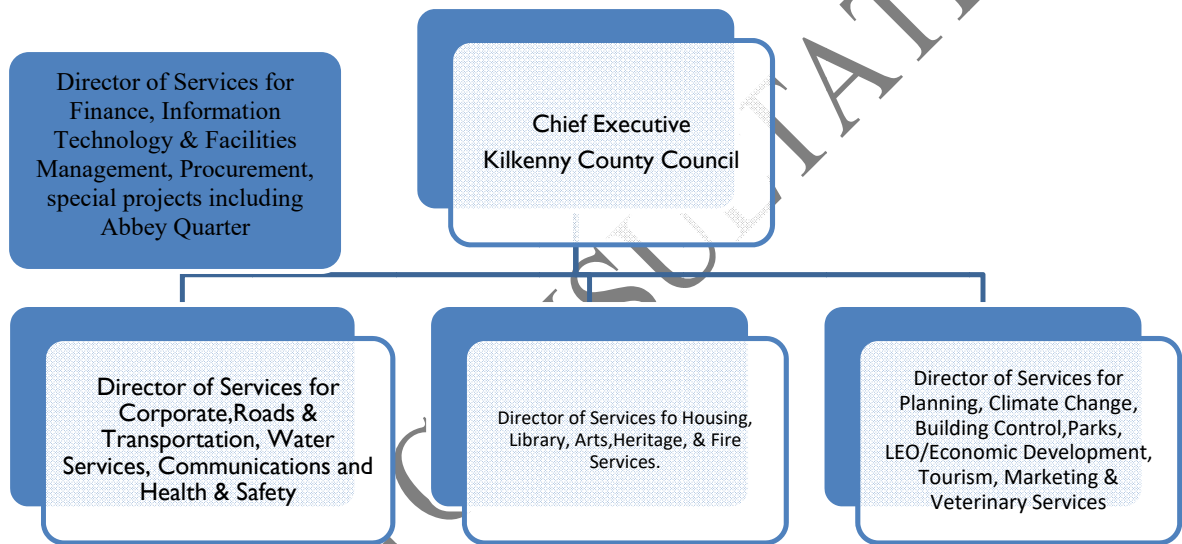


### Section 3: Organisation

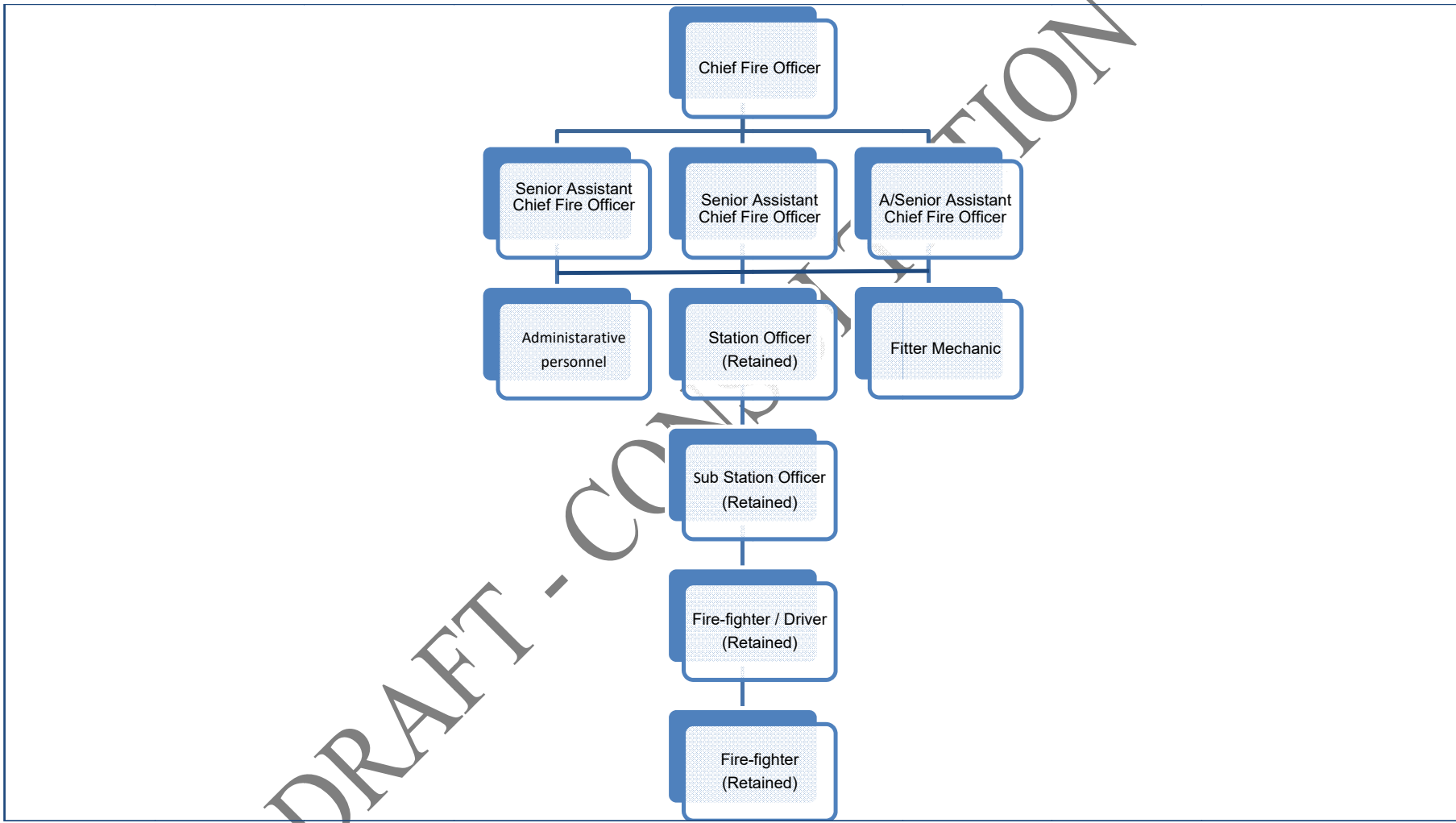
Kilkenny Fire and Rescue Service is the Fire Authority for Kilkenny County Council operating under the Fire Services Acts 1981 and 2003.

