



**DORSET & WILTSHIRE
FIRE AND RESCUE
AUTHORITY**

**DRAFT Minutes of the
Dorset Local Performance and Scrutiny Committee meeting
held at 10:00 hours on Tuesday 5 September at Dorchester Community Fire
Station, Peverell Avenue West, Poundbury, Dorset DT1 3SU**

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

Members present: Cllr Richard Biggs, Cllr Steve Butler; Cllr Colin Jamieson (Chairman); Cllr Susan Jefferies; Cllr Rebecca Knox; Cllr Byron Quayle;

Officer attendance: ACFO Jim Mahoney, AM Stuart Legg; GM Tim Gray; Performance & Evaluation Manager, Ms Jane Barnes; Democratic Services Officer, Mrs Marianne Taylor.

Observers: Safe & Well Manager, Vikki Thomas; Workforce Development Manager, Jayne Courtney; HR Services Systems Advisor, Ms Samantha Roney

17/11 Election of Chairman

17/11.1 ACFO Jim Mahoney, opened the meeting and welcomed attendees. The ACFO asked for nominations to the role of Chairman and Cllr Jamieson was nominated, seconded and agreed unanimously.

17/11.2 **RESOLVED: Cllr Jamieson be Chairman of the Dorset Local Performance and Scrutiny Committee.**

17/12 Welcome

17/12.1 The Chairman thanked Members for their confidence in him and welcomed new Members their first Local Performance & Scrutiny Committee meeting and also welcomed observers.

17/12.2 For the benefit of new Members, the Chairman asked that all those present introduced themselves and their role.

17/13 Apologies

17/13.1 Apologies were received from Cllr Spencer Flower; Cllr Kevin Brookes and the Head of Strategic Planning and Knowledge Management, Mr Robert Ford.

17/14 Code of Conduct, Declarations of Interest and Notifications of Any Other Business

17/14.1 The Chairman asked the meeting for any disclosures of pecuniary interests under the localism act.

17/14.2 There were no disclosures.

17/15 Public Questions

17/15.1 There were no public questions and no members of the public were present.

17/16 Review and approve the Minutes of the Dorset Local Performance and Scrutiny Committee meeting on 28 February 2017.

17/16.1 The chairman asked Members to review and approve the minutes from the last meeting.

17/16.2 Cllr Jamieson advised that it was not he who made a pecuniary interest declaration at the meeting. Cllr Jefferies stated that she had made the declaration.

17/16.3 At the meeting of 28 February, Cllr Jefferies raised the matter of Safe and Well visits being undertaken to new foster carers/families by the Service, which was not captured in the minutes. AM Legg confirmed that S&W visits are still in place and should be encouraged. Members asked that Dorset Social Services are advised about this.

17/16.4 **RESOLVED: Minutes were approved as an accurate record subject to amendments in items 17/16.2 and 17/16.3 above.**

17.16.5 **ACTION: AM Legg to advise the Head of Prevention to contact social services on the availability of Safe & Well visits to foster carers.**

17/17 Performance for the first quarter

17/17.1 In the absence of the Head of Strategic Planning and Knowledge Management, Mr Robert Ford, the Area Manager (AM) Stuart Legg took Members through Appendix B, Baseline Assessment, and outlined the approach taken by the Service and the management of the report (Service

Delivery Plan 2017 – 18). He added that this gives Members the opportunity to scrutinise and discuss the performance by which the Key Lines of Enquiry (KLOE) are set.

