

**M. Pearson
CLERK TO THE AUTHORITY**

**To: The Chair and Members of the
Community Safety and Corporate
Planning Committee**

(see below)

**SERVICE HEADQUARTERS
THE KNOWLE
CLYST ST GEORGE
EXETER
DEVON
EX3 0NW**

Your ref :
Our ref :
Website : www.dsfire.gov.uk

Date : 5 January 2011
Please ask for : Sam Sharman
Email : ssharman@dsfire.gov.uk

Telephone : 01392 872200
Fax : 01392 872300
Direct Telephone : 01392 872393

COMMUNITY SAFETY AND CORPORATE PLANNING COMMITTEE

(Devon and Somerset Fire and Rescue Authority)

Thursday 13 January 2011

A meeting of the Community Safety and Corporate Planning Committee will be held on the above date, **commencing at 10:00 hours in Conference Room B in Somerset House, Service Headquarters** to consider the following matters.

M. Pearson
Clerk to the Authority

A LARGE PRINT VERSION OF THIS AGENDA IS AVAILABLE ON REQUEST

AGENDA

1. **Apologies**
2. **Minutes** of the meeting of the Committee held on 10 June 2010 attached (Page 1).
3. **Items Requiring Urgent Attention**

Items which, in the opinion of the Chair, should be considered at the meeting as matters of urgency.

4. **Declarations of Interest**

Members are asked to consider whether they have any **personal/personal and prejudicial interests** in items as set out on the agenda for this meeting and declare any such interests at this time. *Please refer to the Note 2 at the end of this agenda for guidance on interests.*

PART 1 – OPEN COMMITTEE

5. **Future Community Safety (Prevention and Protection) Strategy Principles**

Report of the Director Of Service Support (CSCPC/11/1) attached (Page 3).

6. **Devon and Somerset Fire and Rescue Authority Draft Corporate Plan 2011/12 to 2013/14**

Report of the Chief Fire Officer (CSCPC/11/2) attached (Page 11).

PART 2 – ITEMS WHICH MAY BE TAKEN IN THE ABSENCE OF THE PRESS AND PUBLIC

Nil

MEMBERS ARE REQUESTED TO SIGN THE ATTENDANCE REGISTER

Membership:-

Councillors Leaves(Chair), Eastman, Foggin, Fry, Healey, Manning and Woodman

Substitute Members

Members are reminded that, in accordance with Standing Order 36, the Clerk (or his representative) MUST be advised of any substitution prior to the start of the meeting.

NOTES

1. ACCESS TO INFORMATION

Any person wishing to inspect any minutes, reports or lists of background papers relating to any item on this agenda should contact Sam Sharman on the telephone number shown at the top of this agenda.

2. DECLARATIONS OF INTERESTS BY MEMBERS

What Interests do I need to declare in a meeting?

As a first step you need to declare any personal interests you have in a matter. You will then need to decide if you have a prejudicial interest in a matter.

What is a personal interest?

You have a personal interest in a matter if it relates to any interests which you must register, as defined in Paragraph 8(1) of the Code.

You also have a personal interest in any matter likely to affect the well-being or financial position of:-

- (a) you, members of your family, or people with whom you have a close association;
- (b) any person/body who employs/has employed the persons referred to in (a) above, or any firm in which they are a partner or company of which they are a director;
- (c) any person/body in whom the persons referred to in (a) above have a beneficial interest in a class of securities exceeding the nominal value of £25,000; or
- (d) any body of which you are a Member or in a position of general control or management and which:-
 - you have been appointed or nominated to by the Authority; or
 - exercises functions of a public nature (e.g. a constituent authority; a Police Authority); or
 - is directed to charitable purposes; or
 - one of the principal purposes includes the influence of public opinion or policy (including any political party or trade union)

more than it would affect **the majority** of other people in the Authority's area.

Anything that could affect the quality of your life (or that of those persons/bodies listed in (b) to (d) above) either positively or negatively, is likely to affect your/their "well being". If you (or any of those persons/bodies listed in (b) to (d) above) have the potential to gain or lose from a matter under consideration – to a **greater extent** than **the majority** of other people in the Authority's area - you should declare a personal interest.

What do I need to do if I have a personal interest in a matter?