- The Fire Authority in Kilkenny County Council forms part of Housing, Library, Arts, Heritage, & Fire Services under the direction of their Director of Services as per Figure 3.1. The Director of Services for Housing, Library, Arts, Heritage, & Fire Services and the Chief Fire Officer and the management team are the designated officers for the executive functions under the Fire Services Acts 1981 and 2003.



**Figure 3.1 Senior Management Organisational Structure of Kilkenny County Council**

The Fire Services are organised under the Chief Fire Officer who is a professional technically qualified officer. The Chief Fire Officer has primary responsibility for the delivery of Fire Services. Figure 3.2 below gives an overview of the organisational structure at present within Kilkenny Fire and Rescue Service.



**Figure 3:2 Organisational Structures of Kilkenny Fire and Rescue Service**

### **3.0 Kilkenny Fire and Rescue Service Staffing Arrangements**

The Chief Fire Officer is assisted at present by two (2no) Senior Assistant Chief Fire Officers and one (1no) A/Senior Assistant Chief Fire Officer. All are professional technically qualified officers.

#### **3.1 Fire Prevention and Fire Safety**

The fire prevention officers are generally engaged in inspections of buildings under the Fire Services Acts 1981 and 2003 assessment and provision of reports on Planning, HAP premises, the processing of Fire Safety Certificates, Dangerous Substances Regulations and carrying out Licensing Inspections in relation to Dance and Liquor Licence Acts.

#### **3.2 Major Emergency Management**

A Senior Assistant Chief Fire Officer responsible for Major Emergency Management prepares Kilkenny County Council for large scale and inter-agency operations through participation in appropriate training and exercises.

#### **3.3 Operational Fire Service**

The Senior Fire Officers are engaged in managing and developing the Fire Service under the Fire Services Acts 1981 and 2003 and the Safety, Health and Welfare at Work Act 2005.

- 7 No. Retained Station Officers,
- 8 No. Retained Sub-Station Officers,
- 16 No. Retained Fire-fighter / Driver,
- 37 No. Retained Fire-fighters.

Kilkenny Fire and Rescue will aim to maintain its current staffing complement of Retained Fire Personnel and Maintenance Personnel. However, Kilkenny Fire and Rescue Service will seek to increase the staff complement of technical fire officers and administrative grades to discharge both its discretionary and statutory functions in line with the Workforce Plan and the Corporate Risk Register.

Following the completion of an Area Risk Categorisation (ARC) Process (See Appendix E) as detailed in the Keeping Communities Safe (KCS) Document (2013) and the Task Analysis and Crewing Levels Guidance (2014), the proposed complement of personnel will remain the same. Further details on the proposed arrangements are outlined below.

The crews in stations are provided by Retained Fire-fighters reporting to a Retained Station Officer. The Station Officers in turn report to Senior Fire Officers. Fire-fighters carry a pager and are expected to report to the Fire Station and go mobile to the incident within 5-6 minutes as is the norm for rural counties in Ireland at present. In addition, a Senior Fire Officer is rostered on-call each week to assist in the handling of more serious emergency incidents.

