



**DORSET & WILTSHIRE
FIRE AND RESCUE
AUTHORITY**

Workplace Visits Protocol

Introduction

The Fire Authority agreed, in their inaugural meeting on the 1 April 2016, to align DWFRA members to stations within DWFRS.

It is agreed as beneficial to allocate Members to particular stations and then ensure the Member has the contact number of the local manager and/or Head of Department to arrange their visit.

Whilst it is not considered necessary (unless a request is made) for Members to be accompanied by a Principal Officer, it is desirable that in addition to contact with the appropriate manager, the CFO is also kept informed (via Jill McCrae - jill.mccrae@dwfire.org.uk). Quite apart from attempting to balance visits by Members to stations, knowledge of planned visits will also ensure that planned visits by Principal Officers and other visitors is scheduled to provide a balance amongst all staff.

To assist with the visits and develop a consistency an aide memoir and feedback mechanism has been put into place.

In terms of station visits, Members are encouraged to ensure that as part of the visit they spend some time becoming familiar with the Fire and Rescue Service business and effectiveness in the station area by discussing with the officer in charge the performance information.

There is no schedule or frequency detailed in this proposal, but it is suggested that visits to each workplace occurs at least once and no more than three times per year.

Stations

Member Name	Station	Duty System	Contact Name & Email
Abdul Amin	Swindon	Whole-time and RDS Station	District Commander, SM Lee Brathwaite Lee.brathwaite@dwfire.org.uk 07809 548080
Mark Anderson	Springbourne	Whole-time Station	District Commander, SM Andy Cole 07785 118634 Andy.cole@dwfire.org.uk
Les Burden	Hamworthy	RDS Station	District Commander, SM Charlie Pack 07909893438 Charlie.pack@dwfire.org.uk
	Bere Regis	RDS Station	District Commander, SM Steve Waller 07799 075962 Steve.waller@dwfire.org.uk
Steve Butler	Sturminster Newton	RDS Station	District Commander, SM Clem Stanley 07827 881797 Clem.stanley@dwfire.org.uk
	Cranborne	RDS Station	District Commander, SM Will Creighton 07880 691180 Will.creighton@dwfire.org.uk
Mike Byatt	Portland	RDS Station	District Commander, SM Simon Dennett 07799 075954 Simon.dennett@dwfire.org.uk
	Weymouth	Whole-time and RDS Station	District Commander, SM Simon Dennett 07799 075954 Simon.dennett@dwfire.org.uk
Ernie Clark	Devizes	Hub and RDS Station	District Commander, SM Jack Nicholson 07809 548048 Jack.nicholson@dwfire.org.uk
	Calne	RDS Station	District Commander, SM Jack Nicholson 07809 548048 Jack.nicholson@dwfire.org.uk
Ronald Coatsworth	Charmouth	RDS Station	District Commander, SM Jason Rogers 07799 075949 Jason.rogers@dwfire.org.uk
	Bridport	RDS Station	District Commander, SM Jason Rogers 07799 075949 Jason.rogers@dwfire.org.uk

Member Name	Station	Duty System	Contact Name & Email
Chris Devine	Amesbury	RDS Station	District Commander, SM Tom Brolan 07825061071 Tom.Brolan@dwfire.org.uk
	Ludgershall	RDS Station	District Commander, SM Tom Brolan 07825061071 Tom.Brolan@dwfire.org.uk
Beverley Dunlop	Redhill Park	Whole-time Station	District Commander, SM Andy Cole 07785 118634 Andy.cole@dwfire.org.uk
Malcolm Davies	Ferndown	Daycrewed and RDS Station	District Commander, SM Julian Lockwood 07786 174226 Julian.lockwood@dwfire.org.uk
Philip Eades	Wareham	RDS Station	District Commander, SM Steve Waller 07799 075962 Steve.waller@dwfire.org.uk
	Swanage	RDS Station	District Commander, SM Steve Waller 07799 075962 Steve.waller@dwfire.org.uk
Peter Edge	Tisbury	RDS Station	District Commander. SM Jason Moncrieff 07774 413935 Jason.moncrieff@dwfire.org.uk
	Wilton	RDS Station	District Commander, SM Louis Minchella 07909 893450 Louis.minchella@dwfire.org.uk
	Shaftesbury	RDS Station	District Commander, SM Clem Stanley 07827 881797 Clem.stanley@dwfire.org.uk
Spencer Flower	Verwood	RDS Station	District Commander, SM Will Creighton 07880 691180 Will.creighton@dwfire.org.uk
	Sherborne	RDS Station	District Commander, SM Steve Underhill 07920 297241 Steve.underhill@dwfire.org.uk
Mollie Groom	Royal Wootton Bassett	RDS Station	District Commander, SM Jason Underwood 07515 1991951 Jason.underwood@dwfire.org.uk
John Haines	Stratton	Whole-time and RDS Station	District Commander, SM Antony Bholah

