

Deputy Commissioner's Directorate Directorate of Operational Resilience and Training

Interim Meeting of the Operational Directorates Co-ordination Board

Date: Monday 14 October 2013

Time: 1130hrs

Place: CMT suite, 3rd floor, Union Street

AGENDA

Item No	Subject	Lead
1	Apologies for absence – AC Chandler	
2.	Note of meeting held on 3 September 2013 (six monthly meeting)	
	STANDING ITEMS	
3.	MDT Update (oral report)	H/IMP
4.	IMPD Exception Report (if required)	AC/OA
	NEW ITEMS	
5.	Operational Risk Assessment (ORA) policy (attached)	DAC/OP
6.	Testing and Exercising (to follow)	AC/OR
7.	Cable Cutters (attached)	DoORT
8.	Rekindling (attached)	AC/OA
9.	ANY OTHER BUSINESS	
	DATE OF NEXT MEETING: 3 December 2013 (quarterly meeting)	

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OPERATIONAL DIRECTORATES CO-ORDINATION BOARD (interim meeting) NOTE OF MEETING HELD ON 14 OCTOBER 2013

Present:

Rita Dexter	Deputy Commissioner (Chair)
Gary Reason	Director of Operational Resilience and Training
Dave Brown	Third Officer
Steve Turek	AC/Fire Safety Regulation
Steve Hamm	AC/Operational Resilience
James Dalgleish	Head of Human Resources and Development
Peter Cowup	DAC/Operational Procedures
Dany Cotton	AC/Operational Assurance
David Wyatt	H/Information Management and Performance
DAC G Ellis	DAC/Operational Assurance
Neil Marsden	H/ODSG (Note)

Item	Subject			Action by
NIa				

1 APOLOGIES FOR ABSENCE

Apologies for absence were received from AC D Ellis, Technical & Service Support and AC R Chandler, Mobilising and RMC.

2 NOTE OF PREVIOUS MEETING (3 SEPTEMBER 2013, SIX MONTHLY MEETING) AND MATTERS ARISING

The note of the previous meeting held on 3 September 2013 was agreed.

Matters arising

(a) Frequency of Operational News: AC/OA queried the feasibility of increasing the frequency to three issues as agreed at the last meeting. The DC suggested that this might be an opportune time to have a fundamental review of the current system. The Third Officer referred to the fact that the same issues repeatedly arise as an indication that a review is needed. Such a review would look at whether the right tools are available and what system is used in other organisations and it may lead to a review of the Brigade's operational response delivery model. AC/OA was asked to lead on the review which should report back by March 2014.

AC/OA

- (b) It was agreed that the following items could now be closed and removed from the Action Sheet:
 - Item 8 (23 April 2013): Testing & Exercising Report now on forward programme.
 - Item 4 (3 June 2013): LAS attendance meeting held with LAS. Number of issues going forward.
 - Item 7 (3 June 2013): Coroners Rule 43 letters report being submitted to Members
 - Item 2 (3 September 2013): Fire Survival Guidance (FSG): New mobilising system will facilitate monitoring when FSG is

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LONDON FIRE BRIGADE Item Subject Action by No. given. Item 2 (3 September 2013): IMPD 6 monthly report: Trend data included in charts STANDING ITEMS MDT UPATE 3 H/IMP provided a verbal update on issues raised at the last MDT Governance Board meeting including: (a) Work progressing on new overlays for MDTs; (b) Problems being experienced updating maps due to file size; (c) MDT data warehouse: H/IMP undertook to bring a report to this H/IMP Board on MDT usage when available; (d) S&P is leading on providing MDT awareness sessions – priority is being given to ORT staff. The Board noted that some London boroughs (e.g. Brent and Croydon) are fitting their own premises information plates, raising issues associated with consistency. It was agreed that images of such plates if available should be uploaded to the MDT provided that the premises are in the Brigade's high rise buildings database. Third The Third Officer undertook to issues a communications message about Officer premises information plates at the appropriate time. IMPD EXCEPTION REPORT 4 AC/OA reported on the following issues: (a) Messages are still attracting the highest number of comments. AC/OR suggested "repackaging" the communications. It was DAC/OP agreed that the issue would be raised at the focus group established by DAC/OP; (b) CSS - failure to operate correctly and issues about crashing and freezing. DoORT confirmed that the CU IT hardware was in the process of being upgraded and this is expected to resolve many of the reliability issues; Control and Mobilising -operator issues, PDA and make-up abnormalities, delayed ordering of reliefs; Confusion about new arrangements for cross border liaison (there

In response to a request from the Third Officer, AC/OA undertook to provide information detailing senior officers attending incidents but not making any IMPD entries.

NEW ITEMS

OPERATIONAL RISK ASSESSMENT (ORA) POLICY 5

was a letter in Shout!);

AC/OA

Item Subject Action by No.

