



**DORSET & WILTSHIRE  
FIRE AND RESCUE  
AUTHORITY**

**Minutes of the  
Wiltshire Local Performance and Scrutiny Committee  
held at 10:00 hours on Friday 17 May 2019 at the  
Training & Development Centre, Devizes**

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

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

Observers: Corporate Governance Manager, Mrs Nicki Whitehouse; Her Majesty's Inspector of Constabulary and Fire Services – Service Liaison Lead, Mr Chris Baker; Corporate Assurance Manager, Mr Nick Sjogren; Information Compliance Officer, Ms Hannah Buxton

**19/11 Welcome**

19/11.1 The Chairman opened the meeting and welcomed attendees including Her Majesty's Inspector of Constabulary and Fire Services – Service Liaison Lead, Mr Chris Baker.

**19/12 Apologies**

19/12.1 No apologies were received.

**19/13 Code of Conduct, Declarations of Interest and notifications of any other business**

19/13.1 The Chairman asked the meeting for any disclosures of pecuniary interests under the localism act. There were no disclosures.

**19/14 Public questions**

19/14.1 There were no members of the public present and no public questions had been received.

**19/15 Review and approve Minutes of the Wiltshire LPS Committee meeting on 13 February 2019.**

19/15.1 The Chairman asked Members to review and approve the minutes from the last meeting.

Cllr Ernie Clark arrived.

19/15.2 Members discussed Salamander courses and suggested that the Service apply to relevant organisations for funding to cover these.

19/15.3 Members noted that under item 19/07.9 there was an error and asked that 19/07.9 '... area Safety Board ...' be amended to 'Area Board'.

19/15.4 **RESOLVED: that the minutes be confirmed, subject to the amendment in 19/15.3 above, and signed by the Chairman as a correct record.**

19/15.5 **ACTION: Youth Intervention to investigate potential funders for Salamander courses.**

19/15.6 **ACTION: Democratic Services to amend minutes as outlined in 19/15.3 above.**

**19/16 Action Progress**

19/16.1 Democratic Services Officer, Mrs Marianne Taylor, advised Members that the report contained a list of outstanding actions from previous meetings with regular update comments.

19/16.2 Mrs Taylor added that some actions were closed quickly because they were actioned at or immediately after a meeting and some may take longer if they are related to external providers.

19/16.3 Members noted that since the last meeting seven actions have been completed, three were in progress and the remaining two were pending. Members discussed the outstanding actions and agreed that closed actions could be removed from the report.

19/16.4 The Chairman asked about rebasing and the impact on the Dorset & Wiltshire Fire and Rescue Service (the Service), ACFO Mahoney responded that the Ministry of Defence (MoD) were reviewing this, and no significant increase in work was envisaged for the Service.

19/16.5 **RESOLVED: Members noted the actions and comments.**

**19/17 Performance monitoring and briefing**

19/17.1 AM Jeary handed the meeting to GM Bryan Morris who took Members through the 4th Quarter's (Q4) Performance Report for Wiltshire Local Performance & Scrutiny (Appendix A).

19/17.2 The three priorities that GM Morris has responsibility for in his area are:  
**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.

**Priority 1**

19/17.3 GM Morris advised Members that 690 Safe & Well (S&W) visits took place in Q4 focussing on high and very high-risk households. He added that kitchen fires were still the main starting point for domestic fires. GM Morris confirmed to Members that there was now a carers page on the Service website.

19/17.4 GM Morris confirmed that the Boat Safety Project within West Wiltshire continues to progress positively with Boat Safety Champions along the canal and bespoke S&W information.

19/17.5 GM Morris advised Members that the Wiltshire area remains within target for accidental dwelling fires with a 5% reduction overall.

19/17.6 GM Morris went on to provide Members with details of the events which took place during Q4; AM Jeary advised there was a '#haveagoday' at Trowbridge Fire Station on Saturday May 25. GM Morris provided information about community events for Q1 of 2019-20. The Chairman asked that the list of events be sent to Members.

19/17.7 Members discussed the information relating to school-based events, which can be found in Appendix A (Quarter 4 Performance Report). Members would like to attend a school event and suggested that the Buddy would be a good person to contact to attend school events, when they are available. The Chairman asked Members present to make a good effort to attend a school event. He added that these do not have to be linked to 'Buddy' areas.

- 19/17.8 GM Morris confirmed to Members that the Service's Trowbridge Fire Cadets would be part of Armed Forces Day; and undertook many other activities. Members were assured that the Service keeps in contact with Cadets after they have been through the course.
- 19/17.9 GM Morris advised Members that two Salamander courses took place in Q4 with positive feedback from families and carers. He confirmed to Members that Anti-Social Behaviour issues were covered. Attendees were able to do courses such as the AQA (Assessment and Qualification Alliance Certificate) in first aid and fire safety training.
- 19/17.10 GM Morris advised Members of the road safety initiatives and the four roadshows which took place during Q4. He further advised that 2,850 MoD military personal from all military services had attended 'Survive the Drive' in Q4.
- 19/17.11 GM Morris handed over to AM Jeary who provided background to the 'bikerdown' initiative which is run in partnership with the 'bikerdoc' charity. He reported that an event was held at Wiltshire Air Ambulance base in May and that motorcyclists were provided with information about actions to take in the event of a crash when they are riding together. He added that examples of the advice included how to know and report their location, and immediate medical advice.
- 19/17.12 GM Morris reported that there is growing concern over the number of Road Traffic Collisions involving motorcycles in the county. Members suggested that information could be added to Safe Drive Stay Alive (SDSA) leaflets about the emergency button on the SatNav or mobile phone when stranded in an unknown place.
- 19/17.13 GM Morris confirmed that ARVAL Ltd were supporting SDSA and developing a virtual reality system. AM Jeary advised that the Wiltshire Road Safety Partnership has been revived, due to loss of funding from Wiltshire Council and Honda UK, for the SDSA partnership - alternative funding streams were being explored across Wiltshire Area Boards, some town councils and with prospective commercial partners.
- 19/17.14 AM Jeary advised Members that funding options were being explored and that the Service would like to get into a position to forward plan all road safety events.
- 19/17.15 **ACTION: GM Morris to provide Members with details of events expected to take place in Q1 (part of the presentation).**
- 19/17.16 **ACTION: GM Morris to arrange for Cllr Bob Jones to attend a school's event.**
- 19/17.17 **ACTION: GM Morris to arrange for dates of school-based events to be sent out to Members who may wish to attend.**