There are seven (7no) number Fire Stations in County Kilkenny located as follows -

- Kilkenny City (Fire Service Headquarters),
- Castlecomer,
- Freshford,
- Urlingford,
- Thomastown,
- Callan,
- Graiguenamanagh.

Fire cover is provided on an agency basis by Waterford City and County Councils' Fire Service to parts of South Kilkenny around the Mullinavat, Ferrybank, and Mooncoin area as per Section 85 Agreements (Appendix F). Discussions are ongoing with Waterford City and County Council with regard to the cost and the agreement of fire cover.

Fire cover is also provided on an agency basis by Tipperary Fire Service to parts of South West Kilkenny around the Piltown area as per Section 85 Agreements (Appendix F).

Fire cover is also provided on an agency basis by Carlow Fire Service to parts of East Kilkenny around Paulstown and Goresbridge area as per Section 85 Agreements (Appendix F).

Fire cover is also provided on an agency basis by Wexford Fire Service to parts of South East Kilkenny in the New Ross area as per Section 85 Agreements (Appendix F).

Fire Cover is provided by Kilkenny Fire and Rescue Service on an agency basis into parts of Laois, Carlow and Tipperary as per Section 85 Agreements (Appendix F).

It is intended to review the current agency arrangements and to review the Section 85 Agreements for the provision of fire cover that are in place with Carlow, Tipperary, Laois,

Wexford and Waterford City and County Councils.

Dublin City Council provides the statutory obligation as regards call-out of the Fire Service for Kilkenny Fire and Rescue Service on an agency basis through the Eastern Regional Communications Centre (ERCC) attached to Dublin City Fire Station at Tara Street.

The Keeping Communities Safe (KCS) Document (2013) provides a mechanism for determining a Risk Category for each station ground. This in turn is linked to guidance in relation to the crew required to mobilise to incidents. Further information on this is provided in Chapter 12 along with the associated recommended future crew complements and crewing arrangements for each station (Appendix E).

### **3.4 Administration Personnel**

The Technical and Operational personnel are currently supported by the following Administration personnel -

- 1 No. Staff Officer,
- 1 No. Clerical Officer.

These personnel carry out administration duties in accordance with Kilkenny County Council Fire and Rescue Service "Fire Safety Certificate Assessment and Administration Policy". They process payments on the Agresso Financial System, arrange for payment of Wages on the electronic payroll system and support the Senior Fire Officers with various other clerical and general administration duties. It is envisaged that the numbers in the administrative section would be increased to three (3no) to reflect the increased workload in the billing of fire charges, online fire safety certificates and social media presence. Their dedication and contribution is very much appreciated by all personnel for the smooth running of Kilkenny Fire and Rescue Service.

### **3.5 Maintenance Personnel**

Due to the extent, variety and complexity of fire appliances and equipment used by Kilkenny Fire and Rescue Service, there is a continuing ongoing requirement to service and maintain fire appliances and equipment to the highest standards. Some specialist equipment is maintained by external contractors, but the bulk of the equipment is maintained by the Brigade Mechanic of Kilkenny Fire and Rescue Service. The Fire and Rescue Service is a 24-hours, 7-day, 365-day service. The Brigade Mechanic maintains over thirty (30no) vehicles. The Brigade Mechanic attends calls in all sorts of weather and at all hours of the night. In

this regard, it is very important that the Fire and Rescue Service has a Brigade Mechanic (B/M) that is available to attend incidents / training outside of normal office hours.

### **3.6 Arrangements with other Fire Services**

Due to the nature and extent of training, procurement and technical expertise requirements of a modern Fire Service, all the capabilities required will generally not be available within a particular Fire Service.

This results in personnel from Kilkenny Fire and Rescue Service instructing for other Fire Services, and personnel from other Fire Services instructing on Kilkenny Fire and Rescue Service courses.

Personnel from Kilkenny Fire and Rescue Service also have worked on and are on national committees for the National Directorate for Fire and Emergency Management on National Projects and delivering national training courses.

#### **Objectives for the Period of this Plan:**

**Kilkenny Fire and Rescue will aim to maintain its' current staffing complement of Retained Fire Personnel and maintenance personnel.**

**However, Kilkenny Fire and Rescue Services will seek to increase the staff complement of technical fire officer and administrative grades to discharge both its discretionary and statutory functions in line with the Workforce Plan and the Corporate Risk Register.**

**It is intended to continue and review the current agency arrangements for the provision of Fire Cover that are in place with Tipperary, Laois, Carlow and Wexford. It is intended to review and update a new Section 85 agreement or similar agreement with Waterford City and County Council.**

**It is intended to implement the nearest available resource policy as outlined by the NDFEM.**