



**DORSET & WILTSHIRE  
FIRE AND RESCUE  
AUTHORITY**

Item 17/25

MEETING	Wiltshire Local Performance & Scrutiny Committee
DATE OF MEETING	15 November 2017
SUBJECT OF THE REPORT	Actions 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 Telephone 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. Actions progress report:

No.	Area & meeting date	Agenda Item	Action	Assigned to	Deadline	Comments	Progress
74	31/08/17	17/16.21	AM Cuthbert to arrange circulation photos and contact details of DWFRS District Commanders in the Wiltshire area	AM Cuthbert	07/09/17	Reminder sent 260917 * GC Sent to Democratic Services 27/09/17	Completed
75	31/08/17	17/16.22	AM Cuthbert to circulate the schedule of SDSA events to members with minutes	AM Cuthbert	07/09/17	23/10/17 - circulated on email, with apology for delay; Reminder sent 260917 * GC sent to Democratic Services 1/9/17	Completed
76	31/08/17	17/16.23	Mr Ford to add tracking to his presentation on the baseline assessment in time for Chairmen's meetings	Bob Ford	01/11/17	Reminder sent 260917 *	In progress
77	31/08/17	17/16.24	Mr Ford to add brief KLOE title and headers with 'current' and 'aspirational' and to circulate the table to Members	Bob Ford	01/11/17	Reminder sent 260917 *	In progress

78	31/08/17	17/16.25	Cllr Pippa Ridout to ask question about funding for SDSA at the next Wiltshire finance & planning task group	Cllr Ridout	01/11/17		In progress
79	31/08/17	17/16.26	AM Cuthbert to arrange contact with Town, City and Parish Councils if there is no funding (or a shortfall in funding) for SDSA available from Wiltshire Council	AM Cuthbert	01/11/17	Reminder sent 260917 * GC passed to Ian Hopkins, Road Safety Manager	In progress
80	31/08/17	17/16.27	AM Cuthbert to clarify what is happening relating to education for safe cycling at the next meeting	AM Cuthbert	01/11/17	Reminder sent 260917 *	In progress
81	31/08/17	17/16.28	Officers to bring a report to next meeting on the work to identify crewing shortages and targeted campaign and may include Budget implications.	JM/AM Cuthbert	01/11/17	Reminder sent 260917 *	In progress
82	31/08/17	17/16.29	All Members of the Authority be included in drafting the annual report before it is finalised and sent on to constituent authorities.			23/10/17 - Pos attending cabinet meetings at LAs to provide update on DWRA. 8/09./17 - DJ advised about this request by MLT	Closed
83	31/08/17	17/19.2	Democratic Services to arrange future meetings at Trowbridge Fire Station, Devizes Training and Development Centre, and Salisbury Fire Station.	Democratic Services	01/11/17	23/10/17 - emails sent to confirm bookings for all but Salisbury FS; 27/9/17 Assigned to Jane G.	In progress

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 one action has been closed, two have been completed and the remaining seven are all in progress