Where you are aware of, **or ought reasonably to be aware of**, a personal interest in a matter you must declare it when you get to the item headed "Declarations of Interest" on the agenda, or otherwise as soon as the personal interest becomes apparent to you, **UNLESS** the matter relates to or is likely to affect:-

- (a) any other body to which you were appointed or nominated by the Authority; or
- (b) any other body exercising functions of a public nature (e.g. membership of a constituent authority; other Authority such as a Police Authority);

of which you are a Member or in a position of general control or management. In such cases, provided you do not have a prejudicial interest, you need only declare your personal interest if and when you speak on the matter.

Can I stay in a meeting if I have a personal interest?

You can still take part in the meeting and vote on the matter unless your personal interest is also a prejudicial interest.

What is a prejudicial interest?

Your personal interest will also be a **prejudicial** interest if **all** of the following conditions are met:-

- (a) the matter is not covered by one of the following exemptions to prejudicial interests in relation to the following functions of the Authority:-
 - statutory sick pay (if you are receiving or entitled to this);
 - an allowance, payment or indemnity for members;
 - any ceremonial honour given to members;

- setting council tax or a precept; **AND**
- (b) the matter affects your financial position (or that of any of the persons/bodies as described in Paragraph 8 of the Code) or concerns a regulatory/licensing matter relating to you or any of the persons/bodies as described in Paragraph 8 of the Code); **AND**
- (c) a member of the public who knows the relevant facts would reasonably think your personal interest is so significant that it is likely to prejudice your judgement of the public interest.

What do I need to do if I have a prejudicial interest?

If you have a prejudicial interest in a matter being discussed at a meeting, you must declare that you have a prejudicial interest (and the nature of that interest) as soon as it becomes apparent to you. You should then leave the room unless members of the public are allowed to make representations, give evidence or answer questions about the matter by statutory right or otherwise. If that is the case, you can also attend the meeting for that purpose.

You must, however, leave the room **immediately after you have finished speaking (or sooner if the meeting so decides)** and you cannot remain in the public gallery to observe the vote on the matter. Additionally, you must not seek to **improperly influence** a decision in which you have a prejudicial interest.

What do I do if I require further guidance or clarification on declarations of interest?

If you feel you may have an interest in a matter that will need to be declared but require further guidance on this, please contact the Clerk to the Authority – preferably before the date of the meeting at which you may need to declare the interest. Similarly, please contact the Clerk if you require guidance/advice on any other aspect of the Code of Conduct.

COMMUNITY SAFETY AND CORPORATE PLANNING COMMITTEE
(Devon and Somerset Fire and Rescue Authority)

10 June 2010

Present:-

Councillors Fry, Healey, Leaves and Woodman

Apologies:-

Councillors Eastman, Foggin and Manning

***CSCPC/1. Election of Chair**

RESOLVED that Councillor Leaves be appointed Chair of the Committee until its first meeting after the Annual Meeting of the Authority in 2011.

***CSCPC/2. Minutes**

RESOLVED that the Minutes of the meeting held on 25 March 2010 be signed as a correct record.

***CSCPC/3. Election of Vice-Chair**

RESOLVED that Councillor Manning be appointed Vice Chair of the Committee until its first meeting after the Annual Meeting of the Authority in 2011.

***CSCPC/4. Declarations of Interest**

Members of the Committee were invited to consider whether they had any personal/personal and prejudicial interests in items as set out on the agenda for this meeting and to declare any such interests at this time.

Councillor Woodman declared a personal but not prejudicial interest in those items relating to South West Fire Control Ltd. by virtue of his being the Authority appointed Director on the company.

***CSCPC/5. Update on Community Safety Initiatives including Partnerships**

The Committee received for information an update given by the Director of Support Services and Improvement in respect of current initiatives being undertaken by the Service. These initiatives included:

- The implementation of a new Volunteer Policy;
- The Partnership Framework;
- An association with students from Bath University.

The Area Manager (Community Safety) gave an overview of the position in respect of the above initiatives. Attention was drawn to a new initiative in respect of the launch of a Volunteer Policy for the Service. The Service was only the second in the country to pursue this and the Policy was subject to consultation at present. It was felt that the engagement of volunteers by the Service could increase capacity and effectiveness, particularly on community safety work, and would assist in raising the profile in this area of work. A full risk assessment would need to be undertaken prior to implementation.

