



**DORSET & WILTSHIRE  
FIRE AND RESCUE  
AUTHORITY**

**DRAFT Minutes of the  
Wiltshire Local Performance and Scrutiny Committee  
held at 10:00am on Wednesday 13 February 2019 at the  
Training & Development Centre, Devizes**

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

Members present: Cllr Paul Oatway (Chairman); Cllr Pip Ridout (Vice Chairman); Cllr Ernie Clark, Cllr Peter Hutton, Cllr Bob Jones

Officer attendance: Director of Community Safety, Assistant Chief Fire Officer (ACFO) Jim Mahoney; Temporary Area Manager (AM), Ian Jeary; Temporary Group Manager (GM), Bryan Morris; Democratic Services Officer, Mrs Marianne Taylor

Observers: GM Andy Cole, Ms Rachel Dowse, Ms Clare Morgan

**19/01 Welcome**

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

**19/02 Apologies**

19/02.1 Apologies were received from Cllr Christopher Newbury.

**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 Minutes of the Wiltshire LPS meeting on 1 November 2018**

19/05.1 The Chairman asked Members to review and approve the minutes from the last meeting.

19/05.2 **RESOLVED: Minutes were approved as an accurate record with no amendment.**

Cllr Ridout arrived.

**19/06 Action Progress Report**

19/06.1 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.

19/06.2 Mrs Taylor confirmed to Members that there were eight actions to report on. Since the last meeting one action had been completed, one action was pending and the remaining six were in progress and subject to reporting during the performance report.

19/06.3 Actions numbered 182, 183 & 189 were agreed as closed and can be removed from the progress report.

19/06.4 **RESOLVED: Members noted the actions.**

**19/07 Performance monitoring and briefing**

19/07.1 Area Manager (AM) Jeary introduced himself and took Members through the Performance Report for Wiltshire Local Performance & Scrutiny Committee area (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**  
AM Jeary took Members through the targets for prevention work for the 3<sup>rd</sup> Quarter (Q3) including safe and well (S&W) visits; boat safety and the national boat safety event at the end of May. Responding to a question from Members AM Jeary confirmed that there was a significant increase in risk of fire death for boat dwellers, compared with house fires. ACFO Jim

Mahoney advised that the priority was with vulnerable people outside of the ten-minute isochrone, he added that this was driven by PinPoint, a data capture system. Members asked for more detail within the housing/boating/camping and caravanning communities by town and for information to be promoted in 'Visit Wiltshire' and Tourist Information Centres.

- 19/07.4 AM Jeary advised Members that he attends the area safety board which, looks at many of these factors to support effective referring including reporting and emerging events like the use of emollient creams, which contain paraffin and are therefore flammable.
- 19/07.5 Members discussed the accidental dwelling fire information, noting the figure was an improving one. They also discussed factors that prevent help being sought or gained, such as non-engagement of individuals.
- 19/07.6 Mrs Taylor advised that the best way to get any events promoted to officers was to advise Democratic Services who would then ensure that relevant FS/SM were made aware. This could be done at LPSs or via an email.
- 19/07.7 AM Jeary outlined the youth intervention activities that took place across Wiltshire and that primary schools would be contacted if they had not held an event. AM Jeary added that 92% of schools had been visited. Members could contact Yasmin Ellis, Education Coordinator – North ([yasmin.ellis@dwofire.org.uk](mailto:yasmin.ellis@dwofire.org.uk)) if they would like to attend a school visit.
- 19/07.8 AM Jeary advised he would assess how the Service can work with schools to keep them secure during holiday periods and how best to raise this within schools. AM Jeary added that cost saving shown in Appendix A resulted from volunteers attending to provide fire safety advice.
- 19/07.9 Cllr Hutton advised he Chairs the local youth network and would be prepared to promote Cadet events. AM Jeary was interested to hear that there was a local youth network for each area safety board, adding that sadly no Salamander events had taken place in Q3, however two are planned to take place in February and March 2019.
- 19/07.10 Members will remember that the MoD have taken up the Survive the Drive campaign and this is ongoing and will be taken up by the RAF and Navy. ACFO Mahoney added that this was primarily carried out by volunteers. Other driving campaigns were ongoing, including the Safe Drive Stay Alive (SDSA).
- 19/07.11 Members were advised that a number of schools have not engaged in SDSA events. Members suggested that intervention by way of a letter go out. AM Jeary will check for capacity to hold events with the education teams.
- 19/07.12 AM Jeary advised that the Biker Down initiative was ongoing, providing emergency first aid capability at the scene of an accident. GM Morris responded to Members query about business engagement, advising that

he has been engaging with a number of large business within Wiltshire and Swindon to promote SDSA events. Road Safety Manager, Ian Hopkins has also been working towards this. AM Jeary added that some organisations did follow up checks which showed that staff engagement meant that there were fewer incidents following attendance at SDSA.

