



**NOTTINGHAMSHIRE AND CITY OF NOTTINGHAM
FIRE AND RESCUE AUTHORITY**

COMMUNITY SAFETY COMMITTEE

MINUTES

of meeting held on **15 JULY 2011** at Fire and Rescue Service Headquarters, Bestwood Lodge, from 10.00 am to 11.10 am.

Membership

	Councillor S Fielding	(Chair)
^	Councillor J Hemsall	
	Councillor E Kerry	
	Councillor J Packer	
^	Councillor J Zadrozny	
	Councillor K Girling	(substitute for Councillor Hemsall)

Members absent are marked ^

Councillor B Grocock attended as an observer.

1 APOLOGY FOR ABSENCE

An apology for absence was received from Councillor Hemsall.

2 DECLARATIONS OF INTERESTS

No declarations of interests were made.

3 MINUTES

RESOLVED that the minutes of the last meeting held on 8 April 2011, copies of which had been circulated, be confirmed and signed by the Chair.

4 PARTNERSHIP ACTIVITY

Consideration was given to a report of the Chief Fire Officer, copies of which had been circulated, informing and updating the Committee on developments within the partnership agenda. The Partnership Manager explained the impact of recent financial restraints and changes in policy on the structures and conduct of Local Strategic Partnerships. As a result of these, the Fire and Rescue Service had become more targeted on delivery of preventative interventions, with a focus on the people most vulnerable to fire. Consequently, the Services' approach to partnership engagement needed to change and, whilst it would still engage at formal partnership level, the emphasis was now on reaching out to its target groups through the professional agencies which dealt with them on a daily basis. Examples of the new approach included:

- information sharing agreements with Health and Social Care services;
- the commissioning of Home Safety Checks to organisations catering for vulnerable persons;
- the training of specialist care and health workers to identify those most vulnerable to fire in the course of their normal duties;
- creating formal links with Mental Health Services to train workers and identify 'at risk' individuals living in the community;
- establishing formal referral systems for the vulnerable when discharged from hospital;
- the review of the established 'First Contact' referral system to focus on those most in need;
- better joint working with housing associations and Residential Social Landlords (RSLs);
- collaborative working with Nottinghamshire Police and County Older Persons Services to provide joint home security and home safety checks.

For the future, the aims were:

- to have fewer meetings and more practical projects;
- to encourage the greater exchange of information with other agencies;
- to focus on internal partnerships;
- training and awareness raising for key partners;
- further commissioning of preventative initiatives to the third sector.

RESOLVED that

- (1) **the refreshed approach being taken by Nottinghamshire and City of Nottingham Fire and Rescue Service in conducting its partnership activity be endorsed;**
- (2) **further reports be submitted to the Committee by the Chief Fire Officer as to the progress of the revised partnership arrangements.**

PROGRESS OF THE KNOWLEDGE TRANSFER PARTNERSHIP

Consideration was given to a report of the Chief Fire Officer, copies of which had been circulated, informing and updating the Committee on current progress with the Knowledge Transfer Programme. The Partnership Manager explained to the meeting that a partnership formed with Nottingham Trent University (NTU) under the Knowledge Transfer Programme, enabled the Fire and Rescue Service to improve its efficiency and productivity and performance, allowing knowledge gained through the project to be embedded into the organisation.

The programme had been running for just over six months and the associate from NTU had begun to work closely with both Community Safety and Corporate Teams.

During this period, major pieces of work had included;

- a review of current Nottinghamshire Fire and Rescue Service Community Safety Interventions;
- a summary of interventions in use by other fire services;
- a guide on information sharing and data protection;
- an analytical study of fire casualties over the last 5 years

The review of current Nottinghamshire Fire and Rescue Service Community Safety projects included;

- community safety structure;
- community safety interventions and initiatives;
- evaluation methods used for community safety interventions and initiatives;
- risk profiling;
- data collection;
- the practice of other UK fire and rescue services with regards to evaluation methods.

The information had been drawn together in a document which would be used when discussing information requests with other agencies. A database would be developed to record interventions in different districts and an evaluation toolkit would be developed through research to inform the future planning of preventative interventions and corporate risk of management planning.

RESOLVED that:

- (1) **the approach to risk analysis being undertaken by the project be endorsed;**
- (2) **further reports by the Chief Fire Officer on ongoing progress be submitted to the Committee.**

RETAINED REVIEW PROGRESS UPDATE

Consideration was given to a report of the Chief Fire Officer, copies of which had been circulated, informing and updating the Committee on the progress of the Retained Review (review of the retained duty system (RDS)).

The Review conducted in 2008/09 contained 25 recommendations of how the Service may improve its recruitment, retention, development and engagement with its retained staff. The recommendations were to be delivered over a 3 year period.

Progress in respect of the 25 recommendations was summarised in paragraph 2.3 of the report. There had been notable areas of success but some recommendations were still outstanding. There were a number of reasons for this as outlined in the report, one being the impact of the Fire Cover Review. The results of the consultation in relation to the Fire Cover Review may well result in different objectives being set and the recommendations from the review of the RDS would need amending and to be re-submitted to the Committee in future.

RESOLVED that:

- (1) **the progress against the recommendations in the Retained Review be noted;**
- (2) **a further report be submitted, updating the Committee on the status of the recommendations identified by the Retained Review once the Fire Cover Review was complete;**
- (3) **the Chief Fire Officer submit further reports to the Committee on ongoing activities.**

VULNERABLE PERSONS' POLICY AND HOME SAFETY CHECK SCHEME

Consideration was given to a report of the Chief Fire Officer, copies of which had been circulated, informing the Committee on the implementation of the vulnerable Persons Policy revised Home Safety Check Scheme.

Fire and Rescue Services nationwide were looking at ways to streamline Home Safety Check (HSC's) policies to ensure that they were using resources most effectively, in order to be able to react quickly and target the most vulnerable in communities. For Nottinghamshire Fire and Rescue Service this had led to the development of a 'Vulnerable People Policy' and a review of the HSC procedures had been undertaken in order to develop a policy to ensure it was reaching the most vulnerable people and communities at risk from fire, through the delivery of a risk based service.

The general principles of the new HSC procedure were: call challenging, awareness training for the services' partners, six monthly re-visits to those deemed at high-risk and the provision of risk information.

RESOLVED that the policy attached to the report and implementation of a risk based approach to the management of vulnerable people and delivery of Home Safety Check Scheme be endorsed.