



**DRAFT Minutes of the  
Wiltshire Local Performance and Scrutiny Committee  
held at 10:00am on Thursday 30 August 2018 at the  
Salisbury Community Fire Station**

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

Members present: Cllr Ernie Clark, Cllr Peter Hutton, Cllr Bob Jones, Cllr Christopher Newbury

Officer attendance: Director of Community Safety, Assistant Chief Fire Officer (ACFO) Jim Mahoney; Area Manager (AM), Byron Standen; Head of Prevention & Protection, AM Seth Why; Group Manager (GM), Andy Cole; Democratic Services Officer, Mrs Marianne Taylor

Guest: HMICFRS Service Liaison Officer, Mr Chris Baker

Observers: Communities Programme Manager GM Katie Cornhill; Station Manager Dave Adamson; Democratic Services Support, Ms Stephanie Howard; Representatives from the Salisbury Journal, Mr Benjamin Paessler and Ms Lauren Kenny.

**18/20 Election of Chairman**

- 18/20.1 The Director of Community Safety, ACFO Jim Mahoney, opened the meeting and asked Members for their nominations for the role of Chairman. Cllr Paul Oatway was nominated and seconded. Members did not agree this selection. No other candidate was forthcoming.

- 18/20.2 The Election of the Chairman was postponed to the meeting in November. The Democratic Services Officer, Mrs Marianne Taylor requested nominations for the role of acting Chairman for this meeting. Cllr Peter Hutton put himself forward and was agreed without opposition.
- 18/20.3 **RESOLVED: Cllr Peter Hutton be Acting Chairman**
- 18/21 Welcome**
- 18/21.1 The Acting Chairman (the Chairman), Cllr Peter Hutton, opened the meeting and welcomed attendees including the HMICFRS Service Liaison Officer and two representatives from the Salisbury Journal.
- 18/21.2 The Chairman asked all those present to introduce themselves for the benefit of guests and included uniformed officers who were observing.
- 18/22 Apologies**
- 18/22.1 Apologies were received from Cllr Paul Oatway
- 18/23 Code of Conduct, Declarations of Interest and Notifications of Any Other Business**
- 18/23.1 The Chairman asked the meeting for any disclosures of pecuniary interests under the localism act. There were no disclosures.
- 18/24 Public Questions**
- 18/24.1 Members of the press, Mr Benjamin Paessler and Ms Lauren Kenny were present. Democratic Services had not received any public questions prior to the meeting.
- 18/25 Minutes of the Wiltshire LPS meeting on 15 May 2018**
- 18/25.1 The Chairman asked Members to review and approve the minutes from the last meeting.
- 18/25.2 **RESOLVED: Minutes were approved and signed by the Chairman as an accurate record with no amendments.**

## **18/26 Action Progress Report**

- 18/26.1 The Democratic Services Officer, Mrs Marianne Taylor, advised Members that since the last meeting all actions had been progressed and were pending input from Members and Officers.
- 18/26.2 Mrs Taylor confirmed to Members that there were eight actions to report on. Since the last meeting four actions had been completed, two actions were pending and the remaining two were in progress.
- 18/26.3 Action 125 and 140 were confirmed as complete. Democratic Services undertook to make the request to Wiltshire Council for Smoke detectors to be displayed (action135); and action 138 was covered within the performance report and would be completed.
- 18/26.4 **RESOLVED: Members noted the actions.**
- 18/26.5 **ACTION: Democratic Services to contact Wiltshire Council on behalf of Members to request use of the reception area for smoke detector promotion by DWFRS.**

## **18/27 Performance monitoring and briefing**

- 18/27.1 Area Manager (AM) Byron Standen, took Members through Quarter 1's Performance Report for Wiltshire Local Performance & Scrutiny (Appendix A).
- 18/27.2 The three priorities that AM Standen has responsibility for in his area are:  
**Priority 1** Help you make safer and healthier choices  
**Priority 2** Protect you and the environment from harm; and  
**Priority 3** Be there when you need us.
- 18/27.3 **Priority 1**  
AM Byron Standen provided a presentation on performance against the three priorities. He advised Members that two new initiatives had taken place during Quarter 1: a pilot with Wiltshire police that allowed Police Community Support Officers (PCSO) to respond to fire and rescue incidents as On-call firefighters; and On-call firefighters in two areas were being trained to deliver safe & well (S&W) visits in rural areas.
- 18/27.4 Members discussed the various ways in which information can be gathered and co-ordinated. The Head of Prevention & Protection, AM Why confirmed to Members that partnership working with Wessex Water had commenced with referrals being made through Safe and Independent Living (SAIL), as with other partner agencies.