The Committee discussed the partnership arrangements of the Service following the Partnership Framework relaunch on 17 May 2010. It was noted that the Partnership Register was being compiled and that this would assist the Service in quantifying the work that was being carried out together with providing information in respect of the outcomes being achieved. This work had commenced with an evaluation of all of the partnerships in which the Service was involved. One of the main issues in terms of partnership working was the instigation of data sharing agreements and reference was made to work that was being undertaken to address this.

Members of the Committee commended the instigation of a marketing and community safety based project involving Bath University post graduate students in the identification of ways to target vulnerable groups in the community.

***CSCPC/6. Ellacombe Road Fire - Update**

The Committee received for information an update given by the Director for Support Services and Improvement in respect of the Inquest following the tragic deaths of two children in the fire at Ellacombe Road, Torbay. The Committee noted that the Coroner had recorded a verdict of accidental death for both children and as a result, this would be categorised as fire deaths in the context of the Service's performance statistics. This information had been fed back to the Department for Communities and Local Government (CLG) for further consideration.

The Area Manager (Community Safety) drew attention to a number of issues for the Service that had been considered as a result of this fire. These included:

- The Service had not been made aware of some critical issues surrounding the family prior to the fire;
- There were no smoke detectors in the property;

He added that the incident had acted as a catalyst for local agencies to work together in the prevention of a further incident like this occurring in the future and the following points of action were highlighted:

- That, in the 6 months following the incident, 1200 Home Fire Safety Visits had been carried out locally due to referrals from other agencies;
- The Service's Firesetting Intervention Programme had been fully endorsed by Torbay Council, who were unaware of its existence previously;
- That a data sharing agreements had been instigated with Children's Services at County Council level and with Torbay Primary Care Trust (covering all of their services), enabling more effective partnership working;
- That, language schools, special needs schools, home schooled pupils and excluded pupils had been contacted with a view of increasing their awareness of the dangers of fire;
- There had been training organised in conjunction with the Landlords' Association to target those particularly without smoke detectors fitted on their properties.

The Area Manager (Community Safety) stated that this had been a tragic incident but it had encouraged action to be taken to enable the Service to move forward with its prevention activities. There was a tremendous amount of work to be carried out still but the action highlighted above had proved a very positive start.

***DENOTES DELEGATED MATTER WITH POWER TO ACT**

The meeting started at 10.15hours and finished at 10.55hours.



DEVON & SOMERSET FIRE & RESCUE AUTHORITY

REPORT REFERENCE NO.	CSCPC/11/1
MEETING	COMMUNITY SAFETY AND CORPORATE PLANNING COMMITTEE
DATE OF MEETING	13 JANUARY 2011
SUBJECT OF REPORT	FUTURE COMMUNITY SAFETY (PREVENTION AND PROTECTION) STRATEGY PRINCIPLES
LEAD OFFICER	Director of Service Support
RECOMMENDATIONS	<i>That the report be noted.</i>
EXECUTIVE SUMMARY	Following on from internal reviews of prevention and protection activity the opportunity now exists to re-define the DSFRS strategy in these two areas of Service Delivery. Elsewhere on the agenda for this meeting is a report on the draft Corporate Plan 2011/12 to 2013/14 which includes, amongst other things, specific proposals for service improvements two of which relate to prevention and protection activities. This report sets out the detailed background information to those proposals which are intended to establish a targeted and intelligence lead approach to activity to ensure that the Service is directing its resources to where risk is within the community thereby minimising both the occurrence and impact of incidents.
RESOURCE IMPLICATIONS	Nil
EQUALITY IMPACT ASSESSMENT	Nil
APPENDICES	A Draft text as included in the Corporate Plan consultation document - for information purposes only.
LIST OF BACKGROUND PAPERS	None

1 BACKGROUND

- 1.1 Members will be aware from previous meetings and presentations of the need for Devon and Somerset Fire and Rescue Service (DSFRS) to ensure it is allocating its resources to where the risk is in the Community and to ensure it is effectively reaching the most vulnerable in society. Sadly, incidents such as the Ellacombe Church Road tragedy amongst others constantly reinforce this principle.
- 1.2 The DSFRS Community Safety (CS) team has been reviewing the Services Prevention and Protection strategies to ensure the principles above are delivered as effectively as possible whilst at the same time ensuring the Service is better equipped to deliver the draft DSFRS 2010-14 Corporate Plans, the “Big Society” agenda and improving public safety as a whole.
- 1.3 Elsewhere on the agenda for this meeting is a separate report dealing with the Corporate Plan 2011/12 to 2013/14 which contains eight specific proposals for service improvements. Two of the eight improvement proposals address Community Safety Prevention and Protection activities and further details of the proposed strategies to better target the resources in these areas are set out within this paper as below, together with recommendations for consideration. This report now provides more detailed background information in relation to the two specific service improvements contained within the Corporate Plan Consultation document.

