



**DORSET & WILTSHIRE
FIRE AND RESCUE
AUTHORITY**

**DRAFT Minutes of the
Swindon Local Performance and Scrutiny Committee
held at 10:00 hours on Wednesday 20 February 2019 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), Ian Jeary; Group Manager (GM), Glyn Moody; Democratic Services Officer, Mrs Marianne Taylor

19/01 Welcome

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

19/02 Apologies

19/02.1 Apologies were received from ACFO Jim Mahoney.

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 No members of the public were present and no public questions had been received.

19/05 Review and approve Minutes of the Swindon LPS meeting on 4 October 2018

19/05.1 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 in relation to funding for Safe Drive Stay Alive events.

19/05.2 **RESOLVED: Minutes were approved and signed by the Chairman as an accurate record, with no amendments.**

19/06 Action Progress

19/06.1 The Democratic Services Officer, Mrs Marianne Taylor, advised Members that since the last meeting all actions had been progressed.

19/06.2 Mrs Taylor confirmed to Members that, subject to Members contentment with responses in the Q3 performance presentation, all outstanding actions had been completed and would be removed from the Action Progress Report.

19/06.3 **RESOLVED: Members noted the actions.**

19/07 Performance monitoring and briefing

19/07.1 In the absence of ACFO Mahoney, AM Jeary lead the meeting and asked GM Moody to take Members through the 3rd Quarter's Performance Report for Swindon Local Performance & Scrutiny (Appendix A).

19/07.2 The three priorities that AM Jeary 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.

19/07.3 **Priority 1**
GM Moody took Members through the presentation which covered Quarter 3 (Q3) from October to December 2018. The Chairman requested that Members be advised of any significant changes which took place within the quarter. AM Jeary advised that a summary could be appended to the beginning of the presentation where there was a variance of more than 5%.

- 19/07.4 GM Moody confirmed to Members that road safety education and Salamander events were ongoing and added that the High Sherriff, Mayor and Chief Executive of Swindon Borough Council (SBC), attended the November pass out parade. GM Moody took Members through a case study which emphasised the outcomes of higher self-esteem and confidence building resulting from the Salamander and Fire Cadet events. GM Moody added that 22 accreditations were achieved in topics like food hygiene and CV writing.
- 19/07.5 AM Jeary added that at the November Salamander there was a diverse cohort and attention needed to be made to clothing and hair requirements which respected the beliefs and values of the attendees. GM Moody added that the Service worked closely with the City of Sanctuary project.
- 19/07.6 GM Moody provided information relating to the families' service, adult social care services, and the numbers of people supported by SBC with an opportunity for the Service to access homes for safety talks on fire prevention. AM Jeary added that working with agencies provided referrals for Safe & Well (S&W) visits. The Chairman discussed his approach to SBC and providing referrals and AM Jeary has a meeting with the SBC at the beginning of April 2019 to improve the take up of S&W visits to vulnerable individuals.
- 19/07.7 GM Moody advised that within Q3 both operational fire fighters (OFF) and S&W advisors made 363 visits to high or very high risk and most vulnerable people. He added that visits were made by OFF within the ten-minute isochrone and S&W advisors visit beyond that isochrone. The Service has also started to post out fire information using handwritten envelopes and stamps to try to ensure more people are opening doors to our OFF.
- 19/07.8 GM Moody advised that five winter warmth packs have been distributed to those in need and oil fire heating was also out on loan.
- 19/07.9 GM Moody advised Members that 2503 education visits took place in Q3 with a usual drop in December due to school activities. He added that visits were primarily provided by trained educationalists and occasionally an operational fire appliance and crew also attend.
- 19/07.10 GM Moody confirmed to Members that Junior Good Citizen events were ongoing with 37 schools across SBC taking part. He added that road safety messages also continue to be provided through planned Safe Drive Stay Alive (SDSA) events and that we had sent leaflet information to parish councillors to promote and contribute. GM Moody further advised that 87% of schools and colleges had been visited in Q3, whilst confirming that new schools did not have children of the appropriate age/year groups.
- 19/07.11 GM Moody advised that a Swindon firefighter has been actively involved with the BikerDown initiative and has promoted this within the Service. GM Moody confirmed that the 'Safe Pass' initiative was ongoing, and the Service was investigating holding a safe pass event locally, to support a programme

of educating drivers about passing bikes and other slower moving road users.