- 18/27.5 The Bobby Van Trust, which responds to calls about security following crime, also assists with S&W visits and AM Why provided a case study to show the impact of good referrals and outcomes.
- 18/27.6 AM Standen confirmed to Members that a number of school visits had taken place with more scheduled in the coming nine-months. Members discussed concerns relating to home schooled children and AM Standen advised that visits took place upon referral.
- 18/27.7 The Safe Drive Stay Alive (SDSA) programme to schools was on-going and would restart in the Autumn term. Members asked that any non-engaging schools be referred to this committee, for further action if needed.
- 18/27.8 AM Standen advised that fire-setting and vulnerable communities were considered alongside schools' education, for fire safety advice. AM Standen confirmed there was now an Arson Reduction co-ordinator within the Service.
- 18/27.9 AM Standen confirmed that one of the National Fire Chiefs Council's (NFCC) focuses for the year was water safety. Work continued with Fire Cadets who 'passed out', with initial feedback from the parades being very positive. AM Standen advised that the NFCC cadet programme was aligned to the school year with a Business and Technology Education Council (BTEC) certificate awarded. Group Manager (GM) Cole advised Members that within the area there was a number of long standing cadet groups working to agreed standards.
- 18/27.10 AM Standen advised Members that Junior Good Citizen (JGC), which was a multi-agency programme of events, took place at Potterne in June. Following a Member's enquiry, AM Standen advised that this was a carousel style event for schools across Wiltshire.
- 18/27.11 AM Standen expressed gratitude for the donation from Wiltshire Council for SDSA events and confirmed that all schools were engaging in SDSA events. He added that a further grant from the Armed Forces Covenant had been provided to support a video on driver risk awareness aimed at military personnel. AM Standen confirmed that this video would be available for viewing by the Authority on completion.
- 18/27.12 **ACTION: AM Standen to refer to LPS any non-engaging schools for further discussion and direction.**
- 18/27.13 **ACTION: AM Why to provide details of the fire cadets scheme to Members**
- 18/27.14 **ACTION: AM Why to investigate if/where the Service links with water quality.**
- 18/27.15 **ACTION: AM Why to provide information about Junior Good Citizen to Members.**

## **Priority 2**

- 18.27.16 AM Standen confirmed to Members that safeguarding referrals had taken place and the connection with hoarding. It was further confirmed that the Service works with partner agencies to reduce risks adding that hoarding is often the result of mental ill health and referred to the appropriate agency for support.
- 18/27.17 GM Andy Cole advised that Service was working in partnership with other emergency services and safeguarding to access properties following their request to release individuals collapsed behind closed doors. AM Standen added that the Service had recorded a significant saving to the public purse in carrying out this work.
- 18/27.18 AM Standen advised Members of partnership working with the police and local authority in relation to modern day slavery and people trafficking which occasioned visits to businesses in Wiltshire, which in turn can lead to identifying domestic dwellings which were being used as 'houses in multiple occupation' with poor fire safety provision.
- 18/27.19 AM Standen advised Members of a case study which came from a local resilience partnership event to improve safe egress from public buildings.
- 18/27.20 AM Standen advised Members that there were two prohibition notices in place and had been for over a year. He added that the Service continued to review and monitor them regularly.
- 18/27.21 AM Why advised Members that inspections took place on a risk-assessed basis using Experion, an intelligence data base. He added that the premise used was that 80% of fires occur in 20% of properties. AM Why further added that the Service had begun a programme of inspecting properties in the 20% group.
- 18/27.22 AM Why confirmed to Members that sprinklers were a high priority and the Service was working with the British Automatic Fire Sprinkler Association (BAFSA) to promote their use.