2. PROPOSED PREVENTION STRATEGY

- 2.1 Historically, as Members are aware, DSFRS has operated a “one size fits all” approach to its prevention activities. In effect this has meant that whilst the Service has had considerable success in what it has achieved in terms of the numbers of smoke alarms fitted, the number of schools visited etc, it has not always been possible to ensure resources are being utilised to target the most at risk members of our community. A significant reason for this historical approach has been that information and data from key partners as well as internal targeting systems have not been developed to the extent required to deliver a more sophisticated and targeted solution.
- 2.2 As a result of review work, improving technology, improving working relationships with partners and importantly, the establishment of an “in house” Targeting team, the Service is in a position to be more sophisticated in the use of its prevention resources to ensure that they are directed to where the greatest need exists. Significantly, if a far more targeted approach is adopted as an overarching strategy, it will release staff to focus on the most vulnerable in society as well as the Service being able to deliver more Fire Safety (FS) Checks as set out in section 3 below.
- 2.3 In effect this strategy will mean that, in the activity area of Home Safety Visits (HSV) for example, DSFRS will no longer offer and carry out free visits for all (its estimated that to date, less than 20% of the historical visits have been at premises occupied by defined “vulnerable” groups) but will offer visits only to those who fall within our vulnerable criteria and are referred to us via partner/other agencies. Those members of our community who are not within the most vulnerable groups but wish advice will be sent a self assessment toolkit containing advice on home safety, types of smoke detector, placing of detectors etc. It is estimated this approach will see a reduction in HSV of in the region of 50%, but importantly, DSFRS efforts will be targeted more effectively.

- 2.4 At the same time, the Service proposes to increase its efforts to engage with local communities, the voluntary/community sector, local town/parish councils etc in order to “share” both the challenge and responsibility for vulnerable people. Opportunities also exist for different delivery options to be implemented - through commissioning and other models. These will be explored at the same time. All of the above principles are considered to support the “Big Society” agenda
- 2.5 This targeted/intelligence led approach will be applied to all prevention related activities.
- 2.6 Appendix A to this report reproduces the sections of the Corporate Plan Consultation Document dealing with the protection and prevention service improvement proposals.

3. PROPOSED PROTECTION STRATEGY

- 3.1 Very much along the lines above, the opportunity now exists to clarify and add value to the DSFRS overarching Fire Protection Strategy. DSFRS has operated a risk based approach to its enforcement activities in recent years by conducting Fire Safety Audits (detailed/complex visits) on premises considered to be a higher risk. Members will be aware of the intent to introduce “lighter touch” Fire Safety Checks across the Service area. Part of the rationale for the introduction of the Fire Safety Checks was, amongst other things, to meet the needs of changing legislation resulting from Sir Philip Hampton’s 2005 review - ‘Reducing administrative burdens: effective inspection and enforcement’. This review considered how to reduce unnecessary administration for businesses, without compromising the UK’s well regarded regulatory regime.
- 3.2 In essence, the outcomes of the Hampton review were a set of consulted/agreed principles, that are now enshrined in law that oblige all regulators (both national and local) to have regard to:
- Using a comprehensive risk assessment (targeting process) to concentrate resources on the areas that need them most;
 - Regulators should be accountable for the efficiency and effectiveness of their activities, while remaining independent in the decisions they take;
 - No inspection should take place without a reason;
 - Businesses should not have to give unnecessary information, nor give the same piece of information twice;
 - The few businesses that persistently break regulations should be identified quickly;
 - Regulators should provide authoritative, accessible advice easily and cheaply; and Regulators should recognise that a key element of their activity will be to allow, or even encourage, economic progress and only to intervene when there is a clear case for protection.
- 3.3 The review work identified that DSFRS can better meet the Hampton principles (currently monitored by the Better Regulation Executive (BRE)).

