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NOTTINGHAMSHIRE & CITY OF NOTTINGHAM FIRE & RESCUE AUTHORITY - COMMUNITY SAFETY COMMITTEE

Date: Friday, 9 January 2015 **Time:** 10.00 am

Venue: Fire and Rescue Services HQ, Bestwood Lodge, Arnold Nottingham
NG5 8PD

Members are requested to attend the above meeting to be held at the time, place and date mentioned to transact the following business

A handwritten signature in black ink, appearing to read "M. J. Taylor".

Clerk to the Nottinghamshire and City of Nottingham Fire and Rescue Authority

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**ANY COUNCILLOR WHO IS UNABLE TO ATTEND THE MEETING AND WISHES TO
SUBMIT APOLOGIES SHOULD DO SO VIA THE PERSONAL ASSISTANT TO THE
CHIEF FIRE OFFICER AT FIRE SERVICES HEADQUARTERS ON 0115 967 0880**

IF YOU NEED ANY ADVICE ON DECLARING AN INTEREST, PLEASE CONTACT THE GOVERNANCE OFFICER BELOW, IF POSSIBLE BEFORE THE DAY OF THE MEETING.

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**NOTTINGHAMSHIRE & CITY OF NOTTINGHAM FIRE & RESCUE AUTHORITY -
COMMUNITY SAFETY COMMITTEE**

**MINUTES of the meeting held at Fire and Rescue Services HQ, Bestwood
Lodge, Arnold Nottingham NG5 8PD on 3 October 2014 from 10.00 am - 11.23
am**

Membership

Present

Councillor David Smith (Chair)
Councillor Brian Grocock
Councillor Ken Rigby
Councillor Roger Jackson
Councillor Malcolm Wood

Absent

Councillor John Wilmott

Colleagues, partners and others in attendance:

Wayne Bowcock - Deputy Chief Fire Officer
Emma Darby - Engagements and Partnerships Officer
Keith Jones - Risk Reduction Manager
Carol Jackson - Governance Officer, Nottingham City Council

5 APOLOGIES FOR ABSENCE

Councillor John Wilmott

6 DECLARATIONS ON INTERESTS

None

7 MINUTES

The Committee confirmed the minutes of the meeting held on 4 July 2014 as a correct record and they were signed by the Chair.

8 SERVICE DELIVERY PERFORMANCE UPDATE

Wayne Bowcock, the Deputy Chief Fire Officer, provided members with an update regarding the current performance of Nottinghamshire Fire and Rescue Service (NFRS) in relation to prevention, protection and response.

The key issues brought to members' attention were;

- the performance figures for 2013/14 were generally good, with over achievement of targets in several areas. There were however three areas where there was an above 10% under achievement of targets:
 - fatalities in primary fires;
 - accidental dwelling fire deaths;
 - fires in non-domestic premises;
- due to the fact that the targets for fatalities in primary fires and accidental dwelling fire deaths are zero, a single death has a significant impact on the targets;
- NFRS continues to measure performance against other similar fire authorities to share information in areas where improvements can be made or where it could be of use to assist others to improve. Whilst the areas are similar in terms of geography and in population quantity, there are some stark demographic and specific population density differences which can contribute to performance variations

Several issues were raised and points made in the discussion which followed:

- work is being undertaken with the managers of buildings to ensure that they are taking greater responsibility for unwanted fire signals;
- the elderly with mobility issues are particularly vulnerable to fire risk, as are those who smoke. The use of ointments and creams which are petroleum based by the elderly can exacerbate any fire risk;
- NFRS continues to lobby for the compulsory installation of sprinklers in new build properties;

RESOLVED to note the contents of the report and to support the work contained within it.

9 RISK REDUCTION UPDATE

Wayne Bowcock, the Deputy Chief Fire Officer, introduced Emma Darby, Engagement and Partnership Officer, who provided members with an update regarding current prevention activity taking place within Gedling Borough Council as part of a multi-agency initiative.

The key points of the presentation were as follows;

- current government policy encourages elderly people to live independently. 20% of the population in Nottinghamshire is over the age of 65. Whilst dwelling house fires are decreasing, the numbers of fires in the home of the elderly is increasing;
- it is vital that a programme to reduce the amount of emergency care accessed by this group of people is embedded into any partnership agenda;
- by accessing the Adult Social Care Framework database that contains the names and addresses of all Nottinghamshire citizens who are in receipt of social care, the Service is able to target interventions toward those most at risk and is therefore not reliant on referrals;
- in partnership with Gedling Borough Council, the Service has adopted an approach to 'make every contact count'. The Gedling Project pilot is a multi-agency initiative with Gedling Borough Council, the Police, EMAS and NFRS;
- NFRS has a specialist risk reduction operative who works with the elderly to ensure that they have adequate fire protection in their home, that they are aware of the risk of fire, what precautions to take and are able to escape their property in the event of a fire. This operative works closely with Age UK and other specialist partners to gain an expertise in dealing with the elderly;
- the risk reduction operative has received additional training to be aware of other risk areas for this demographic group and, where possible, address these risks whilst they are in the premises. Where this is not possible they will refer on to appropriate services, this could be through First Contact or specialist contractors;
- the Risk Reduction operative is competent to:
 - complete Home Fire Safety Checks, including the fitment of alarms and providing fire safety advice;
 - advise on home security, including the fitment of bolts and door chains, door and window alarms;
 - rectify hazards in the home, loose carpets rugs etc;
 - fit hand rails and other aids;
 - advise on electrical hazards, dangerous appliances and heating;
 - issue temporary emergency heating;
 - give advice on doorstep callers and the 'Buy With Confidence Scheme'.
- where there are specialised pieces of work (fitment of outdoor lighting) this could be referred on to local traders;
- once the operative has visited and made the property safe, the householder will be 'risk rated'. Those in the higher risk bracket will be placed on an 'observation

