



**DORSET & WILTSHIRE  
FIRE AND RESCUE  
AUTHORITY**

**DRAFT Minutes of the  
Dorset Local Performance and Scrutiny Committee  
held at 9.30 on 30 August 2019 at the  
Dorchester Community Fire Station**

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

Members present: Cllr Peter Barrow; Cllr Richard Biggs; Cllr Rebecca Knox; Cllr Byron Quayle

Officer attendance: Director of Community Services, Assistant Chief Fire Officer (ACFO), Jim Mahoney; Area Manager (AM), Seth Why; Group Manager (GM) Richard Coleman; Group Manager Steve Waller; Corporate Governance Manager, Nicki Whitehouse

**19/22 Election of Chair**

19/22.1 Assistant Chief Fire Officer, Jim Mahoney opening the meeting. He asked for nominations for the role of Chair. Cllr Barrow was nominated by Cllr Knox. This was seconded by Cllr Quayle. A show of hands confirmed unanimous approval, and Cllr Barrow was elected Chair.

19/22.2 **RESOLVED: Cllr Barrow was elected Chair of the Dorset Local Performance and Scrutiny Committee.**

**19/23 Welcome**

19/23.1 Cllr Barrow welcomed Members and officers to the meeting.

**19/24 Apologies**

19/24.1 There were no apologies.

- 19/25 Code of Conduct, Declarations of Interest and Notifications**
- 19/25.1 The Chair asked the meeting for any disclosures of pecuniary interests under the Localism Act. There were no disclosures.
- 19/26 Public Questions**
- 19/26.1 There were no members of the public present and no public questions had been received.
- 19/27 Review and approve minutes of the Dorset LPS meeting on 29 May 2019**
- 19/27.1 The Chair asked Members to review and approve the minutes from the last meeting.
- 19/27.2 **RESOLVED: that the minutes be confirmed without amendment and signed by the Chair as a correct record.**
- 19/28 Action Progress**
- 19/28.1 One action was pending and Area Manager (AM) Seth Why provided an update to the Committee on the four schools in Dorset that had not engaged with Safe Drive Stay Alive, despite having been written to and contacted. He confirmed that none of these were local authority run schools. AM Why recommended to Members that the head teachers of these schools be invited to a Safe Drive Stay Alive roadshow in order to get them engaged. Members agreed with this and suggested including the Chairs of Governors on the invitations.
- 19/28.2 Members asked to be notified of Safe Drive Stay Alive roadshows so that they could attend.
- 19/28.3 **RESOLVED: Members noted the pending action number 257 and agreed to close it as complete.**
- 19/28.4 **ACTION: The head teachers and Chairs of Governors of those schools that have not engaged in Safe Drive Stay Alive to be invited to a roadshow by the SDSA team**
- 19/28.5 **ACTION: Members to be invited to Safe Drive Stay Alive roadshows.**
- 19/29 Performance monitoring and briefing quarter 1**
- 19/29.1 GM Richard Coleman took Members through the Performance report for quarter 1 (Appendix A).

