



**DORSET & WILTSHIRE  
FIRE AND RESCUE  
AUTHORITY**

**DRAFT Minutes of the  
Swindon Local Performance and Scrutiny Committee  
held at 10:30 hours on Tuesday 14 May 2019 at the  
Westlea Community Fire Station, The Chesters,  
Stonehill Green, Westlea SN5 7DB**

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

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

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

Observers: Station Manager (SM), Greg Izon; Watch Manager (WM) Dean Hoskins;  
Corporate Governance Manager, Nicki Whitehouse

**19/11 Welcome**

19/11.1 The Chair opened the meeting, apologised for the delayed start to the meeting and welcomed attendees.

**19/12 Apologies**

19/12.1 Apologies were received from Assistant Chief Fire Officer, Jim Mahoney.

**19/13 Code of Conduct, Declarations of Interest and Notifications of Any Other Business**

19/13.1 The Chair asked the meeting for any disclosures of pecuniary interests under the Localism Act. There were no disclosures.

**19/14 Public Questions**

19/14.1 There were no members of the public present and no public questions had been received.

**19/15 Review and approve minutes of the Swindon LPS Committee meeting on 20 February 2019**

19/15.1 The Chair asked Members to review and approve the minutes from the last meeting.

19/15.2 **RESOLVED: that the minutes be confirmed without amendment and signed by the Chair as a correct record.**

**19/16 Action Progress**

19/16.1 The Democratic Services Officer, Mrs Marianne Taylor, advised Members that the report contained a list of outstanding actions from previous meetings with regular update comments.

19/16.2 Mrs Taylor added that some actions were closed quickly because they were actioned at or immediately after a meeting and some may take longer if they were related to external providers.

19/16.3 Members noted that since the last meeting four actions have been completed and the remaining two were in progress. Members discussed the outstanding actions and agreed that closed actions could be removed from the report.

19/16.4 AM Ian Jeary updated Members on action 227 and advised that a meeting had taken place with Senior Information Risk Owner at Swindon Borough Council (SBC) and agreement obtained for data sharing. He added that action number 228 would be dealt with during the meetings of the Local Performance & Scrutiny Members working group

19/16.5 Members confirmed their concerns about the amount of officer time invested in performance reports and that actioning 228 would improve this matter.

19/16.6 **RESOLVED: Members noted the actions and comments.**

**19/17 Performance monitoring and briefing**

19/17.1 AM Jeary invited GM Glyn Moody to take Members through the Q4 Performance Report for Swindon Local Performance & Scrutiny area (Appendix A).

- 19/17.2 The three priorities that AM Jeary has responsibility for in his area are:  
**Priority 1** Help you to make safer and healthier choices  
**Priority 2** Protect you and the environment from harm, and  
**Priority 3** Be there when you need us.
- 19/17.3 **Priority 1**  
 GM Moody took Members through the presentation outlining various items and the relevant risk assessments. He added that the multi-agency risk assessment (MARA) was managed by the police and accessed through the mobilising system. He confirmed that good links were made at the network created within the MARA.
- 19/17.4 GM Moody took Members to the information relating to the number of children who have received our fire safety education. He confirmed that in the period January to March, over 19 schools had participated in the events. GM Moody added that three Salamander courses had also taken place in Q4.
- 19/17.5 GM Moody advised Members that Central Swindon North Community safety group commissioned a Salamander course as an action to support engagement for perpetrators of anti-social behaviour (ASB). He added that this was paid for by Central Swindon North Parish Council. Members asked for their thanks to be conveyed to the Parish Council and copied to all parish councils. GM Moody advised that he had talked to the parish clerks about the Safe Drive Stay Alive (SDSA) events.
- 19/17.6 GM Moody advised Members that a further seven Salamander courses had been commissioned across SBC's area by a number of community support groups.
- 19/17.7 GM Moody confirmed to Members that Fire Cadets were on their second term of activity with 14 young people engaged regularly and were looking forward to a number of opportunities provided during the 38-week course, including car extrication. Members were advised that schools and social media were used to promote this activity. AM Ian Jeary invited Members to let him know if there was any particular group they felt would benefit from this course.
- 19/17.8 GM Moody confirmed that in Q4, 440 Safe & Well (S&W) visits took place, which is a 43.8 increase on Q3, with the majority taking place in households in the high or very high-risk categories. 1,566 visits have taken place this financial year, an increase of nearly 60% against the previous financial year.
- 19/17.9 AM Jeary outlined to Members the improvements that were being considered to ensure joined up S&W visits take place. He added that there was an agreement in place with SBC that no cold calling would be undertaken. WM Dean Hoskins was invited to provide an outline of a typical S&W visit.