list' controlled by the local authority who will ensure that they receive follow up visits from local police beat teams and are checked on a regular basis by local services (Neighbourhood Teams, refuse collectors etc);

- the Scheme will be evaluated, with a view to rolling it out further if it is successful;

In the discussion which followed, Members were in agreement that there was a huge need to get private landlords on board with such initiatives.

RESOLVED

- (1) to note the contents of the report and to support the work contained in it;**
- (2) that the Deputy Chief Fire Officer be tasked with bringing an interim report evaluating the pilot scheme to a future meeting of this Committee.**

10 FIRE PROTECTION UPDATE

Wayne Bowcock, the Deputy Chief Fire Officer provided members with an update regarding the current fire protection activity taking place;

- Fire Protection has been reacting to investigations which have established that more needs to be done to support people living with dementia;
- significant additional funding has been made available to care homes providing dementia care if they achieved the 'Dementia Quality Mark'. One of the criteria involves the provision of additional stimulus, which could be achieved by sensory decorations within the care home setting and could involve the use of combustible items. The interpretation of the guidance available and the need for operators of care homes to comply with other relevant legislation or guidance has been inconsistent;
- the Service has liaised closely with Dementia Care to develop effective guidance for care homes. The Service has also liaised closely with Nottinghamshire County Council to ensure that fire safety compliance can be achieved without affecting the opportunity for care homes to achieve the Dementia Quality Mark and the associated funding;
- the Fire Protection Team has been working with care home operators to ensure that guidance and compliance is understood and interpreted appropriately. The Service has a legal obligation as the primary authority to uphold the requirements of the Fire Safety Order. Where care home operators have been unable, or unwilling, to follow advice or comply with informal notices the Service has the option to adopt a more formal approach;
- Fire protection continues to support premises and responsible persons that provide care for people living with dementia who aspire to achieve the Dementia Quality Mark by providing guidance on how to achieve this while still meeting their legal obligations under the Fire Safety Order.

RESOLVED to note the report and to support the work contained within it.

11 INCIDENT AT THE UNIVERSITY OF NOTTINGHAM JUBILEE CAMPUS

Wayne Bowcock, the Deputy Chief Fire Officer, presented his report giving an appraisal of the fire that occurred at the University of Nottingham Jubilee Campus on 12 September 2014.

The key points drawn to the Committee's attention were;

- the GlaxoSmithKline Carbon Neutral Laboratory for Sustainable Chemistry on the University of Nottingham's Jubilee Campus was approximately 70% complete at the time of the fire;
- social media played a large part in attracting attention to the fire. The incident attracted National media coverage and the media was used to 'warn and inform' residents of nearby properties of the dangers of flying embers and action they should take to avoid problems from the smoke;
- the incident was first reported at 20.36 pm and Control mobilised 12 appliances, 2 ariel ladder platforms, the Command Support Unit, the Incident Support Unit, 4 Station Managers, 1 Group Manager and a Media Liaison Officer;
- during the initial stages of the incident, NFRS was supported by colleagues from Derbyshire Fire and Rescue Service as part of the normal response arrangements. Assistance was also received from the Environment Agency, Severn Trent and Western Power as well as East Midlands Ambulance Service and the Police;
- the incident was scaled down in the early hours with crews checking for 'hot spots'. Police Crime Scene Investigation and Fire Investigation began on Monday 15 September and the investigation is ongoing. It will include CCTV footage and witness statements;
- there is significant interest in the incident due to the unique size and construction methods used in the building. The Building Research Establishment has been contacted and will be kept informed of developments. A structured debrief will take place with the commanders and representatives from other agencies who attended the incident. The findings from this will be fed back to the Operational Assurance Team;
- University officials have praised NFRS for the professional way in which it dealt with the incident. Whilst the building has been lost there are no casualties or fatalities;
- Peter Holland the Chief Fire and Rescue Advisor has been briefing the Fire Minister on the incident;
- even though the incident had involved a lot of resources from NFRS the Deputy Chief Fire Officer was confident that it had not compromised the ability of the

Service to deal with any other issues which had arisen in the County at the same time;

RESOLVED

- (1) to note the report;**
- (2) that the Deputy Chief Fire Officer be tasked with keeping members up to date on the investigations into the cause of the fire.**



NOTTINGHAMSHIRE
Fire & Rescue Service
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Nottinghamshire and City of Nottingham
Fire and Rescue Authority
Community Safety Committee

FIRE INVESTIGATION FOR THE UNIVERSITY OF NOTTINGHAM JUBILEE CAMPUS

Report of the Chief Fire Officer

Date: 09 January 2015

Purpose of Report:

To provide the Community Safety Committee with an overview of the fire investigation that occurred following the fire at the University of Nottingham Jubilee Campus on 12 September 2014.

