



**DRAFT Minutes of the Wiltshire Local Performance and Scrutiny Committee meeting held at 10:00 hours on Wednesday 25 November 2020. This was a remote meeting held in Microsoft Teams.**

These are draft minutes to be approved by the Wiltshire Local Performance and Scrutiny Committee at its next meeting.

Members present:

Cllr Paul Oatway (Chair)  
Cllr Ernie Clark  
Cllr Peter Hutton  
Cllr Bob Jones  
Cllr Christopher Newbury  
Cllr Pip Ridout

Officer attendance:

Director of Community Safety, Assistant Chief Fire Officer (ACFO), Jim Mahoney  
Area Manager (AM), Response, Seth Why  
Area Manager (AM), Prevention and Protection, Marc House  
Group Manager (GM), Greg Izon  
Information Systems Manager, Mark Woodfield  
Strategic Planning Manager, Clare Morgan  
Head of Strategic Planning and Corporate Assurance, Jill McCrae  
Democratic Services Support, Steph Howard

**20/21 Welcome**

20/21.1 The Chair opened the meeting and welcomed attendees.

**20/22 Apologies**

20/22.1 Apologies were received from Cllr Clark who was unable to attend the start of the meeting.

**20/23 Code of Conduct, Declarations of Interest and Notifications of Any Other Business**

20/23.1 The Chair asked the meeting for any disclosures of pecuniary interests under the Localism Act. There were no disclosures.

**20/24 Public Questions**

20/24.1 No public questions had been received.

**20/25 Review and approve minutes of the Wiltshire LPS meeting on 3 September 2020**

20/25.1 The Chair asked Members to review and approve the minutes from the last meeting.

20/25.2 **RESOLVED: that the minutes be confirmed without amendment and signed by the Chair as a correct record.**

**20/26 Action Progress**

20/26.1 Democratic Services Support, Steph Howard presented the report and confirmed that actions 288, 291, 294, 295, 301, 303, 304, 305 and 306 have been completed and two actions are still in progress. She confirmed that action 292 remained 'in progress' due to Coronavirus restrictions and action number 302 was also 'in progress' with further updates to follow.

20/26.2 Members discussed continuing to pursue the Police and Crime Commissioner (PCC) with regards to funding courses, based on reducing demand on the police, and proposed to approach the new PCC candidates. ACFO Jim Mahoney confirmed to Members that the Prevention teams are in regular contact with the office of the PCC, receiving some positive results with support on funding. GM Greg Izon also gave an update.

20/26.3 Members discussed other awards for different course funding streams. ACFO Mahoney advised that all youth intervention programmes are cost neutral and are run solely on funding. He reiterated that the Service kept records of all external funding.

20/26.4 **ACTION: Cllr Paul Oatway to approach the new PCC candidates to discuss possible funding for courses based on reducing demand on the police.**

20/26.5 **RESOLVED: Members noted the actions and comments.**

20/26.6 **RESOLVED: Members agreed the completion of action numbers 288, 291, 294, 295, 301, 303, 304, 305 and 306.**

## **20/27 Performance reporting and briefing**

20/27.1 GM Greg Izon took Members through the Performance report for quarter 2, with the aid of the online dashboard which was shared with those attending the meeting.

20/27.2 GM Izon took Members through each Key Lines of Enquiry (KLOE) under Priorities 1, 2 and 3, along with the Key Performance Indicators (KPI).

### **20/27.3 Priority 1 – making safer and healthier choices**

20/27.4 GM Izon reported that the availability of wholtime appliances remained good and in line with corporate target. He explained that on-call was available to respond 65.07% of the time. He updated Members on the actions taken by the Service to ensure that on-call availability remains stable. This included the on-call pay model, a review of on-call staff contract availability and proactive recruitment in local communities. On-call support officers had also organised a virtual open day and helped promote the Service using social media platforms.

20/27.5 GM Izon reported the Group's performance against response standards for quarter 2 and confirmed that figures were slightly down compared to last year.

20/27.6 Members discussed the response times and isochrones. ACFO Mahoney confirmed that the Integrated Risk Management Plan (IRMP) which we call our Community Safety Plan, sets out the Service response standards and how they are measured.