- 3.4 In short, to facilitate this improvement it is proposed that DSFRS adopt the following principles:
- Complex Fire Safety Audits are only carried out:
 - After a fire
 - After a complaint/partner/agency referral
 - Following serious defects reported after a Fire Safety CheckThe number of lighter touch Fire Safety Checks will be increased across the Service area using the capacity realised from the adoption of the proposals in section 2 above.
 - Fire Safety Checks will be targeted to risk using the newly developed targeting tools referred to in section 2 above
 - The number of business “compliance/education/awareness” events will be increased and will again be directed at the higher risk sectors within the community.
 - Full advantage will taken of opportunities to market and promote both good and poor practice within the community.

- 3.5 Adoption of this strategy is expected to bring the following benefits:
- Consistency of application across DSFRS Service area
 - Highly trained (and expensive) staff will be carrying out in depth and more time consuming Fire Safety Audits where the risk is known
 - Fire Fighter safety will be significantly increased as response crews will be carrying out more Fire Safety Checks than previously- this will bring them into contact with far more premises within their station area
 - There will be a more visible presence within the community of the Service checking fire safety measures- word will spread
 - Higher numbers of businesses will be engaged with- both through the lighter touch targeted Fire Safety Checks and the increased number of targeted compliance events.

- 3.6 Appendix A to this report reproduces how the above proposals will be presented for public consultation in the Corporate Plan Consultation Document.

4. SUMMARY

- 4.1 The service is currently adopting a new vision statement:

“By 2014, Devon and Somerset Fire and Rescue Service (DSFRS) will be saving lives and limiting the number of injuries from preventable fires and accidents because people and communities in Devon and Somerset will be making better informed decisions about their own safety and living in, working in and visiting safer buildings”.

4.2 To secure this vision going forwards it is believed necessary to adopt and implement the strategy options set out above over the coming 2 years. By doing so, the Authority will be able to demonstrate:

- It is being effective in its use of resources by “doing more with the same”
- Effective use of resources by directing those resources to where risk in the community is
- It is contributing to the Big Society agenda by working with others and working to ensure communities are encouraged to take responsibility for risk where appropriate.

5. AUTOMATIC FIRE ALARMS

5.1 Member will be aware DSFRS has a policy for responding to alerts from automatic fire detection equipment that seeks to determine the validity of the fire alarm before mobilising fire appliances. This policy incorporates an escalation process that can result in not attending repeated false alarms. Despite this policy in approximately 25% of the calls DSFRS attends are from false alarms from automatic detection equipment. This costs significant sums of money and prevents our emergency response crews from doing other work including responding to genuine emergencies, training, prevention and protection activities.

5.2 The Localism Bill published in December 2010 seeks to introduce, amongst other things, the ability for fire and rescue services to charge for responding to false reports of fire at non-domestic premises. Should this Bill become law DSFRS will be able to adopt the powers contained within it and charge accordingly. This proposal is also contained within the Corporate Plan Consultation Document and Members will be kept up to date with progress as appropriate.

ACFO TREVOR STRATFORD
Director of Service Support

SECTION 1- PREVENTION STRATEGY CONSULTATION - DRAFT

PROVIDING MORE TARGETED PREVENTION SERVICES AND ADVICE

What are prevention services?

DSFRS works actively within the community and with partner organisations to prevent emergency incidents occurring. This is achieved by ensuring that members of the community have access to, and are provided with, information that will help prevent an emergency and minimise injury if an incident does occur. To effectively and efficiently promote community safety we work in partnership with agencies and organisations who represent the vulnerable groups in the community most at risk from an emergency. The range of community safety services offered is divided between proactive and reactive prevention services.

Our proactive services work towards stopping a new incident from occurring and reducing the impact of incidents. Examples of these types of service include: schools fire safety education, home fire safety visits, junior life skills and young people training

Our reactive services work to prevent repeat incidents occurring from the same origin and the impact from these incidents. Examples of these types of service include: arson reduction programmes, Phoenix youth inclusion programmes and junior firesetters.

