

**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](http://www.dsfire.gov.uk)

Date : 18 November 2011  
Please ask for : Ruth Fray  
Email : [rfray@dsfire.gov.uk](mailto:rfray@dsfire.gov.uk)

Telephone : 01392 872200  
Fax : 01392 872300  
Direct Telephone : 01392 872506

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

**Monday 28 November 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 G E N D A**

1. **Apologies**
2. **Minutes** of the meeting of the Committee held on 31 August 2011 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. Job Centre Plus**

Presentation by the Director of Service Support.

The Job Centre Plus training programme has been an overwhelming success for the Devon and Somerset Fire and Rescue Service. This presentation will provide a summary of the programme to date, the outcomes for the participants, Job Centre Plus and the Service and future developments and opportunities.

### **6. Community Safety Marketing Plan - Update**

Presentation by the Director of Service Support.

Central Government has dramatically reduced funding and resources for the provision of fire safety literature. The Devon and Somerset Fire and Rescue Service has seized on the opportunity to fill this void through the production of appropriate materials to support the reduction of risk within the Community Safety Marketing Plan which extends beyond the simple provision of leaflets. The Service's recent Firework safety campaign is an early example of the benefits to the Service.

### **7. Firesetter Intervention Software Solution**

Presentation by the Director of Service Support.

Through the innovation of the Service's Deliberate Fire Reduction Manager, the Devon and Somerset Fire and Rescue Service has an on-going project to deliver a software package which will provide better information about firesetter activity and intervention and provide an internet best practice solution for use by other Fire and Rescue Services across the country.

### **8. Fire Safety and Timber Framed Buildings**

Presentation by the Director of Service Support.

The Devon and Somerset Fire and Rescue Service is leading a national working group to develop a strategy and guidance for managing the risks associated with timber framed buildings. This presentation will provide a summary of both the identified problems and proposed solutions.

### **9. Operational Risk Information System (ORIS)**

Report of the Director of Service Support (CSCPC/11/6) attached (page 4).

## **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), Brooksbank, Eastman, Foggin, Fry, Healey 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 Ruth Fray 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)

31 August 2011

### Present:-

Councillors Leaves (Chairman), Brooksbank, Eastman, Foggin, Fry, and Woodman

### Apologies:-

Councillor Healey

#### **\*CSCPC/8. Minutes**

**RESOLVED** that the Minutes of the meeting held on 7 July 2011 be signed as a correct record.

#### **\*CSCPC/9. Declarations of Interest**

Members of the Committee were asked 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.

No interests were declared.

#### **\*CSCPC/10. Fire Control Issues**

The Committee received for information an update given by the Director of Service Support which highlighted progress being made with the instigation of a long-term solution for Fire Control following cessation of the Regional Control Centre project.

The Director of Service Support advised the Committee that there were three areas of work being progressed currently as follows:

- Consolidation of the Somerset and Devon Control rooms;
- Development of an outline plan for rebuilding the Control room at Service Headquarters; and,
- Collaboration with Dorset, Hampshire and Wiltshire Fire & Rescue Services on the possibility of a combined procurement of a new Fire Control Solution to deliver a degree of regional resilience, albeit that each Service would retain its own Control Room.

The Committee noted that it was intended to facilitate the move of Somerset Control to Devon by 31 March 2012 as a result of the cost of new licences for existing software. This would also allow sufficient time for repairs at Hestercombe House before expiration of the lease in October 2012.

An outline plan was being drawn up for a rebuild of the Control Room at Devon to accommodate staff. All options were being considered to provide a facility that was fit for purpose for the future.

In relation to the collaborative working with Dorset, Hampshire and Wiltshire Fire & Rescue Services, it was reported that the Government had indicated that it would make available funding in the region of £1.8m per Service for fire control projects, a proportion of which would be required to finalise the FireLink project. The government had also indicated that sums in excess of £1.8m may be available albeit that successful bids for this would be those where appropriate resilience and a degree of future proofing were demonstrated.

**\*CSCPC/11. Performance Against Community Safety Targets**

The Committee received for information a presentation given by the Head of Community Safety which highlighted, amongst others, the following key points with respect to the level of performance against Community Safety targets:

- That a recent survey had demonstrated that 92% of the public were satisfied with the Service they received, 5% were neither satisfied or dissatisfied and 3% were dissatisfied;
- That the number of fire safety audits being completed had reduced and the number of fire safety checks had increased;
- That the organisation had started targeting at risk groups for home fire safety checks to ensure resources were being used as effectively as they could;
- That community action days had exceeded the targets set by the Service by over 100%;
- That community safety engagement with community groups was proving valuable: a programme of talks for newly released prisoners had begun and was demonstrating a high level of return;
- That the Community Safety vehicles purchased to further engagement with young people had excelled on a number of recent occasions including engagement with over 180 people at a Tesco's car park in Shepton Mallett where young people took their vehicles on weekends; and,
- That changes to the National Curriculum had made it more difficult to influence Schools Education Programmes so the organisation had been developing a number of e-learning packages to give schools ownership to deliver training when it was most convenient to them.

The Head of Community Safety also gave an overview of recent Community Safety initiatives which included:

- Direct involvement in the development of the South West Guide for Localism; and,
- Devon and Somerset are seen as leaders for participatory budgeting within the FRS.

**\*CSCPC/12. Prevention Targeting**

The Committee received for information a report of the Director of Service Support (CSCP/11/4) that gave an overview of some of the methodologies used by Devon and Somerset Fire and Rescue Service to target Community Safety Activity.

A demonstration of Experian Mosaic (Public Sector) was provided which highlighted following key points:

- That the system used data from 755,000 households which was profiled into 69 household types with 15 groups for each household;
- That a profile was available for each household type providing information on the types of lives led by these households; and,
- That the information provided had enabled the Service to identify the household types which were at higher risk than others, and, further to this, had identified the households in which an incident was more likely to occur.

