



DEVON & SOMERSET FIRE & RESCUE AUTHORITY

M. Pearson
CLERK TO THE AUTHORITY

To: The Chair and Members of the Devon &
Somerset Fire & Rescue Authority

(see below)

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DEVON & SOMERSET FIRE & RESCUE AUTHORITY

Monday, 30 July, 2018

A meeting of the Devon & Somerset Fire & Rescue Authority will be held on the above date, **commencing at 10.00 am in Conference Rooms, Service Headquarters, Exeter** to consider the following matters.

M. Pearson
Clerk to the Authority

SUPPLEMENTARY AGENDA NO. 2

PLEASE REFER TO THE NOTES AT THE END OF THE AGENDA LISTING SHEETS

b Community Safety & Corporate Planning Committee (Pages 1 - 2)

The Chair of the Committee, Councillor Redman, to **MOVE** the Minutes of the meeting held on 26 July 2018 now attached (marked as **TO FOLLOW** on the previously circulated agenda for this meeting).

RECOMMENDATIONS

- (a) that the Authority consider with a view to approving any recommendation made by the Committee in relation to the Change & Improvement Programme Mandate;
- (b) that, subject to (a) above, the Minutes be adopted in accordance with Standing Orders.

(NOTE: for ease of reference, a copy of the reports CSCPC/18/3 (Change & Improvement Programme 2018 – 2022 – Mandate) and CSCPC/18/4 (Integrated Risk Management Plan [IRMP], Fire & Rescue Plan [FRP] and Change & Improvement Programme – Public Facing Documents) are attached as Annexes A and B respectively to this agenda item).

MEMBERS ARE REQUESTED TO SIGN THE ATTENDANCE REGISTER

Membership:-

Councillors Randall Johnson (Chair), Best, Biederman, Bown, Bowyer, Clayton, Coles, Colthorpe, Drean, Eastman, Ellery, Hannaford, Healey MBE, Hendy, Mathews, Napper, Peart, Prowse, Radford, Redman, Saywell, Thomas, Trail BEM, Vjeh and Wheeler (Vice-Chair)

NOTES

1.	<u>Access to Information</u> Any person wishing to inspect any minutes, reports or lists of background papers relating to any item on this agenda should contact the person listed in the “Please ask for” section at the top of this agenda.
2.	<u>Reporting of Meetings</u> Any person attending a meeting may report (film, photograph or make an audio recording) on any part of the meeting which is open to the public – unless there is good reason not to do so, as directed by the Chair - and use any communication method, including the internet and social media (Facebook, Twitter etc.), to publish, post or otherwise share the report. The Authority accepts no liability for the content or accuracy of any such report, which should not be construed as representing the official, Authority record of the meeting. Similarly, any views expressed in such reports should not be interpreted as representing the views of the Authority. Flash photography is not permitted and any filming must be done as unobtrusively as possible from a single fixed position without the use of any additional lighting; focusing only on those actively participating in the meeting and having regard also to the wishes of any member of the public present who may not wish to be filmed. As a matter of courtesy, anyone wishing to film proceedings is asked to advise the Chair or the Democratic Services Officer in attendance so that all those present may be made aware that is happening.
3.	<u>Declarations of Interests at meetings (Authority Members only)</u> If you are present at a meeting and you are aware that you have either a disclosable pecuniary interest, personal interest or non-registerable interest in any matter being considered or to be considered at the meeting then, unless you have a current and relevant dispensation in relation to the matter, you must: <ul style="list-style-type: none">(i) disclose at that meeting, by no later than commencement of consideration of the item in which you have the interest or, if later, the time at which the interest becomes apparent to you, the existence of and – for anything other than a “sensitive” interest – the nature of that interest; and then(ii) withdraw from the room or chamber during consideration of the item in which you have the relevant interest. If the interest is sensitive (as agreed with the Monitoring Officer), you need not disclose the nature of the interest but merely that you have a disclosable pecuniary interest of a sensitive nature. You must still follow (i) and (ii) above. Where a dispensation has been granted to you either by the Authority or its Monitoring Officer in relation to any relevant interest, then you must act in accordance with any terms and conditions associated with that dispensation. Where you declare at a meeting a disclosable pecuniary or personal interest that you have not previously included in your Register of Interests then you must, within 28 days of the date of the meeting at which the declaration was made, ensure that your Register is updated to include details of the interest so declared.
4.	<u>Part 2 Reports</u> Members are reminded that any Part 2 reports as circulated with the agenda for this meeting contain exempt information and should therefore be treated accordingly. They should not be disclosed or passed on to any other person(s). Members are also reminded of the need to dispose of such reports carefully and are therefore invited to return them to the Committee Secretary at the conclusion of the meeting for disposal.
5.	<u>Substitute Members (Committee Meetings only)</u> Members are reminded that, in accordance with Standing Order 37, the Clerk (or his representative) must be advised of any substitution prior to the start of the meeting. Members are also reminded that substitutions are not permitted for full Authority meetings.