Current arrangement

DSFRS fully recognise that prevention is better than cure and has invested a lot of time and effort to reduce incidents of fire, road traffic accidents, deaths and injuries. Our approach has been to try and engage with all members of the community and deliver our prevention message to as many as possible. This approach is no longer effective or efficient as the victims of fire very often have certain characteristics such as being heavy drug/alcohol users, mobility and ill health problems and may suffer from living in deprived neighbourhoods. As such, many of these people are also those most likely to be already known to other agencies. By better sharing information and spending longer targeting those who are least likely to look after themselves, we can aim to reduce lives lost through fire and other emergencies.

New proposal

Whilst our current arrangement have been successful we believe that we will achieve a better outcome for the community by delivering a more targeted service to those most vulnerable and at risk.

This will mean that we will directly deliver our prevention services to fewer people but we will spend more time and effort in identifying those members of community who will benefit most from receiving our prevention service. An example is that we will be delivering fewer home fire safety visits but those that we do will be aimed at the most vulnerable. We cannot do this alone and will be working with our key partners to ensure that we do this effectively. Although our prevention services will be more targeted we will continue to provide accessible community safety information to all those who are looking to make their homes and community safer.

Benefits

- Money potentially available for re-investment into community safety is in the region of £100,000.
- The time and money saved will:
 - help investment in new areas of prevention work such as the following contributory factors to fires and other emergency incidents: drugs and alcohol abuse, domestic violence and abuse and mental health issues
 - be re-invested into delivering improved fire protection services.
- By adopting this new approach the community directly benefits as a whole through reduced demand on public services such as: fire and rescue, police, health and social services.

Risks

- Key partners not sharing critical information on those people most at risk in the community.

SECTION 2 PROTECTION STRATEGY CONSULTATION - DRAFT

PROVIDING MORE TARGETED PROTECTION SERVICES AND ADVICE

What are protection services?

Fire and Rescue Services have a role in enforcing the law so that members of the public and local employees are protected from the risk of death and injury caused by fire. The work of community safety protection is focused on ensuring that the non-domestic buildings in which people work, visit and enjoy leisure time have safe means of escape in the event of fire.

The fire protection services we provide include: responding to building regulation consultations; undertaking fire safety checks and audits; working with businesses to improve their fire safety arrangements; providing advice and assistance; enforcing fire safety legislation by stopping or restricting the use of buildings if the condition of a building means that there is a serious risk of death or serious injury to persons; and in exceptional circumstances prosecutions when the situation risks life and there is no other option left.

Fire and Rescue Services are required to undertake statutory consultations required by other organisations on fire safety issues and ensure that the 'responsible person' of each non-domestic property meets their enforcement duties as required by the Regulatory Reform (Fire Safety) Order 2005. The level of compliance will be assessed using the national audit process developed by the Chief Fire Officers Association (CFOA). This process ensures consistent, auditable and transparent enforcement that is replicated across England and Wales.

Current arrangement

DSFRS currently targets its protection services through undertaking fire safety audits (a full fire risk inspection) on a wide range of businesses within the community. This approach is time consuming on both businesses and the fire and rescue service. We also deliver a small number of events throughout the year. These events are where we help explain to the business community their obligations under fire safety legislation.

New proposal

We plan to expand a system of fire safety checks (currently being piloted) which are less time consuming for both the fire service and the business community than a full fire safety audit. We propose to only carry out a full fire safety audit where: a fire has occurred, following a complaint from a member of the public or a partner agency, or as a result of a need identified in a fire safety check. We will better target those premises where fire safety checks will be carried out through improved data analysis and sharing of information with partners.

Firefighters will mainly be responsible for undertaking fire safety checks.

We plan to hold more compliance events in order to help the business community better understand their legal obligations under fire safety legislation..

Benefits

- More businesses (factories, shops, hotels etc) will receive fire safety checks which will help to make buildings in Devon and Somerset safer for visitors and members of our community.
- Businesses will be less affected by resource intensive fire safety audits that take up their time and resources.
- Specialist fire safety officers will be spending their time focused on applying their skills and knowledge in higher risk premises.
- The local knowledge of business premises gained by our firefighters whilst conducting fire safety checks will their improve their safety.
- The knowledge of fire safety matters and responsibility will improve amongst those responsible for business premises through more compliance events being held.

Risks

- The proposal relies upon the effective targeting of risk premises. A targeting model is currently being developed to help reduce this risk.



