

ETAP Meeting 24 July 2019 (Fire Service)

Item 2 (ii)

Since my last meeting in May, we have concentrated on establishing new thematic reviews to take us to the end of the year. This is part of our forward planning and requirement to work to a strict budget.

ETAP is to adopt a balanced approach to its thematic reviews and this means not to concentrate just on the Force, but also on the Staffordshire Commissioners Office (SCO) and now since August 2018, the Fire and Rescue Service (FARS).

The topic currently selected for fire are:

| Thematic Title | Organisation | Lead |
|------------------------|-------------------------|---------------|
| Fire Protect Programme | Fire and Rescue Service | Alan McEntire |
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Holiday and personal commitments have delayed initial discussions, but work has now commenced on the initial FARS review. Details as below:

| Thematic Title | Date | Update |
|------------------------|---------|---|
| Fire Protect Programme | 11 July | Discussion between DCTR and Lead. Outline Terms of Reference to be prepared and plan for meeting with FARS. |
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We also plan to undertake a 'Subject Review's later in the year. This new initiative for the panel is not a full thematic but a short review of a subject with outline summary and recommendations.

Although not containing a great deal of new information, the thematic Progress Register was shown with the update on the Force thematic report and inclusive of the Fire Thematic.

| THEMATIC REVIEWS - PROGRESS REGISTER | | | | | | | | | | | | | | | |
|--------------------------------------|-------------|---------------|---------------|---------------|------------------|-----------------|------------------------|-------------------------------|---------------------------|--------------------|-----------------|-----------------|---------------|------------------|-------------|
| 2019 | | | | | Thematic Planner | | | Progress Log | | | | | Hours Summary | | |
| Thematic Title | Thematic No | Lead | Member 1 | Member 2 | Briefing Date | T.o.R Confirmed | Target Completion Date | Draft Report sent for Comment | Final Report sent to DCTR | Report sent to SCO | Month Published | Hours Allowance | Hours Booked | Hours Not Booked | Total Hours |
| | | | | | | | | | | | | | | | |
| ICV | 19001 | Jane King | Jane Hackett | | 1/2/19 | 30/1/19 | 31/3/19 | 2/4/19 | 8/4/19 | 8/4/19 | 04/2019 | 40 | 29.00 | | 29.00 |
| Local Partnership Arrangements | 19002 | Tony Wilmot | Craig Brown | Clare Cowley | 4/7/19 | | | | | | | 60 | 2.00 | 1.00 | 3.00 |
| Fire Protect Programme | 19003 | Alan McEntire | Sue Westacott | John Wheatley | 11/7/19 | | | | | | | 50 | | | 0.00 |
| Commissoning | 19004 | Jane King | Jane Hackett | David Davies | 11/7/19 | | | | | | | 50 | | | 0.00 |
| | | | | | | | | | | | | | | | 0.00 |
| | | | | | | | | | | | | | | | 0.00 |

David Davies
Deputy Chair Thematic Reviews