

## MINUTES

### **POLICE, FIRE AND CRIME COMMISSIONER FOR ESSEX AND ESSEX COUNTY FIRE & RESCUE SERVICE PERFORMANCE AND RESOURCES BOARD**

27 October 2021, 1400 to 17.03 via Microsoft Teams

#### **Present:**

|                      |  |
|----------------------|--|
| Jane Gardner (JG)    | Deputy Police, Fire and Crime Commissioner (Chair)       |
| Karl Edwards (KE)    | Director of Corporate Services, ECFRS                    |
| Moira Bruin (MB)     | Director of Operations, ECFRS                            |
| Neil Cross (NC)      | Finance Director and Section 151 Officer, ECFRS          |
| Janet Perry (JP)     | Strategic Head of Performance & Resources, PFCC's Office |
| Jo Thornicroft (JTh) | Head of Performance & Scrutiny (Fire), PFCC's Office     |
| Christine Butler     | Minutes, PFCC's office                                   |

#### **Apologies:**

|                             |  |
|-----------------------------|--|
| Roger Hirst (RH)            | Police, Fire Crime Commissioner (Chair)                              |
| Rick Hylton (RHyl)          | Deputy Chief Fire Officer, ECFRS (Moira Bruin to substitute)         |
| Pippa Brent-Isherwood (PBI) | Chief Executive & Monitoring Officer PFCC's Office                   |
| Colette Black (CB)          | Director of People Services  |
| Leanne Little (LL)          | Leaving current role to be Road and Water Safety lead in Prevention. |

### **1 Welcome and apologies**

- 1.1 JG welcomed all to the meeting and noted the apologies. JT checked with the Constitution that the meeting was Quorate, and it was agreed that it could go ahead with Moira Bruin as Rick Hylton's nominated substitute and no decisions were being made.
- 1.2 JG acknowledged thanks to LL and all her hard work in helping this Board move forward with the performance information received and wished her well in her new role.

### **2 Minutes of the last meeting**

- 2.1 MB requested amendment regarding the use of 'to' and 'two' regarding the converted stations which has changed the meaning of it.
- 2.2 There were no further amendments to the minutes of September's meeting, and they were approved.
- 2.3 There were no matters arising.

### **3 Action Log**

- 9/21 This action is superseded by action 73/21 which contained the changes identified for the final version to be brought back. Propose close.
- 24/21 Variance in O/C costs – NC after the initial meeting there were some questions re-establishment v money which is currently being discussed between NC & JP. Open.
- 67/21 Re Forward Plan 2022, a copy of the 2022 Forward plan is attached to this meeting, item 4a. Propose close.
- 73/21 Animation of key stations amendments – MB this is still with the company and she will obtain clarity on when it is will be available for the Board. Open.
- 74/21 Pump availability – MB suggested that this be discussed with item 10 on the Agenda as there is some work to be undertaken regarding performance metrics and be coupled with the countywide availability. JP understood it was regarding individual stations and understanding why 1% is o.k. when it should be 90%. KE added that the focus has been on the first pump availability across Essex, most of the first pump availability is very good where some stations the second pump is much lower. There are actions in the Performance Report to address this. Open (until after discussion of item 10).
- 75/21 Deep Dive O/C availability & training provision. MB to include as part of the Deep Dive Program. JT and MB to discuss outside of this meeting as to content. Open.
- 76/21 Building Risk Review and issue of proportionality. MB updated as this is in train on a different board and there should be a report to the next P&R. JT to add to November Forward Plan. Open.
- 77/21 MB updated that RH had requested a useful addition to the Annual Plan would be an overall summary and financial implications. MB has actioned that and it will be on the next report to the Board on the Annual Plan. Open.
- 78/21 A copy of the Grenfell High level action plan was to be circulated. MB to chase up action. Open.
- 79/21 Dovercourt action plan – it was agreed that before and after conversion availability figures could be shown as comparison figures in the report. MB will bring this to the November meeting. Open.