DEVON & SOMERSET FIRE & RESCUE AUTHORITY

REPORT REFERENCE NO.	CSCPC/11/2
MEETING	COMMUNITY SAFETY AND CORPORATE PLANNING COMMITTEE
DATE OF MEETING	13 JANUARY 2011
SUBJECT OF REPORT	DEVON AND SOMERSET FIRE AND RESCUE AUTHORITY DRAFT CORPORATE PLAN 2011/12 TO 2013/14
LEAD OFFICER	Chief Fire Officer
RECOMMENDATIONS	<p>(a) <i>That the Draft Corporate Plan 2011/12 to 2013/14 together with the separate Consultation Document outlining eight service improvement proposals, as included with the agenda for this meeting, be approved for consultation purposes;</i></p> <p>(b) <i>that the associated engagement plan for consultation on the draft Corporate Plan 2011/12 to 2013/14 and eight service improvement proposals, as set out in Section 3 of this report and to include a 12 week consultation period to commence on Monday 17 January 2011, be approved;</i></p> <p>(c) <i>that the outcome of the consultation period together with appropriate recommendations in relation to the Corporate Plan 2011/12 to 2013/14 and service improvement proposals be submitted to the full Authority meeting scheduled for 27 May 2011.</i></p>
EXECUTIVE SUMMARY	This report presents the Draft Corporate Plan 2011/12 to 2013/14. The plan incorporates the proposed key changes identified to deliver organisational improvement whilst remaining focused on meeting the budget challenges of the public sector spending cuts. Supporting the draft plan is the proposed approach for engaging key stakeholders.
RESOURCE IMPLICATIONS	Consultation costs will be met from the existing Corporate Planning budget.
EQUALITY IMPACT ASSESSMENT	An initial assessment has not revealed any equality and diversity issues so significant as to warrant a full impact assessment.
APPENDICES	<p>A. Draft Corporate Plan 2011/12 to 2013/14 (enclosed with this agenda and page numbered separately)</p> <p>B. Public consultation document containing eight service improvement proposals (enclosed with this agenda and page numbered separately)</p>
LIST OF BACKGROUND PAPERS	Report DSFRA/10/26 as submitted to the meeting of the Authority held on 16 December 2010.

1. BACKGROUND

- 1.1 On 16 December 2010 the Devon and Somerset Fire and Rescue Authority (DSFRA) delegated authority for approval of the Draft Corporate Plan 2011/12 to 2013/14, for consultation purposes, to this Committee (Minute DSFRA/46(b) refers).
- 1.2 The need to delegate authority was due to the exceptional circumstance of the government grant announcement being delayed until 13 December 2010. This delay meant that there was no opportunity for the Service and Authority to consider the impact of the level of government grant and prepare its response accordingly in time for the full Authority meeting on 16 December 2010.
- 1.3 The delay also meant that it would not be possible to complete a full 12 week consultation period on any proposed changes in time for the final plan to be approved with the budget at the February 2011 DSFRA budget meeting. Therefore, to comply with the time frames associated with good practice regarding public consultation, the approval of the 2011/12 budget and the corresponding corporate plan had to be separated.
- 1.4 In the October 2010 Spending Review it was stated that government grants for fire and rescue services will be reduced by 25% over a four year period. The result of the December grant announcement for Devon and Somerset Fire and Rescue Service is that the grant has not been reduced by as much as feared for the first two years. However there remains the need to plan on having to meet a budget shortfall of between £8 and £10 million by 2014.

2. DRAFT CORPORATE PLAN 2011/12 TO 2013/14

- 2.1 The draft corporate plan incorporates the requirement to produce a publicly available Integrated Risk Management Plan (IRMP) covering at least a three year time span.
- 2.2 The corporate plan, whilst meeting the requirements of integrated risk management planning, also incorporates the Service aspirations for organisational excellence. To achieve excellence the Service recognises that it must improve. The content of the Draft Corporate Plan 2011/12 to 2013/14, as set out at Appendix A (enclosed separately with the agenda for this meeting), is therefore constructed around delivering improvement whilst remaining focused on achieving the significant savings required by 2014.
- 2.3 The structure of the plan is based on the framework provided by the new organisational strategy. This strategy for 2014 defines the approach for working towards the Service vision and will help direct effort and work in this direction.
- 2.4 The improvement section of the plan presents the Service proposals to deliver excellence whilst balancing the need to remain focused on delivering savings. The improvement section of the plan is presented in three parts:
- improving efficiency;
 - reducing costs; and
 - generating income.