- 19/17.10 GM Moody outlined to Members the new page on the website to support carers which included advice on the safe use of emollients and the associated risks. He added that the Service is in the process of creating business cards with the Service's contact details for distribution to carers. The aim is that when carers identify a vulnerable client who would benefit from a S&W visit, they will have our details to hand. The card will ask if they know a CHARLIE which is an acronym for **C**are and support needs, **H**oarding and mental health issues, **A**lcohol and medication, **R**educed mobility, **L**ives alone, **I**nappropriate smoking and **E**lderly 65+.
- 19/17.11 GM Moody advised Members that a number of funding streams for Safe Drive Stay Alive have been identified, with funding received from SBC and ARVAL Ltd (Swindon) for 2018-19, and funding for 2019-20 was also agreed. AM Jeary added that due to local budget restrictions, funding was likely to be further reduced in the future.
- 19/17.12 GM Moody advised that 2,634 young people attended SDSA and that 87% of school and colleges were visited in the past year. He added that research shows that SDSA helps reduce road deaths. However, despite this, sadly there had been 30 recorded deaths.
- 19/17.13 WM Hoskins was invited to advise Members about the 'Bikerdown' initiative'. He confirmed that in the past four years 25% of all deaths on Swindon and Wiltshire roads were motorcyclists.
- 19/17.14 **ACTION: GM Moody to convey thanks to Swindon Central and North Parish Councils for the SDSA funding, with copies being sent to all other parish councils in the area.**
- Priority 2**
- 19/17.15 Safeguarding was reviewed by GM Moody, who advised Members that all firefighters participated in Safeguarding awareness courses and that Area Manager Jeary was a Safeguarding Lead. GM Moody added that the firefighters' role was to report any safeguarding concerns they have about the people at incidents they attend.
- 19/17.16 GM Moody advised Members that 45 building consultations took place, with 20 audits and three fire related complaints. GM Moody added that there were also 11 licensing applications and two after-fire audits. He further added that there were ten fires which fell within the Regulatory Reform Order 2005.
- 19/17.17 GM Moody advised Members that a number of Automatic Fire Alarms (AFA) were signalled in non-domestic properties. He added that if there were three or more AFAs at a property the Service would provide checks and information to mitigate any further risks.
- 19/17.18 AM Jeary advised that AFAs account for about 40% of all incidents the Service is called to, with housing providers being the most likely perpetrator. He added that many of these issues were being negotiated and resolved.

- 19/17.19 GM Moody advised Members that crews attend to identified local risks and to ensure that the Service's database was up to date. He added that the matter brought up at the last meeting (19/07.19) about storage was followed up and addressed within timescales provided.
- 19/17.20 GM Moody confirmed to Members that flood prevention works and plans within local parishes were part of Local Resilience Forum (LRF) work and that a number of other civil activities had taken place with partners in the military and the police. He added that all watches have been allocated with projects to support this work.
- Priority 3**
- 19/17.21 GM Moody provided Members with the standards and related performance (see Appendix A of the report), providing background on various incidents. He confirmed that those incidents that missed target response times were monitored, and of those that had missed, the maximum shortfall was one-minute. These were related to motorway incidents where the location was often an issue and where crew were at training events and S&W visits upon receiving the call.
- 19/17.22 GM Moody advised that there were 26 accidental dwelling fires in Q4 and confirmed to Members that a great deal of work has been undertaken to support information relating to keeping safe in the home.
- 19/17.23 GM Moody drew Members' attention to the drop in deliberate fires since Q3 (from 45 to 40 in Q4). He added that these were often linked to school holidays and hot weather.
- 19/17.24 GM Moody provided background information advising Members there was a group of fire-setters who were active during this period. He further added that work was undertaken with community groups and SBC along with advice for residents.
- 19/17.25 AM Jeary invited SM Greg Izon to talk about the work being undertaken with the Service and the police in local schools to support the understanding of risks involved with deliberate fire-setting. AM Jeary added that the Service was in discussion in an attempt to include the fire-setter courses as part of the restorative justice system within SBC.
- 19/17.26 GM Moody confirmed to Members that there were four fire related injuries during Q4 (smoke inhalation).
- 19/17.27 GM Moody apologised to Members for the lack of information relating to operational licenses, adding that this was due the change-over to a new monitoring system. He added that he was confident that this was being monitored by station managers. He further advised that annual watch audits were taking place and were tailored to local risks and need.
- 19/17.29 **RESOLVED: Members scrutinised and approved performance for the 4th Quarter.**

**19/18 Update on LPS report – LPS working group (Verbal)**

19/18.1 This was covered under 19/16.4 above.

**19/19 Issues raised by Members (agreed with Chair)**

19/19.1 An operational crew attended the Boishaki Mela event in April. Men's mental health week took place and was supported by local watches as part of *#mentalhealthawareness* week.

**19/20 Showcase the new recruitment vehicle**

19/20.1 The Chair invited Members to view the recruitment vehicle, which was now on site, once he had formally closed the meeting.

**19/21 Date of next meeting**

19/21.1 The Chair conformed that the next meeting of the DWFRA Swindon Local Performance and Scrutiny Committee will take place on 5 September 2019 at 10.00am at Westlea Fire Station, The Chesters, Stonehill Green, Westlea, SN5 7DB

The meeting closed at 11:55hrs

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