## **Priority 3**

- 18/27.23 GM Cole Confirmed that On-call support officers were now in place and the '#have-a-go' events were still taking place. He further advised that events were promoted through social media, leaflets and posters. GM Cole added that the role of the On-call support officer was discussed alongside the work being carried out to promote On-call fire fighters as part of businesses' social responsibility.
- 18/27.24 AM Standen confirmed that the Service attends clubs, gyms and other venues to promote On-call firefighter roles and was discussed with businesses such as Dyson who actively support the Service through the release of staff for on-call duties.

- 18/27.25 GM Cole advised Members that the Emergency Services show on 16 September would have more information available to the public about fire safety and fire safety week. AM Standen confirmed that flexible practices are in place around the five minutes isochrone for On-call firefighters. The allowable response area was discussed on a case by case basis and highlighted at station recruitment events at every opportunity.
- 18/27.26 GM Cole advised Members about proactive prevention working with pop-up waste sites which resulted in greater risk information and safer working practices to reduce the risk to firefighters.
- 18/27.27 GM Cole provided an overview of ongoing work in recruitment and appliance response standards. Members requested an update at the next LPS meeting to enable them to scrutinise the processes used.
- 18/27.28 Members discussed response targets and discussed benchmarking. ACFO Mahoney outlined the challenges in providing comparators with previous years due to the nature of fire and rescue.
- 18/27.29 Members discussed 'Air B&B' and were advised that this came within the same legislation as bed & breakfast (B&B) accommodation.
- 18/27.30 Members were interested in the future of the red fleet (fire appliances and support vehicles) and ACFO Mahoney outlined some considerations relating to size, type and location.
- 18/27.31 Members asked for an improved way of identifying the challenges for appliance turn-out and to be advised of the reasons why fire appliances may not be turned out, i.e. when was a station/appliance unable to turn out and was it anticipated that it would normally respond to an incident. AM Standen advised Members that he was aware of the reasons, adding that outcomes between the north and south of the Service were broadly similar despite the greater rurality of the north.
- 18/27.32 GM Cole advised Members that the Service was in a good position for operational competence adding that the focus was maintained across all areas. Members were interested in national figures for compliance and AM Standen confirmed that there were no national figures because each service makes its own judgement on their minimum operational licence requirements.
- 18/27.33 GM Cole confirmed that a development programme for new firefighters was in place and firefighters were trained on bespoke training courses to acquire and improve skills. This is co-ordinated by On-call support officers and new managers plan and deliver training.
- 18/27.34 GM Cole provided a summary of recent fires attended to highlight the variety of work undertaken and the challenges faced, including access to parts of Salisbury Plain. Members were interested in how the Ministry of Defence (MoD) partnership was progressing. GM Cole confirmed that On-call

firefighters at Corsham and MoD Corsham work together to resolve incidents outside of the MoD base.

- 18/27.35 **RESOLVED: Members noted the Quarter 1 report.**
- 18/27.36 **ACTION: GM Cole to provide an update of ongoing work for recruitment and appliance response standards in his briefing at the November LPS meeting.**
- 18/27.37 **ACTION: AM Why to provide legislative detail and data about Air B&B in Wiltshire to the next LPS meeting.**
- 18/27.38 **ACTION: AM Standen to provide more detailed information about station availability at the next LPS meeting.**
- 18/28 LPS Working Group Terms of Reference – nominated deputy**
- 18/28.1 This item about the nominated deputy was postponed to the November 2018 meeting of the LPS, when the Chairman would also be elected.
- 18/29 Issues raised by Members (agreed with chairman)**
- 18/29.1 Members discussed the meeting of LPS chairs with Cllr Bob Jones as Chairman of Finance & Governance committee due to take place. Cllr Christopher Newbury volunteered his services to deputise for Wiltshire LPS until there is a designated Chairman and nominated Deputy. Members agreed the proposal.
- 18/29.2 **RESOLVED: Cllr Christopher Newbury to represent Wiltshire LPS at any Chairs meetings that take place between August 2018 and the selection and approval of the Chairman for Wiltshire LPS at its meeting in November 2018.**
- 18/30 Date of Next Meeting**
- 18/30.1 The Chairman confirmed the date of the next Wiltshire Local Performance and Scrutiny Committee meeting as 1 November 2018 from 10:00am at Training & Development Centre, Devizes.

Meeting ended at 12:00hrs

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