



Draft Minutes of the Wiltshire Local Performance and Scrutiny Committee held at 10:00am on 3 March 2022 at Trowbridge Fire Station, Hilperton Road, Trowbridge.

These are draft minutes to be approved by the Wiltshire Local Performance and Scrutiny Committee at their next meeting.

Members present:

Cllr Pip Ridout (Chair)
Cllr Bob Jones
Cllr Kelvin Nash
Cllr Ashley O'Neill
Cllr Paul Oatway

Officer attendance:

Area Manager (AM) Seth Why
Group Manager (GM), Wayne Presley
Democratic Services Officer, David Shaw
Information Analyst & Facilitator, Protection, Kate Dewey (open seat)
Strategic Planning & Programme Co-ordinator, Service Improvement, Katy Sillence (open seat)

22/01 Welcome

22/01.1 Cllr Pip Ridout welcomed Members and officers to the meeting.

22/02 Apologies

22/02.1 Apologies were received from Cllr Brian Dalton and Director of Community Safety, Assistant Chief Fire Officer (ACFO), Andy Cole.

22/03 Code of Conduct and Declarations of Interests

22/03.1 The Chair asked the meeting for any disclosures of pecuniary interests under the Localism Act. There were no disclosures.

22/04 Public Questions

22/04.1 There were no members of the public present and no public questions had been received.

22/04.2 Arising out of consideration of this item, Members discussed the publicising of the Wiltshire Local Performance and Scrutiny Committee meetings. It was noted that the public notice of the meeting was circulated in advance of the meeting to all parish and town councils in Wiltshire together with a covering email and link to the agenda on the Authority website. The Chair referred to an enquiry that had been received from a Warminster Town Councillor raising questions over the wording the notification suggesting that it could be improved to explain the purpose of the meeting and the merit in submitting a public question and in public attendance. It was agreed that the circulation of the public notice, its wording, and supporting correspondence be reviewed by the Head of Corporate Support in consultation with the Chair.

22/04.3 **ACTION: That the circulation of the public notice, its wording, and supporting correspondence be reviewed by the Head of Corporate Support in consultation with the Chair.**

22/05 Review and approve minutes of the Wiltshire Local Performance and Scrutiny Committee (LPS) meeting on 2 December 2021

22/05.1 The Chair asked Members to review and approve the minutes from the last meeting.

22/05.2 **RESOLVED: That the minutes be confirmed without amendment and be signed by the Chair as a correct record.**

22/06 Action Progress Report

22/06.1 The Chair provided an update to the Committee on the following action:

22/06.2 Action 335: That the Chair contact Cllr Jackson at Wiltshire Council to arrange a presentation on fire safety to a future Wiltshire Area Board meeting. The Chair provided a verbal update that a date for Wiltshire's Warminster Area Board meeting to consider public safety had not been set. Warminster Area Board had been shown the Service video at its last meeting, and this had been well received, and the Service video could be shown at each Area Board. Cllr Kelvin Nash asked whether the presentation on fire safety should be extended to Wiltshire's other Area Boards, of which there were 18 in total which met four times per annum. Following debate, it was agreed that the matter be discussed by the Authority's Wiltshire Members with Wiltshire Councillor Alison Bucknell, Portfolio Holder for Area Boards, to consider whether the presentation on fire safety should be considered at an event on public safety. It was noted therefore that this action remained in progress.

22/06.3 **RESOLVED: Members noted that action number 335 remained in progress.**

22/07 Performance monitoring and briefing quarter 3

22/07.1 Group Manager (GM), Wayne Presley presented to Members the Performance monitoring and briefing for quarter 3, which covered the three priority areas overseen by this Committee. A link to the presentation can be found [here](#).

22/07.2 **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.

22/07.3 **Priority 1 - Help you to make safer and healthier choices.**

22/07.4 Members discussed KLOE 1 – How well do we understand the risk of fire and other emergencies, and the attendance of officers at Wiltshire Area Board meetings. The Chair commented that the officers' written update was provided to all 18 Area Board meetings and the Service video was also available to show, and she questioned the need for officer attendance by Station, Group and Area Managers at the Area Board meetings.

22/07.5 Cllr Nash observed that the written update was submitted as a standing item to the Devizes Area Board at all meetings and that one of the Area Board meetings would focus on public safety. Cllr Bob Jones and Cllr Paul Oatway commented that the Area Board meetings were useful in promoting on-call recruitment.

22/07.6 Cllr Ashley O'Neill stated that there was a written officer report at all Area Board meetings, which were held in an evening, and Cllr Nash observed that as Area Board meetings were held in person there was a time demand for officers to attend all 18 meetings four times per annum. Cllr O'Neill suggested that consideration could be given to having partner items at the commencement of the Area Board meetings to reduce the length of time of partner attendance.

22/07.7 Area Manager (AM), Seth Why suggested that Station Managers in Wiltshire contact their Area Board Chairs to obtain an understanding of demand for officers to attend Area Board meetings.

22/07.8 The Chair commented that there was also a Community Safety Partnership for Wiltshire and she suggested that the matter should be discussed with the 18 Area Board Chairs to ascertain if the frequency of officer attendance at Area Board meetings was correct, consistent and required when there was a written report and the Service video. This discussion would take place in May and prior to the next LPS meeting in June.

