



Draft Minutes of the Wiltshire Local Performance and Scrutiny Committee held at 10:00am on 1 September 2022 at the Training and Development Centre, Hopton Industrial Estate, London Road, Devizes

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

Members present:

Cllr Pip Ridout (Chair)
Cllr Kelvin Nash
Cllr Paul Oatway

Officer attendance:

Director of Community Safety, Assistant Chief Fire Officer (ACFO), Andy Cole
Area Manager (AM), Darren Langdown
Area Manager (AM), Marc House
Group Manager (GM), Wayne Presley
Group Manager (GM), Jim Weston
Democratic Services Officer, David Shaw

22/11 Election of Chair

22/11.1 Assistant Chief Fire Officer (ACFO), Andy Cole opened the meeting. He asked for nominations for the role of Chair. Cllr Ridout was nominated by Cllr Nash. This was seconded by Cllr Oatway. With unanimous approval Cllr Ridout was elected Chair.

22/11.2 The Chair asked for nominations for the role of Vice Chair. Cllr Nash was nominated by Cllr Ridout. This was seconded by Cllr Oatway. With unanimous approval Cllr Nash was elected Vice Chair.

22/11.3 **RESOLVED: Cllr Ridout be elected Chair of the Wiltshire Local Performance and Scrutiny Committee and Cllr Nash be elected Vice Chair.**

22/12 Welcome

22/12.1 Cllr Pip Ridout welcomed Members and Officers to the meeting.

22/13 Apologies

22/13.1 Apologies were received from Cllr Ashley O'Neill, Cllr Brian Dalton and Cllr Bob Jones (due to illness).

22/14 Code of Conduct, Declaration of Interests

22/14.1 The Chair asked the meeting for any disclosures of pecuniary interests under the Localism Act. There were no disclosures.

22/15 Public Questions

22/15.1 There were no members of the public present and no public questions had been received.

22/15.2 **RESOLVED: Members noted that there were no public questions.**

22/16 Review and approve minutes of the Wiltshire Local Performance and Scrutiny (LPS) meeting on 3 March 2022

22/16.1 The Chair asked Members to review and approve the minutes from the last meeting.

22/16.2 **RESOLVED: That the minutes be confirmed without amendment and be signed by the Chair as a correct record.**

22/17 Action Progress report

22/17.1 Group Manager (GM), Wayne Presley and the Democratic Services Officer provided an update to the Committee on the following actions:

22/17.2 Action 335: That the Chair contact Cllr Jackson at Wiltshire Council to arrange a presentation on fire safety to a future Wiltshire Area Board meeting. Cllr Ridout reported that the matter had been discussed with Wiltshire Council's Portfolio Holder for Area Boards who had advised that it would be the decision of each individual Area Board's Chair as to whether it wished to view the presentation. Assistant Chief Fire Officer (ACFO), Andy Cole commented that the presentation would continue to be circulated to Wiltshire Council. It was agreed that this action was complete.

22/17.3 Action 345: That the circulation of the public notice, its wording, and supporting correspondence be reviewed by the Head of Corporate Support in consultation with the Chair. The Democratic Services Officer reported that the revised draft public notice had been approved by the Chair and it was agreed that this action was complete.

