



WEST MIDLANDS
FIRE & RESCUE
AUTHORITY

APPENDIX 1

Scrutiny Committee – Review Scoping Document

Review Title:	Scrutiny Review of Prevention Safe & Well (SAW)
Date of Review:	Commencing 23 rd May 2022
Purpose of the Review:	
<p>Be assured that Safe and Well (SAW) is effective, and improves the safety, health, and wellbeing of those most vulnerable to fire within our communities because:-</p> <ul style="list-style-type: none"> • It is targeted based on local, regional, and national data and is aligned to national frameworks. • The workforce has the knowledge and understanding of risk and vulnerability and can translate this into a quality person centred service. • It is delivered in line with the current Prevention Policy aligned to the strategic Prevention Priorities <p>Ensure that SAW activity is targeted and delivered to those identified as being at risk from accidental dwelling fires or of being a serious or fatal casualty through:-</p> <ul style="list-style-type: none"> • stratification of risk • training and development, • performance management, • quality assurance and evaluation • established relationships with and the referrals received from partners who work with those identified as being at risk and vulnerable to fire <p>Ensure that SAW meet the requirements of the: -</p> <ul style="list-style-type: none"> • Outcomes and recommendations from Her Majesty’s Inspectorate for Constabulary and Fire and Rescue Services (HMICFRS) inspection • Fire Standard for Prevention • The National Fire Chiefs Council (NFCC) Person-Centred Framework • The Reducing Health Inequalities Community Risk Management Plan (CRMP) objective <p>and</p> <p>To review Remote SAW (RSAW) delivery during the COVID-19 pandemic establishing its value, benefit and place as a SAW intervention.</p>	



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Intended Outcomes:

The intended outcomes are that:

Stratification of risk

- The workforce understands the health, lifestyle, behavioural and environmental links to risk of fire and reducing health inequalities
- There is an understanding of the role of RSAW in the future delivery of SAW
- Partner relationships are built using evidence of risk and vulnerability

Record keeping

- Records are kept in a consistent, safe, and accurate manner
- Establishing improvements for record keeping for SAW within the organisational digital transformation

Training and development

- That all personnel responsible for the delivery of SAW understand its role in the delivery of the strategic Prevention priorities and the Prevention Policy and how it supports their role for the delivery of SAW
- The workforce across the service understands their roles and responsibilities within SAW delivery
- The workforce has the resources, skills, and knowledge to undertake their roles and responsibilities
- Establish what additional support and resources the workforce would benefit from to deliver SAW

Performance management

- There is clarity at all levels within the service about the targets set and how performance is measured and monitored against these
- Ensure that SAW is being delivered in compliance with Criteria 8 of the Fire Standard for Prevention
- Assurance that SAWs are targeted and delivered to those who are identified as being most at risk
- The service has a strategy for engaging with external partners who work with those most at risk as we move back to business as usual from the pandemic

Quality assurance and Evaluation

- The service can evidence the value SAW visits provide to its communities through evaluation of the service
- The service can demonstrate the impact that SAW has on reducing risk and vulnerability to fire



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Lead Member	Cllr Sybil Spence
Lead Officer/Officer Group (including partners):	Kate Alliss
Links to Strategic Objectives	<ul style="list-style-type: none"> • We will prevent fires, road traffic collisions and other emergencies • We will focus on reducing health inequalities for our most vulnerable as a means of reducing risk and vulnerability to fires and other emergencies • We will educate the community to reduce their risk and vulnerability to fires and other emergencies • We will collaborate and work in partnership with other organisations to reduce the risk and vulnerability to fire and other emergencies
Reasons for undertaking the review:	
<ul style="list-style-type: none"> • To provide assurance that the withdrawal from the Falls Response contracts has not had a detrimental effect on referrals from these organisations for SAW • To review SAW considering changes to methods of delivery during the COVID 19 pandemic • To ensure SAW is aligned to The Plan, Prevention Policy and national guidance • To ensure partner engagement and activity is aligned to WMFS's evidence-based approach to prevention activities • To develop a strategy for engagement with key partners post pandemic depending on risk and capacity • To ensure digital solutions for the management of SAW activity is fit for purpose • To ensure all personnel are adequately trained and have the right resources and support for delivery of SAW • To ensure systems and processes for performance management and evaluation and quality assurance are in place. 	
Scoping undertaken by:	Kate Alliss and Andrea Simmonds
Chief Officer and/or Partner/Agency Equivalent:	

Existing data available for consideration:

- Station Prevention Evaluation
- SAW Evaluation Surveys



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- Service Peer Assessment
- Serious Incident Review Infographic
- SIR recommendations on MESH (WMFS Intranet)
- PowerBi SAW and Incident Dashboards
- Prevention Survey
- SAW Sector Directories
- SAW referral pathway & delivery Support pages on MESH
- Fire Standard for Prevention action plan

Review Work Programme:

Task	Method	Lead person(s)	Completion by:
Review Scoping Checklist		Status	

Glossary of Terms

SAW - Safe and Well

RSAW - Remote Safe and Well

NFCC - National Fire Chiefs Council

HMICFRS - Her Majesty's Inspectorate for Constabulary and Fire and Rescue Services

CRMP – Community Risk Management Plan