19/17.18 **ACTION: To refer SDSA funding concerns to the Authority on behalf of Members.**

19/17.19 **ACTION: GM Morris report back to this meeting on SDSA outcomes from recent funding discussions.**

19/17.20 **ACTION: Chairman to speak to the Wiltshire Council Member for road safety about funding for SDSA.**

19/17.21 **ACTION: GM Morris to advise SDSA Co-ordinator about Members' suggestion to highlight emergency button on SatNavs or mobile phones when stranded on unknown roads.**

**Priority 2**

19/17.22 GM Morris advised Members that Safeguarding referrals, as outlined in Appendix A, were well managed. GM Morris advised Members that the Safeguarding information loop needs to be completed so that the Service understands its impact on Safeguarding referrals and the value it holds.

19/17.23 Members discussed the support provided to rough sleepers; referrals to S&W and the local funding arrangements.

19/17.24 GM Morris provided information relating to legislative fire safety, see page 21 of Appendix A, which included detail on current prohibition notices.

19/17.25 GM Morris took Members through some flood rescue activity and training relating the risks at Staverton and the resulting solution involving flood gates. He added that this provided a suitable reduction in the risk to communities and firefighters.

**Priority 3**

19/17.26 GM Morris advised Members that recruitment was ongoing with the recruitment vehicle being available for Members to review at the end of this meeting. Members were advised that recruitment events were taking place on 25 May & 7 September (Trowbridge & Chippenham). Members praised the initiative to go out to local communities and business in support of recruitment and would like the officers who initiated this to be recognised.

19/17.27 GM Morris went through the response times for sleeping risk and road traffic collisions as outlined within the Appendix A.

19/17.28 AM Jeary advised Members that to enable recruitment there was an initiative to extend the turn-out time which would have an impact on the ten-minute target, set out by the Authority upon combination.

- 19/17.29 Members discussed options and the demographics of the Service's operating area along with the complexity of the issue. ACFO Mahoney advised Members that the response times include the call handling and the five minute turn out time for On-Call staff. He also confirmed that more was being done to improve response times and that the Service recruits to gaps in availability.
- 19/17.30 AM Jeary reminded Members about timing - the inclusion of call handling and attendance at fire stations before any consideration for traffic and other unknowns. GM Morris also advised Members that pump availability relies on the correct skills and competencies as part of crewing makeup.
- 19/17.31 Members were interested to learn of the factors involved relating to the flexibility and availability of On-Call staff, who were critical to response. ACFO Mahoney advised Members that contractual cover positives outweigh negatives, and therefore adds value. Members were advised that nationally, the problems were very similar to ours.
- 19/17.32 GM Morris confirmed to Members that Operational Licenses for both On-Call and wholetime crews were at a good level and better than anticipated considering the recent transfer of information from one database to another. He added that the next quarter's data will be more complete, and that Members should be reassured that firefighters have maintained their operational training responsibilities.
- 19/17.33 GM Morris confirmed to Members that operational debriefs were carried out and followed up with any training and best practice highlighted.
- 19/17.34 **ACTION: AM Jeary to formulate a letter of appreciation to the officers responsible for the Employers' Letter initiative, to be signed by the Chairman on behalf of the LPS.**
- 19/17.35 **RESOLVED: Members scrutinised and approved performance for Quarter 4.**
- 19/18 Update of LPS Reporting - LPS Members' working Group (Verbal)**
- 19/18.1 Members were advised that the next meeting of the working group would take place in September.
- 19/18.2 Members were advised that the Chairman of the working group, Cllr Bob Jones, has requested that a copy of all minutes taken during this round of LPS meetings be forwarded to him.
- 19/18.3 **ACTION: Democratic Services to forward links to all LPS meeting minutes from his round of meetings to Cllr Bob Jones.**

**19/19 Issues raised by Members (agreed with Chairman)**

19/19.1 In response to a question, ACFO Mahoney advised Members that the heavy lifting gear was located appropriately for its use, however he added that this would be reviewed as with all technical equipment with analysis taking place through the Integrated Risk Management Plan.

19/19.2 The Chairman thanked officers for their hard work and asked observers if they had any further comments to make. None were forthcoming.

**19/20 Showcase the new recruitment vehicle**

19/20.1 The Chairman invited Members to view the recruitment vehicle, which was now on site, once he had formally closed the meeting.

**19/21 Date of Next Meeting**

19/21.1 The Chairman confirmed the date of the next Wiltshire Local Performance and Scrutiny Committee meeting as 4 September 2019 10:00 at Devizes Training Centre, Devizes.

The meeting closed at 11:45hrs

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