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1. BACKGROUND

- 1.1 On the 12 September 2014 Nottinghamshire Fire and Rescue Service (NFRS) attended a large fire at the GlaxoSmithKline Carbon Neutral Laboratory for Sustainable Chemistry, located on the University of Nottingham's Jubilee campus on Triumph Road. The building involved was under construction and at the time of the fire was nearing 70% completion phase.
- 1.2 In dealing with this incident over 60 fire-fighters, 12 appliances and a number of specialist units attended with operational activity continuing for three days – finally concluding on Sunday 14 September.
- 1.3 The premise was a timber framed building with the predominant construction material being wood throughout. This construction method of gluing laminated timber together is known as 'Glulam' and research has demonstrated that when completed and fully constructed can satisfy the necessary requirements for both building and fire safety regulations that would be equally expected of a traditional build.
- 1.4 However, it has also been identified that whilst buildings of this nature do meet these requirements and offer increased design features, they are vulnerable from fire during the construction phase. As such recent examples of fires in timber framed buildings nationally have resulted in total loss incidents.
- 1.5 This was also found to be true of the fire that occurred in the GlaxoSmithKline building. It was completely destroyed by fire with little or no option to undertake any meaningful salvage from the remains.
- 1.6 As a result of these types of incidents a "Site Safe Notification" process is in place – which the construction company Morgan Sindall acting on behalf of the University appear to have complied with.
- 1.7 On Monday 15 September the Service, in conjunction with the following key agencies commenced a full fire investigation into the cause of the fire:
 - Nottinghamshire Police;
 - Regional Hydrocarbon Dog Handler;
 - Health & Safety Executive (HSE) for Construction Sites.
- 1.8 Additional support and consultation was provided by:
 - University of Nottingham;
 - Morgan & Sindall Construction;
 - Burgoyne's Forensic Investigators;
 - British Research Establishment;
 - Chief Fire Officers Association Lead for Timber Frames.

2. REPORT

- 2.1 The investigation was conducted using a co-ordinated multi-agency approach with the terms of reference being established to seek to determine the following. For each area the appropriate authority took the lead as indicated:
- Has a crime been committed – Police;
 - Cause of the fire – Fire Service; ;
 - Origin of where the fire had started – Fire Service;
 - Had all relevant legislation and guidance been followed – HSE; ;
- 2.2 The primary aim was to determine if a criminal act had been committed and therefore caused the fire. This was of paramount importance as the outcome of this line of enquiry would greatly influence how the investigation would be managed and the subsequent resources required to support this. Additionally it would affect the level of disruption to the local area and businesses through scene preservation, the type and quality of evidence to be collected and ultimately who assumed the lead on behalf of those involved in the combined approach for the whole of the investigation.
- 2.3 It was determined relatively early into the investigation, by the Police, that a criminal act could be discounted. The use of accelerants was also discounted by use of the hydro carbon dog.
- 2.4 At this point whilst the fire was simultaneously being investigated, the overall direction focused on whether there was any negligence on behalf of the building contractors and their sub-contractors during the construction process. This was to identify whether there was an act of omission or defect by the contractors as a collective in relation to:
- Health and Safety Legislation;
 - Fire Safety – as covered by the Construction Design & Management (CDM) Regs;
 - UK Timber Framed Association (UKTFA);
 - Sitesafe notification process.
- 2.5 The enforcing authority for health and safety regulations during construction including fire safety is the Health and Safety Executive (HSE).
- 2.6 Of note is that the Regulatory Reform Fire Safety Order 2005 only applies to occupied buildings or buildings under construction where any part of the building is occupied. For buildings under construction and not occupied the HSE are the enforcing authority for the CDM Regs which covers fire safety.
- 2.7 The Sitesafe notification process is an online process whereby fire and rescue services are notified of construction projects in their area that incorporate timber framed construction techniques. Morgan Sindall had complied fully with the Sitesafe notification process for the Triumph Rd construction project.

