



**DORSET & WILTSHIRE
FIRE AND RESCUE
AUTHORITY**

**DRAFT Minutes of the
Dorset Local Performance and Scrutiny Committee
held at 9.30am on Thursday 28 February 2019 at the
Dorchester Community Fire Station**

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

Members present: Cllr Kevin Brookes (Chairman); Cllr Spencer Flower; Cllr Byron Quayle

Officer attendance: Director of Community Services, Assistant Chief Fire Officer, Jim Mahoney; Group Manager Richard Coleman; Democratic Services Officer, Mrs Marianne Taylor

Observers: Health & Safety Administration Support, Tara Woodham; Safe & Well Team Leader - South, Sarah Moore; Strategic Performance Manager Clare Morgan; Crew Manager Neil Werrey-Easterbrook.

19/01 Welcome

19/01.1 The Chairman opened the meeting and welcomed attendees.

19/02 Apologies

19/02.1 Apologies were received from Cllr Biggs, Cllr Knox and AM Graham.

- 19/03 Code of Conduct, Declarations of Interest and Notifications of Any Other Business**
- 19/03.1 The Chairman asked the meeting for any disclosures of pecuniary interests under the localism act. There were no disclosures.
- 19/04 Public Questions**
- 19/04.1 There were no members of the public present and no public questions had been received.
- 19/05 Review and approve Minutes of the Dorset LPS meeting on 6 November 2018**
- 19/05.1 The Chairman asked Members to review and approve the minutes from the last meeting.
- 19/05.2 **RESOLVED: That the minutes be confirmed without amendment and signed by the Chairman as a correct record.**
- 19/06 Action Progress**
- 19/06.1 Democratic Services Officer, Mrs Marianne Taylor, advised Members that this report contained one outstanding action from previous meetings with regular update comments.
- 19/06.2 Mrs Taylor added that one action remained which will be pending until such time as all schools have responded about Safe Drive, Stay Alive (SDSA) events.
- 19/06.3 Members discussed the remaining Action and agreed it remain as pending.
- 19/06.4 **RESOLVED: Members noted the actions and comments.**
- 19/07 Performance monitoring and briefing**
- 19/07.1 With the absence of AM Dave Graham, GM Richard Coleman took Members through the 3rd Quarter's (Q3) Performance Report for Dorset Local Performance & Scrutiny (Appendix A).
- 19/07.2 The three priorities that AM Graham 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

- 19/07.3 GM Coleman introduced the report by bringing Members up to date with a thatch fire which had taken place over night, adding that whilst 70% of the thatch was lost, the occupants and 90% of their possessions were safe.
- 19/07.4 Members were pleased to hear that a referral was made to Safe & Well (S&W) advisors following the thatch fire and all other domestic fires. Members discussed Safe and Independent Living (SAIL) referrals which were identified through partners and attendance outside the ten-minute response target and included smokers and known vulnerable individuals. Members were also advised that a good source of information was through the Dorset pharmacies.
- 19/07.5 GM Coleman added that the Key Line of Enquiry (KLOE) relating to S&W was not 'target driven' but data driven. The Team Leader, South, Ms Sarah Moore, added that there was a challenge in gaining input from GP surgeries, however this was beginning to be resolved by S&W advisors. GM Coleman advised there would be a case study to show the benefit of S&W visits. ACFO Mahoney added gaps in referrals were likely to be from hospital discharge patients where individuals return home but remain vulnerable for a period of time.
- 19/07.6 GM Coleman advised Members that 1135 visits took place and 83% of these were to high risk households. GM Coleman then introduced a fire safety video created in partnership with Sovereign Housing Association, using a low level block of flats with community areas. The video, called '*Get Fire Smart*', promoted preplanning and the benefit of residents attending evacuation drills.
- 19/07.7 GM Coleman took Members to the case study on page 5 of Appendix A of the report. This illustrated what joint visits can achieve and was a common type of visit for S&W advisors.
- 19/07.8 ACFO Mahoney advised Members that there were 160k people across the Service area that fall within the 'vulnerable people' category. He added that there was a correlation between accidental fires and our strategy for visits.
- 19/07.9 GM Coleman advised that school interventions took place to support children who had a fear of fire alarms, due to their history. A case study was also highlighted to show Safer People and Responsible Communities (SPARC) course outcomes on page 14 of Appendix A.
- 19/07.10 GM Coleman confirmed that SDSA targets young people aged 16 to 24 and highlighted safe driving for young people, and for the military the 'Survive the Drive' events. He added that other events which also supported the downward trend for outcomes in road traffic incidents were Operation Close Pass, Think Bike, and Bike Aware, working with the Road Death Overview Panel (RDOP).

