



**DORSET & WILTSHIRE
FIRE AND RESCUE
AUTHORITY**

**Minutes of the
Wiltshire Local Performance and Scrutiny Committee
held at 14:00hours on Wednesday 28 February 2018 at the
Devizes Training Centre**

Members present: Cllr Christopher Newbury (Chairman); Cllr Andrew Davis; Cllr Matthew Dean; Cllr Peter Hutton; Cllr Paul Oatway; Cllr Pip Ridout; Cllr Robert Yuill

Officer attendance: Director of Community Safety, Assistant Chief Fire Officer, James Mahoney; Area Manager, Byron Standen; Head of Strategic Planning and Knowledge Management, Mr Robert Ford; Group Manager, Tim Gray; Performance & Evaluation Manager, Mrs Jane Barnes; Democratic Services Officer, Mrs Marianne Taylor; Station Manager, Stephen Broad; Station Manager, Jason Moncrieff

Observer: Service Delivery Officer, Wiltshire, Rachael Dowse

18/1 Welcome

18/1.1 The Chairman opened the meeting and welcomed attendees.

18/2 Apologies

18/2.1 Apologies were received from Cllr Brian Dalton, and Cllr Ernie Clark

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 Wiltshire LPS meeting on 15 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 as an accurate record with no amendments.**

18/6 Action Progress

18/6.1 All actions attributed to AM Byron Standen were covered as part of his performance report.

Cllr Pip Ridout arrived.

18/6.2 Cllr Bob Jones advised the meeting that as Chair of Finance, Governance & Audit Committee he had continued to monitor the items referred to in action no 117 (On-call Review); Cllr Andrew Davis updated Members on carpet stain guarding materials, action no 114 and the Democratic Services Officer updated Members on plans to invite Members to an event where drones would be exhibited, action no 118.

18/6.3 Action progress items numbered 106, 107, 109, 110, 112, 114, 117, and 118 would now be completed and removed.

18/6.4 **RESOLVED: Members noted the actions and comments.**

18/6.5 **ACTION: Democratic Services to update the Wiltshire Actions as noted in 18/6.3 above.**

18/7 Performance monitoring and briefing

18/7.1 Area Manager (AM) Byron Standen reminded Members that, due to changes in command areas, he now has responsibility for the Wiltshire and Swindon areas. AM Standen took Members through the 3rd Quarter's Performance Report for Wiltshire Local Performance & Scrutiny (Appendix A).

18/7.2 The three priorities that AM Standen 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 AM Standen took Members through the KLOEs aligned to the priorities highlighting areas flowing from action items above. AM Standen confirmed that working with partners and safeguarding risks were all going well, and 'Single View' partnership arrangements were reviewed at a recent meeting. AM Standen added that he represents the Service on a range of community and health boards including safety and drug & alcohol misuse.

- 18/7.4 AM Standen provided Members with figures for education visits and new materials being used for the visits; 203 visits were projected for the year, with 121 school visits having been completed so far. A week long Salamander course was completed in November. Members discussed targets and were advised that these would be in the revised Service Development Plan (SDP).
- 18/7.5 AM Standen advised Members that young casualty numbers (16-19yrs) are broadly down since 2008 when they peaked at 341; as were road traffic collisions (RTC); AM Standen added that the 16-24 age group still have the highest RTC casualty rate.
- 18/7.6 AM Standen provided evidence showing that over the last quarter we delivered Safe Drive Stay Alive (SDSA) roadshows to 4805 young people aged 15-19, from a range of educational establishments. The Service had also engaged with the army at Tidworth and provided them with three SDSA roadshows, together with a Don't Drink and Drive presentation to 1500 personnel. Members discussed this and attendance at festivals and other events.
- 18/7.7 AM Standen asked for Members support with non-engaging schools to encourage attendance at SDSA. The Chairman was asked to relay a message to local Councillors on the importance of SDSA; Members agreed to pass this information on to the three Members concerned. The ACFO outlined the letter drafted for schools in the Dorset area, a version of which could be used.
- 18/7.8 AM Standen advised that 643 safe & well visits took place with a further 20 other referrals having been made through Wiltshire Safe and Independent Living (SAIL); a high level of referrals for hoarding issues were received from South West Ambulance Service. Contact was established with a female Muslim community group in Melksham and a wider group in Trowbridge; and staff have attended monthly meetings with the Imam.
- 18/7.9 Members discussed housing and empty homes. AM Standen confirmed that the Service works with housing providers and the local authority.
- Priority 2**
- 18/7.9 AM Standen advised Members that in the last quarter there were 17 Adult referrals and eight Child safeguarding referrals. He added that following the completion of the Wiltshire Safeguarding Adult Board (WSAB) quality assurance self-assessment audit in the last quarter, the WSAB panel met with members of key public agencies to review the response, adding that feedback was good.
- 18/7.10 AM Standen advised Members that Officers continue to attend meetings held by the 'Better Business for All' group for Swindon and Wiltshire. The meetings are proving to be a good way of sharing fire safety information with other agencies and also reaching out to business across Wiltshire.

