



**DORSET & WILTSHIRE  
FIRE AND RESCUE  
AUTHORITY**

**DRAFT Minutes of the  
Dorset Local Performance and Scrutiny Committee  
held at 9.30 on 29 May 2019 at the  
Dorchester Community Fire Station**

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

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

Officer attendance: Director of Community Safety; Assistant Chief Fire Officer (ACFO); James Mahoney, Area Manager (AM); Seth Why, Area Manager; Dave Graham, Group Manager (GM), Richard Coleman; On-Call Support Officer; Watch Manager (WM) Terry Brokenshire, Democratic Services Officer, Mrs Marianne Taylor; Corporate Governance Manager, Nicki Whitehouse.

Observer: Station Manager, Dan Perrot

**19/11 Welcome**

19/11.1 In the absence of a Chair, Members appointed Cllr Quayle to chair the meeting.

19/11.2 Cllr Quayle opened the meeting and welcomed attendees.

**19/12 Apologies**

19/12.1 Apologies were received from Cllr Flower.

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

19/13.1 The Chair 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 Dorset LPS meeting on 13 February 2019.**

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

19/15.2 **RESOLVED: That the minutes be confirmed without amendment and signed by the Chair as a correct record.**

**19/16 Action progress report**

19/16.1 Democratic Services Officer, Mrs Marianne Taylor, advised the Committee that the report listed one action which had been completed, and asked Members for approval to remove it.

19/16.2 Members asked to be provided with a list of schools that were not engaging with the Service's Safe Drive Stay Alive initiative.

19/16.3 **RESOLVED: Members noted the action and comments and agreed that the completed action be removed from the list.**

19/16.4 **ACTION: The Prevention Delivery Manager to provide Members with list of schools that were not engaging with the Service's Safe Drive Stay Alive initiative.**

**19/17 Performance monitoring and briefing**

19/17.1 GM Coleman introduced the Quarter 4 Performance Report for Dorset Local Performance & Scrutiny Committee (Appendix A).

19/17.2 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.

### **Priority 1**

- 19/17.3 GM Coleman explained that the Service uses a targeted approach to reach those at risk with the help of partnerships such as Safe and Independent Living (SAIL).
- 19/17.4 GM Coleman informed Members that the Service was engaging with Health and Wellbeing Boards and currently involved in an evaluation of the benefits and measurable cost savings of Safe and Well (S&W).
- 19/17.5 He explained that the Service was receiving good quality referrals for S&W visits from GP surgeries. ACFO Mahoney confirmed that this initiative was more established in the South.
- 19/17.6 GM Coleman reported that 4,000 S&W visits had been carried out in the Dorset area during 2018-19, which were targeted at high risk households. He confirmed that data on the causes of fire is used to target vulnerable groups and identify partners.
- 19/17.7 AM Graham confirmed that the most vulnerable age group was people over 65, particularly those with poor mobility. ACFO Mahoney explained that this was a growing demographic for the Service.
- 19/17.8 GM Coleman reported that the Blitz courses (Dorset Police Safer Schools Teams project) continue to be popular, and that the Safer People and Responsible Communities (SPARC) courses continue to be a success.
- 19/17.9 GM Coleman reported that road safety messages reached 1,400 students in Dorset last year and that work was being carried out via social media. He explained a campaign the Service is involved in as part of the Road Safety Partnership, 'Choices for Humanity'. This aims to deliver messages in an innovative way to resonate with road users to think about their own road safety.

### **Priority 2**

- 19/17.10 GM Coleman confirmed that there was a 24/7 point of contact for Safeguarding.
- 19/17.11 GM Coleman reported that there is a Fire Safety Officer available on a 24/7 basis to respond to fire safety complaints and that operational crews could refer to specialists if required.
- 19/17.12 When asked about the resourcing of the Fire Safety team, AM Why explained that succession planning was at the centre of the Service's planning. He added that funding was in place to get new staff trained and qualified in good time to resource extra workloads that the outcomes of the Hackitt Report and post Grenfell may bring, as well as replacing experienced staff who are retiring.

- 19/17.13 GM Coleman reported that the Service works with the Urban Heath Partnership to update mapping with access points and routes accessible to fire engines.
- 19/17.14 AM Why explained the current work with the Local Resilience Forum and how it is a good structure to get partners together quickly if needed and that it provided access to training to help effective working.

### **Priority 3**

- 19/17.15 GM Coleman reported that the availability of On-Call crews had been very high in Quarter 4. He explained that the recently formed team of On-Call support officers had helped to reduce some of the challenges for our On-Call teams, including working on fire stations to supplement the crews if necessary.
- 19/17.16 ACFO Mahoney reported the current progress and challenges to the work on On-Call contracts.
- 19/17.17 GM Coleman explained that all incidents that had not met their target response times were investigated. He explained the common issues, such as traffic, both for On-Call staff 'turning in' to the fire station and also getting to the incident. He confirmed that performance management issues were very rare. Members discussed the challenges for On-Call staff responding to the fire stations without blue lights but recognised the Road Safety Act.
- 19/17.18 GM Coleman confirmed that the Service has a strong focus on the Operational Licence and operational assurance. He explained that command debriefs are undertaken and learning is gained nationally and from partners.
- 19/17.19 GM Coleman reported that one fire related death was awaiting the outcome of a Coroner's inquest which will be held in September 2019.
- 19/17.20 **RESOLVED: Members scrutinised and approved performance for Quarter 4.**

### **19/18** Update on the role/challenges of On-Call Support Officers

- 19/18.1 On-Call Support Officer (OCSO) WM Terry Brokenshire explained that there are six OCSO posts in the North and six in the South, and that their priorities are: recruitment, competence, operational risk, community engagement and local management. The On-Call station commanders have limited resources, and the OCSOs were able to help with capacity.
- 19/18.2 WM Brokenshire reported that he could spend time on recruitment and provide a more personal touch with potential new applicants, discussing their concerns.

19/18.3 WM Brokenshire was able to look at succession planning and 'plug gaps' in cover on fire stations where needed. He confirmed to Members that the length of time taken to recruit has reduced, with the North and South aligning and a 'one stop shop' at Salisbury.

**19/19 Update on LPS reporting – LPS Members Working Group (verbal)**

19/19.1 ACFO Mahoney reported that a team from the Service had recently attended a Power Business Intelligence course to develop a dashboard. He said that a meeting of the Working Group is scheduled in September, and a prototype would be shared soon after that.

**19/20 Issues raised by Members (agreed with the Chair)**

19/20.1 No issues were raised.

**19/21 Date of Next Meeting**

19/21.1 The Chairman confirmed the date of the next Dorset Local Performance and Scrutiny Committee meeting as 30 August 2019 at 9.30.

The meeting closed at 11.15

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