- 2.8 Early assumptions could be made relatively quickly into the process due to the fact that the building was still under construction. At the time of the fire it was found that the building did not have a mains gas or mains electrical supply. As such ignition related to the mains supplies from the utilities could be discounted.
- 2.9 What is of note is that there was a temporary power supply to the building for primary lighting, emergency lighting and for transformers to power electrical tools and charge mobile working platforms. Whilst all of these items were portable appliance tested at this stage they could not be discounted as a possible source of ignition.
- 2.10 As a result of the evidence gathering process and the discounting of possible ignition sources, electrical as a cause became the most probable cause. Although a fault with the mains utility supply had previously been discounted, it was established that there was a temporary electrical supply into not only the site, but also into the building under construction itself.
- 2.11 With the support of Morgan Sindall the investigation secured plans not only of the route that the temporary cable installation took, but also the nature and type of electric construction equipment that was in each area of the building. By surveying the scene post fire, the remains of these items were identified, marked and photographed in situ.
- 2.12 Over the days that followed and through the cross checking of the evidence and data available, it was finally determined that the most probable cause for the fire was electrical and the origin or location of the fire was on the first floor underneath the base of horn 1.
- 2.13 At this stage of the construction, without fire doors or in some areas glazing, there were open voids between floors. Whilst services were being installed and commissioned this caused the building to be self-ventilating and once the fire had taken hold it then passed through the building rapidly and with some ferocity.
- 2.14 The final phase of the investigation is to debrief the operational crews with a view to consolidating and refining future practice. This is a standard procedure undertaken by the Service, and due to the resources committed in dealing with this incident there is the potential to interrogate and capture a rich vein of feedback.
- 2.15 Additionally there will be a multi-agency meeting to look at the industry standards that were adopted and applied to this build. The brief will be to determine how effective these were despite the loss and what areas if any can be improved or bolstered for the future.
- 2.16 The investigation is also active in supporting the process to clear the site by offering guidance on what, if any, contamination is present in the fire debris and the land.

2.17 Investigators are also working with the HSE to provide information to assist them in advising the University and the local community to reassure them that any future rebuild is safe and within industry standards.

2.18 There exists a strong desire to replace the loss and once again realise the aspiration to be at the forefront of laboratory research in association with the University of Nottingham.

3. FINANCIAL IMPLICATIONS

There are no additional financial implications other than those incurred by conducting the fire investigation. This was undertaken by staff currently employed by the Service in the execution of its statutory duties.

4. HUMAN RESOURCES AND LEARNING AND DEVELOPMENT IMPLICATIONS

There are no human resources or learning and development implications arising from this report.

5. EQUALITIES IMPLICATIONS

An equality impact assessment has not been undertaken because this report is to provide an update to the Committee on a significant incident.

6. CRIME AND DISORDER IMPLICATIONS

By undertaking the joint investigation some of the information and intelligence obtained can be used to ensure future projects are safeguarded against any criminal acts.

7. LEGAL IMPLICATIONS

7.1 If the Service had not undertaken a fire investigation it would not have satisfied its statutory duties under the Fire & Rescue Services Act resulting in potential legal implications.

7.2 Had the Service not participated fully with a joint investigation it could have faced legal implications by providing conflicting information and therefore undermining fellow enforcing authorities. This could have affected any potential legal actions taken.

8. RISK MANAGEMENT IMPLICATIONS

There are no risk management implications arising from this report.

9. RECOMMENDATIONS

That Members note the contents of this report.

10. BACKGROUND PAPERS FOR INSPECTION (OTHER THAN PUBLISHED DOCUMENTS)

None.

John Buckley
CHIEF FIRE OFFICER



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Fire and Rescue Authority
Community Safety Committee

CASE SUMMARY FOR A RECENT REGULATORY REFORM FIRE SAFETY ORDER 2005 PROSECUTION

Report of the Chief Fire Officer

Date: 09 January 2015

Purpose of Report:

To provide the Community Safety Committee with an overview of the recent court case involving the Fire Authority in pursuant of fire safety breaches under the Regulatory Reform Fire Safety Order 2005.

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1. BACKGROUND

- 1.1 The current legislation governing fire safety in non-domestic premises in England and Wales is The Regulatory Reform (Fire Safety) Order 2005 (referred to in this report as “the 2005 Order”). Article 26 of this legislation states “*every enforcing authority must enforce the provisions of this Order*”. Article 25(a) clarifies that the enforcing authority is “*the fire and rescue authority for the area in which premises are situated*”.
- 1.2 One of the Fire Protection Department’s key roles is to meet the Fire Authority’s statutory obligation to enforce the 2005 Order and in doing so protect the public from unsafe premises. This obligation is met primarily through a risk based inspection programme, supported by targeted inspections following the receipt of complaints from other agencies, members of the public and intelligence from operational crews.
- 1.3 Inspecting officers are required to follow government guidance with regard to better regulation. The objectives of any inspection are to protect relevant persons, identify hazards to operational crews and to assist the responsible person (RP) to meet his/her obligations under the 2005 Order. Officers at all times are encouraged to educate and inform RP’s whenever possible as a preference to formal enforcement action. Formal action when deemed necessary ranges from the issuing of Enforcement Notices, Prohibition Notices, and in extreme circumstances, prosecution through the criminal courts.
- 1.4 Annually the Service’s inspecting officers carry out over 2000 visits to premises, including approximately 500 pre-planned audit inspections. Of these inspections approximately 15 result in Enforcement Notices, 20 in Prohibition Notices and 5 result in prosecution through the courts. Clearly the vast majority of the inspectorate’s inspection activity (98%) involves supporting businesses by providing advice and guidance on cost effective solutions to identified areas of non-compliance.