### **4 Forward Plan**

- 4.1 Substantive item regarding sustainability of funding for protection this is to provide some information prior to the paper arriving at the December Strategic Board. The paper on Proportionality will also be added to this.
- 4.2 JP suggested a budget update paper be added to the substantive items. NC will add this as a separate page to the Executive Summary on the Finance Report.

### **5 Finance Report**

- 5.1 The finance pack contained is for the period to the end of September 2021.
- 5.2 In the Year to Date Income and Expenditure Summary, in the actuals there is a surplus of £890,000 which is an improvement of £40,000 compared to the previous month. In the year to date Budget there is a deficit of £97,000. Overall, there is an improvement of £1m as compared to the budget at this time.

- 5.3 The Year to Date figure only shows a deficit of £97,000 but the budget deficit is £1.1m for the year, much of that deficit comes through in the latter months where there is a reduction in the Council tax.
- 5.4 Regarding pay costs and total employment costs, the total shows that there is £938,000 overspend but there is £600,000 of costs for earmarked reserve funding which was not included in the budget therefore the true total is £460,000 ytd. This includes the unbudgeted grey book pay award. The support staff pay award has not yet been approved by the Unions, although there has been a final offer of 1.75% which is under discussion.
- 5.5 W/T costs appear high due to additional shift work through the summer. Additional shift work is not budgeted for.
- 5.6 The Forecast was last updated a couple months ago, there will be an updated Forecast in the next paper at P&R. JP asked that a copy of the latest Forecast available should always be with the paper to aid comparisons.

**Action 80/21**

**NC to add a copy of the latest Forecast available to be added to future finance packs.**

- 5.7 Total other costs are non-pay costs, it appears that there is £240,00 variance but there are unbudgeted costs relating to Covid and earmarked reserve projects. Business as usual activity is £700,000 under budget. This throughout the category where the costs are under budget in many areas.
- 5.8 There is a £400,000 favourable variance in Specific Government Grants which is driven by the one off local tax support grant of £700,000 for the year.
- 5.9 The last Forecast showed a deficit of £240,000 which included an assumption around the Green Book pay award and NC is hoping for an improvement on this figure. There is some funding coming through via business rate collections in the region of £200,000 and will confirm numbers in the next meeting.
- 5.10 The Balance sheet shows assets, liabilities and reserves for the Authority and items that have changed at year end due to local government end of year accounting. In assets under "Land and Buildings" there is a reduction of £1m compared to last month which is due to three day crewed houses being sold that month.
- 5.11 Under cash equivalents under the house sales there is a reduction of cash in the month of £1m. The completion of the cash to be expected in the next coming months and is to do with the funding of the pension. Some substantial lump sums are payable at the moment.
- 5.12 The funding for the pension usually comes in one tranche for the year in July which sees a reduction in the cash balance at that time.
- 5.13 The Cash Flow summary shows £29m down from prior months.
- 5.14 The Treasury Management Strategy was updated this year and a decision sheet went to the Strategic Board and ECFRS are now compliant with that Strategy as from 23.09.21.
- 5.15 Regarding the Cash Flow trend it shows a depletion of cash in April which was driven by pensions. There are spikes in April/May and July due to cash injections and pension money.

- 5.16 A cut one of the Budget is currently being undertaken and is under discussion with the PFCC next week with a draft presentation being circulated shortly.
- 5.17 The Year End Accounts have been posted on the website but they are not fully signed off by the Auditors as the Pension Scheme Assurance letters have still not been received but are imminent.
- 5.18 JG thanked NC as this is very helpful and for offering the information. Regarding the PFCC meeting next week, RH is very keen to be part of the build and not to feel as though apologies are needed for the place that the Service are in and will appreciate the candour and honesty in the way they are presented. the PFCC and ECFRS are benefitting from the close working relationships and the assurance that all areas are covered.
- 5.19 JP noticed that there were no single tender transactions and to continue to avoid them. NC commented that there has been a big push back in procurement and there is a lot of work that still needs to be done.