- 19/07.12 AM Jeary raised the issue of SBC not sharing data on vulnerable people with the Service.
- 19/07.13 **ACTION: Members to follow up with SBC the effectiveness of data sharing with regards to S&W visits and vulnerable people.**
- 19/07.14 **ACTION: AM Jeary to ensure a summary of changes to performance information be appended to the beginning of the presentation for future meetings.**
- 19/07.15 **ACTION: GM Moody to provide Members a copy of the fire information which is being posted out to high risk and vulnerable people (19/07.7).**
- 19/07.16 **ACTION: GM Moody to attend certain Parish Council meetings in order to raise funds for SDSA.**
- Priority 2**
- 19/07.17 GM Moody advised that a number of safeguarding referrals were made and followed up within the Service and referred on where needed. He advised that ongoing work took place within the Service to provide support and education for firefighters to flag up safeguarding issues. GM Moody confirmed that other agencies refer to the Service where there is a concern about fire safety and risk.
- 19/07.18 GM Moody confirmed that legislative fire safety work was ongoing using prevention teams and our S&W advisors. GM Moody added that the Service works with the Event Safety Advisory Group within SBC and that, where necessary, fire safety audits were also ongoing for protection and prohibition.
- 19/07.19 AM Jeary advised there were two prohibition notices in place at the time of the meeting. He confirmed that officers attended a recent high rise building which was undergoing refurbishment, where fire evacuation areas were insufficient, and this resulted in the latest prohibition notice. Once the work had been completed satisfactorily the notice would be lifted. Members advised Officers of a situation where they have a concern about storage and fire safety.
- 19/07.20 GM Moody confirmed that there were only four non-domestic fires in Q3, adding that advice and information was provided, and risks highlighted.
- 19/07.21 GM Moody advised of the Local Resilience Forum 'over the border' event, initiated by a firefighter, with Royal Berkshire Fire and Rescue Service, to test working patterns and access to resources and sites. The event took place over a half day with successful learning taking place.

- 19/07.22 **ACTION: GM Moody to ensure operational fire fighters attend to inspect a site discussed at item 19/07.19 for safety purposes and education (completed).**
- Priority 3**
- 19/07.23 GM Moody took Members through the response standards. Members would like some narrative to support the small numbers concerned where the targets were missed. GM Moody provided information to underpin low numbers involved, one of which was outside the ten-minute isochrone. GM Moody added that where Road Traffic Collisions (RTC) were reported Control often had to identify the exact location of vehicles as the Service was mobilising to the incident.
- 19/07.24 Members asked about prevention work for RTCs, AM Jeary advised that SDSA, road safety awareness and working with Police and other agencies was undertaken, adding that this responsibility lay primarily with the Police.
- 19/07.25 Members were provided with information about the newly liveried recruitment vehicle to attract On-Call firefighters and their role. GM Moody advised that he is currently looking into various events and was in contact with a film company about making a short film to promote the work of On-Call firefighters.
- 19/07.26 GM Moody advised accidental dwelling fires rose to 32, these were mostly kitchen related, and this figure was similar to the national averages. Members were interested in understanding any patterns however, Officers advised that these were usually due to distraction and often related to forgetfulness. GM Moody confirmed that where there were concerns about an individual, S&W referrals are made.
- 19/07.27 AM Jeary advised that there was one death that occurred at a domestic fire, subject to HM Coroner determination, relating to an elderly and vulnerable person. He added that sharing information across agencies means that if a case review takes place, with learning opportunities, the Service would be involved.
- 19/07.28 GM Moody confirmed that very few fires are related to electrical appliances due to their efficiency. AM Jeary added that there was an ongoing promotion to highlight risks involved in purchasing counterfeit plugs, charges and other consumables.
- 19/07.29 GM Moody advised that fire related injuries for Q3 were low (two) and deliberate fires were lower than the equivalent period for the previous year. He confirmed that the Service worked with SBC and local housing associations to maintain low numbers of deliberate fires involving property and vehicles. Adding that there were nine fire setter referrals and this work, carried out by volunteers, amounted to about £66.267k of savings to the Service.

- 19/07.30 GM Moody confirmed that competencies for Operational Licences for On-Call firefighters was good, adding that the Service had a new data capture system which may show improvements going forward. He further confirmed that wholtime firefighters were at about 94% of licence compliance.
- 19/07.31 On a lighter note, GM Moody advised that Westlea fire station had raised £1.6k for the firefighters' charity over three nights with a vintage turntable appliance present and held an open day, raising a further £1.6k for the firefighters' charity.
- 19/07.32 **ACTION: GM Moody to append narrative in his presentation to slides for future reporting (i.e. 6/8)**
- 19/07.33 **RESOLVED: Members approved the performance for Q3**
- 19/08 Update LPS reporting – Members working group (verbal)**
- 19/08.1 The Chairman updated Members on this working group advising that Cllr Bob Jones is now the Chair of this working group and may wish to attend all LPS meetings to support his understanding. The group had also made some decisions around performance information and dates of future meetings which would take place as soon as possible after each round of LPS meetings.
- 19/08.2 Members signified they were content with the approach outlined.
- 19/09 Issues raised by Members (agreed with chairman)**
- 19/09.1 Cllr Amin promoted the Bengali New Year event taking place at Great Western Park (Farrington Park), Swindon on 14 April 2019 between 12:00 - 19:00hrs. He added that funds raised will be donated to the Mayor's charity.
- 19/09.2 GM Moody advised that the Service will be present on 14 April with appliances, recruitment and S&W advisors. GM Moody would also like to promote Fire Cadets to the community so will approach WM Mark Evans for support. GM Moody invited Cllr Amin to email if he has any further questions.
- 19/10 Date of Next Meeting**
- 19/10.1 The Chairman confirmed the date of the next Swindon Local Performance and Scrutiny Committee meeting as Tuesday 14 May 2019 at 10:00 hours at Westlea Fire Station, The Chesters, Stonehill Green, Westlea, SN5 7DB.

Meeting closed at 11:35

Signed: _____