



**DORSET & WILTSHIRE  
FIRE AND RESCUE  
AUTHORITY**

**DRAFT Minutes of the  
Swindon Local Performance and Scrutiny Committee  
held at 10:00 hours on Wednesday 7 November 2018 at the  
Westlea Community Fire Station, The Chesters, Stonehill Green  
Westlea SN5 7DB**

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

Members present: Cllr Garry Perkins (Chairman); Cllr Abdul Amin; Cllr Brian Mattock

Officer attendance: Area Manager (AM), Byron Standen; Group Manager (GM), Glyn Moody; Democratic Services Officer, Mrs Marianne Taylor

Observers: Service Delivery Administrator, Ms Frances Brooke-Harte; Representative from the Swindon Advertiser, Mr Aled Thomas

**18/30 Welcome**

18/30.1 The Chairman opened the meeting and welcomed attendees including observers.

**18/31 Apologies**

18/31.1 Apologies were received from ACFO Jim Mahoney

**18/32 Code of Conduct, Declarations of Interest and Notifications of Any Other Business**

18/32.1 The Chairman asked the meeting for any disclosures of pecuniary interests under the localism act. There were no disclosures.

**18/33 Public Questions**

18/33.1 A member of the press, Mr Aled Thomas, was present. When asked he confirmed he had no questions. Democratic Services had not received any public questions prior to the meeting.

**18/34 Review and approve Minutes of the Swindon LPS meeting on 4 October 2018**

18/34.1 The Chairman asked Members to review and approve the minutes from the last meeting. GM Moody updated Members on his progress with contacts for Clerks to Parish Councils.

18/34.2 **RESOLVED: Minutes were approved and signed by the Chairman as an accurate record, with no amendments.**

**18/35 Action Progress**

18/35.1 The Democratic Services Officer, Mrs Marianne Taylor, advised Members that since the last meeting all actions had been progressed: action 149 would be covered in the Quarter 2 (Q2) Performance Report and action 179 was closed.

18/35.2 Mrs Taylor confirmed to Members that, subject to Members contentment with responses in the Q2 performance presentation, all outstanding actions had been completed and would be removed from the Action Progress Report.

18/35.3 **RESOLVED: Members noted the actions.**

**18/36 Performance monitoring and briefing**

18/36.1 AM Standen asked GM Moody to take Members through the 2<sup>nd</sup> Quarter's Performance Report for Swindon Local Performance & Scrutiny (Appendix A).

18/36.2 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.

**Priority 1**

18/36.3 GM Moody took Members through the priority one statistics and events. AM Standen reminded Members of the Service's Pinpoint data capture system which provides keener targeting to vulnerable individuals within the community.

- 18/36.4 GM Moody outlined the Salamander process, which included, as part of a five-day practical course, help to improve confidence and communication skills. GM Moody confirmed that Salamander was available for members of the Swindon Downs Syndrome group (all ages) and for troubled families, where family groups attend to learn about team building and working together; Swindon Young Carers group also attend a special Salamander programme.
- 18/36.5 GM Moody advised Members that there were eight Salamander courses booked to take place during 2018-19, with a further three commissioned. GM Moody confirmed that an apprentice firefighter, recently recruited, started his interest through Salamander. GM Moody added that a Family Services team building day took place on 26 September and good feedback was received.
- 18/36.6 GM Moody outlined the City of Sanctuary volunteer work that would be taking place on 24 November, this would include the 'rooms for all' programme, which offered a home to a needy person and which may provide extra information for Safe & Well (S&W) input and fire safety advice.
- 18/36.7 GM Moody highlighted education information to provide background to the work that is undertaken, adding that statistical information is available in the Q2 report, Appendix A. The FireFit project is being investigated locally and would use schools' equipment with potential for firefighter input.
- 18/36.8 In September a new cohort of Cadets commenced, which was aimed at young people aged between 13 and 18 years old. Each cohort meets weekly during school term times. Cadet groups were promoted via social media, schools and leaflets. Members would be interested in knowing when the next Cohort commenced.
- 18/36.9 Cllr Amin advised Members and Officers that a Bangladeshi new year celebration would be held at Faringdon Park during April 2019. AM Standen confirmed that the Service will investigate attending and providing education and recruitment information.
- 18/36.10 AM Standen provided road traffic collision (RTC) statistics (see Appendix A), advising that a trend analysis takes place which would be followed up by briefings, combined with S&W visits and working alongside partners.
- 18/36.11 Safe Drive, Stay Alive (SDSA) events took place in September. GM Moody confirmed there was good feedback, advising that the Road Safety Week was 19 to 24 November. GM Moody outlined the operation Close Pass initiative adding that drivers are stopped and advice provided to help reduce incidents involving cyclists and drivers. AM Standen explained the procedure used by the police to provide education to drivers.
- 18/36.12 GM Moody advised Members that other seasonal campaigns are ongoing, such as the Christmas drink/drug driving campaign where the Service supports the police.