2. REPORT

- 2.1 This report concentrates on two properties in North Nottinghamshire, which were rented on a short term basis to various groups including stag/hen parties, wedding parties and groups of friends. Both properties were offering sleeping accommodation for approximately 14 persons (28 in total).
- 2.2 The properties first came to the attention of the Fire Authority in 2010 via a complaint from a member of the public who had stayed there and had concerns with regard to the standards of fire safety.
- 2.3 The premises were inspected by officers in 2010 and deficiencies were identified at both properties in respect of the inadequate fire warning systems and unprotected escape routes from the upper floors. The inspecting officer

- spent some time with the owner, offering advice on cost effective solutions to rectify the identified deficiencies.
- 2.4 As a result of this inspection an informal Notice of Deficiencies was sent to the owner identifying the areas of concern at both premises.
 - 2.5 In 2011 there was a fire at one of the premises. Further advice was given to the owner by the attending crews.
 - 2.6 In 2012 the premises were re-inspected by the Fire Authority as part of the risk based inspection programme and were identified as a premises providing sleeping accommodation with a poor inspection history.
 - 2.7 During this inspection, officers discovered that the fire safety standards at both premises had declined significantly. The owner now claimed that the 2005 Order did not apply to his premises and subsequently failed to demonstrate any intent whatsoever to rectify the identified deficiencies at either premise.
 - 2.8 As a result of his findings and to prevent an on-going risk to members of the public, the inspecting officer issued formal Enforcement Notices to the owner who reacted in an aggressive manner. From this point forward the owner became difficult to deal with, for example, numerous complaints, freedom of information requests and correspondence exchanges. This was recognised by the judge in his summing up.
 - 2.9 Following an initial magistrate's court hearing and cancelled appeal hearing The Fire Authority requested that the court award costs and a sum of £2,500 was awarded. In awarding costs the magistrates commented that the appeal was "*entirely without merit*". To date these costs remain unpaid by the owner.
 - 2.10 Officers re-inspected the premises for compliance with the enforcement notice in February 2013 and discovered that works required had not been completed to an acceptable standard. Other attempts to visit the premise were denied which is a breach of Article 27 of the 2005 Order and a criminal offence
 - 2.11 The owner subsequently applied to the magistrates' court to re-open his appeal against the Enforcement Notice and following several adjournments this request was denied by the magistrates. A further costs application was submitted to the magistrates who awarded the Fire Authority full costs of £4,444. To date these costs also remain unpaid by the owner (total now outstanding £6,944).
 - 2.12 The owner finally appeared at Nottingham Crown Court in February 2014 for a plea and case management hearing; he entered pleas of not guilty to all but two charges. The matter was adjourned to 29 September 2014 for a full trial.
 - 2.13 On the second day of this trial the owner changed pleas to guilty on several charges. The Fire Authority took the decision not to pursue the remaining charges due to public interest.

- 2.14 On 20 November 2014 at Nottingham Crown Court, the owner received fines totalling £22,000 and was ordered to pay NFRS £78,000 towards their costs. (a total financial penalty of £100,000).
- 2.15 In passing sentence, Judge Dickinson said the defendant had ignored the advice of fire officers, and ignored (repeated) warnings. He added that he had deliberately and persistently run risks with the lives of others. He went on to say that he feared it was not about saving money but more a case of *'stubbornness, pig-headedness and picking a fight with fire officers rather than working with them'*, that had led the owner to fail to carry out the necessary improvements.

3. FINANCIAL IMPLICATIONS

- 3.1 When pursuing litigation, costs originate from two areas, internal investigation expenses and external legal fees.
- 3.2 Following a successful prosecution (the checks and balances procedures ensure that NFRS only prosecute where absolutely necessary and subsequently have a 100% record with regard to achieving success in the courts) counsel representing the Fire Authority is instructed to apply for full costs from the defendant; these applications always include recovery of both internal and external costs. To date the Fire Authority's legal representatives have an excellent record in achieving cost awards from both the Magistrates and Crown Courts minimising the burden on the public purse.
- 3.3 The costs in this case are far in excess of any previous cases presented to the courts predominately due to the activities of the defendant, including:
- Maintaining a "not guilty" stance until the case had been fully prepared for the Crown Court, this resulted in investigators, solicitors and counsel having to undertake substantial preparation for a full jury trial.
 - Submitting numerous erroneous complaints regarding the conduct of inspecting officers to elected members, MPs, Government departments, Police and local and national press. These complaints had to be investigated and responded to, which in some instances involved obtaining protracted legal advice.
 - Submitting numerous requests under the Freedom of Information Act, including repeated requests regarding the Fire Authority's investigations, these requests had to be processed in conjunction with legal advice.
 - Pursuing appeals, applications to re-open withdrawn appeals and judicial reviews of magistrates' decisions, all of which required protracted legal advice, preparation and representation in court.
- 3.4 Investigating officers have taken every step to keep costs to a minimum, including preparing and presenting an expert report internally (a saving of a

quoted £20,000) providing counsel with a detailed technical response to the submitted defence statements and subsequent correspondence.

