

## Dynamic Activation Point Site Criteria and Facilities List

<b>Location:</b>	<u>Radlett Fire Station</u>
<b>Assessment Date:</b>	<u>28<sup>th</sup> November 2008</u>
<b>Review Date:</b>	<u>28<sup>th</sup> February 2009</u>
<b>Assessed by:</b>	<u>Stuart Reeves, June Felstead &amp; Bruce Morris</u>

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### DYNAMIC ACTIVATION POINT SITE CRITERIA:

Detail req.	Verify by	Input/sign off by:	✓	X
<b>1. Correct location based on historical data?</b> Call Connect Rapid mobilisation (35 secs – see Delays in Mobilisation SOG)	System Status Plan. Active Software. Local Managers.	- General Manager HEOC - Local Manager - Staff representative		<b>X</b>
<b>2. Free and safe access/Egress from site.</b>	Inspection of site.	- Local Manager, - Staff representative	<b>X</b>	
<b>3. Free Traffic flow/possible congestion?</b> NB: Times of day may vary eg schools/factories etc.	Inspection of site.	- Local Manager - Staff representative	<b>X</b>	
<b>4. Security/vandalism?</b>	Inspection of site/area local knowledge.  Site Owner.	- Logistics Manager - Local Manager - Staff representative - Local Security Mgt. Specialist (Trust premises) or Site Owner (Non Trust premises).	<b>X</b>	
<b>5. Security needs:</b>  Lighting around vehicle area.  Non Trust sites to be staffed during operating times.	Site inspection and/or estate procurement.  Site Owner.	- Staff representative - Local Manager - Logistics Manager - Estates Manager - Local Security Mgt. Specialist (Trust premises) or Site Owner (Non Trust premises).		<b>X</b>
<b>6. Off road parking.</b>	Site inspection and sign off.  Site Owner.	- Staff representative - Local Manager - Logistics Manager - Site Owner (Non Trust premises).	<b>X</b>	

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<b>7.</b> General access/egress as close as possible to main thoroughfare.	Site inspection and sign off. Site Owner.	- Staff representative - Local Manager - Logistics Manager - Site Owner (Non Trust premises).	<u>X</u>	
<b>8.</b> No adverse terrain/slopes to negotiate in poor weather (eg snow) or poor light.	Site inspection and sign off including Action list (ie markings). Site Owner.	- Staff representative - Local Manager - Logistics Manager	<u>X</u>	
<b>9. Toilet:</b> Male and female with hand basin. NB: A shared facility is acceptable provided it has door lock and requirements for female staff.	Site inspection and sign off. Estates procurement, as required. Site Owner.	- Staff representative - Local Manager - Logistics Manager - Estates Manager - Site Owner (Non Trust premises).	<u>X</u>	
<b>10. Communications</b> Adequate radio and mobile phone signal	Site inspection and sign off. Site Owner.	- Staff representative - General Manager HEOC - Local Manager - Site Owner (Non Trust premises).	<u>X</u>	
<b>11.</b> Fire Risk Assessment and Inspection	Site inspection preview against regs and best practice. Site Owner.	- Estates Manager - Logistics Manager - Site Owner (Non Trust premises).	<u>X</u>	
<b>12. Co-sharing:</b> Confirm partnership with "partner" is agreed and acceptable to Trust/partner.	Site review, peer meetings and sign off. Site Owner.	- Staff representative - Local Manager - Estates Manager - Site Owner (Non Trust premises).	<u>N</u>	<u>A</u>
<b>13. Special Arrangements</b> Site Owner requirements and consideration to neighbouring properties, e.g.:  - Designated parking space (if available).  - Acceptability of use of telephone/radio.	Site review, peer meetings and sign off. Site Owner.	- Staff representative - Local Manager - Estates Manager - Site Owner (Non Trust premises).	<u>X</u>	
<b>14. Facilities</b>	<b>As below</b>			

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~~Fully functioning / Part functioning / Non-operational~~ as of

~~28<sup>th</sup> November 2008~~

~~[x] with conditions~~

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Signed as a true reflection of Station/Response Post status by:

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Trust

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UNISON

\_\_\_\_\_  
Name

\_\_\_\_\_  
Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

**DYNAMIC ACTIVATION POINT FACILITIES LIST:**

	ITEM	NUMBER PER SITE	✓	X	Notes
<b>COOKING</b>					
<u>1</u>	Adequate tea/coffee making facilities.			<u>X</u>	
<b>CONSUMABLES</b>					
<u>2</u>	Access to drinking water			<u>X</u>	
<u>3</u>	Tea			<u>X</u>	
<u>4</u>	Coffee			<u>X</u>	
<u>5</u>	UHT/coffee creamer			<u>X</u>	
<u>6</u>	Sugar			<u>X</u>	

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Notes:

Current Risk Assessment Required

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