(CIRCULATED)

DAC/OP introduced the report (which is not yet on the CMB forward programme) regarding the amendments to this policy, noting it used to be titled "Dynamic Risk Assessment". A major change in the revised policy is the introduction of a concept of 'operational discretion' which refers to the application of professional judgement at incidents and the freedom for individuals to deviate from policy where this is justified and necessary to achieve key objectives such as saving human life. It was noted that ICs already exercise such judgements but the draft policy seeks to provide some parameters and guidance to support the proper use of discretion at incidents, accepting that operational policy can never anticipate and cater for every possible situation that might arise at an operational incident. The issue of operational discretion has been raised in high profile inquiries (such as the 7/7 London bombings) but there is currently a general lack of understanding as to its definition which the policy seeks to address.

DAC/OP pointed out that operational discretion would be the exception (not the rule) and that its use must be both proportionate to the benefits realised and must relate to the experience of the individual concerned. AC/OR raised the issue of the need for those exercising such discretion to have an appropriate level of knowledge to be able to deviate from accepted operational policy.

DAC/OP

DAC/OP stressed the importance of effective training and communications to support the introduction of this policy, suggesting that face-to-face training and dialogue between trainer and learners will be necessary to ensure this policy is properly understood by all personnel. It was also noted that the concept of operational discretion and it's application would make a suitable topic for an Operational News Special. The DC asked that the communications strategy be detailed for the CMB report. Application of operational discretion would be monitored through extant processes and could be subject to an SAI type investigation where the extent of deviation and/or nature of the incident made this appropriate.

AC/OR

The Third Officer confirmed his general support for the policy provided that it was not perceived as a "charter" for unconventional conduct.

The DC asked that the first bullet point on age 7 be rephrased before this report is progressed to CMB.

AC/OR suggested that it might be a timely opportunity to provide an update for CMB on JESIP and this was supported provided that it did not delay the report.

6 TESTING AND EXERCISING UPDATE (CIRCULATED)

AC/OR presented the report which maintains the level of detail provided during the 2012 Olympics and which will be a regular six monthly report to ODCB. The proposal in paragraph 3 of the report to form a small working group to consider the way forward was agreed, as was the membership of the group.

AC/OR

The Third Officer reiterated the point previously made about the need for the report to be in part forward looking.

Item	Subject	Action by
No.	· ·	

7 CABLE CUTTERS BRIEF (CIRCULATED)

DoORT outlined the main points of the brief and stated that the aim is to introduce the c able cutters into operational service by mid-November. It was noted that the cutters are yet to be formally signed off at BJCHSW, but but this was due to be discussed on the 17 October. Informally, staff side have welcomed the introduction of the cutters and officers are confident of securing 'sign-off' on 17 October.

8 REKINDLING (CIRCULATED)

DAC/OA introduced the report which highlights an increase of some 38% in suspected cases, suggesting that it may be in part a cultural issue. The Board noted that the use of modern building materials may also be an issue.

It was agreed that a policy, covering the tactics to be employed to ensure a fire has been fully extinguished, should be drafted and reviewed before a decision is taken on the need for a separate policy. As suggested by DAC/OP, this guidance could be included in a wider piece of work. Decisions on training and communication issues (as outlined in the recommendations on page 9 of the report) will flow from a review of the draft operational policy. It was suggested that this might also be an issue which could be considered by the newly established focus group.

DAC/OP

9 ANY OTHER BUSINESS

There was no other business

DATE OF NEXT MEETING: 3 December 2013 (Quarterly Meeting)

Forward Programme		
Meeting	Paper	Lead
3 December (quarterly)	Standing items:	10/01
	IMPD Report	AC/OA

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LONDON FIRE BRIGADE

	MDT Update SAI and Rule 43Action Plans New Items Key Point Summaries Report on FI activity Testing and Exercising – report of sub-group	H/IMP AC/OA Third Officer AC/FSR AC/OR
March 2014	Review of ODCB process	AC/OA
April 2014	Six Monthly Testing & Exercising Report	AC/OR
Currently unprogrammed		
	FRU Cutters	DAC/OP

ACTION SHEET

Updated 14 October 2013

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ITEM NO	ACTION	LEAD	UPDATE	
3 September 2012				
14.4(b)	Once the revised ORA Policy has been drafted arrange for the note	AC/OA Update as at 17/10/12: AC/OA advised that the policy has been out for		