A discussion was held over the way data such as this could be interpreted and it was noted that monthly data from partners had already demonstrated a huge reduction in the risk level of properties which had been identified early.

Members of the Committee requested that copies of the presentation given together with a copy of the Local Community Plan for their area be provided in due course.

**\*CSCPC/13. Local Community Plans**

The Committee received for information a report of the Chief Fire Officer (CSCP/11/5) which set out the way Local Community Plans were to be used by the organisation to help with the identification and delivery of activities to reduce risk and improve safety.

The Project and Planning Manager gave a presentation that covered how the data from the Experian Mosaic (Public Sector) system could be interpreted for inclusion in Local Community Plans (LCPs) and advised that a new target in the Corporate Plan 2011/12 was that LCPs would be used for the budget setting process with a view to ensuring the right level of resources were in the right place at the right time. Additionally, the presentation covered the level of detail included in LCPs such as prevention and protection profiles and reactive risk maps of Station areas.

**NB. Minute \*CSCPC/12 above also refers.**

**\*DENOTED DELEGATED MATTER WITH POWER TO ACT**

The meeting started at 10.00hours and finished at 11.50hours.





# DEVON & SOMERSET FIRE & RESCUE AUTHORITY

<b>REPORT REFERENCE NO.</b>	<b>CSCPC/11/6</b>
<b>MEETING</b>	<b>COMMUNITY SAFETY AND CORPORATE PLANNING COMMITTEE</b>
<b>DATE OF MEETING</b>	<b>28 NOVEMBER 2011</b>
<b>SUBJECT OF REPORT</b>	<b>OPERATIONAL RISK INFORMATION SYSTEM (ORIS)</b>
<b>LEAD OFFICER</b>	<b>DIRECTOR OF SERVICE SUPPORT</b>
<b>RECOMMENDATIONS</b>	<b>That the report be noted.</b>
<b>EXECUTIVE SUMMARY</b>	<p>The new Operational Risk Information System (ORIS) enables risk critical information to be made available to Incident Commanders (IC) on the incident ground via the Mobile Data Terminal (MDT). This information is crucial to inform the dynamic risk assessment (DRA) and tactical plan which in turn leads to greater Firefighter safety.</p> <p>This report provides an update on the progress made in respect of ORIS and specifically, the Level 3 risk assessments undertaken.</p>
<b>RESOURCE IMPLICATIONS</b>	Increased number of annual ORIS inspections.
<b>EQUALITY IMPACT ASSESSMENT</b>	None
<b>APPENDICES</b>	None
<b>LIST OF BACKGROUND PAPERS</b>	None

## **1. INTRODUCTION**

- 1.1 The new Operational Risk Information System (ORIS) enables risk critical information to be made available to Incident Commanders (IC) on the incident ground via the Mobile Data Terminal (MDT). This information is crucial to inform the dynamic risk assessment (DRA) and tactical plan which in turn leads to greater Firefighter safety.
- 1.2 A key factor identified by recent tragic events is that any risk information must be –  
Current, Relevant and Accurate
- 1.3 Risk information is categorised in 5 levels within ORIS –
- Level 1 – turn out sheet info i.e. bariatric occupier, acetylene, etc
  - Level 2 – generic risk info – address linked to operational guidance/flow charts i.e. farms, DIY stores for premises types
  - Level 3 – high risk premises where site specific risk information (SSRI) is captured, these consist of a suite of documents including a text document giving data on occupancy, hazards, control measures (aide memoires/key information), operational considerations, construction, fire protection measures and utilities. In addition, a range of plans including location, site and detailed floor plans are supplied.
  - Level 4 – major incident sites (COMAH)
  - Level 5 – regional/national event planning i.e. flooding, flu pandemic

## **2. CURRENT POSITION**

- 2.1 On the 01/11/11, ORIS level 3 went “live”. All 2000+ previous high risks (TIPs/Tactical Plans) across the service have been re evaluated and, using a scoring regime, those designated high risk have all now been re-inspected, reformatted and loaded onto the MDT.
- 2.2 This risk critical information comes from a variety of sources, both internally and from other agencies.
- 2.3 Internally risk data is shared from Community Safety – Protection and Prevention to operational crews via information captured during Fire Safety Audit (Ff safety/environment boxes ticked). This is published in a monthly report to the groups for appropriate action.
- 2.4 Externally the Response Support Dept is currently creating a network where all information comes to a central point, is processed and dealt with appropriately. Stakeholders include – Local Authority, Environment Agency (EA), Fire Safety, Trading Standards, Large Timber Framed Building Association etc.

## **3. FUTURE DEVELOPMENTS**

- 3.1 Level 1 – a fully electronic risk critical exchange system on the Intranet. This will enable any person in the organisation to report information (e-form) it will be processed (24 hour capability) and suitable actions taken i.e. information added to the turn out sheet, prompt a SSRI visit, change Pre Determined Attendance etc. This system will also set a review date and archive all activity.

3.2 DSFRS is currently sitting on the national user group of the Operational Intelligence Module which is a CFRMIS product. This will streamline our current process and allow the whole process from data capture, validation, publishing and re-inspection to be carried out electronically. In addition, it will interface with the current CFRMIS fire safety system in DSFRS.

4. **SUMMARY**

4.1 Gathering risk critical data is a statutory requirement (7.2.d) however, fire-fighter safety is the primary driver for DSFRS. The new operational risk information system will ensure that current, relevant and accurate risk information is available to operational crews at all times and is fully audited and reviewed.

**ASSISTANT CHIEF FIRE OFFICER TREVOR STRATFORD**  
**Director of Service Support**