed displays.

As with the targeted community fire safety campaigns, the incident data actually indicates a significant downward trend in the number of RTCs that crews from Potton Community Fire Station attend. However, RTC reduction is a key objective for BFRS as a whole, and for a large number of our key partners. Choosing this theme will allow a number of these partners to support the Open Day and provide a united and consistent message to all who attend with the overall aim of continuing to reduce the number of RTCs and keep the communities we serve as safe as possible.

Potton Community Fire Station

Bury Hill, Potton, Sandy, SG19 2RS

Visit our website for fire and home safety advice: www.bedsfire.gov.uk

Follow us on Twitter: @bedsfire

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