- 19/29.2 The three priorities that he 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.
- 19/29.3 **Priority 1** Help you to make safer and healthier choices
- 19/29.4 GM Coleman explained the targeting of risk groups, some of the work done by specialist Safe and Well advisors, and the visits done by front line crews. He explained that there was a detailed evaluation of Safe and Well planned later this year. This evaluation would be based on a framework issued by the National Fire Chiefs Council.
- 19/29.5 In answer to a question regarding the resources required to do the Safe and Well visits, it was explained that it was about targeting our resources in the right places. Assistant Chief Fire Officer (ACFO) Mahoney explained that the targeting strategy was being reviewed to ensure that we reach those most at risk, and that this group would most likely increase in number over the coming years due to changes in demographics.
- 19/29.6 GM Coleman confirmed how the Service works with partners from whom it received referrals for Safe and Well visits. AM Why explained how the Service monitors the quality of referrals to target vulnerable people and provide feedback to partners. GM Coleman explained how Safe and Well staff carry out engagement in GP surgeries to promote the services that can be provided.
- 19/29.7 GM Coleman reported that the Hospital Discharge trial with the British Red Cross had resulted in 47 referrals for visits. He confirmed that 854 Safe and Well visits had been completed this quarter, 93% of which were to high risk households. In answer to a question, AM Why confirmed that the judgement relating to whether a household is high-risk is made by assessment at the beginning of the visit, and that another assessment is made on leaving the property.
- 19/29.8 GM Coleman reported that school education visits had been made to 1,714 children at 27 schools this quarter and explained some of the youth intervention work that was in place. AM Why confirmed that we continue to raise the profile of fire safety messages on social media and that these messages are based on the most prevalent risks, for example cooking. Members discussed ways in which they could help promote these messages.
- 19/29.9 GM Coleman explained that there had been an overall reduction in casualties from road safety collisions in the 16-19-year age group. He explained the various initiatives the Service was involved in.
- 19/29.10 **ACTION: Members to be provided with a link to the safety messages that the Service broadcasts.**

- 19/29.11 **Priority 2** Protect you and the environment from harm
- 19/29.12 GM Coleman confirmed that there is an intention to audit all high-risk sleeping accommodation by April 2020. AM Why explained that the definition of a high-risk property was one with large amounts of people, storage, and if the building was licenced. He also confirmed that low-risk properties are inspected if a number of fires are experienced in a particular type. Fire data indicates that there are no notable concerns in medium and low risk properties.
- 19/29.13 GM Coleman explained that the Service was working with waste sites and vehicle dismantlers to reduce risk and the disruption incidents cause on these sites if they occur.
- 19/29.14 In answer to a question, AM Why confirmed that there were three buildings in Dorset with ACM cladding. He reported that two of these were occupied, one had sprinklers fitted, and the other was a converted office block with multiple staircases, the third was unoccupied and under repair. He confirmed that the Service was working with the agents of these properties to ensure the building risk assessments were reviewed annually.
- 19/29.15 In answer to a question, relating to the number of deliberate fires in July 2018, reported on page 22 of the report, ACFO Mahoney explained that there was a strong correlation with the hot weather and the school holidays.
- 19/29.16 GM Coleman explained how the National Risk Register is used by the Local Resilience Forum to consider how entries on it may affect the county.
- 19/29.17 **Priority 3** Be there when you need us
- 19/29.18 GM Coleman drew Members' attention to page 28 of the report and that on-call availability had been just over 80% on average during the quarter. He reported the work of the on-call support officers and the recruitment campaigns. Members discussed the catchment criteria for on-call staff and AM Why explained how this was managed on a case by case basis. Members told officers that they all wanted to help wherever possible.
- 19/29.19 GM Coleman explained the various elements of the operational licences. Cllr Barrow asked why on-call incident command competency as reported on page 32 of the appendix was higher than that on wholetime.
- 19/29.20 GM Coleman explained that there is a culture of debriefing and learning from incidents which then informs future training, procedures and equipment design.
- 19/29.21 **ACTION: Determine why incident command competency is higher for on-call than wholetime.**
- 19/29.22 The Chair thanked officers for the presentation and said that he was pleased that it included educational and community involvement as well as

response. Members and officers discussed 'what good looks like?' and how the reports coming from the Her Majesty's Inspectorate of Constabulary and Fire & Rescue Services' inspections may help define this better.

19/29.23 **RESOLVED: Members scrutinised and approved the performance for quarter 1.**

**19/30 Update on LPS reporting – Local Performance and Scrutiny Members Working Group**

19/30.1 ACFO Mahoney gave an update and explained how the Service's approach to corporate performance and reporting was being restructured.

**19/31 Issues raised by Members (agreed with the Chair)**

19/31.1 No issues were raised.

**19/32 Date of Next Meeting**

19/32.1 The Chair confirmed the date of the next Dorset Local Performance and Scrutiny Committee meeting as 5 November 2019 at 9:30 at Dorchester Community Fire Station.

The meeting closed at 11.09

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