



**DRAFT** Minutes of the  
Dorset Local Performance and Scrutiny Committee  
held at 1000 hours on Wednesday 31 August 2016 at the  
Dorchester Community Fire Station Peverell Avenue West, Poundbury,  
Dorchester, DT1 3SU

These are draft minutes prepared by officers to be approved by the Committee at their next meeting.

Members present: Cllr Rebecca Knox (part), Cllr Steve Butler, Cllr Spencer Flower, Cllr Trevor Jones, Cllr Ronald Coatsworth, Cllr Susan Jefferies (part)

Officer attendance: ACFO John Aldridge; AM Ian Jeary, Area Commander Dorset; Mr Robert Ford, Head of Strategic Planning; Mrs Jane Barnes, Performance & Evaluation Manager; GM Stuart Legg, Deputy Area Commander Dorset; Mrs Marianne Taylor, Democratic Services Officer; Mr Stephen Broad, Head of Projects & Standards; Mrs Kay Williams, Temporary Director of People Services.

**1 Welcome**

- 1.1 The ACFO John Aldridge opened the meeting and welcomed attendees to the first meeting of the Dorset Performance & Scrutiny Committee. The ACFO introduced all officers present to the Members.

**2 Apologies**

- 2.2 Apologies were received from Cllr Mike Byatt; Cllr Colin Jamieson; Lisa Pharaoh, Deputy Monitoring Officer & Clerk; AM Tim Spring, Area Commander Bournemouth & Poole.

**3 Election of the Chair**

- 3.1 The ACFO asked Members to nominate and approve a Chairman from interested Members.
- 3.2 Cllr Trevor Jones was nominated by Cllr Spencer Flower and seconded by Cllr Steve Butler to the role of Chairman. There being no other nominations Members confirmed their approval of Cllr Trevor Jones as the Chairman of this

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performance and scrutiny committee.

3.3 Members requested that their best wishes be passed to Cllr Colin Jamieson.

3.4 **Resolved: Cllr Trevor Jones as Chairman.**

3.5 **Action: Letter to be sent to Cllr Jamieson on behalf of the Committee by the Chairman.**

### **4 Code of Conduct, Declarations of Interest and Notifications of Any Other Business**

4.1 The Chairman asked the meeting for any disclosures of pecuniary interests under the localism act.

4.2 No disclosures were made.

4.3 Cllr Knox left, Cllr Jeffries arrived and separately declared no pecuniary interests.

### **5 Public Questions**

5.1 None received, no members of the public attended the meeting.

### **6 Performance and Monitoring for the preceding quarter**

6.1 Mr Ford (Head of Strategic Planning) was introduced to the Members. Members asked if any adjustments had been made following the briefing in May. Mr Ford confirmed that this was the case. He also confirmed that the risk mapping element, not currently available, will be added to the Member Dashboard in due course.

6.2 Mr Ford outlined the three priorities (Help you make safer and healthier choices; Protect you and the environment from harm; be there when you need us) to be scrutinised by this committee the fourth (Make every penny count) to be scrutinised at the Finance and Audit Committee. Mr Ford went on to explain the Key Lines of Enquiry (KLOE) and the resulting Key Performance Indicators (KPI).

6.3 Appendix A: KLOE Baseline Assessment, which briefly describes and gives a background to each KLOE, was taken as read.

6.4 Appendix B: Dorset (Quarterly Assessment) was produced electronically directly from the Service's database. The data is currently not live but has been populated with some relevant information. Once all committees have met and Members are comfortable with the content the community areas will be populated and the data published.

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- 6.5 Mr Ford offered access to a masterclass for the Member Dashboard.
- 6.6 Priority - Help you make safer and healthier choices. AM Ian Jeary updated Members on education in the community, giving a local flavour which included working in partnership the DWFRS Prevention team and with local organisations. Some examples are attending schools and scouting associations.
- 6.7 Members asked where they would find the SMART targets. Mr Ford said these are being formulated as part of the on-going work. Members agreed that a deadline for SMART targets should be proposed by the FRA to be accepted by FRS.
- 6.8 KLOE: Fire related injuries within dwellings was used as an example of how figures were achieved for the report. "Fire injuries" are based on the individual being conveyed to hospital for medical checks. Members were assured that there were no such injuries between October & January. Members would like to see last year's figures to use as comparators/trend lines at the next meeting.
- 6.9 KLOE: Working with Partners and other Agencies. AM Jeary reported that Dorset teams are working with the Service's Prevention team and putting together, with DCC and their assistive technologies supplier, plans to support more vulnerable people (ie fitting alarm lights or vibrating pillows). He also reported that in development, for high risk homes, is a portable misting unit.
- 6.10 KLOE: Reporting on Road Safety. Road traffic collisions (RTC) figures are compiled and supplied by the Dorset Police Service. Information has been received recently to cover the period up to May 2016. This information will be published once all four area performance and scrutiny meetings have taken place. Members confirmed they felt strongly about RTCs in the Dorset area and agreed the reduction in RTCs will be a priority for this committee to scrutinise. Members would like to invite the appropriate Police Officer to attend the next meeting to gain a better understanding about the work being carried out relating to RTCs, and to support the police in their endeavours, as partners.
- 6.11 AM Jeary advised that he has been invited to the Road Safety Partnership meeting in December. He also advised Members that there will be more work with the Police & Crime Commissioner (PCC) providing driver awareness courses.
- 6.12 Mr Ford outlined safeguarding referrals and explained how this takes place. AM Jeary gave an example of how this worked within a specific type of event relating to hoarding. The individual concerned was referred to appropriate safeguarding team for the area.
- 6.13 Members were interested to know more about prohibitions and enforcements. AM Jeary confirmed the Dorset area work in partnership with local organisations, agencies and businesses. Dorset area takes a proactive approach to helping businesses understand what is required of them: why it is