## **6 Performance Report**

KE covered this item for CB

- 6.1 KE went through the Key Statements on the Performance Report which included updates on incident attendance numbers, response times, availability, RTC fatality increase, electric fire campaign, Home Safety Team visits, trend patterns, Information Governance, FOI, compliments and complaints, Statutory data breaches, statutory requests, H&S, Protection, HR development and L&D. Liam Knowles who is an ECFRS fitness advisor wrote a thesis on how fire services can return people back to the workplace with more support from Muscular skeletal injuries. JG suggested that this work would be of interest to policing colleagues.
- 6.2 Regarding total pumping availability, from Jan to July there was a downward trend, and it is increasing. Looking at the past year of data you can see highs and lows, and this is helpful for forecasting during the year. This area is covered off in the report by individual stations. The majority of two pump stations have a high level of availability of their first pump. In W/T stations the second pump is of good percentage. At O/C stations the percentages of the second pump are lower. JP why is there not an issue with only seeing 10% when it should be 90% - is this the correct target? KE said that there is work involving MB focusing on risk management of core stations being at the highest amount with both pumps being available as it is the biggest risk within our communities in Essex. If there is low availability in a high-risk area, then control are able to balance out the risk by moving resources.
- 6.3 JP feels that we need to make sense of the availability target numbers. KE replied that much of this is attributable to recruitment and in those areas such as Witham there is low availability there are recruitment difficulties. JG this is an issue that targets are not being met such as Ongar at 3%, which is quite concerning. KE the targets are set as the Service do want to hit those targets for availability and recognise those "pinch points" for known stations and are targeting attention to those areas.
- 6.4 JG highlighted contract hours changes being placed on hold, what is being done to raise those targets. KE there has been an improvement over the last couple of months in recruitment into those stations. The training element is an issue with training courses currently at full capacity for this year and into 2022. CB is looking at what can be done to put on additional training courses. There is more to be done and are working more on attraction and retention. JG asked that although this is a national issue, do neighbouring services report in this way, KE said that he would take away and look into this further.

#### **Action 81/21**

**KE would look into whether neighbouring services report attraction and retention trends in the same way to see if they have the same issues.**

- 6.5 MB commented that many of services are grappling with this nationality, but it would be interesting to know about their target setting. The risk for MB is not whether individual stations are not available but whether response standards can be met even when the individual stations are not available which is about having the right availability framework in place.
- 6.6 A discussion followed on Control Priorities. KE said that it may be helpful for colleagues to see the priority list that Control have showing the movements to the stations of appliances to assist their understanding. JG thanked KE but the Board need to be assured that in the grand scheme of things the County is not at any greater risk. MB added that it is misconception that if a local appliance is not available then the Service will not attend a fire, the fire service will always attend the fire. The reporting matrix is unhelpful in the message that it sends. KE confirmed that targets are set to availability and not cost. JP wanted clarification for the figures. JG asked what is it that we are trying to achieve here and what is the messaging, it is very complex, and we need to be around the table on this issue. We want to reduce and response to risk
- 6.7 JP pointed out a typo on Page 7 at August 21 KSI are 76 and September it is 70 but in the narrative it says that we had 6 more this month than the previous month where it should be 6 less. KE agreed. JT added that the figures are not the same as EP as they are not retrospectively changing theirs when the report is coming out and Suzanne Harris is dealing with that.

#### **Action 82/21**

**KE to amend typo in the Performance Report on Page 7 at August 21 KSI are 76 and September it is 70 but in the narrative it says that we had 6 more this month than the previous month where it should be 6 less.**

