



**DORSET & WILTSHIRE  
FIRE AND RESCUE  
AUTHORITY**

**DRAFT Minutes of the  
Dorset Local Performance and Scrutiny Committee  
held at 9.30am on Monday 26 February 2018 at the  
Christchurch Community Fire Station**

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

Members present: Cllr Spencer Flower (acting Chairman); Cllr Kevin Brookes; Cllr Susan Jefferies; Cllr Byron Quayle; Cllr Colin Jamieson

Officer attendance: Director of Community Safety, Assistant Chief Fire Officer, James Mahoney; Area Manager, Craig Baker; Head of Strategic Planning and Knowledge Management, Mr Robert Ford; Group Manager - Dorset, Stu Legg; Road Safety Manager, Mr Ian Hopkins; Performance & Evaluation Manager, Mrs Jane Barnes; Democratic Services Officer, Mrs Marianne Taylor

**18/1 Welcome**

The meeting started at 09.45hrs

18/1.1 The Chairman was unavailable so Members nominated, seconded and unanimously approved the appointment of Cllr Spencer Flower as Chairman.

18/1.2 The Chairman opened the meeting and welcomed attendees.

**18/2 Apologies**

18/2.1 Apologies were received from Cllr Rebecca Knox, Cllr Steve Butler, and Cllr Richard Biggs

**18/3 Code of Conduct, Declarations of Interest and Notifications of Any Other Business**

18/3.1 The Chairman asked the meeting for any disclosures of pecuniary interests under the localism act. There were no disclosures.

**18/4 Public Questions**

18/4.1 There were no members of the public present and no public questions had been received.

**18/5 Minutes of the Dorset LPS meeting on 14 November 2017**

18/5.1 The Chairman asked Members to review and approve the minutes from the last meeting.

18/5.2 **RESOLVED: Minutes were approved and signed by the Chairman of the day as an accurate record with no amendments.**

**18/6 Action Progress**

18/6.1 The Democratic Services Officer, Marianne Taylor, took Members through the action progress which Members discussed. There being no issues, Members agreed the report.

18/6.2 **RESOLVED: Members noted the actions and comments in the Action Progress report.**

18/6.3 **ACTION: Democratic Services to update the action plan for Dorset LPS.**

**18/7 Performance monitoring and briefing**

18/7.1 Area Manager (AM) Craig Baker reminded Members that, due to changes in command areas, he now has responsibility for the Dorset and Bournemouth & Poole areas. He then handed over to Group Manager (GM) Stu Legg, who took Members through the 3<sup>rd</sup> Quarter's Performance Report for Dorset Local Performance & Scrutiny (Appendix A).

18/7.2 The three priorities that AM Baker 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.

18/7.3 **Priority 1**  
GM Stu Legg advised Members that the page numbering of the slides coincided with the numbering in the Performance Report. Referring to that report GM Legg advised Members that Pinpoint, an agency wide data capture system, was working well and firefighters had received training on its use.

- 18/7.4 GM Legg provided Members with information relating to 64 education visits which reached over 3200 children. Arson reduction work had been carried out with six cases of fire-setting and a number of youth intervention activities had also taken place.
- 18/7.5 Fire Cadets were working towards a BTech qualification over the 20-week programme. Director of Community Safety, ACFO Jim Mahoney, added that the service is looking at how cadet qualifications were managed strategically.
- 18/7.6 AM Baker advised that all 13 young people on a recent Safer People and Responsible Communities (SPARC) course passed out successfully on 23 February. Members were reassured that this was positive action with obvious changes taking place in individuals and that follow-ups take place at six and 12 months after completion.
- 18/7.7 Road safety education information was provided by the Road Safety Manager, Mr Ian Hopkins. He advised that: Safe Drive Stay Alive (SDSA) was targeted at Key Stage (KS) 4 & 5. 68% of students attend, and attendees are based at 16 Dorset schools; questionnaires had been designed to gather feedback from pupils and teachers.
- 18/7.8 Mr Hopkins added that an external academic had been sought to give advice on the way forward in order to develop the roadshow and changing attitudes. The target (KS5) group were in the 16-19 age group followed in priority by (KS4). Cllr Susan Jefferies volunteered to contact a number of Schools.
- 18/7.9 Members advised the Democratic Services Officer that they would discuss and provide detail on which schools Members will contact themselves, and provide further contact information of the head teacher/principal and Chairman of Governors, should it be needed.
- 18/7.10 Despite the challenges in gaining access to provide SDSA events in schools GM Legg provided information which showed that the number of people killed or seriously injured in road traffic collisions (RTCs) had reduced across the Dorset area.
- 18/7.11 Members were advised that a number of Local Resilience Forum (LRF) exercises had taken place in the last quarter, including one with the Military.
- 18/7.12 GM Legg advised Members that more than 1000 safe and well (S&W) visits to vulnerable and older people had taken place with another 429 to be carried out. S&W advisors cover home safety, cooking, making an escape plan and night-time routines.
- Priority 2**
- 18/7.13 The Service was represented on safeguarding boards, and the Safeguarding Co-ordinator, Ms Jo McGowan meets with colleagues

frequently about safeguarding and safeguarding training. Safeguarding reviews were learning opportunities and this often involved other agencies. GM Legg advised Members that a new safeguarding poster had been created for use in workplaces.