- 19/07.13 Members enquired about re-basing military personnel and families and associated risks. AM Jeary responded that risk awareness means that the Service was aware and that this does not necessarily bring any inherent risks.
- 19/07.14 **ACTION: Cllr Ridout to provide contact details for Selwood Housing to GM Morris.**
- 19/07.15 **ACTION: AM Jeary to provide more detail about the housing/boating/camping and caravanning communities by town.**
- 19/07.16 **ACTION: AM Jeary to review how fire safety information for the housing/boating/camping and caravanning communities was promoted and the use of publications and other venues such as 'Visit Wiltshire' and Tourist Information Centres.**
- 19/07.17 **ACTION: Members asked for a debrief on the case which would be held as a Part 2 item. ACFO Mahoney advised that it could be 12 months before this could happen and outlined the duties and scope of any case conference which may take place.**
- 19/07.18 **ACTION: AM Jeary to provide information relating to events which were taking place at various fire stations.**
- 19/07.19 **ACTION: AM Jeary to report back about the success with schools' engagement for SDSA.**
- 19/07.20 **ACTION: Democratic Service to send prepared letter to schools not engaging with SDSA in Wiltshire and to CC the relevant LPS Members and Chairman.**
- Priority 2**
- 19/07.21 AM Jeary confirmed that a number of safeguarding referrals had been made and advised Members that the Services Safeguarding Lead co-ordinates this and always requests feedback, which was provided.
- 19/07.22 GM Morris advised Members that a number of prohibition notices relating to prevention of sleeping accommodation above restaurants and immigration where in effect. He confirmed that prohibition would normally prevent the use of any upper floors being used for sleeping accommodation due to licencing or access issues.
- 19/07.23 ACFO Mahoney advised Members that the Service would take action where it was appropriate to do so, adding that quarterly monitoring takes

place to check the balance of legal actions is appropriate. ACFO Mahoney advised that there were two cases under legal jurisdiction.

- 19/07.24 Members were interested in the possibility of building safety information plaques being placed on retirement blocks, similar to those attached to high-rise buildings. ACFO Mahoney advised that the Service would undertake to research the possibility. He added that local crews carry out the Fire & Rescue Services Act 2004 (7.2d).
- 19/07.25 Cllr Hutton wondered if the building safety information plaques could also be placed on the side of retirement blocks, as they are on high rise properties. JM added this would be something for the Service to consider. Modern buildings are much more straightforward, and the Service was involved in the design.
- 19/07.26 **ACTION: ACFO Mahoney to take under consideration the application of building safety notices to be fixed to the external wall of retirement homes.**
- Priority 3**
- 19/07.27 AM Jeary advised Members that Sharron Davies, MBE, attended an event at Bradford on Avon Fire Station and did a 'shout out' on social media. Ms Davies would be carrying out further promotion for On-Call roles and highlighting the role for women.
- 19/07.28 AM Jeary introduced two On-Call firefighters to support Members' understanding of the work taking place to recruit and train firefighters to the Service and to improve retention. ACFO Mahoney advised Members that reviews were taking place to better reflect the need across Wiltshire and with particular locality issues. ACFO Mahoney confirmed that letters of thanks were sent to employers who release staff to carry out On-Call duties for the Service.
- 19/07.29 ACFO Mahoney confirmed to Members that the Police & Fire Community Safety Officers (PFCSO) project would be reporting in due course, following a six-month review. He added that ongoing work was taking place with the pilot now being evaluated.
- 19/07.30 **ACTION: AM Jeary confirmed that the recruitment vehicle will be brought to the next LPS meeting for Members to view, adding that the vehicle attends many public venues including market days and local events.**
- 19/07.31 **ACTION: AM Jeary to update Members on the On-Call review outcomes in due course.**
- 19/07.32 **RESOLVED: Members noted the Quarter 3 report and completion of a number of actions.**

**19/08 Update of LPS reporting – LPS Working Group (verbal)**

19/08.1 The Chairman updated Members about the working group which ACFO Mahoney had chaired. At this meeting Members felt that the working group should be Member led and a Member Chairman was elected - Cllr Bob Jones; ACFO Mahoney and the Head of Strategic Planning and Corporate Assurance, Ms Jill McCrae would be leading as officers supporting the group. ACFO Mahoney added that the challenge was the successful migration to a smarter, dashboard, approach and how this could include case studies. He further added that there would be a procurement process to upgrade to a database that fulfils the requirement and therefore a delay of two or three months.

**19/09 Issues raised by Members (agreed with Chairman)**

19/09.1 The Chairman invited the guest On-Call firefighters to the table and Members discussed the role and its challenges. Members also asked for an understanding of training and the potential for cross border training to support cost effective and smarter working. ACFO Mahoney advised that each fire and rescue Service selects its own equipment and methods of training so, for the present time at least, this was not a viable option.

19/09.2 Members thanked the firefighters for their input.

**19/10 Date of Next Meeting**

19/10.1 The Chairman confirmed the date of the next Wiltshire Local Performance and Scrutiny Committee meeting as 17 May 2019 from 10:00am at the Training & Development Centre, Devizes.

Meeting ended at 11:50hrs

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