

NORTH WALES FIRE & RESCUE SERVICE

FIRE AUTHORITY REPORT

DATE:	15 th March 2004
REPORT BY:	CHIEF FIRE OFFICER
PURPOSE OF REPORT:	To inform members of the progress to date in implementing the Integrated Personal Development System (IPDS)

1. **BACKGROUND**

The IPDS is a competence based training and development system for the selection, training, development and assessment of all Fire Service staff both uniformed and non uniformed from the point of attraction to the service right through to retirement. It embraces the full range of fire service activity and is intended to enable all fire service staff to attain and subsequently maintain the level of competence required to fully meet the demands of their role. Implementing IPDS means a move from the “train me” to the “how can I be developed?” arrangement.

“The principles of IPDS apply to all members of the fire and rescue service, including control room staff, those without an operational role, retained and part time personnel. IPDS will provide common standards across the service and will enable staff to demonstrate competence in their role through workplace assessment”. (The White Paper – Our Fire and Rescue Service).

2. **INFORMATION**

- 2.1 In Mid 2002 the three Chief Fire Officers in Wales approved the funding of a Wales Lead Project Officer to oversee the strategic planning and delivery of the Integrated Personal Development System. The Project Manager was appointed in October 2002.
- 2.2 This Project Manager reports to the Assistant Chief Fire Officer - Service Support who Chairs the CACFOA Personnel and Training Committee for the Wales Region and is the IPDS Project Sponsor on behalf of CACFOA Wales.

2. **INFORMATION** (cont)

2.3 The Brigade Management Team approved an IPDS implementation paper on the 27th August 2003 which made recommendations in order to assist with the introduction of:

- The new National Occupational Standards
- Assessment of Workplace Performance
- Improving the manner in which development programmes are produced and allocated to individuals
- Personal Development Records for every member of staff
- Continuous Personal Development
- Quality Assurance
- Improved Point of Entry and Selection Process

2.4 The Chief Fire Officer is currently undertaking a major review on how the Fire & Rescue Service delivers training courses and is restructuring its Skills, Learning and Development Centre (SLDC) in order to better meet the needs of the individual and the organisation. A crucial part of this process was the award of Accredited Centre status to the SLDC from the awarding body "Edexcel". This will allow the Fire Authority to award National Vocational Qualifications (NVQ's) to appropriately qualified personnel.

2.5 The implementation of IPDS represents the largest single change in the history of the UK Fire Service, bringing about a complete change in the way we develop and manage our people. In co-operating closely with the various stakeholders, we have the opportunity to create an environment and framework within which to embrace 'Workforce Development'. The new system provides a framework within which:

- Roles are defined using occupational standards, which form 'role maps' that are charted against national standards.
- People's achievements can be benchmarked against national vocational qualifications (NVQ) by having recognized national standards.
- People are selected on the basis of their potential for achievement. The personal qualities for selection are derived from the role maps and related key/core skills.
- Those selected are developed on the requirements of each role as outlined in the 'development objectives' of each role map.
- Individuals are assessed against the expectations of their role. Assessment focuses on the performance of the person and not on isolated pieces of evidence.

2. **INFORMATION** (cont)

2.5 (cont)

- Continuous personal development (CPD) is provided on an ongoing basis. This includes developments to cater for the changing fire service environment where new risks, new equipment and new approaches are constantly occurring. Equally it focuses on the individual to maintain and enhance their performance within their role.

2.6 The role maps for operational, control and fire safety are already established, whilst those for fire investigation, incident command support, technical support, and training are planned.

2.7 The NJC agreement sets out the following assimilation from the existing rank structure to the new role-based structure:

Firefighter	Firefighter
Leading Firefighter	Crew Manager
Sub-Officer	Watch Manager A
*Station Officer (rider Station Officer)	Watch Manager B
*Station Officer (specialist not on flexible duty system)	Watch Manager B
Station Officer (on flexible duty system)	Station Manager A
Assistant Divisional Officer (not responsible for a group of stations)	Station Manager B
Assistant Divisional Officer (responsible for a group of stations)	Group Manager A
*Divisional Officer III	Group Manager A
Divisional Officer II	Group Manager B
Divisional Officer I	Area Manager A
*Senior Divisional Officer	Area Manager B

Fire Control Operator	Firefighter (Control)
Leading Fire Control Operator	Crew Manager (Control)
Senior Fire Control Operator	Watch Manager (Control) A
Fire Control Officer (not on flexible duty system)	Watch Manager (Control) B
*Fire Control Officer (on flexible duty system)	Station Manager (Control) A
Group Fire Control Officer	Group Manager (Control) A
Principal Fire Control Officer	Group Manager (Control) B

Note: *Not applicable to North Wales Fire & Rescue Service

2. **INFORMATION** *(cont)*

- 2.8 The National Employers have recently reminded Fire Authorities that it would be premature for them to make final decisions at this stage on the longer-term allocation of roles to existing jobs. This would not be appropriate until the completion of negotiations in the NJC and the issue of guidance. Assimilation at the present time is for pay purposes only.
- 2.9 The use of competence based role maps is an integral part of IPDS yet at present those people in support roles do not have these tools to allow IPDS to be implemented. Therefore a nationally produced plan has been developed in order to address this 'gap'. Role maps for elected members are also already under development in conjunction with the LGA.

3. **RECOMMENDATION**

That members note the progress to date.