- 6.8 Mandatory training Portal is slowly progressing and will be more user friendly. JG commented that the prevailing view of HMICFRS Inspectors is that middle management do not feel supported which may be a training issue. KE feels that a lot of work has been invested into this area particularly the ILM courses with a good uptake but there is more work to be done. MB added that if the training was mandated those who needed the training most would get the most benefit.
- 6.9 JP pointed out on page 17 regarding special leave of 78 days which has doubled since August and asked if the leave was down to the discretion of management or SLT. KE replied that this is monitored and measured at SLT but these two have been picked up. These two circumstances are anomalies and understanding may need to be made on giving permissions for special leave.
- 6.10 Control measure failures have increased in September one of which was Shoeburyness station with a faulty responder, but this did not result in any unattended incidents or delays.
- 6.11 Home Safety visits declined in September. Volunteers who provide this service are now available due to restrictions easing and are having refresher training which will increase visits. There was a 30% increase in activity in home safety enquiries as the public feel more confident with being visited in their homes. JG was disappointed re the HMI Inspectors comments on Home Safety visits and asked if there was a national shortage of smoke alarms. KE replied that there has currently been a supply issue nationally, but services are sharing with those who have a shortage until the issue is resolved. Essex do not currently have a shortage.

- 6.12 There was a discussion on the Safeguarding Referrals as there has been an increase which is concerning but actions can be taken as a result of those referrals. JP asked where the referrals come from and where are they tracked. KE said that they are listed in the paper. JG added by way of background that she had done a lot of work on this in the past with ECFRS, when a referral is received and referred on it is important to know that it has been accepted with the Service that it has been referred to, but the referrals were being held until that Service had reached a successful conclusion which resulted in very high figures in the past. JP said that the narrative was unclear to the reader. KE will rectify this.

#### **Action 83/21**

**KE to reword the narrative on the Safeguarding Referrals to give a clearer understanding on those referrals being referred and received.**

- 6.13 JG acknowledged the work done by Donna Bentley on the Safeguarding referrals and DBS and to formally congratulate her on her partial secondment to lead in this work nationally. MB added that Donna has been nominated for the “Most Influential Woman in Fire” award.
- 6.14 JT brought to the attention of the Board a late additional paper on Core Station Coverage. This shows core stations and availability of the first pump. The paper was acknowledged by the Board. MB this will be helpful for later discussions.

### **7 Protection Improvement Plan Peer Review Update**

- 7.1 MB advised that the Protection Improvement Plan is almost at a close. A request has been made for approval to extend Objective 1 which was to increase engagement with businesses to the 31<sup>st</sup> December 2021 which will align with the Business Engagement Plan 2022. A Business Engagement Manager has been recruited and needs time to get into the role, all other objectives are on track for completion. JG agreed but asked if this related to “Provide Evidence to Enhanced Protective Engagement with Business which should be amber to allow moving to green once this is completed.

#### **Action 84/21**

**MB requested that the paper be amended changing “Provide Evidence to Enhanced Protective Engagement with Business which should be amber to allow moving to green once this is completed in the pack in the next conversation.**

### **8 Building Risk Review Update**

- 8.1 MB said that the expected trajectory had not been met and has been compensated for by additional inspections that were completed in August. There is still confidence by ECFRS that the trajectory will be met in the program. The five that were inspected were all deemed to be green which is an acceptable level of safety. As the buildings were prioritised on risk the riskiest buildings have been audited and ECFRS are now inspecting buildings that are of a lesser concern.
- 8.2 JG passed on a comment from RH that if there is an issue determining the building cladding material, there is leverage in the relationship with policing who have a good relationship with Key Forensics and may be able to deal it quite quickly. RH has been involved in profiling this piece for the APCC and has said that if it is an issue in identifying the cladding it may be worth having a conversation with the counterpart in Essex Police to see if there is something that can be done through forensics as this would not be a huge addition to the current contract but may save Fire Colleagues a lot of time. MB replied that this information is very helpful, MB’s only concern was being able to collect samples of cladding from buildings without permission.

- 8.3 JT raised an item that RH queried on the enforcement update regarding the Morello Quarter which is now in Court process but was under the impression that it had already been to court. How current was this information for the update paper, as this is something that should be up to date? MB will ask this to be reviewed for the next paper.