- 18/7.14 GM Legg advised Members that professional advice and support was sought as needed. He added that in the last quarter 186 building regulation consultations had taken place and nine fire safety complaints were responded to within 24 hours.
- 18/7.15 AM Baker explained that, following the Grenfell fire and Dame Judith Hackett (DJH) inquiry, there may be a requirement for fire and rescue services to attend planning meetings and to have input into building design and completion.
- 18/7.16 The ACFO supported this adding that the emerging picture seemed to be that fire safety advice and guidance would be sought at the beginning (design) and through the lifetime of a building. ACFO Mahoney added that, as discussed at the previous Local Performance and Scrutiny (LPS) committee meeting, mobile data terminals (MDT) will provide specific risk information for firefighters on the ground to support their knowledge.
- Cllr Jamieson arrived.
- 18/7.17 GM Legg advised Members that work had been undertaken with Her Majesty's Prison & Probation Service (HMPPS) to improve pre planning and operational considerations at the County's prisons, following the fire at HMP Guys Marsh. The lessons jointly learned have been fed up to Governmental level to shape policy and inform the construction of prison buildings. The GM added that there would be a second prison within the Dorset Local Performance and Scrutiny (LPS) area.
- 18/7.18 GM Legg advised that the Service contributed to assessment for community risk; the flood warden scheme was active locally and there had been some preparation for the predicted snow later this week with the Civil Contingencies Unit (CCU).
- 18/7.19 Members were advised that Current Performance remained high with 81.3% on-call availability for the Dorset area this quarter. This figure remained stable as cover for shortfall was provided by On-call Liaison Officers working with Station Commanders to predict issues in advance. In addition, the area operates a crewing shortfall procedure with the potential to provide cover where necessary.
- 18/7.20 Dorset area's appliance availability and performance against the response standards were good when supporting predominantly rural locations. Performance to sleeping risks in quarter 3 was just over 62.3%, and performance to Road Traffic Collisions (RTCs) achieving just over 80.4%. Officers reviewed performance against the service response standards and looked to rectify any issues that impede performance to

individual incidents, such as traffic congestion; where patterns emerge, specific plans were developed to reduce the impact.

18/7.21 Members discussed the layout and trend lines of the graphs and the Head of Knowledge Management Mr Robert Ford explained more about the nature of the graphs and invited Cllr Jefferies to consider being part of the new design, through himself, for the next upgrade.

18/7.22 GM Legg advised Members that performance against elements of the operational licence were generally high, although unavoidable cancellation of some courses had affected the figure while the courses were rescheduled. He added that training continued to be planned quarterly for the On-call staff and this included combined training between exercises. GM Legg advised Members that this supported the maintenance of competency levels of 78.4% (On-call) 92% (Wholetime).

18/7.23 GM Legg advised Members that Managers were automatically mobilised to events and carried out briefings following them.

**18/8 Update on Road Safety** taken during performance briefing.

18/8.1 The Road Safety Manager updated Members with where the Service was and briefed on how volunteers carried out their work.

18/8.2 Members discussed the letter and confirmed their desire for it to be sent to the Principal/Head teacher and Chairman of Governors for schools that had not engaged with SDSA, Members requested that paragraph one and two be swapped to provide more impact.

18/8.3 The chairman of the FRA, Cllr Flower agreed with the Members request that the letter be sent jointly signed by himself and the Chief Fire Officer. Members would first contact schools as agreed in paragraph 18/7.9 above. Members would review the position at the next Dorset LPS.

18/8.4 **RESOLVED: Members approved the draft letter, subject to amendments in paragraph 18/7.2, to be signed by the DWFRS Chairman and the DWFRS Chief Fire Officer**

18/8.5 **ACTION: The Road Safety Manager to revise the letter in accordance with item 18/8.3 above.**

18/8.6 **ACTION: The Road Safety Manager to send a letter to Chairman of Governors and to Principal/Head teacher in accordance with 18/8.2 above. To be signed by DWFRS Chairman and DWFRS CFO.**

18/8.7 **ACTION: Members to review the situation at the next LPS meeting in May and follow up as required**

**18/9 Issues raised by Members (agreed with chairman)**

18/9.1 No issues were raised.

**18/10 Date of Next Meeting**

18/10.1 The Chairman confirmed the date of the next Dorset Local Performance and Scrutiny Committee meeting as 14 May 2018 at 09:30hrs at Dorchester Community Fire Station.

The meeting ended at 11:15

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