20/27.7 GM Izon reported that the coronavirus pandemic had an impact on the Service's prevention activities and had seen a drop in physical Safe and Well visits. He highlighted that the advisors have prioritised visits to very high-risk individuals and properties. GM Izon highlighted that the Service has continued to work on receiving partner referrals which remains a key focus, particularly from hospitals and healthcare organisations.

20/27.8 GM Izon noted that the Safe and Well team have recently been successful in in getting the Wiltshire Wellbeing Hub to re-introduce the fire safety questions into their scripts and subsequently the team have been receiving more referrals. He advised that Service is developing a smartphone app to enable partners to complete referrals quicker and easier.

20/27.9 GM Izon reported that due to coronavirus restrictions, the Service has been unable to deliver face to face prevention activities including education, youth intervention and road safety. However, the teams have adapted their delivery of these programmes and have developed virtual and digital versions which have been very well received.

- 20/27.10 **Priority 2 - Protecting you and the environment from harm**
- 20/27.11 GM Izon reported improved station productivity and reduced costs of calling out on-call firefighters as a result of the new strategy of non-attendance to automatic fire alarms (AFA) at nonsleeping risk properties between the hours of 8.00am and 6.00pm. He reassured Members that robust plans are in place for these sites and when an AFA call is received, contact is made to ensure there is no incident. If no confirmation is received, the Service mobilises to the address.
- 20/27.12 GM Izon explained that there had been a downturn in the number of proactive audits due to the coronavirus restrictions. However, he highlighted that Fire Safety teams have adapted to new ways of working to prioritise and inspect care homes and other sleeping accommodation, to ensure fire regulations are maintained to a high standard.
- 20/27.13 Cllr Ernie Clark joined the meeting.
- 20/27.14 **Priority 3 - Being there when you need us**
- 20/27.15 GM Izon provided Members with an overview of the Services Operational Effectiveness Database (OED). He explained how the system is used across the Service for the purposes of learning, assurance and in capturing lessons learnt from training and exercising and is used to support the introduction of new equipment.
- 20/27.16 GM Izon reported that following the publication of the Grenfell Tower Inquiry Phase 1 report, Officers have been focusing on internal learning and improvement, equipment, operational training, call handling and information gathering. He also confirmed that several exercises have been carried out testing the Service's ability to respond to any high-rise incidents.
- 20/27.17 GM Izon confirmed that the Resilience department continues to work closely with Local Resilience Forums to support the safety and wellbeing of our communities.
- 20/27.18 **Wiltshire presentation**  
GM Izon took Members through a presentation providing further performance information within Wiltshire.
- 20/27.19 GM Izon advised that firefighters had supported South West Ambulance Service NHS Foundation Trust (SWAST) in attending 1,450 incidents. They had carried out 1,126 face fittings for SWAST and other partners to provide respiratory protection.

- 20/27.20 GM Izon advised Members that local primary schools were being provided with online virtual lessons which had received very positive feedback. He explained that the Education team had also been developing an online self-delivery package for secondary schools on fire safety.
- 20/27.21 GM Izon confirmed that 13 schools across Wiltshire had booked onto the virtual Safe Drive Stay Alive course, noting that nine schools had already attended. He also explained that the Service continued to work in partnership with the Ministry of Defence (MOD) to deliver the Survive the Drive programme to military personnel and is assisting the MOD to deliver a digital version of the programme.
- 20/27.22 **RESOLVED: Members scrutinised and approved the performance for quarter 2.**
- 20/27.23 The Chair thanked GM Izon for his presentation and wanted to convey his thanks and gratitude for the work carried out over the quarter.

**20/28 Matters raised by Members**

- 20/28.1 Cllr Peter Hutton asked for an update regarding the Technical Rescue Review. ACFO Mahoney confirmed that the review has been concluded and that the Service was now in consultation with representative bodies.

**20/29 Date of next meeting**

- 20/29.1 The next meeting of the Local Performance and Scrutiny Committee will take place on 25 February 2021 from 10.00am.

The meeting closed at 11.33hrs

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