#### **Action 85/21**

**MB to request that the enforcement update paper is reviewed and up to date in time for the next P&R board.**

- 8.4 JP looking at the number of properties that have been inspected and the numbers seem doable, can the Service give assurance that this will be completed in line with the program? MB confirmed that ECFRS are doing everything they can in their power to ensure that they comply by the end of December and will keep the Board informed.

### **9 Informal Feedback from HMICFRS Inspection**

- 9.1 MB ran through the initial feedback discussed and yet to be confirmed. A discussion followed.

Break at 16.04

Meeting continued at 16.10

NC left the meeting

### **10 Countrywide Availability**

- 10.1 MB the purpose of the paper is to note the contents of the report with Jim Palmer, the performance team and others to get under the bonnet of what is required from availability and operationalising the Response Strategy and being able to show the difference it has made.
- 10.2 Process Evolution have identified the core stations which covers how performance will be reported going forward, investigating the performance metrics and how it will be monitored at a local level for attendance standards which have already been agreed. The discussion wanted is not to show attendance times at a local level but response times at a local level which varies from station to station.
- 10.3 The Performance team have asked this to be discussed at this Board but not to change our current agreed performance reporting at this current time. Once agreed and the metrics by next year this can be incorporated into the new call handling system.
- 10.4 JTh would prefer this approach and showing on the countywide map has implications with overlaying prevention and overlaying with harm so that the Board can see where activity is targeted where either there is a slower response or where there is most harm. A pictorial map would be advantageous. MB agreed.
- 10.5 JG said that a pre-discussion had taken place earlier and is very supportive of their being a roundtable meeting with RH if he is available. MB will discuss this with JT when discussing the next Deep Dive. JG confirmed that the action is that this roundtable will go ahead and be set up with all the key players to have a broader conversation and get to the same understanding of what is trying to be achieved going forward. MB agreed.

#### **Action 86/21**

**The action is that this roundtable will go ahead and be set up with all the key players to have a broader conversation and get to the same understanding of what is trying to be achieved going forward. MB to set up after speaking to JTh.**

## **11 Fire Fatalities**

- 11.1 MB as this had been discussed by Chris Parker recently, this item was opened for questions only. The paper has been the opening of good discussions and work the system can work better.
- 11.2 JG confirmed that if something is consistently happening then it should be picked up in home safety visits and we need to encourage others to work with the Service.
- 11.3. JP feels that this clearly demonstrates that vulnerability of people and are those who would have home safety visits, this helps to reinforce the need for these visits. MB commented that the report does point out the commonality and helps the Service where to better target, but they cannot do this alone and need to have other agencies involved. JG said that Kirsty Callaghan from the ECC is very keen to be involved and also Kirsty Smith in the PFCC, going forward there will be a lot of value in how partners are targeted and identifying the most vulnerable. There is some good work in this space, and it needs to be driven. MB said that Chris Parker is actively working in this area.
- 11.4 JP suggested that case studies be available for members of the public and they might be quite useful.

## **12 Code of Ethics Update**

- 12.1 MB covering this item on behalf of CB. The meeting that was due to take place with RH last week was postponed and the paper is by way of update and follows on from consultation undertaken with rep bodies, the Service is asking that the Code of Ethics is embedded into the Service Code of Conduct starting in December 2021. This also outlines the proposal to launch the Code. This would involve the Code being launched in December 2021 with some informative activity leading up to this, implementation from January to April 2022 and then to embed in an ongoing basis. A further update is scheduled at the December Strategic Board before the launch.
- 12.2 A gap analysis has been carried out between the current Code and the action required is highlighted in Appendix A of the pack which will also be incorporated into the People Strategy Action Plan.
- 12.3 There is a lot of NFCC guidance to support the implementation and is one of the national recommendations set out in the State of Fire Report. JG confirmed that this would come back to the December Strategic board and suggested that comms be put in place in case RH is requested to say something on this which could be quite powerful if he could.