ITEM NO	ACTION	LEAD	UPDATE
ALENLINO	to be presented to ODCB & CMB	DEAD	peer review and will now go to HoS. AC/OA to bring final policy back to ODCB and then CMB before publication. Update as at 25 January 2013: AC/OA advised that this was with RBs for observations and that their initial response had been positive. Update as at 4/3/2013: This item is still awaiting clearance from RBs. Update as at 23/04/13: AC/OA is still awaiting an update on this action from the Representative Bodies DC advised consideration be given to setting a deadline for RB response.
			Update as at 3/6/13: AC/OA advised that it was sent to RBs on 19 April.
			Update as at 4/7/13: Still with RBs Update as at 3/9/13: Now cleared with RBs and paper to be submitted to CMB
			Update as at 14/10/13: Paper considered ta ODCB on 14 October 2013 to be amended for presentation to CMB.
25 January	2013		
3.6	DAC/TSS to consider issues relating to refresh of MDT equipment as part of the Pumping Appliance review.	DAC/TSS	Update as at 4/3/2013: H/IMP advised that MDTs were leased from Airwave and that the contract was not due to finish for a few more years therefore no replacement was possible at present. However, possible solutions are still being considered.
			Update as at 23/04/13: Third Officer, John Anthony, DAC/TSS and H/IMP to discuss MDT replacement outside of meeting.
			Update as at 4/7/13: First meeting with H/ICT held
			Update as at 3/9/13: To be discussed with H/IMP. Will be subsumed into fleet replacement programme
			Update as at 14/10/13: Refresh of MDTS will be a project led by H/ICT
6.3	Third Officer to further explore Aide Memoires before progressing the issue further. (Now Key Point Summaries)	Third Officer	Update as at 4/3/2013: Still on-going. Update as at 23/04/13: For next meeting. Update as at 3/6/13: For July meeting.

ITEM NO	ACTION	LEAD	UPDATE		
			Update as at 4/7/13: It was agreed that a separate meeting to discuss key point summaries would be held involving the Third Officer, DAC/OPS, DAC/OA and AC/Mobs to agree a way forward and to bring a paper back to the next meeting.		
			<u>Update as at 3/9/13</u> : Meeting held. Paper to be brought to next meeting.		
			Update as at 14/10/13:Paper on key point summaries to be submitted to ODCB		
4 March 20	013				
2.16 (c)	AC/FSR to provide a regular 6 monthly update on FI activity which will be reported to the DCs	AC/FSR	Update as at 23/4/13: Format of report being finalised		
	DMB or ODCB		Update as at 3/6/13: Check whether revisions to PDA for FIUs have achieved expected outcomes.		
			<u>Update as at 4/7/13</u> : For next meeting. Draft report with DC		
			<u>Update as at 3/9/13</u> : As previous meeting.		
			Update as at 14/10/13: DC has met with SM Pugsley (FI). First report to be circulated electronically		
23 April 20					
2d/7.4	SAI 279: Third Officer and DAC/TSS to consider comms message about ceasing appliance checks before turnout	Third Officer	Update as at 4/7/13: Third Officer discussing with RBs Update as at 3/9/13: Agreement reached with		
			FBU to run joint turn out exercise Update as at 14/10/13: Still waiting for FBU response		
3 June 2013					
4	FRU Cutters: Research IMPD to distinguish between FRU cutters and those on pumping appliances and consider issues	DAC/OP	Update as at 4/7/13: DAC/OP to discuss proposed solution with DoORT outside of meeting and bring back to Board		
	arising from different types of cutter		Update as at 14/10/13: DoORT has confirmed with AC/TSS that replacement cutters are for FRUs. DAC/OP has provided TSS with user requirement for replacement FRU cutters		
3 September 2013					
2	Operational News: Publish every four months and use only red and amber status	DAC/OA	Update as at 14/10/13: AC/OA to lead review and report by March 2014		
2	High rise firefighting equipment: Confirm the requirement before it is included in the fleet replacement programme and	DAC/OP	Update as at 14/10/13: DAC/OP undertaking literature review. Meeting of key staff arranged		

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LONDON FIRE BRIGADE

ITEM NO	ACTION	LEAD	UPDATE
	Composite Dividing Breeching		
	for high rise incidents: Consider		
	the way forward on this matter.		
4	Dynamic and Intelligent	DAC/OP &	Update as at 14/10/13: For next six monthly
	Operational Training &	Babcock	meeting. If not delivered to requirement,
	Procedures update: Separate		consider contractual action
	into two reports		
4	"BA Crews" or "BA Team"	DoORT &	Update as at 14/10/13: Confirmed that the
	Confirm term to be used.	DAC/OP	term "BA Team" will be applied in LFB policy,
			in line with national guidance
14 October 9	2013		
3	MDT Usage: Bring report to	H/IMP	
	ODCB when data warehouse		
	established		
3	Premises Information Plates:	Third	
	Issue Comms message	Officer	
4a	Messages: Raise issue at focus	DAC/OP	
	group		
5	JESIP: Provide CMB update	AC/OR	
	linked to timing of ORA policy		
8	Rekindling: Draft policy to help	DAC/OA	
	inform way forward		