

Dynamic Activation Point Site Criteria and Facilities List

Location:	<u>Redbourn Fire Station</u>
Assessment Date:	<u>5th December 2008</u>
Review Date:	<u>5th March 2009</u>
Assessed by:	<u>Stuart Reeves, June Felstead & Paul Davis</u>

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DYNAMIC ACTIVATION POINT SITE CRITERIA:

Detail req.	Verify by	Input/sign off by:	✓	X
1. Correct location based on historical data? 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		X
2. Free and safe access/Egress from site.	Inspection of site.	- Local Manager, - Staff representative	X	
3. Free Traffic flow/possible congestion? NB: Times of day may vary eg schools/factories etc.	Inspection of site.	- Local Manager - Staff representative	X	
4. Security/vandalism?	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).	X	
5. Security needs: 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).		X
6. Off road parking.	Site inspection and sign off. Site Owner.	- Staff representative - Local Manager - Logistics Manager - Site Owner (Non Trust premises).	X	

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7. 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).	X	
8. 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		X
9. Toilet: 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).		X
10. Communications 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).		X
11. Fire Risk Assessment and Inspection	Site inspection preview against regs and best practice. Site Owner.	- Estates Manager - Logistics Manager - Site Owner (Non Trust premises).		X
12. Co-sharing: 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).		X
13. Special Arrangements 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).		X
14. Facilities	As below			

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

~~[x] with conditions~~ ^{5th} December 2008

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

Trust

UNISON

Name

Name

Date

Date

DYNAMIC ACTIVATION POINT FACILITIES LIST:

	ITEM	NUMBER PER SITE	✓	X	Notes
COOKING					
<u>1</u>	Adequate tea/coffee making facilities.			<u>X</u>	
CONSUMABLES					
<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>	

Notes:

<u>Current Risk Assessment Required</u>
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