



**DORSET & WILTSHIRE  
FIRE AND RESCUE  
AUTHORITY**

**DRAFT Minutes of the  
Wiltshire Local Performance and Scrutiny Committee  
held at 10:00 hours on Friday 8 November 2019 at the DWFRS  
Training & Development Centre, Hopton Industrial Estate,  
London Road, Devizes, SN10 2EU**

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

Members present: Cllr Paul Oatway (Chair); Cllr Ernie Clark; Cllr Peter Hutton; Cllr Bob Jones; Cllr Pip Ridout; Cllr Christopher Newbury

Officer attendance: Director of Community Safety, Assistant Chief Fire Officer (ACFO), James Mahoney; Area Manager (AM), Ian Jeary; Group Manager (GM), Wayne Presley; Democratic Services Officer, Marianne Taylor

Observer: Administrative Assistant (Wiltshire) Rachel Clements

**19/33 Welcome**

19/33.1 The Chair opened the meeting and welcomed attendees.

**19/34 Apologies**

19/34.1 No apologies were received.

**19/35 Code of Conduct, Declarations of Interest and Notifications of Any Other Business**

19/35.1 The Chair asked the meeting for any disclosures of pecuniary interests under the Localism Act. There were no disclosures.

**19/36 Public Questions**

19/36.1 There were no members of the public present and no public questions had been received.

**19/37 Review and approve minutes of the Wiltshire LPS meeting on 4 September 2019.**

19/37.1 The Chair asked Members to review and approve the minutes from the last meeting.

19/37.2 **RESOLVED: that the minutes be confirmed without amendment and signed by the Chair as a correct record.**

**19/38 Action Progress**

19/38.1 Democratic Services Officer, Marianne Taylor, advised Members that this report contained a list of outstanding actions from previous meetings with regular update comments.

19/38.2 Members discussed the Action Progress report and agreed the removal of items 213; 240; 274; 276 and 277.

19/38.3 **RESOLVED: Members noted the actions and comments.**

19/38.4 **RESOLVED: Members approved the removal of completed and closed items.**

**19/39 Performance monitoring and briefing – Quarter 2**

19/39.1 AM Jeary thanked Members for their continued support and introduced GM Wayne Presley who took Members through the quarter's Performance Report and presentation for Wiltshire Local Performance & Scrutiny Committee (Appendix A).

19/39.2 **Priority 1 Making safer and healthier choices**  
Safe and Well visits to 803 homes were completed in quarter 2, showing an increase of 17% against the same quarter last year, 81% were to high- or very high-risk homes. Members were advised that every call to a person collapsed behind closed doors if followed up with a Safe and Well visit.

19/39.3 ACFO Mahoney outlined the referral systems; the work with Area Boards and partner agencies to promote the Safe and Well referrals; and the work to ensure access is provided through a range of avenues. It is anticipated that this will result in greater referral opportunities. He added that for the north of the Service this is a relatively new way of working and that generating referrals is a priority.

19/39.4 Members discussed vulnerable people and those who may not consider themselves to be vulnerable and don't appear anywhere. The team were commended on their efforts by the Chair

- 19/39.5 Several events took place across the area where the Service promoted various activities including on-call recruitment and Safe and Well visits. Members also discussed opportunities where they could support the Service. Members present were happy to sign up to a commitment of one community event a year, perhaps combined with other community days for smaller communities.
- 10:20 Cllr Newbury arrived.
- 19/39.6 Recent community events included Tisbury, Salisbury and Trowbridge carnivals and Mere carnival & village fete; and the firefighters' charity car washes which also generate interest in the Service from the community.
- 19/39.7 Education visits took place and 1,765 children were engaged across 20 schools. Members suggested that leaflets be placed in mobile libraries to promote messages in rural villages.
- 19/39.8 A new cohort of Fire Cadets commenced on 4 September and 14 recruits have been involved in several training exercises. Members agreed that the two other Fire Cadet groups should be recognised through our reports and are run by volunteer firefighters.
- 19/39.9 There have been no Salamander events in this quarter. Promotion of Salamander is taking place with Wiltshire Council and the police for referral processes. Three new referrals had been made to fire-setter advisors.
- 19/39.10 Survive the Drive events took place at several Ministry of Defence sites; and 'Bikerdown' held with 52 attendants across three events. Operation Close Pass is on-going. Members discussed non-engaging schools for both Safe Drive Stay Alive and schools education.
- 19/39.11 A total of 22 safeguarding referrals took place in quarter 2, an increase of 13 against Q2 2018-19. ACFO Mahoney explained the improvements to referrals for safeguarding, which is in the main due to better understanding of how the referral works and when to refer.
- 19/39.12 **ACTION: Members suggested that leaflets be placed in mobile libraries by the prevention team to promote prevention work in rural localities.**
- 19/39.13 **Priority 2 Protecting you and the environment from harm**  
651, of the target 750 fire safety audits (86%) have been completed so far this year. Building regulation applications decreased from 64 in quarter 2 2018-19 to 48 this year. There were several fire safety complaints with four deemed as high-risk. GM Presley advised that these usually relate to overcrowding and blocked exits. He added that the Service responds quickly and takes the reports seriously.