- 18/7.11 AM Standen added that following a significant fire at Fairview Park (mobile home park) in Amesbury, the Service had engaged with Wiltshire Council Planning and Housing Departments to agree a strategy for enforcement action and also carried out a site inspection/audit to advise the owner on required Fire Safety Standards.
- 18/7.12 Group Manager Tim Gray provided Members with the background to primary authority partnership working, adding that DWFRS worked with RNLI, Aster Group, Colten Care, and JB Global, with a number of discussions taking place. Cllr Hutton and Cllr Yuill offered to provide contacts for, respectively, Salisbury and Amesbury business communities.
- 18/7.13 AM Standen took Members through the working relationship with the Local Resilience Forum (LRF) and to highlight potential future or emerging community risk. Members asked about significant road closure risks, and AM Standen advised that good communication links are in place to ensure continuity of service.
- 18/7.14 Understanding risks and providing common procedures and plans to work to were a major part of the work carried out with the LRF, AM Standen advised. He went on to say that the Service had undertaken Local Authority multi agency tactical training. Members were interested in how work is co-ordinated with utilities and the Environment Agency, AM Standen responded that this was primarily through the LRF. He added that other services are also co-ordinated through the LRF.
- Priority 3**
- 18/7.15 Within the Wholetime establishment there was a guaranteed availability 24/7 in Chippenham, Trowbridge and Salisbury, however for the remainder of Wiltshire, where it was more rural, On-call availability was less robust. This meant that wholetime appliances were available 100% of the time and on-call first appliance met the target time on 74.9% of occasions.
- 18/7.16 AM Standen advised Members that there was a targeted approach to recruit on-call firefighters at gyms and other similar establishments.
- 18/7.17 Members asked for more focus on the recruitment process in order to improve appliance attendance targets. Cllr Jones, as Chairman of the Finance, Governance and Audit (FG&A) committee, advised that he requested a paper on the detailed matrix at a FG&A in the future.
- 18/7.18 AM Standen advised Members that there were no emerging trends in relation to response targets set and provided information on the ten-minute isochrone. He also advised that an integrated mapping system would be available in the near future. AM Standen added that prevention activities would be focussed on those areas that fall outside of the isochrone.

- 18/7.19 GM Tim Gray provided background on the recent campaign called 'Are we getting through' to promote thoughtful parking and allowing access to fire appliances. He added that locally all Operational Watches have been involved in the Service Wide campaign. This involved local media and is ongoing. Appliances carry leaflets to leave on vehicles if required.
- 18/7.20 AM Standen provided background information on competencies and advised Members that whilst the target continued to be 100% there had been a small dip over the quarter primarily due to annual leave and sickness.
- 18/7.21 Members discussed waste and environmental recycling. Acknowledging that risk was posed through such items as Lithium batteries being disposed of in flammable waste. Members gave their backing to any publicity event to communicate safe disposal of such items as part of the new kerbside sorting requirements.
- 18/7.22 AM Standen updated Members on drones and their use within the Service and partner agencies. Members conveyed their thanks to officers for all the work related to drones.
- 18/7.23 **RESOLVED: Members approved the performance for 3rd Quarter.**
- 18/7.24 **ACTION: Members will pass details about relevant Councillors for the school areas.**
- 18/7.25 **ACTION: Democratic Services to provide relevant slide about SDSA to LPS Members to support promotion of SDSA**
- 18/7.26 **ACTION: GM Gray to contact Cllr Matthew Dean who will provide Muslim community contacts for Salisbury area.**
- 18/7.27 **ACTION: Cllr Peter Hutton to provide Democratic Services with information on local business contact for Chippenham.**
- 18/7.28 **ACTION: Cllr Robert Yuill to provide Democratic Services with information on local business contact for Amesbury.**
- 18/8 Issues raised by Members (agreed with chairman)**
- 18/8.1 Entry door systems: Cllr Davis asked about Warminster and Mere access doors as he had experienced some difficulties.
- 18/8.2 **ACTION: Area Manager to follow up on the issues mentioned above, in item 18/8.1**

18/9 Date of Next Meeting

18/9.1 The Chairman confirmed the date of the next Wiltshire Local Performance and Scrutiny Committee meeting on 15 May 2018 at 10am at Salisbury Fire Station.

Meeting closed at 16:10hrs

Signed: _____