4. HUMAN RESOURCES AND LEARNING AND DEVELOPMENT IMPLICATIONS

A full departmental debrief of the case is planned and any learning points, including areas of good practice taken by the Service will be submitted for action and/or implementation.

5. EQUALITIES IMPLICATIONS

An equality impact assessment is not necessary as this report serves as a factual account of recent court action.

6. CRIME AND DISORDER IMPLICATIONS

There are no crime and disorder implications arising from this report.

7. LEGAL IMPLICATIONS

- 7.1 The implications of the fire authority having knowledge of premises being in breach of the Fire Safety Order and not exercising its statutory duty would be numerous and far reaching. A failure to follow legal process when responsible persons refuse or fail to adhere to fire safety legislation would place lives of the public and potentially fire service personnel at risk.
- 7.2 This failure would also create a reputational risk that fire safety legislation designed to protect people and keep them safe could be ignored. This could lead to a reduction in general fire safety standards throughout the county and an increase to more severe property fires and heightened risk to life.
- 7.4 NFRS will do everything in its power to educate, inform and support businesses to improve their safety but in the minority of cases where court action becomes unavoidable, a very clear message is sent to all businesses and their owners that the responsibility of fire safety in commercial premises must be taken seriously.

8. RISK MANAGEMENT IMPLICATIONS

There are no risk management implications arising from this report.

9. RECOMMENDATIONS

That Members note the contents of this report and the workload that this case type creates for the organisation.

10. BACKGROUND PAPERS FOR INSPECTION (OTHER THAN PUBLISHED DOCUMENTS)

None

John Buckley
CHIEF FIRE OFFICER



NOTTINGHAMSHIRE
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Community Safety Committee

COMMUNITY SAFETY REVIEW

Report of the Chief Fire Officer

Date: 09 January 2015

Purpose of Report:

To provide Members with an update on the review of community safety within the organisation, and to detail the revised performance management and reporting process for reporting to the Community Safety Committee.

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1. BACKGROUND

- 1.1 The organisation of risk reduction activities has been reviewed following the recent inclusion of Partnerships and Engagement into the departmental structure. Until recently, the leads for prevention had been a mix of a non-uniformed manager, overseeing and managing partnerships and engagement teams and three geographical Group Managers, managing the risk reduction teams in districts.
- 1.2 The Area Manager of Service Delivery initiated a review of the risk reduction function and the work undertaken across the prevention departments. The appointment of a Group Manager and a fully resourced team of over 40 personnel has brought together all aspects of 'prevention' except for those carried out by operational crews.
- 1.3 Phase 1 of the review commenced in September 2014, the findings of which have been presented to the Area Manager of Service Delivery, to be implemented in January 2015.
- 1.4 This report is a brief overview and will be accompanied by a verbal update / presentation from the Head of Community Safety.

2. REPORT

- 2.1 The review has been conducted under four key themes:

- Research and information gathering;
- Identification of Community Safety priorities;
- Departmental structure options;
- Performance monitoring and reporting.

These areas have been conducted by carrying out staff focus groups to ensure an inclusive approach with those best placed to inform the process. This was supported by the qualitative intelligence fundamental to establishing risk based priorities for the Service.

- 2.2 A number of visits were undertaken to other fire and rescue services to gather information on their structures, roles, business plans and strategies. Links have been established with the Chief Fire Officers' Association (CFOA) communities and a number of information requests have been placed to further inform the review ensuring a national perspective.
- 2.3 Quantitative data and qualitative intelligence was gathered and meetings were held with the five analysts from the Community Safety and the Crime and Disorder Partnerships, requesting information for the review to firmly identify the risks within the county and city of Nottinghamshire.
- 2.4 Links were established with the Corporate Team and a performance analyst was assigned to work with the review team, based at Central fire station to

gather information for the team. The analyst provided a strategic overview of the incidents that have occurred across Nottinghamshire within the last five years, mapped into district and ward level for fires, road traffic collisions and home safety checks completed. This data was then mapped with the qualitative data from risk reduction officers and risk reduction teams to inform of the most significant risks to the Service. This was then overlaid with our partner's intelligence, their agreed priorities, partnership plus areas and high impact neighbourhoods, thus completing the risk mapping process and clearly identifying target areas and Service priorities.

- 2.5 The intelligence provided a platform for the priorities of 2015-16. The main priorities of community safety, in order of priority, being:
1. Persons at risk.
 2. Road safety.
 3. Elderly.
 4. Education.
- 2.6 The structure has been designed to reflect the main priorities of the department and ensures that personnel are in place with theme leads and dedicated work streams.
- 2.7 The department will be split into two geographical areas, north and south. The south and city will be merged as a team.
- 2.8 Community Safety performance is currently being developed to ensure the priorities are effectively managed. This will be part of the wider organisational performance framework and will report to the Community Safety Committee on a quarterly basis. Appendix A outlines the performance cycle which will feed into the organisational performance framework. This will be described by the head of Community safety during the meeting.

BUDGET

- 2.9 The budget for community safety will now be centralised, managed by the Group Manager, and aligned to the identified priorities for the department.