- 22/17.4 Action 346: That the Chair contact the 18 Wiltshire Area Board Chairs to ascertain if the frequency of Service officer attendance at Board meeting was correct, consistent, and required when there was a written report and the Service video, and to report back to the next LPS meeting. The outcome from Action 335 above also refers to this action and Members commented that Wiltshire Area Board meetings with a relevant theme, for example public safety, would benefit from an Officer attendance. It would also be beneficial if Service reports to Area Board meetings were tailored to local areas, with contact details for local support, for example Safe and Well visits for the elderly. It was agreed that this action was complete.
- 22/17.5 Action 347: That the first appliance average response times isochrone be included in the relevant table in future performance reports, to make comparison easier and to be more informative. GM Presley reported that the isochrone had been included in the performance report and it was agreed that this action was therefore complete.
- 22/17.6 Action 348: AM Why to liaise with Vikki Shearing, Head of Corporate Support, to bring to Station Managers' attention the Members for their area so that contact could be made for them to visit their local stations. Area Manager (AM), Darren Langdown reported that via contacting Democratic Services all Members were welcome to personally visit all parts of the Service and to attend its exercises. Cllr Kelvin Nash commented that some stations may welcome a visit from a Member and ACFO Cole stated that this would be kept under review. AM Langdown added that this would be raised in his weekly meetings with Station Managers, with visits to be arranged through Democratic Services. It was agreed that this action was complete.
- 22/17.7 **RESOLVED: Members noted that action numbers 335, 345, 346, 347 and 348 were complete.**
- 22/18 Performance monitoring and briefing quarter 1**
- 22/18.1 GM Presley presented to Members the performance monitoring and briefing for quarter 1, which covered the three priority areas overseen by this Committee:
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.
- A link to the presentation can be found [here](#).
- 22/18.2 **Priority 1 - Help you to make safer and healthier choices.**
- 22/18.3 In answer to a Member's question, the Officers confirmed that the Safe and Well Team attended community events, that Wiltshire Council worked in collaboration with other partner agencies on road safety and that the Prevention Team were seeking to develop partnerships with care providers.

- 22/18.4 GM Presley reported that 546 Safe and Well visits had been completed year to date, which was a 21% increase on last year. There were also 270 referrals from partners, which was a 22% increase over the same period. In reply to a question from Cllr Nash, ACFO Cole confirmed that this represented business as usual, comparable to pre pandemic levels. ACFO Cole continued that Safe and Well visits were a non-statutory provision but were a high priority to access vulnerable communities.
- 22/18.5 In reply to a question from the Chair, ACFO Cole stated that the household literature for Safe and Well visits would be reviewed to ascertain whether the possibility of the Service receiving a voluntary financial donation could be highlighted from those benefiting from a Safe and Well visit and provision of safety equipment.
- 22/18.6 **ACTION: That the household literature for Safe and Well visits be reviewed to ascertain whether the possibility of the Service receiving a voluntary financial donation could be highlighted from those benefiting from a Safe and Well visit and provision of safety equipment.**
- 22/18.7 **Priority 2 - Protect you and the environment from harm**
- 22/18.8 GM Presley highlighted that the 146 automatic fire alarms attended was an increase on the previous quarter, however the Service's revised approach to challenge attendance had saved £2,795 for on-call attendance and 8.8 hours for wholetime.
- 22/18.9 ACFO Cole made the Committee aware that the statutory duties relating to technical fires, post Grenfell, were expanding rapidly and there would be an increased cost to the Service for Fire Safety.
- 22/18.10 In reply to an observation by Cllr Nash, it was agreed that the Key Performance Indicators be added to the information provided on Wiltshire Response Standards to show the corporate target, as well as the actual performance. ACFO Cole added that response performance was all within target and was not an area of concern.
- 22/18.11 **ACTION: That Key Performance Indicators be added to the information provided on Wiltshire Response Standards.**
- 22/18.12 The Committee discussed appliance availability, which was 99.8% for wholetime and 52.1% for on-call for quarter 1. The background to on-call availability was discussed, including the demographic changes to Wiltshire villages, work-life balance, and the increases in the cost of living. ACFO Cole outlined a few of the actions that the Service was taking to address these issues, including balancing staffing between stations and the use of wholetime crews from across the Service area to supplement stations.
- 22/18.13 The Chair thanked the officers for the presentation.

22/18.14 **RESOLVED: Members scrutinised and noted the performance for quarter 1.**

22/19 Technical rescue verbal update

22/19.1 The Committee noted that the technical rescue plans had now been fully implemented at Stratton Fire station to level 3. It was agreed therefore that this item be not included in future agendas.

22/19.2 **RESOLVED: That the item on technical rescue verbal update be not included in future Agendas.**

22/20 Matters raised by Members (agreed with Chair)

22/20.1 Members briefly discussed the liaison that the Service was undertaking with Wiltshire Council and the Ministry of Defence following the fires on Salisbury Plain because of military training.

22/21 Date of Next Meeting

22/21.1 The Chair confirmed the date of the next Wiltshire Local Performance and Scrutiny Committee meeting as 1 December 2022 at 10:00am at the Training and Development Centre, Hopton Industrial Estate, London Road, Devizes.

The meeting closed at 11:30

Signed: _____