### **Action 87/21**

**JG suggested that comms be put in place in case RH is requested to say something on this which could be quite powerful if he could. MB will pick this up.**

- 12.4 JTh confirmed that she had spoken to CB as it was discussed in the pre-meet that the Code of Conduct is a reserved matter. JTh has emailed CB to remind her that a decision sheet will be needed for the December Strategic Board. JG added that if the decision sheet is ready at the Strategic Board then this can be signed off at the meeting.

### **Action 88/21**

**JTh to pick up with CB for a decision sheet to be ready in preparation of the December Strategic Board meeting regarding the Code of Conduct in order that RH can sign off at the meeting.**



### **13 Quarterly Learning and Development Strategy Update**

- 13.1. MB went through the breakdown of activity in the report. JG agreed to go straight to questions as the papers have already been read.
- 13.2 JG queried the HMICFRS piece that if everything is being undertaken, why is it not recognised? JG is very impressed by the work being undertaken in this space but suggested that there may be a comms gap and it is not being communicated? MB feels that the comms gap is a recurring theme from the feedback received and a lack of internal comms, which lead to a lack of understanding of EDI. MB replied that HMI have seen all the internal work done but the feedback was based on what they were told by ECFRS staff. Some items of feedback could certainly be challenged.
- 13.3 KE commented as an observation, much of the inspection was carried out virtually which has had an impact in terms of not getting into the organisation and digging into the finer issues, also issues did not land in the same way as a face to face meeting. KE was surprised that no questions were asked after the Strategic Briefing and SLT did not have any engagement with HMICFRS.

### **14 Quarterly Operational Training Update**

- 14.1 MB said that this was a progress update against the delivery of the operational training project. Six project work streams have been completed and the Attached Appendix 1 gives an overview.
- 14.2 The “What Next” section goes through operational training for the next three years and a there has been a workshop in this respect. ECFRS are considering the priorities and costings with a new Strategy to be developed in March 2022 to look at this area to include succession planning and core training facilities at Weathersfield.
- 14.3 KE has reviewed the Strategic Risk Register and increased the risk to red on training delivery due to the Weathersfield position and training has become a top priority. There is an Estates Strategy Meeting Planned for the 2<sup>nd</sup> November which will give more of a steer.
- 14.6 JP spoke to MB recently, Weathersfield was taken out of the equation and put on its own as not all training is to be classed as “red”. JP believed that it would be classed as “amber due as there is time to do a feasibility study. KE replied that this is correct, but the current thinking is that training will be compromised if the facilities are not in place. MOJ have said that it may be possible that ECFRS would be asked to vacate the premises by 2023 or there may be potential to stay until 2025 but have left open at this time. Both scenarios need to be planned for. KE said that the risk category would be tightly reviewed.
- 14.7 JG asked for confirmation that this has been completed and another plan agreed for 2022 onwards for the next three years. MB confirmed that this was correct and there is a project closure report that is being drafted for the Change Board but will continue working towards continual improvement and training.
- 14.8 JP asked on the financial implications in the papers regarding significant Weathersfield costs, these need to be indicated which would be helpful. MB will feed this back.

### **15 Quarterly People Strategy Update**

- 15.1 MB gave an update of the activities in the quarter to 2021/22 in the absence of CB. MB to take away and obtain clarity on the points in the paper.

#### **Action 89/21**

**In CB's absence, MB to speak to the author of the Quarterly People Strategy update and get clarity for the Board especially on the start dates and the impact of them not starting which may form later discussion. CB to send clarification to JTh who will ensure that the Board are sighted on this.**