- 19/39.14 30 licensing applications were received. AM Jeary outlined what can happen when prohibition notices are delivered. He added that there are no legal actions pending at this time.
- 19/39.15 Flood gates have been installed at either end of a narrow road in Trowbridge where the Service has frequently attended to rescue drivers. This followed an initiative by a local firefighter who put together the business case. Funding for the gates was provided by the local Area Board.
- 19/39.16 Recruitment is on-going at the training centre and at some stations. Local firefighter stories are shared through local and social media. 'Have-a-go lite' also takes place and will move to various stations within Wiltshire. On-call support officers also attended a military community education and employment fair at Tidworth Leisure Centre.
- 19/39.17 The Chair advised that he would ensure that the military community, education and employment boards were aware of the work of the Service; that the Service is included and invited to meetings; and that the agenda is circulated so that the Area Manager or the Group Manager could attend when relevant.
- 19/39.18 Members were advised that local markets are being devolved to the town councils to manage and there may be opportunities to attend local markets as a community event.
- 19/39.19 Members discussed the various incidents and Service call outs, including road traffic collisions and accidental fire alarms and their causes.
- 19/39.20 **ACTION: Chair to ensure that the Service is invited to attend military community education and employment boards.**
- 19/39.21 **Priority 3 Being there when you need us**  
Members were concerned about sleeping risk attendance (above shops, nursing homes etc) and the drop in reaching target times since the same quarter in 2018-19. AM Jeary responded that it was related to the accessible resources and personnel in the right place at the right time, adding recruitment should resolve this. He further added that training courses for new recruits are full and a waiting list is in place.
- 19/39.22 AM Jeary explained that all missed targets, their locations/geography, type and time of year, are reviewed and any learning points or patterns noted and acted upon. ACFO Mahoney confirmed that trends are tracked and changes in development of housing/business within conurbations are reviewed through the Integrated Risk Management Plan. He confirmed that today, all our fire stations are in the right place.

- 19/39.23 The aspiration of smaller faster mobilising vehicles is currently on hold awaiting the outcome of the pilot scheme in Hampshire and the concern about speed on rural roads. The difference between small, medium and standard appliances is insignificant and therefore only marginal gains would apply. ACFO Mahoney added that ensuring the right number of firefighters sent to an incident is being analysed and reviewed, giving the mobilisation to a house fire as an example.
- 19/39.24 Nationally there will be standardised mobilising criteria going forward with standardised target times and uniform reporting as a result of Her Majesty's Inspectorate for Constabularies and Fire & Rescue Services inspections. Contractual performance for Wiltshire on-call is above that required and keeps pumps available at (or above) the target most of the time.
- 19/39.25 Members discussed performance in the south of the Service which was doing quite well. ACFO Mahoney advised that there were a number of long-term on-call firefighters with high commitment levels, adding that the Service recruits to gaps for contractual requirements in localities. Members discussed availability and response capability at rural fire stations.
- 19/39.26 Operational licence competencies are good and well recorded with the transition to a new competency recording system going well. There is a drive to engage female drivers to driver training.
- 19/39.27 Several multi-agency events took place using the Honda test track at South Marston. On-call firefighters from several stations took part. Debriefs also take place and learning is captured. Members asked to be invited to the Lacock Abbey debrief taking place on 9 January.
- 19/39.28 **ACTION: Chair to discuss standardising mobilising and target times with ACFO Mahoney and AM Jeary. Democratic Services to set up.**
- 19/39.29 **ACTION: AM Jeary to make available individual statistical information for Wiltshire area fire stations at the LPS taking place on 14 February 2020.**
- 19/39.30 **ACTION: Democratic Services to send invitations to the debrief taking place at Lacock Abbey at 6.30pm on 9 January to all Wiltshire LPS Members except Cllr Ridout and Cllr Newbury, who will be attending an Area Board meeting.**
- 19/39.31 **RESOLVED: Members scrutinised and approved performance for Quarter 2.**

**19/40 Media & Communications**

19/40.1 AM Jeary reported that he would arrange for all Members to receive the regular social media messages that go out to staff so they could stay up to date with safety messages and other relevant information.

19/40.2 **ACTION: Members to receive the regular social media messages that go out to staff.**

19/40.3 Democratic Services Officer, Marianne Taylor advised Members of the purpose of the Member feedback template (tabled) and gained feedback from Members where they would highlight items to be included in the twice yearly LPS report to the Authority.

**19/41 Update of LPS Reporting - LPS Members Working Group (verbal)**

19/41.1 ACFO Mahoney confirmed that work on a new dashboard is progressing, with no further investment in the current version. He added that Members would be seeing the outcomes from the dashboard from quarter 1 2020-21.

**19/42 Issues raised by Members (agreed with Chair)**

19/42.1 No issues raised.

**19/43 Date of Next Meeting**

19/43.1 The Chair confirmed the date of the next Wiltshire Local Performance and Scrutiny Committee meeting as 14 February 2020 at 10:00am at DWFRS Training & Develop Centre, Hopton Industrial Estate, London Road, Devizes, SN10 2EU

The meeting closed at 11:45

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