- 18/36.13 AM Standen provided an update on the Service's work with Ministry of Defence on the 'Survive the Drive' video which would be circulated to military personnel, nationally.
- 18/36.14 **ACTION: GM Moody to bring comparative figures for Swindon troubled families work compared to Service wide figures.**
- 18/36.15 **ACTION: GM Moody to provide numbers of troubled families supported by Swindon and local fire stations.**
- 18/36.16 **ACTION: GM Moody to advise Members of the start date of the next Salamander Cohort.**
- 18/36.17 **ACTION: Cllr Amin to advise GM Moody about the Bangladeshi New Year celebrations (April 2019), to enable the Service to provide support.**
- Priority 2**
- 18/36.18 AM Standen advised on the method used for managing safeguarding, adding that the Service worked with local safeguarding boards; he further added that training was provided to crews to support understanding. GM Moody advised that four adults and two children were referred to safeguarding during Quarter 2.
- 18/36.19 Members discussed protection hubs with officer attendance to discuss, alongside business and local authority, the opportunity for working together to provide good protection. AM Standen advised that there were good links in place with the Care Quality Commission and local agencies.
- 18/36.20 GM Moody provided statistical information about fire risk (see Appendix A) adding that the Service has a good working relationship with Swindon Borough Council (SBC). GM Moody outlined the methods used for fire audits.
- Priority 3**
- 18/36.21 GM Moody took Members through the response standards for Q2 in the Swindon area adding that where response standards were not met the Service would investigate to check for trends. GM Moody provided a breakdown which showed that there were three incidents missed standards.
- 18/36.22 GM Moody advised Members that our Autumn campaign would be using social media to increase the public's knowledge of kitchen fire safety. He added that resources would be available for occupiers who appear to be carrying out unsafe cooking practice.
- 18/36.23 GM Moody outlined a case study of a recent fire at a 'One Stop' Shop where ten appliances were mobilised, and which proved significant for both the Service and the local community. Following the fire, the Service provided education and advice to the owners and the community.

- 18/36.24 GM Moody advised Members of the increase of deliberate fires which took place in Q2 and which covered the main school holidays, adding that there was an increase on 2017 figures. GM Moody added that many fires started outdoors on grassland and pastures/grazing land. AM Standen assured Members there was no significant increase in arson, either locally or nationally.
- 18/36.25 GM Moody advised Members that monitoring of operational competence was ongoing, with the new Gartan programme in place and quarterly training programmes being audited. GM Moody added that spot checks were carried out, new shorter courses had been implemented and were well received.
- 18/36.26 *'#Have-a-go-days'* have been successful in attracting people within Swindon and some have made applications to the Service. The Mayor of SBC attended the preview event. AM Standen and GM Moody outlined the calls made on On-call firefighters which could be as much as 120 hours per week availability plus three hours per week for training.
- 18/36.27 An image was provided by GM Moody to show the Aerial Ladder Platform (ALP) training at the Links Centre. GM Moody outlined an animal rescue incident at an Environment Agency treatment plant where the animal was flushed from the pipework and showed the use of the ALP to release the animal. This incident provided a great training opportunity.

18/36.28 **RESOLVED: Members approved the performance for Q2**

**18/37 Issues raised by Members (agreed with chairman)**

18/37.1 The Democratic Services Officer, Mrs Taylor asked Members if they would be minded to sign-off previously approved Swindon LPS minutes from 2 March 2017, as she had discovered these historic minutes were unsigned. Mrs Taylor further explained that the signed minutes would then be lodged at the Dorset History Centre, along with other such papers.

18/37.2 **RESOLVED: Members approved the Chairman, Cllr Garry Perkins, to sign of the approved minutes outlined in 18/37.1 above.**

**18/38 Date of Next Meeting**

18/38.1 The Chairman confirmed the date of the next Swindon Local Performance and Scrutiny Committee meeting as Wednesday 20 February 2019 at 10:00 hours at Westlea Fire Station, The Chesters, Stonehill Green, Westlea, SN5 7DB

Meeting closed at 11:18

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