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COMMUNITY SAFETY & CORPORATE PLANNING COMMITTEE

(Devon & Somerset Fire & Rescue Authority)

26 July 2018

Present:-

Councillors Redman (Chair), Eastman (Vice-Chair), Ellery, Prowse, Radford, Trail BEM and Saywell (vice Colthorpe)

* CSCPC/1 Minutes

RESOLVED that the Minutes of the meeting held on 1 February 2018 be signed as a correct record.

CSCPC/2 Change & Improvement Programme 2018-2022 - Mandate

The Committee considered a report of the Director of Service Improvement (CSCPC/18/3) that set out the mandate for a Change & Improvement Programme for Devon & Somerset Fire & Rescue Service. This document set out a programme of work to be delivered between 2018 to 2022 based on the evidence that was provided in both the Fire & Rescue Plan that had been produced recently and the Integrated Risk Management Plan (IRMP) for 2018-2022 (both of which appear elsewhere on the agenda for this meeting – Minute CSCPC/18/13 refers). The work undertaken on identifying a number of key risks for both the organisation and the community had been utilised to inform the change and improvement options for the future. Reference was also made to the requirements of the new National Framework produced by the Home Office and the new inspection regime under Her Majesty's Inspectorate of Constabulary and Fire & Rescue Services. Both of these placed a greater emphasis on the Service to ensure that it was mitigating the key risks it faced and moving forward in a more resilient and flexible way whilst complying with its statutory obligations and the National Framework 2018.

It was noted that the Change & Improvement Programme was concentrated on four key strategic themes, namely:

- Service Delivery Operating Model;
- Digital Transformation;
- Management of Fleet & Equipment, and:
- Learning and Development.

Each of these strategic themes was developed and prioritised from a longer list of potential improvements as set out at paragraph 2.2 of the report. A number of the priorities on this list had already been incorporated into the strategic themes to be undertaken within the first two years, however, the remainder would be factored into the latter stages of the four year programme.

The Chair welcomed the approach to take this work forward on a risk based approach in future and referred to the need to keep all Members engaged during this process. It was suggested, however, that it would be helpful for the Committee to have a better indication of the timescale involved in terms of the potential timing of potential projects coming forward within the four year programme, whereupon:

Councillor Ellery **MOVED** (second by Councillor Trail):

“that an amendment be made to the recommendation set out in the report to add after the Change and Improvement Programme 2018 – 2022 as set out in report CSCPC/18/3 and a more detailed report on timescales be submitted to the Committee in due course”.

This was **CARRIED** unanimously.

RESOLVED that the Committee recommends the full Authority to approve the mandate for the Change and Improvement Programme 2018 – 2022 as set out in report CSCPC/18/3 and a more detailed report on timescales be submitted to the Committee in due course.

* **CSCPC/3** **Integrated Risk Management Plan (IRMP), Fire & Rescue Plan (FRP) and Change & Improvement Programme - Public Facing Documents**

The Committee received for information a report of the Director of Service Improvement (CSCPC/18/4) that included the new versions of the Integrated Risk Management Plan and the Fire & Rescue Plan that had been revamped to provide a suite of corporate documents for the public interface.

The Service’s new planning framework was predicated on three strategic documents, namely:

- The Integrated Risk Management Plan;
- The Fire & Rescue Plan, and;
- The Change & Improvement Plan (referred to elsewhere on the agenda for this meeting – Minute CSCPC/18/3 refers).

It was noted that the production of these documents in a common, consistent format would be beneficial to both public and staff understanding and engagement.

The Chair thanked the Officers concerned on behalf of the Committee for the work that had been undertaken on the production of the revamped documents which it felt were easily understandable and well designed.

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

The Meeting started at 10.00hours and finished at 11.35hours