TRAINING

- 2.10 The role of community safety is specialised with areas of expertise. The review has outlined that training of community safety personnel over the past few years has been fractured. An action plan has been developed which aims to outline the training requirements and induction programmes for all personnel.

3. FINANCIAL IMPLICATIONS

There are no financial implications arising from this report.

4. HUMAN RESOURCES AND LEARNING AND DEVELOPMENT IMPLICATIONS

The human resources implications have arisen from the introduction of the new structure and movement of personnel. All anticipated implications have been discussed prior to implementation with the relevant human resources business partners.

5. EQUALITY IMPACT ASSESSMENT

An equality impact assessment will be completed during the pilot period to inform the evaluation.

6. CRIME AND DISORDER IMPLICATIONS

There are no crime and disorder implications arising from this report.

7. LEGAL IMPLICATIONS

There are no legal implications arising from this report.

8. RISK MANAGEMENT IMPLICATIONS

There are no risk management implications arising from this report.

9. RECOMMENDATIONS

That Members note the contents of this report.

10. BACKGROUND PAPERS FOR INSPECTION (OTHER THAN PUBLISHED DOCUMENTS)

None.

John Buckley
CHIEF FIRE OFFICER

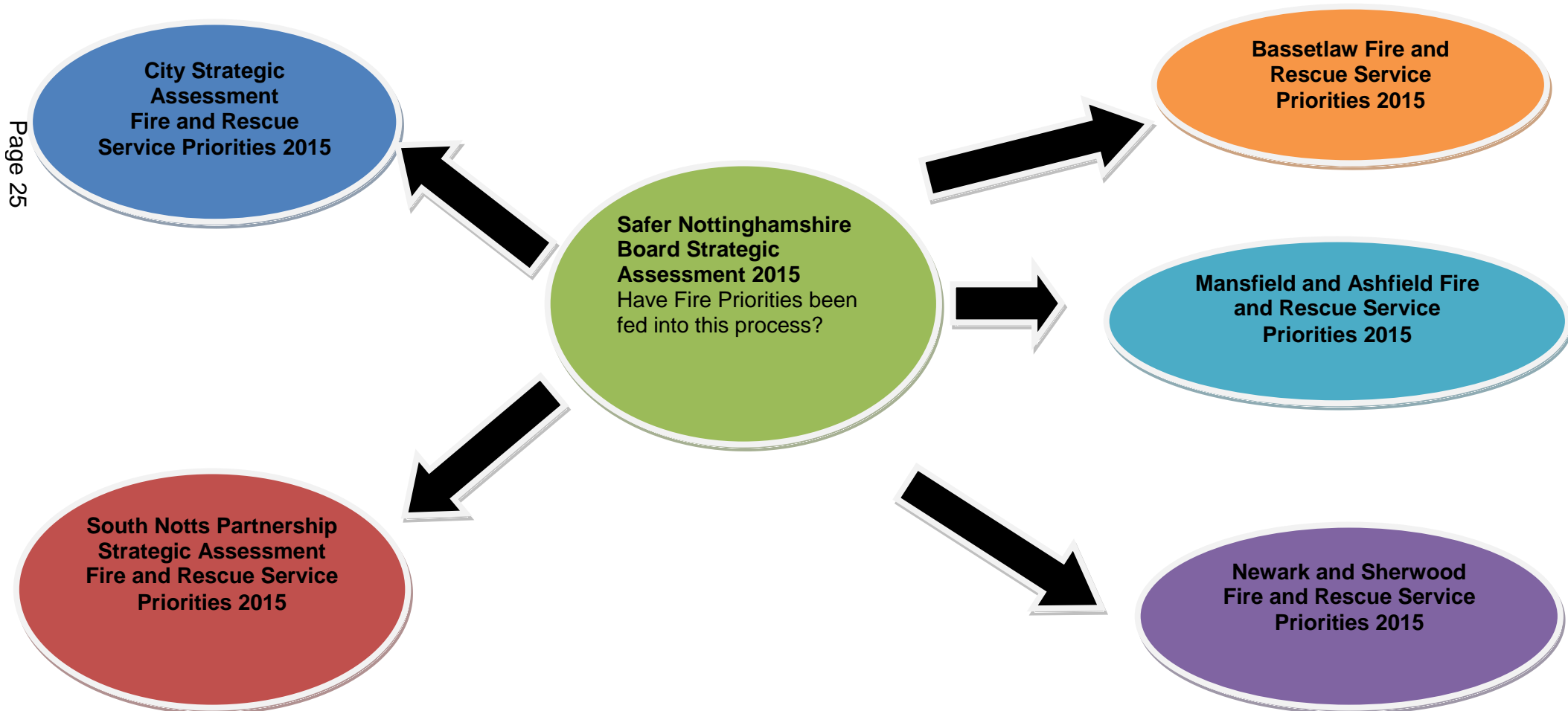
PERFORMANCE REPORTING AND PROCESS

Stage 3

