



**Draft Minutes of the Swindon Local Performance and Scrutiny Committee held at 10:00am on 27 August 2025 at Swindon Fire Station, Drove Road, Swindon.**

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

Members present:

Cllr Abdul Amin (Chair)

Cllr Matthew Courtliff

Cllr Kevin Small

Officer attendance:

Area Manager (AM), Bradley Stevens

Group Manager (GM), Dave Adamson

Democratic Services Officer, David Shaw

**25/10 Welcome**

25/10.1 The Chair opened the meeting and welcomed Members and officers.

**25/11 Apologies**

25/11.1 No apologies were received.

**25/12 Code of Conduct, Declaration of Interests**

25/12.1 The Chair asked the meeting for any disclosures of pecuniary interests under the Localism Act. There were no disclosures.

**25/13 Public Questions**

25/13.1 There were no members of the public present and no public questions had been received.

**25/13.2 RESOLVED: Members noted that there were no public questions**

**25/14 Review and approve minutes of the Swindon Local Performance and Scrutiny (LPS) meeting on 26 February 2025**

25/14.1 The Chair asked Members to review and approve the minutes from the previous meeting.

**25/14.2 RESOLVED: That the minutes be confirmed without amendment and be signed by the Chair as a correct record.**

**25/15 Action Progress Report**

25/15.1 The Democratic Services Officer reported that action 368 had been agreed at the meeting on 26 February 2025: 'That from October 2026 the Response Standards for Road Traffic Collisions in the report be colour coded for trends to be identified'.

25/15.2 The officers detailed that Response Standards for Road Traffic Collisions were reported in the Performance Monitoring and Briefing item post. In future, these would be presented to Members in a new format by way of a performance dashboard for each of the priority areas which would identify trends. It was agreed therefore that this action be closed.

**25/15.3 RESOLVED: That outstanding action 368 be closed.**

**25/16 Performance monitoring and briefing quarter 1**

25/16.1 Area Manager (AM) Bradley Stevens and Group Manager (GM) Dave Adamson 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](#)

25/16.2 It was explained to the Committee that Performance Monitoring and Briefing would be in future presented to Members in a new format. A performance dashboard for each of the priority areas would be presented supported by a presentation of the highlights of the service provision for the quarter. The data for year to date referred to quarter 1 – 1 April to 1 June and was compared with the corresponding quarter in the previous year. When necessary, officers would provide additional detail to the Committee on an exception basis. The quarterly data was discussed as set out in the dashboard.

**25/16.3 Priority 1 - Help you to make safer and healthier choices.**

25/16.4

Title	Current Year-to-Date	Last Year-to-Date
Number of accidental dwelling fires - Swindon Council	36	23
Number of safe and well visits Quarterly – Swindon Council	282	Not Applicable
Number of safeguarding referrals from DWFRS- Swindon Council	32	Not Applicable

25/16.5 In reply to a question from Cllr Kevin Small, the officers explained how the new dashboard could be used to identify trends by the click of the Key Performance Indicator figure which revealed a graph. Trends were more important than monthly figures in ascertaining why performance and response data had changed. The trend matrix would build as data was added over time.

25/16.6 In reply to a question from the Chair, the officers explained that the monthly comparison was with the same quarter in the previous year, rather than the previous month.

25/16.7 AM Stevens stated that he would confirm if the data presented was measured and presented in one hundreds of a minute or in seconds, as enquired by Cllr Matthew Courtliff.

25/16.8 The officers added that the data presented was for an average of the Swindon stations, but the data was also available for the individual stations as required. Performance that fell outside of the target isochrone could also be identified and studied, as well as the use of neighbouring fire and rescue services in assisting to support fire cover.

25/16.9 Cllr Small asked if the data for the number of Road Traffic Collisions attended included responding to collisions on the M4 motorway and the officers replied that this would be clarified.

25/16.10 **Priority 2 - Protect you and the environment from harm**

25/16.11

Title	Current Year-to-Date	Last Year-to-Date
Automatic fire alarms which result in a false alarm - non domestic premises - Swindon Council (year to date)	27	62
Automatic fire alarms which result in a false	185	192

alarm Quarterly - Swindon Council		
Number of business fire safety checks undertaken crews - Swindon Council	34	Not Applicable

- 25/16.12 In reply to a question from Cllr Small, the officers confirmed that the reduction in the number of automatic fire alarms would result in a saving of time only as Swindon had wholtime stations and that this would be reflected in future trends. It was a Government target to increase productivity and AM Stevens spoke of the desire for the Service to have more community engagement, for example for wholtime and on-call crew to visit youth groups. An objective would be to reduce the number of fires and increase recruitment.
- 25/16.13 AM Stevens explained that there was now an increased appetite for taking prosecutions and the Service had established a team for this purpose. Sometimes prosecutions were linked to joint work with local councils and Border Force through the work of Station Managers who were also National Inter-Agency Liaison Officers (NILOs).
- 25/16.14 **Priority 3 - Be there when you need us**
- 25/16.15 The quarterly data for Priority 3 was discussed as set out in the dashboard.
- 25/16.16 AM Stevens referred to the rescue of a five-year-old girl in Swindon, who had been brought out of a house on fire in less than 10 minutes. This was from the time the call was received from a member of the public by Fire Control to the time the girl was handed to the care of the ambulance service.
- 25/16.17 In reply to a question from Cllr Courtliff, the officers provided information on fire suppression for lithium-ion batteries. The National Fire Chiefs Council was seeking national guidance on the subject and the Service highlighted good practice on its website in communicating safety messages regarding e-bikes and e-scooters.
- 25/16.18 **Demand summary**

25/16.19

Title	Current Year-to-Date	Last Year-to-Date
Number of fires attended - Swindon Council	136	79
Number of incidents attended which turned out to be false	249	260

alarms - Swindon Council		
Number of special services incidents attended - Swindon Council	158	153

25/16.20 The officers answered Members' question on possible prosecutions resulting from the recent spate of wildfires, particularly in the south of the service area.

25/16.21 The Committee noted that in respect of special services incidents attended, there was now improved recording of data relating to people in crisis, with the Service assisting partner agencies when a technical rescue was required, for example for a person at height.

**25/16.22 Presentation**

25/16.23 The officers provided a presentation on the Service's engagement in quarter 1. This included community engagement, exercises attended, notable incidents attended, training exercises and multi-agency exercises.

25/16.24 The Chair thanked AM Stevens and GM Adamson for the presentation.

**25/16.25 RESOLVED: Members scrutinised and noted the performance for quarter 1 2025.**

**25/17 Matters raised by Members (agreed with the Chair)**

25/17.1 The officers responded to Members' questions the Service's response to fires in derelict and dangerous buildings and the input of the Service into local authority planning applications.

**25/18 Date of Next Meeting**

25/18.1 The Chair confirmed the date of the next Swindon Local Performance and Scrutiny Committee meeting as 26 November 2025 at 10:00am at Swindon Fire Station, Drove Road, Swindon.

The meeting closed at 11:25

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