



**DORSET & WILTSHIRE
FIRE AND RESCUE
AUTHORITY**

Item 19/16

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| MEETING | Swindon Local Performance & Scrutiny Committee |
| DATE OF MEETING | 14 May 2019 |
| SUBJECT OF THE REPORT | Action progress |
| STATUS OF REPORT | For open publication |
| PURPOSE OF REPORT | To note |
| EXECUTIVE SUMMARY | Contained within this report is a list of outstanding actions from previous meetings with regular update comments. |
| RISK ASSESSMENT | None for the purposes of this report |
| COMMUNITY IMPACT ASSESSMENT | None for the purposes of this report |
| BUDGET IMPLICATIONS | None for the purposes of this report |
| RECOMMENDATIONS | Members are asked to note the actions and comments. |
| BACKGROUND PAPERS | Past minutes of Local Performance and Scrutiny Committee meetings. |
| APPENDICES | None |
| REPORT ORIGINATOR AND CONTACT | Name: Marianne Taylor, Democratic Services Officer Email: Marianne.taylor@dwfire.org.uk Tel no: 01722 691074 |

1. Introduction

- 1.1 The report contains a list of actions which are outstanding from the previous meeting. Actions are programmed to be checked on a weekly basis and are chased until such time as they are complete or can be closed.

2. Action progress report:

| No. | Area & meeting date | Agenda Item | Action | Assigned to | Comments | Progress |
|-----|---------------------|-------------|--|-------------|--|-------------|
| 227 | 20/02/19 | S19/07.13 | Members to follow up with SBC the effectiveness of data sharing with regards to S&W visits and vulnerable people. | All Members | 29/3 - email chaser sent to Members | In progress |
| 228 | 20/02/19 | S19/07.14 | AM Jeary to ensure a summary of changes to performance information be appended to the beginning of the presentation for future meetings. | Ian Jeary | 29/3 - IJ confirmed that any changes to performance reporting should be raised at the LPS Working Group for consideration across all revised LPS reports. To be included in the revised reporting and dashboard anticipated for October. | In progress |
| 229 | 20/02/19 | S19/07.15 | GM Moody to provide Members with a copy of the fire information which is being posted out to high risk and vulnerable people (19/07.7). | Glyn Moody | 9/4 - Steph Howard emailed a copy of the letter to all Members on behalf of GM | Completed |

| No. | Area & meeting date | Agenda Item | Action | Assigned to | Comments | Progress |
|-----|---------------------|-------------|---|-------------|---|-----------|
| 230 | 20/02/19 | S19/07.16 | GM Moody to attend certain Parish Council meetings in order to raise funds for SDSA. | Glyn Moody | 1/4 - GM has attended a couple of meetings over the last few weeks and has a number of dates booked in April to visit further parishes for funding. | Completed |
| 231 | 20/02/19 | S19/07.22 | GM Moody to ensure operational fire fighters attend to inspect a site discussed at item 19/07.19 for safety purposes and education (completed). | Glyn Moody | I Jeary has stated: This was a specific FS matter raised by the Chair and is now completed. | Completed |
| 232 | 20/02/19 | S19/07.32 | GM Moody to append narrative in his presentation to slides for future reporting (i.e. 6/8) | Glyn Moody | GM confirmed that this will be picked up in Quarter 4's reporting | Completed |

2.1 Some Actions are closed quickly because they were actioned at or immediately after a meeting and some take longer, especially if they are related to external providers.

3. Summary and Key Points

3.1 Since the last meeting four actions have been completed and the remaining two are in progress

May 2019