- 22/07.9 **ACTION: That the Chair contact the 18 Wiltshire Area Board Chairs to ascertain if the frequency of Service officer attendance at Board meeting was correct, consistent and required when there was a written report and the Service video, and to report back to the next LPS meeting.**
- 22/07.10 In reply to a question from Cllr Jones, GM Presley confirmed that the £12k sponsorship from Arval for road safety was for the whole Service, and not only Wiltshire.
- 22/07.11 GM Presley reported that agreements had now been finalised with SGN gas and Wales & West Utilities on a funding project. This partnership would allow provision of 5500 free carbon monoxide products, which included 500 for the deaf and those with hearing loss with an additional vibrating or visual alert (or both), and education for the next five years in Wiltshire. Members commented on the need to promote the added value of prevention and protection work when seeking funding from external providers.
- 22/07.12 In reply to a question from Cllr Nash, GM Presley confirmed that the 514 Safe & Well visits that were completed this quarter were for Wiltshire.
- 22/07.13 The Chair commented that it would be helpful to bring to the attention of the Wiltshire Area Boards the boat safety packs that had been provided at a Safe and Well event.
- 22/07.14 **Priority 2 - Protect you and the environment from harm**
- 22/07.15 It was noted that in quarter 3, the new strategy for automatic fire alarms at commercial premises delivered cashable savings of £12,025 for on-call attendance and returned 28 hours to wholetime crews in Wiltshire.
- 22/07.16 Arising out of consideration of the formal Prohibition Notice that was served to a premises in Trowbridge, which was being used as poor-quality housing with inadequate escape route, AM Why explained the process of enforcement to the Committee.
- 22/07.17 **Priority 3 - Be there when you need us**
- 22/07.18 In reply to a question for Cllr Oatway, the officers outlined the reasons for the variation in first appliance average response times. These might be due to traffic congestion or a rural location, and the reasons in variation were explored with Station Managers. Cllr Nash enquired of the isochrone for the average response times, and it was agreed that the isochrone be included in the relevant table in future performance reports, to make comparison easier and to be more informative.
- 22/07.19 **ACTION: That the first appliance average response times isochrone be included in the relevant table in future performance reports, to make comparison easier and to be more informative.**

22/07.20 Members commented on the appliance availability for on-call firefighters, which had decreased in the last two quarters. The officers explained that an element of this was returning to normality from the coronavirus pandemic, as on-call staff were now working from home less frequently. There was also an element of staff providing continued support to the South Western Ambulance Service NHS Foundation Trust. Cllr Jones mentioned the importance of the Wiltshire Area Boards and Have a Go Days in promoting the recruitment of on-call firefighters.

22/07.21 Members discussed KLOE 4 – How effective are we at responding to fires and other emergencies and the incident on 17 November 2021 at Grist Recycling Centre, Stert. The officers explained that Group Manager, Dave Adamson had received training on waste fires and supported the incident as Tactical Advisor. The Service was working with waste sites to seek improvements, for example how lithium batteries were dealt with on site. The Service was also providing public information on the safe disposal on BBQs and batteries and working with partners including, for example, the Environment Agency on water run-off.

22/07.22 **Demand Summary**

22/07.23 In reply to a question from Cllr Jones about the spike in the number of deliberate fires in quarter 3, the officers explained that a number of these were attributed to fires in cells at Her Majesty's Prison, Erlestoke. The Service had worked with the prison governing authorities to seek to resolve the repetition of such fires.

22/07.24 The Chair thanked the officers for the presentation.

22/07.25 **RESOLVED: Members scrutinised and noted the performance for quarter 3.**

22/08 **Technical rescue verbal update**

22/08.1 This was a standing item for Wiltshire LPS. AM Why reported that good progress had been made with internal training teams and external outreach trainers. At Stratton station, all rope operators had been trained and were competent. The Stratton vehicle was within the Service and was being kitted out; bariatric and confined space training would follow shortly. At Poole all training was complete, and a new vehicle deployed. At Weymouth a new vehicle was arriving this month and bariatric training would follow shortly. At Chippenham and Trowbridge, some staff had transferred to Stratton or the other rescue stations, however the stations rescue capability was still available.

22/09 Matters raised by Members (agreed with Chair)

22/09.1 Cllr Nash enquired if there were opportunities for Members to meet with the operational services in their area. AM Why stated that there was a Member Buddying System whereby Members were provided with a list of Stations in their areas that they could visit to meet with staff and inspect the appliances and equipment etc. This included meeting with on-call firefighters on their training nights and such visits were also useful to promote through social media. In conclusion, AM Why stated that an action would be to liaise with Vikki Shearing, Head of Corporate Support, to bring to Station Managers' attention the Members for their area so that contact could be made to visit the Stations.

22/09.2 **ACTION: AM Why to liaise with Vikki Shearing, Head of Corporate Support, to bring to Station Managers' attention the Members for their area so that contact could be made for them to visit their local stations.**

22/10 Date of next meeting

22/10.1 The Chair confirmed the date of the next Wiltshire Local Performance and Scrutiny Committee meeting as 8 June 2022 at 10:00am.

The meeting closed at 11:15

Signed: _____