19/07.11 Members were interested in understanding what impact the Survive the Drive initiative was having on the military. ACFO Mahoney advised that this initiative was being rolled out and outcomes may not be known for some time. Members discussed military personnel and driver awareness.

Priority 2

19/07.12 GM Coleman took Members through recent understanding of the impact of emollient cream use, oxygen use (both of which are fire accelerants) and smokers within the home. He added that 12 people were referred to Safeguarding, three of these were under 18. GM Coleman went on to outline the Safeguarding referral procedure within the Service.

19/07.13 GM Coleman summarised the priority areas that fall within Protection including sleeping risks above commercial properties, residential care homes, rogue landlords and high-rise properties. He advised that the work involved included licensing, outcomes from the Grenfell Tower tragedy (including premises information plates) and major event planning. Following Members interest, ACFO Mahoney confirmed that the Service was involved in building design as consultant fire safety experts, and this was likely to change in the future to a more inclusive role.

19/07.14 GM Coleman outlined some of the risk identification work that had been carried out across the Service siting heathland and Sites of Special Scientific Interest. He added that training also took place in relation to waste sites and their inspection. GM Coleman further added that over 200 visits had taken place to high-rise buildings since the Grenfell Towers tragedy in June 2017.

19/07.15 GM Coleman confirmed that the Service continued to support Local Resilience Forums and Civil Contingency Unit activity and European Union exit planning for business continuity.

Priority 3

19/07.16 GM Coleman confirmed more than 80% of On-Call availability in Q3 and the work of the On-Call Support Officers. He added that crew managers run events for members of the public to 'have a go' using fire equipment. ACFO Mahoney added that at the next round of the LPSs there will be an item on the agenda for On-Call Officers to attend.

19/07.17 ACFO Mahoney advised Members that one of the targets was to raise the retention period by maximising the work of On-Call firefighters to keep their interest.

19/07.18 GM Coleman provided some background on the On-Call firefighter recruitment process and the promotional vehicle used to support the work.

- 19/07.19 GM Coleman outlined the details behind the issues related to attendance at incidents that fall outside the ten-minute isochrone and the work that supports improvement and the limitations of the target, which was rigid, adding that there was a genuine desire on the part of firefighters to attend within the target time.
- 19/07.20 GM Coleman advised Members of the work being undertaken to support the maintenance and improvement of competency licences, and the newly implemented Gartan Expert to manage this.
- 19/07.21 GM Coleman confirmed that learning takes place through debriefs which cover mobilisation and actions undertaken. He added that operational quality audits take place and this, alongside learning, contribute to future training procedures and equipment design.
- 19/07.22 GM Coleman reported that there had been a death which occurred at a domestic fire which was pending the HM Coroners determination about the cause.
- 19/07.23 **RESOLVED: Members scrutinised and approved the performance for the 3rd Quarter**
- 19/08 Update of LPS reporting – Members’ Working Group (verbal)**
- 19/08.1 The Chairman invited ACFO Mahoney to update Members about the recent meeting of the Members’ Working Group (MWG). ACFO Mahoney advised that the MWG Members felt that the MWG should be Member led and a Member Chairman was elected - Cllr Bob Jones; ACFO Mahoney and the Head of Strategic Planning and Corporate assurance, Mrs Jill McCrae, would be leading as officers supporting the group.
- 19/08.2 ACFO Mahoney added that the challenge was the successful migration to a smarter dashboard approach and how this can include case studies. He further added that there will be a procurement process to upgrade to a database that fulfils the requirement and therefore a delay of two or three months.
- 19/08.3 ACFO Mahoney advised that a meeting took place on 27 February with Cllr Bob Jones; an outline was put forward for future reporting using KLOE, Key Performance Indicators, and Priorities to provide the narrative. A dashboard approach will be undertaken. This will be on the agenda for a future Finance & Governance Meeting.

19/09 Issues raised by Members (agreed with chairman)

19/09.1 Members discussed the forthcoming local elections being held as a result of the Dorset wide local government review. Mrs Taylor advised that the next meeting had been moved to accommodate the local elections. She added that should the returns show that the meeting would not be quorate then the meeting would be cancelled, and relevant public notices published.

19/10 Date of Next Meeting

19/10.1 The Chairman confirmed the date of the next Dorset Local Performance and Scrutiny Committee meeting as Thursday 29 May 2019 at 09:30am at Dorchester Community Fire Station.

The meeting closed at 10:35hrs

Signed: _____