Member Name	Station	Duty System	Contact Name & Email
			07584 206892 Antony.bholah@dwfire.org.uk
Colin Jamieson	Christchurch	Whole-time and RDS Station	District Commander, SM Julian Lockwood 07786 174226 Julian.lockwood@dwfire.org.uk
Susan Jefferies	Wimborne	RDS Station	District Commander, SM Will Creighton 07880 691180 Will.creighton@dwfire.org.uk
	Blandford	RDS Station	District Commander, SM Clem Stanley 07827 881797 Clem.stanley@dwfire.org.uk
Bob Jones	Cricklade	RDS Station	District Commander, SM Jason Underwood 07515 1991951 Jason.underwood@dwfire.org.uk
	Malmesbury	RDS Station	District Commander, SM Darren Nixon 07860 345294 Darren.nixon@dwfire.org.uk
Trevor Jones	Maiden Newton	RDS Station	District Commander, SM Steve Underhill 07920 297241 Steve.underhill@dwfire.org.uk
	Dorchester	RDS Station	District Commander, SM Steve Underhill 07920 297241 Steve.underhill@dwfire.org.uk
John Knight	Chippenham	Daycrewed and RDS Station	District Commander, SM Darren Nixon 07860 345294 Darren.nixon@dwfire.org.uk
	Corsham	RDS Station	District Commander, SM Darren Nixon 07860 345294 Darren.nixon@dwfire.org.uk
Rebecca Knox	Lyme Regis	RDS Station	District Commander, SM Jason Rogers 07799 075949 Jason.rogers@dwfire.org.uk
	Beaminster	RDS Station	District Commander, SM Jason Rogers 07799 075949 Jason.rogers@dwfire.org.uk

Member Name	Station	Duty System	Contact Name & Email
Nick Martin	Ramsbury	RDS Station	District Commander, SM Jason Underwood 07515 1991951 Jason.underwood@dwfire.org.uk
	Pewsey	RDS Station	District Commander, SM Tom Brolan 07825061071 Tom.Brolan@dwfire.org.uk
Christopher Newbury	Westbury	RDS Station	District Commander, SM Andy Green 07734 483886 Andy.green@dwfire.gov.uk
	Melksham	RDS Station	District Commander, SM Jack Nicholson 07809 548048 Jack.nicholson@dwfire.org.uk
Graham Payne	Bradford on Avon	RDS Station	District Commander, SM Andy Green 07734 483886 Andy.green@dwfire.gov.uk
	Trowbridge	Day Crewed and RDS Station	District Commander, SM Andy Green 07734 483886 Andy.green@dwfire.gov.uk
Garry Perkins	Marlborough	Hub and RDS Station	District Commander, SM Jason Underwood 07515 1991951 Jason.underwood@dwfire.org.uk
Christopher Rochester	Westbourne	Whole-time Station	District Commander, Mark Philips (temporary) 07557 015657 Mark.philips@dwfire.org.uk
Ricky Rogers	Salisbury	Whole-time and RDS Station	District Commander, SM Louis Minchella 07909 893450 Louis.minchella@dwfire.org.uk
Ann Stribley	Poole	Whole-time and RDS Station	District Commander, SM Charlie Pack 07909893438 Charlie.pack@dwfire.org.uk
Jo Tray	Westlea	Day Crewed Station	District Commander, SM Antony Bholah 07584 206892 Antony.bholah@dwfire.org.uk
Bridget Wayman	Warminster	RDS Station	District Commander. SM Jason Moncrieff 07774 413935 Jason.moncrieff@dwfire.org.uk

Member Name	Station	Duty System	Contact Name & Email
	Mere	RDS Station	District Commander. SM Jason Moncrieff 07774 413935 Jason.moncrieff@dwfire.org.uk
	Gillingham	RDS Station	District Commander, SM Clem Stanley 07827 881797 Clem.stanley@dwfire.org.uk



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Feedback on workplace visits DWFRA Elected Members

Introduction

The purpose of this pro-forma is to provide an aide memoir and feedback system for Elected Members when visiting DWFRS workplaces. The aid memoir should ensure that there is a degree of consistency and feedback from Members to local managers/officers

Visit details

Member's Name: Workplace visited:

Date of visit: Signature:

General Observations

1. Condition of working environment:

2. Workload and Performance management - level of activity

3. Staff morale and welfare:

4. Miscellaneous comments:

Please return completed form to Jill McCrae, Head of Democratic Services & Corporate Assurance
(jill.mccrae@dwfire.org.uk)