#### **16 Quarterly On-Call Development Programme Update**

- 16.1 MB talked through the update paper outlining the key areas of onboard recruitment, shortening recruitment timescales, the proposed ways of working workstreams, O/C pathways, new tablets issued for O/C staff.
- 16.2 There is a major review of organisation change being undertaken at present, this is crucial and important as an organisation and MB will be taking the lead with this piece of work. Rescoping and redefining will be two of the priorities as to what happens next with the aim of continual improvement with the focus on recruitment and its processes.
- 16.3 JG asked that regarding valuing core employee workstream redefinition, this is key in the terms of retention of staff and what the timeline would be? MB is to have a meeting with the team and get some energy behind this. MB is waiting for redefining of the changed space and allocation of resources and a discussion as to whether this is a program of work or business as usual.
- 16.4 MB is considering setting up a Board to hold to account in this matter. JG felt that this would be sensible to have structure to drive progress. KE would it be prudent for a member of the PFCC to attend a new Board for O/C? JG feels that this would be helpful, for JTh with JP as cover it would be good to get involved. JTh agreed and said that it would be good to understand the background knowledge and able to answer questions in meetings etc.

#### **Action 90/21**

**MB to invite JTh to a new board for organisation change for O/C as a member of PFCC**

- 16.5 MB has face to face weekly interaction with O/C Fire Stations to address any issues as well as O/C steering group meetings with KE which are a good opportunity to engage with the stations which is welcomed and invaluable. KE advised regarding the trail of personal tablets to O/C staff which would keep them updated with information and cover which may encourage staff to look at look at daily news and online learning etc which should have a positive impact. JG said that RH is keen to attend station visits when they are up and running in the near future.

#### **17 Dovercourt Action Plan**

- 17.1 MB said that there a piece of work to be done to this report. The action point needed to be agreed regarding pre and post conversation availability. This information will be in the next report. The report attached, gives an indication that a lot of work being undertaken around availability.
- 17.2 There is an additional crew manager and a temporary watch manager at the station in an attempt to elevate the issues surrounding the pumps being on the run such as lack of drivers etc. Some additional support has been secure from training to develop drivers from P1 to P2 on a fast-track basis.
- 17.3 RH has expressed a desire to increase the availability of the 2<sup>nd</sup> pump to 70% and Jim Palmer is onboard with taking this issue forward. This may not be on next month's report and a cost benefit analyst may need to be done. JG feels that some great work

has been done regarding Dovercourt and we must not lose sight of that and we will get there ultimately.

## **18 Publishing of Papers**

- 18.1 JTh said that apart from paper 11 which is the Fatalities Paper, it is agreed that they are published.
- 18.2 There has been a suggestion on Fatalities Paper that section 7 has personally identifying information in it, but the PFCC would like to publish it to that point to show the public that it is being looked into and taken seriously. There are various Boards that PFCC would like to take a redacted paper to, as partners would be very interested. Agreement is needed that if we react from Section 7 onwards that this is something that could be published. MB agreed to publish.

## **AOB**

MB asked regarding the Deep Dive on prevention in March 2022, a proposal to reschedule to November 2022. The reasons are that the Prevention Structure went live in September 21 and roles are still being recruited and will continue into November 2021 and need new recruits to be embedded before the Deep Dive. March 2022 will allow enough time to provide a detailed level of progress against the strategy. If this is moved to November this allows a year of travel and data to be compiled. Having the Deep Dive in March would not be so detailed, and the process may need to be repeated. HMICFRS report feedback on prevention will not until after Christmas and this would want to be taken into account as well. There are few collaboration reports landing in Jan 2022 to also take into account.

JP asked if an interim meeting could take place in between November and March. JG suggested moving as requested but keeping JP and JTh in the loop in order that they understand the challenges in order that they can be fed back to RH & JG in an informal way. JTh agreed although the Deep Dives were chosen on previous items that had been completed in the previous year but when a new Deep Dive program it needs to be borne in mind that a strategy is agreed but it has not been implemented and giving consideration as to the timeline and planning those Deep Dives if that is an area to look at.

## **Action**

**JTh to move March 2022 Deep Dive on prevention to November 2022 and keep JTh informed on any future standards that will impact on existing Deep Dives.**

MB also said that the publishing of the Prevention Standards has thrown this off course and a lot more Standards are forthcoming, this may be something that needs to be looked at in future as these standards may impact on Deep Dives that are already in the diary. MB to keep JTh informed on these.

There being no further business, the meeting closed at 17.03