



**DORSET & WILTSHIRE
FIRE AND RESCUE
AUTHORITY**

**To: Members of the Dorset & Wiltshire Fire and Rescue Authority
Swindon Local Performance and Scrutiny Committee**

Membership

Cllr Garry Perkins (Chair)
Cllr Brian Mattock

Cllr Kevin Small

Dear Member

You are asked to attend the Swindon Local Performance and Scrutiny Committee meeting to be held on Tuesday 24 November from 10.00am.

This meeting will be held remotely in a Microsoft Teams event. Please note that an invitation has been sent to you to join the meeting via your calendar.

Yours sincerely

A handwritten signature in black ink that reads 'Jonathan Mair'.

Jonathan Mair
Clerk and Monitoring Officer

AGENDA

Swindon Local Performance and Scrutiny Committee meeting

As a result of the Coronavirus Pandemic, Dorset & Wiltshire Fire and Rescue Authority has reviewed its approach to holding its Authority and Committee meetings. It will be hosting these virtually until further notice. The internet-based meetings will be hosted via Microsoft Teams events.

Members of the public are welcome to view this meeting and listen to the debate online by using this [link](#).

Members of the public wishing to view the meeting from an iPhone, iPad or android phone will need to download the free Microsoft Team App to sign in as a Guest, it is advised to do this at least 30 minutes prior to the start of the meeting.

Public Questions

Please note that public speaking at Local Performance and Scrutiny Committee meetings has been suspended during the Coronavirus Pandemic.

If you wish to put a question to one of the Local Performance and Scrutiny Committees concerning the role of the Fire and Rescue Service in a Committee's area, your question should be no more than 450 words and submitted to democratic.services@dwfire.org.uk at least two full working days before the meeting.

Your question will be read out by an Officer of the Service and answered by an Officer or a Member of the Committee as appropriate. All questions/statements and the responses will be published in full within the minutes of the meeting.

Committee purpose

The main purpose of the area-based committees is to reduce community and firefighter risks by developing, overseeing and assuring the delivery of activities associated with prevention, and response. The key focus of the committee is to scrutinise performance and improvement at a local level against the priorities 1, 2 and 3 set out in the Authority's Community Safety Plan and to make any recommendations to the Authority.

There are four committees associated with the administrative areas of the following Constituent Authorities: Bournemouth, Christchurch & Poole Council, Dorset Council, Swindon Borough Council and Wiltshire Council.

Items to be considered whilst the meeting is open to the public

		Lead
20/21	Welcome	Chair
20/22	Apologies	Chair
20/23	Code of Conduct and Declaration of Interests	Chair
	Members are reminded of the need to comply with the requirements of the Localism Act 2011 regarding disclosable pecuniary interests. This means that you must:	
	<ul style="list-style-type: none">• <i>check if there is any item of business on this agenda in which you or another relevant person have a disclosable pecuniary interest.</i>• <i>check that any such interest has been notified to the Clerk & Monitoring Officer (in writing) and entered in the register of Members interests (if not, then a form must be completed within 28 days which can be obtained from Democratic Services).</i>• <i>disclose the interest at the meeting and in the absence of a dispensation to speak and/or vote, withdraw from any consideration of the item.</i>	
20/24	Public questions (15 minutes)	Chair
20/25	Review and approve the minutes from the meeting on 2 September 2020	Chair
20/26	Action progress report	Democratic Services
20-27	Performance monitoring and briefing Quarter 1, 2020-21	Group Manager Glyn Moody
20/28	Matters raised by Members (agreed with the Chair)	Chair
20/29	Date of next meeting	Chair
	The next meeting of the Local Performance and Scrutiny Committee will take place on 23 February 2021 from 10.00am.	