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required and what the consequences might be; and works closely with pubs, clubs and residential/nursing homes. Border Control (Immigration) was one of the agencies Dorset teams had worked with recently.

- 6.14 Members were concerned about the number of Attendance at False Alarms (AFA) calls. AM Jeary explained what work is done to help reduce this, including checking where smoke/heat detectors are placed. Where there is repeat offending, then further action is taken. A Member asked where does the Service stand on charging for AFA response. Currently DWFRS does not charge.
- 6.15 Priority - Protect you and the Environment from Harm. Dorset area works with organisations like the National Trust to ensure they have the best and most effective equipment and practices in place.
- 6.16 Dorset area has a specialist team member who works nationally and internationally on wild fires and wild fire predictions.
- 6.17 Civil Contingencies Unit (CCU) – arrangements have been made for a representative to attend a future FRA meeting. Members would like to know what the CCU does, how it does it and how it is made accountable.
- 6.18 Priority - Being There When You Need Us. Retention of retained staff is an on-going, national issue and is discussed and actioned at the Integrated Risk Management Programme (IRMP) meetings. More flexibility has been built in to the call in system and different ways of remunerating. A Member suggested that consideration should be given to backing up other emergency services. ACFO Aldridge confirmed that DWFRS are working in partnership with the South West Ambulance Service (SWAS).
- 6.19 AM Jeary pointed out the effectiveness of turnout of pumps, recognising that there is more work to do, adding that he was particularly proud of the number of rescues which have taken place overall.
- 6.20 KLOE: Competences. Operational licence to carry out work is good overall at 93%, with Whole Time (WT) crews achieving 94%. AM Jeary highlighted the importance of having sufficient drivers. He said the variation from 100% is usually due to sickness and leavers. Members were content with the figures shown.
- 6.21 KLOE: Learning from incidents. The need to learn from each other both locally and nationally is important because of the successful work of prevention and safety education. Some alignment of ways of working across the two previous FRAs is on-going, with learning taking place on both sides.
- 6.22 The purpose of meetings is to “Drive performance”. Members wished this to be included at the top of all Dorset P&S agendas.
- 6.23 **Action: Mr Ford to add the risk mapping element to the Members dashboard.**

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- 6.24 **Action: The FRA to provide a deadline for SMART targets to be in place.**
- 6.25 **Action: Mr Ford to provide comparators/trend lines for next meeting due in November 2016**
- 6.26 **Action: AM Jeary to invite an appropriate Police Manager to the November Dorset Performance and Scrutiny meeting.**
- 6.27 **Action: Agree and amend wording on Agenda to show the purpose of the meeting.**

### **7 Briefing from Area Manager**

- 7.1 AM Jeary gave some background to his role and presented information to members relating to Dorset area. There are five co-responding stations: Lyme Regis, Charmouth, Gillingham, Cranborne and Beaminster. AM Jeary outlined some partnership working carried out by teams across Dorset which include: Insurance companies, home owners and communities to increase knowledge about thatch fires and how they may start; coastguard rescue teams; providing protection data; unlicensed sleeping accommodation which involved partnership working with Immigration (Border Control). AM Jeary gave clarity on how enforcement notices work and what the Service can do.
- 7.2 AM Jeary checked the format of his presentation was acceptable. Members agreed it was. AM Jeary reminded Members that the Station Buddies system was in place, saying that crews valued the visits from Councillors.

### **8 Issues Raised by Members**

- 8.1 None

### **9 Date of Next Meeting**

- 9.1 The Chairman confirmed with Members the date of the next Dorset Local Performance and Scrutiny Committee meeting as 10am on 22 November 2016 at the Dorchester Community Fire Station.
- 9.2 Members confirmed that Dorchester Community Fire Station was the preferred option. If it was not available, then Weymouth Community Safety Centre.

Signed: \_\_\_\_\_