

Terms of Reference for the Service Improvement Board

To ensure that the service improvement programme in relation to the HMICFRS Causes of Concern, is delivered within the agreed expectations of the actions plans, a Service Improvement Board (SIB) has been established.

The SIB will provide additional oversight and assurance of the strategic intent to deliver the service's commitment to making our communities safer and the organisation stronger in its actions for improvement against all HMICFRS Causes of Concern.

The SIB does not hold any budgetary oversight in respect to its purpose. The SIB is chaired by the CFO who can consider areas for investment that may be highlighted by the SIB as a result of its role and oversight.

The SIB's main objectives is the oversight of the delivery of actions relating to the HMICFRS causes of concern only but may have oversight of relevant Areas for Improvement as determined by the Head of the Improvement Team.

Membership

AF&RS Service Leadership Board, representation from NFCC, SARI, Bristol Women's Voice, Chief Executive - North Somerset Local Authority, Representation from the Local Government Association (LGA) in the Southwest, AF&RS Head of improvement, Head of Transformation, and Corporate Communications Team. Additional contributors from the improvement team may also be required to attend for particular agenda items.

Attendance may also be necessary from a representative from the Staff Engagement Network to offer views on the impact of actions at service delivery level.

Member engagement is through the scrutiny and oversight outlined within the Fire Authority's constitution through the Policy and Resources Committee (PRC).

Strategic leads may seek tactical and operational support and attendance from their lead officers for particular agenda items.

Main Responsibilities

- Act as professional and strategic support to the SLB
- Undertake the role of a critical friend
- Provide additional external strategic assurance to the delivery of actions within the CoC action plans
- Provide professional challenge that support strategic outcomes
- Offer sector experience and knowledge to shape and refine strategic objectives

- Give due consideration to HMICFRS revisits or correspondence when providing professional challenge.

Meetings

Meetings will be held monthly at Portishead HQ and by Microsoft teams to minimise impact on partner support. Meeting frequency will be reviewed as and when necessary by the SIB.

Acronyms

HMICFRS – His Majesty’s Inspectorate of Constabularies and Fire and Rescue Services

SIB – Service Improvement Board

SLB – Service Leadership Board

CFO – Chief Fire Officer

AF&RS – Avon Fire and Rescue Service

NFCC – National Fire Chiefs Council

SARI – Stand Against Racism and Inequality

CoC – Cause of Concern

HQ - Headquarters