- 17/17.2 At the beginning of each financial year the key lines of enquiry (KLOE) are refreshed for each of the five priorities. AM Legg took Members through how the performance is set and what happens next. The approach looks at where we are now, where we want to be and how to get there. He added that the target is set at developing, established and advanced for all KLOEs and managed through staff reviews, team meetings and the strategic leadership team (SLT). This then enables the Service to manage expectation and demand whilst remaining flexible to new risks.
- 17/16.3 AM Legg took Members through the 1st Quarter's Performance Report for Dorchester Local Performance & Scrutiny (Appendix A).
- 17/16.4 The three priorities that AM Legg 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.
- 17/16.5 **Priority1**
During Quarter 1 the Service engaged with 1,921 young people through education visits to schools. A new arson reduction co-ordinator has been employed and Dorset area was researching the usefulness of misting units to keep vulnerable smokers safe; Safer People And Responsible Communities (SPARC) engagement work is ongoing; following recent recruitment the numbers of Safe & Well (S&W) Advisors are up to establishment, resulting in more visits to vulnerable people and their homes. AM Legg confirmed there is a strategy to educate young people including taking a fire appliance to schools, clubs and other venues. The Safety Centre in Weymouth is also used to aid understanding for fire and fire related incidents. The Safe & Well Manager, Vikki Thomas was invited to join the meeting and outlined her role and that of the S&W service. In doing this they cover driver and passenger activity, home schooled children, and work with police, councils and other agencies. S&W advisors also react to local need and with housing associations. The Director of Operations, ACFO Mahoney outlined Pinpoint the database shared between partner agencies.
- 17/16.6 Members were interested in knowing more about Safe Drive Stay Alive (SDSA) events and wondered if 100% coverage of school is possible when the Service relies on invitations to attend from schools and other organisations. Ms Thomas outlined the process used to promote SDSA, which included free use of Weymouth Pavilion for events. Members were further interested in who makes decisions about what takes place and where. The Service is continually looking for ways to engage with vulnerable people and uses the Pinpoint database mentioned earlier, to identify where people are. A targeted approach is now in place for S&W

visits and safeguarding referrals are increasing. There are follow -up visits to check that identified vulnerable people are engaging with other agencies and contacts are made with social services and food banks. S&W Advisors look for signs of fuel poverty and unsustainable lifestyles.

- 17/16.7 Cllr Knox outlined how Members can, in their roles as local Councillors, help support Officers. Adding that when the Service is inspected S&W visits will be viewed on their outcomes, rather than number of visits carried out. Adding the quality of the visit is what matters.
- 17/16.8 AM Legg outlined how information is shared amongst agencies with referrals taking place and highlighted the fact that the Fire and Rescue Service brand means individuals are more likely to engage in outside support because of the S&W visits.
- 17/16.9 The AM was pleased to report that there have been fewer road deaths and injuries overall, with no fire related fatalities over the quarter.
- 17/16.10 A discussion took place about trend lines on performance graphs. The Head of Strategic Planning and Knowledge Management, Mr Robert Ford has discussed the addition of traffic lights, page numbers and trend lines with the database provider.
- 17/16.11 AM Legg said there is room for improvement in areas related to visits - not all on-call staff are available for visits; and he would like to see improvement to heathland data on Mobile Data Terminals (MDT), which, at present are not demountable from the vehicle.
- 17/16.12 **Priority 2**
AM Legg attends the Dorset County Council Safer Dorset meetings and safeguarding boards. High rise premises in the Dorset area don't have cladding applied to them however fire safety teams have attended to give fire prevention advice to occupants of all high rise properties.
- 17/16.13 Enforcement activities are on-going. One enforcement notice and one prohibition notice have been issued in the quarter. AM Legg expects offenders to respond to them within the required period. Added to this there have been 20 fire safety complaints about premises or business practices or procedures and all were responded to within 24 hours.
- 17/16.14 Unwanted fire signals (false alarms) still take place, for 20% of these the cause is unknown. However the Service has been focussing on forging stronger business links locally. The Chairman suggested a discussion between himself and AM Legg to support various links for local business and access thereto. Deliberate fire setting is seasonal and weather dependent. There are more around Easter and less in wet weather. It is hoped that the new Arson reduction co-ordinator will help further reduce incidents for deliberate fire setting.

