

# Appendix 1: Prevention Improvement Plan



<b>Lead Member:</b> <b>Project Sponsor:</b> <b>Project Manager:</b>		Cllr Simon Rouse AC Paul Scanes Joanne Cook		<b>Project Objectives:</b> Following the Prevention Evaluation, a three-year plan is in place to develop Prevention within the service: Effective prevention strategy, processes and systems in place facilitating effective delivery of preventative information across the community				<b>Overall RAG</b> 	
Strategy, vision and leadership		Intelligence		Management of processes, systems and planning incl. audit		Coordination & communication of operations		Delivery of operations	

## Summary – Period dated: September – December 2023

### Key Activities

- Following the redesign of the referral and visit form in PRMS in March, the draft form has been further reviewed, with the next step being the Provider delivering the sandbox test environment for it. In preparation for this, a test set of data has been prepared to ensure all elements of the referral form are robustly tested by all relevant staff groups. A comprehensive testing plan has also been developed for the PRMS referral and visit form delivery.
- The risk stratification scoring previously tested and agreed (version 1, OSG – Feb 2023) has been updated and approved (Version 2, BTB Nov 2023). Training has been delivered to the Admin team by the Admin Support Manager. The commencement of using this is dependent on the changes to the PRMS being rolled out.
- Work on the next phase of risk stratification – use of the Domestic Dwelling Fire Methodology developed by ORH has been commenced by the Data Intelligence Team, with an agreed approach for roll out (including communication) to be developed for its use from April 2024.
- Onboarding of the Online Home Fire Safety Check (OHFSC) has been recommenced for a soft launch with the aim of determining its impact on increasing referrals and providing advice to those at lowest risk of or from fire, prior to it being scaled up after the Premises Risk Management System (PRMS) sandbox testing and rollout period.
- Quality assurance and evaluation of HFSV guidance documents written and submitted to BTB for approval (February 2024).

## Priorities for Next Period: January – March 2024

### Progress

- Onboarding of OHFSC to soft launch in February 2024. Scale up of publicising it to be timed for after the revised visit and referral forms for PRMS have been delivered and the Admin team are using risk stratification within that system.
- Update of the Fire Sense program to ensure it is consistent to national messaging and aligns to service marketing formats with a COM B evaluation process written to provide information on its effectiveness in effecting change regarding elements of the Person-centred Framework.
- Communication of revised targeted data incorporating another layer of risk stratification in preparation for April 2024

### Complete

- Bandings added to local Prevention KPMs in liaison with DIT to ensure consistency in approach. Including the inclusion of an additional data line for the Service KPMs to ensure there is Service oversight of all data eligible for external (Home Office) reporting, specifically virtual or non-cross threshold visits
- Mapping of referrals by quarter to identify who/where they are received from and where Fire Sense delivery should be targeted to address gaps in referral sources where incidents in domestic dwellings is higher.

# Project: Prevention Improvement Plan



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Summary – Period dated: September – December 2023	Key Milestones	Forecast/ Actual	RAG
<b>Key Activities (continued)</b>	Effective system for dealing with referrals implemented, prioritising those with highest level of risk	October 2022	
	Approval of revised Prevention Strategy	October 2022	
	An effective system defining levels of risk in the community	October 2022	
	Evidence in place to support removal of Prevention Cause for Concern	May 2023	
<b>Change Request Log:</b>			
NA	NA	NA	

Risk/ Issue	RAG	Description	Mitigating Action	Next Action
Enter top three highest risks to the plan				
Staff capacity		Capacity continues to be an issue. Whilst the Admin team are at full capacity, a maternity leave commences in Q4. The Community Safety delivery team has 2 vacant roles (CSAs) and one long term sickness so is at 50%.	Support to the Admin team had been provided by a member of the PMO, however that person leaves midway through Q4. Changes to the PRMS visit form remove a significant number of questions from the HFSV process which should reduce demand	Determine how to fulfil the statutory requirements of 307 of the Serious Violence Duty to enable CSA recruitment to commence.
Prioritisation of visits by risk level (risk stratification)		Capacity and ability to make development changes to the Prevention side of the Premises Risk Management System (PRMS) due to work on the SSRI element impacted on the progression of several recommend actions.	All preparatory work from the Service is complete (guidance doc, training of Admin Team, preparation of a test data set, time reserved to test data) in anticipation of the 3 <sup>rd</sup> party provider delivering the sandbox test environment for this to begin to progress	Sandbox testing of inputs and outputs to/from the system prior to being able to roll out.
External workstreams		Areas of work related to the Firesetter Intervention Scheme (FIS) have a different delivery schedule to that of the Prevention Improvement Plan,	Updates sought and awaited from FIS lead on the recommendations linked to this. Assurance has now been received that this will be completed by April 2024.	Review Firewise procedure to ensure areas raised in the recommendation have been considered & are reflect

Prevention Improvement Plan dashboard update – December 2023



Prevention Improvement Plan - Progress Dashboard

	Total recommendations	Complete	On track	On hold/delayed	Not started
Strategy, vision & leadership	7	5	0	2	0
Intelligence	15	12	0	3	0
Management of processes, systems and planning, including audit	15	7	1	7	0
Coordination and communication of operations	13	9	1	3	0
Delivery of operations	10	8	0	2	0
<b>Grand totals</b>	<b>60</b>	<b>41</b>	<b>2</b>	<b>17</b>	<b>0</b>