The 2015/16 Performance Cycle

Strategic Assessments

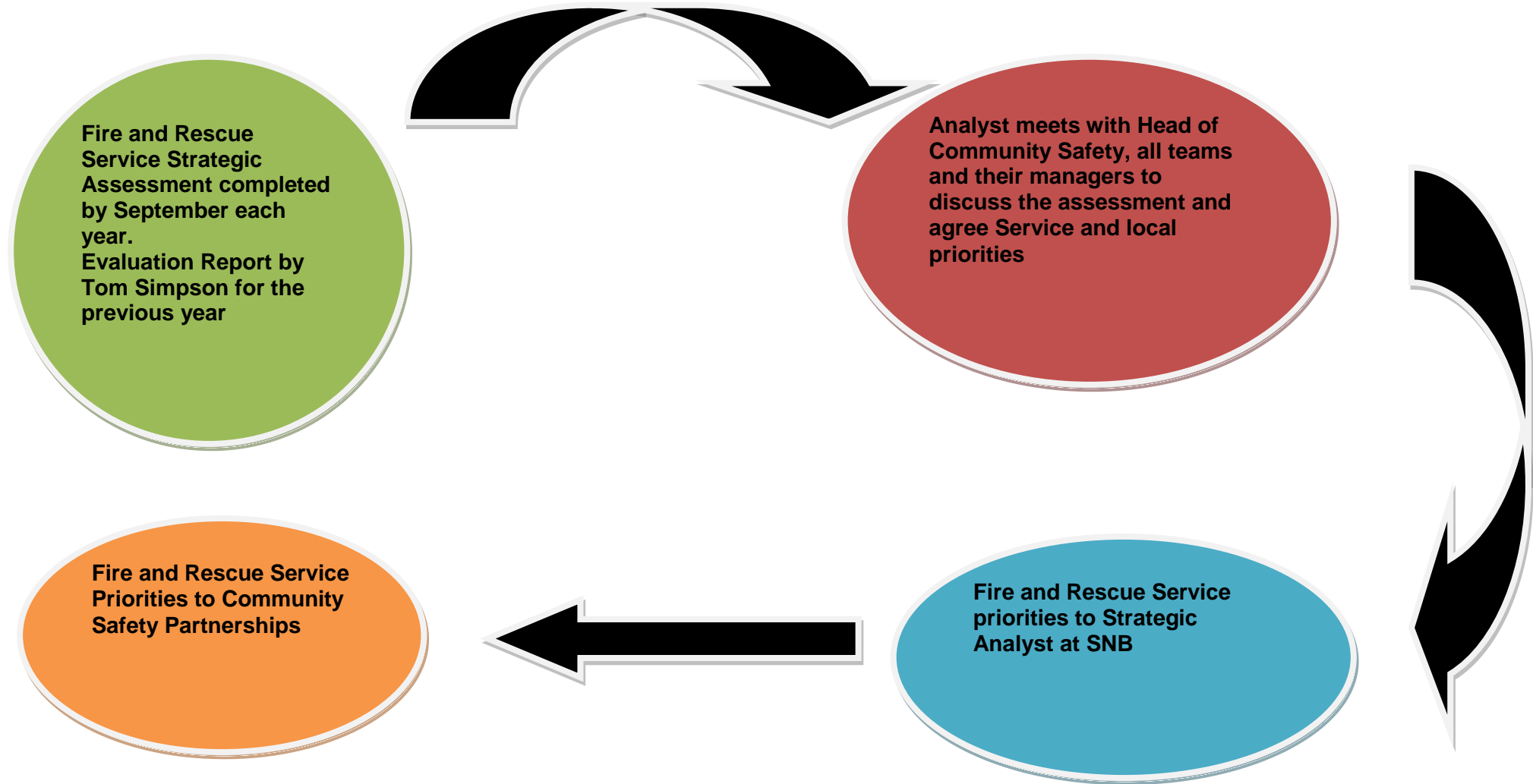
The Service will feed into the SNB Strategic Assessment and then the subsequent individual partnership assessments for 2015 and then at the end of each year for the subsequent year.



Stage 4

Aligning Performance Information with Strategic Assessments

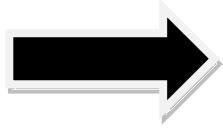
Priorities for the SNB and Local Strategic Assessment's for the following year will be completed by the Service by September of each year to feed into this process.



Stage 5

The Internal Performance Management Framework

2 weeks prior to Performance Meeting, each team receive performance data report from the analysts



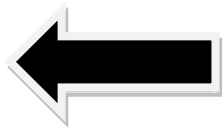
Day before Performance Meeting: Teams meet to discuss performance and possible action plans for coming quarter with Station Manager



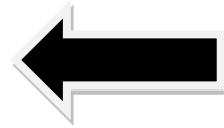
Performance Meeting attended by Station Manager and Risk Reduction Officers



Analyst and Community Safety Group Manager Presentation to Community Safety Performance Committee



Community Safety Group Manager briefs DCO and AM Service Delivery on previous quarter performance and emerging priorities



Community Safety Station Managers brief District Group and Station Managers on performance priorities and action plans for the coming quarter

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