- 17/16.15 Risk assessments of heritage sites are carried out to support knowledge and awareness of those types of premises. Cllr Knox added that there is a wildfire conference in Weymouth on 7 November if Members would like to attend.
- Cllr Rebecca Knox and Cllr Steve Butler left the meeting
- 17/16.16 **Priority 3**
AM Legg outlined the timeline for attendance within the ten-minute target. He reassured Members that, on some occasions, a pre-alert is sent to the nearest fire station to the caller and this helps to improve the response. On-call availability is excellent at 81.69% which results in a good level, 60.27%, of first appliance to sleeping risk which in turn is reliant on circumstances at the time for on-call attendance, traffic, weather etc. The second appliance relies on next nearest appliance. The target time was reached on 87.4% of occasions to road traffic collisions (RTC), Members expressed their contentment with these figures, given the geography of Dorset area.
- 17/16.17 Co-responding policies are working well and firefighters enjoy the extra opportunity it affords them to work in their local area. Rescues from fire related incidents, flooding etc. are low, which is good and considered to be because of education. The keys for education in these areas are about understanding trends relating to accidents, the nature of accidents, and what the value of gathering and analysing the data might be. Analysis of information for M4 corridor (Swindon area) for instance highlighted the number of network rail employees involved accidents often due to long shifts and tiredness, the service was asked to provide SDSA events for them. Similarly the military have a different idea of risk relating to driving than someone working in an office, added to this is alcohol, drugs and other distractions which are all valid reasons to keep SDSA events.
- 17/16.18 Competencies are high with whole time duty (WDT) firefighters at 95% and on-call firefighters at 78%, this lower figure may be because an on-call firefighter may also be a WTD firefighter.
- 17/16.19 The area will be focussing on improving second appliance to sleeping risk and introducing a salary system which should support greater interest for On-call firefighters who will also get remunerated according to attendance at incidents.
- 17/16.19 Risks to Dorset area include changes to co-responding, insufficient on call managers, staffing and retention; and, in Bere Regis, ICT coverage to support performance for on-call stations is poor, for which a solution is being sought.
- 17/16.20 AM Legg took Members through the HMP&P Guys Marsh incident which involved a prisoner setting light to a cell wing. He also took Members through the attendance log for appliances and firefighters plus work to carry out the fire investigation that followed, and following on from that the

debriefs which took place. Outcomes include offering JESIP (Joint Emergency Services Interoperability Programme) and METHANE (acronym for a method of messaging) training. Arrangements are in place with Crown Properties and HMP&PS to improve accessibility for other services in an emergency

17/16.21 The other significant event was Parnham House, which was a significant fire thought to be started deliberately.

17/16.22 **RESOLVED: Having scrutinised the report (Appendix A), Members approved the performance for the 1st Quarter.**

17/16.23 **RESOLVED: Members approved the Baseline Assessment 2017-18 (Appendix B)**

17/16.24 **ACTION: Cllr Knox to forward flier on wildfire conference for circulation - completed**

17/16.25 **ACTION: Democratic Services to circulate flier with these minutes.**

17/16.26 **ACTION: AM Legg to invite the Road Safety Manager to attend a future meeting.**

17/17 Briefing from Area Manager

17/17.1 The briefing was incorporated in the performance report above.

17/18 Issues raised by Members (Agreed with Chairman)

17/18..1 Cllr Jefferies advised there had been an article in the Echo (31/8/17) about lack of resources and layoff of firefighters. ACFO provided assurance that this is not the case. However there is an ongoing programme to ensure that all resources are properly located and give the correct provision and reassurance to their communities. A Service rebuttal had been provided.

17/19 Date of Next Meeting

17/19.1 The Chairman confirmed the date of the next Dorset Local Performance and Scrutiny Committee meeting as 14 November 2017 at the Dorchester Community Fire Station, Peverell Avenue West, Poundbury, Dorset DT1 3SU from 10am.

Signed: _____