The specific proposals within each of these areas are presented below:

(a) Improving efficiency

2.5 It is proposed this should be delivered by:

- Providing better targeted prevention advice;
- Providing better targeted protection advice;
- Managing with fewer operational staff by standardising station staffing levels;
- Managing with fewer operational staff by looking to make changes to crewing arrangements (e.g. the introduction of the Day Crewed Plus system) on some stations following discussion with staff and trade unions;
- Improving the wholetime shift system by aiming to secure changes to the existing working arrangements rather than imposing a new pattern or start/finish times;
- Providing smaller fire engines to meet local need;
- Changing how the Service responds to co-responder calls for the ambulance service;
- Better management and control of spending and suppliers;
- Sharing managers and operational / business support functions;
- Savings from reductions in the senior management team; and
- Managing with fewer non-operational staff by improving Service business processes.

(b) Reducing costs

2.6 Proposals in this respect relate to:

- recovering costs for repeated defective alarm system call outs (subject to enactment of the relevant sections of the Localism Bill 2010);
- Risk managed approach to reduce spend;
- Pay restraint by all staff (recognising national conditions of service apply);
- Using money saved in 2010/11 as a result of tight budget management;
- Ending the Regional Management Board (a political body); and
- Reduction of expenditure on Member services.

(c) Generating income

2.7 This involves proposals for the selling of training and other functions to others

2.8 The previous Corporate Plan was not professionally printed as a contribution to budget savings; this approach will continue for the 2011/12 plan. The plan will be available electronically through the internet and intranet and copies will be printed in-house on an individual, as requested, basis. If a significant number of plans are requested the cost of professionally printing will be reviewed against the cost of printing in-house to determine which is the most cost effective.

3. ENGAGEMENT PLAN

- 3.1 The key stakeholders who may have an interest in the draft plan includes members of the public, Members of Parliament, councils, other emergency services, the business community, staff and representative bodies.
- 3.2 Under the requirements of integrated risk management planning the corporate plan must reflect effective consultation during its development with representatives of all sections of the community and stakeholders. *The Fire and Rescue Service National Framework 2008-11 refers.*
- 3.3 Considering the scope of the content in the Draft Corporate Plan 2010/11 to 2012/13, it is proposed that the engagement plan will be a combination of informing, involving and consulting. Whilst stakeholders will have an open invitation to comment on the whole of the Draft Corporate Plan the flexible three point approach is necessary because of the different impacts the proposals have on stakeholders' interests. For some proposals the engagement will be focused on providing information only; for others there may be specific focus groups established for staff involvement. For those proposals where there is a change in the service delivered, specific questions will be asked of the affected stakeholders.
- 3.4 External stakeholder consultation will be focused around the eight improvement proposals that introduce a change to the service received by the community. These proposals are presented in more detail in a separate draft consultation document, Appendix B, also included separately with the agenda for this meeting. The eight improvement proposals are:
1. Changing how we respond to co-responder calls
 2. Providing better targeted prevention advice
 3. Providing better targeted protection advice
 4. Buying slightly smaller fire engines
 5. Standardising crewing levels across Devon and Somerset
 6. Introducing day crewed plus
 7. Charge for repeat defective fire alarm call outs
 8. Selling training and other functions to others
- Staff involvement will be focused around specific focus groups held for those proposals where staff are most affected. These focus groups will give staff opportunity to ask questions and feedback their opinions.
- 3.5 The plan will be promoted to raise awareness amongst the general public. The opportunity to reply will be through the Service website, telephone, email, fax and by writing to the Consultation Officer at Service Headquarters. Online surveys will also be used where specific questions are to be asked.
- 3.6 Subject to the approval of the Draft Corporate Plan 2011/12 to 2013/14 and associated consultation plan, the consultation period will commence on Monday 17 January 2011 for a twelve week period ending on Sunday 10 April 2011. The results of the consultation are scheduled to be reported back to the Authority at its meeting on Friday 27 May 2011.

LEE HOWELL
Chief Fire Officer