



**DORSET & WILTSHIRE
FIRE AND RESCUE
AUTHORITY**

Item 18/15

MEETING	Wiltshire Local Performance & Scrutiny Committee
DATE OF MEETING	15 May 2018
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 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. Action progress report:

No.	Area & meeting date	Agenda Item	Action	Assigned to	Deadline	Comments	Progress
123	28/02/18	W18/7.24	AM Standen asked for Members support with non-engaging schools to encourage attendance at SDSA. The Chairman was asked to relay a message to local Councillors on the importance of SDSA; Members agreed to pass this information on to the three Members concerned. The ACFO outlined the letter drafted for schools in the Dorset area, a version of which could be used.	Members	14/03/18	13/4 - Cllr Newbury replied & I forwarded to BS, BS has contacted CN and will confirm his response in due course 12/4 - email send to Members to obtain info and an update 21/3 - Bryon has had no contact with any members. 21/3 - email sent to Bryon to find out if he has been contacted by any members re. this action	In progress
124	28/02/18	W18/7.25	Provide relevant slide SDSA to LPS Members to support promotion of SDSA	Democratic Services	14/03/18	18/4/18 - completed by MLT; 12/4 - email reminder sent 21/3 - MT will send this out with the Minutes	Completed

No.	Area & meeting date	Agenda Item	Action	Assigned to	Deadline	Comments	Progress
125	28/02/18	W18/7.26	GM Gray to contact Cllr Matthew Dean who will provide Muslim community contacts for Salisbury area	GM Gray	14/03/18	12/4 - update rec'd from TG, no reply from Cllr to date, TG will chase again 26/3 - update from Tim Gray - I have today emailed Cllr Dean to ask for contacts as per the action. I will update when I get a reply. 15/3 - email chaser sent to Tim Gray; also [passed on] Cllr Dean's contact details	In progress
126	28/02/18	W18/7.27	Cllr Peter Hutton to provide Democratic Services with information on local business contacts for Salisbury	Cllr Hutton/T Gray	14/03/18	14/3 - email rec'd from Cllr Hutton by M Taylor and B Standen with the relevant info.	Completed
127	28/02/18	W18/7.28	Cllr Robert Yuill to provide Democratic Services with information on local business contacts for Amesbury	Cllr Yuill/T Gray	14/03/18	This one is complete. Cllr Yuill attended Amesbury station with 2 local business colleagues and his feedback is as follows: Following our discussions about recruitment and the challenges faced by the Fire Service I raised the topic at last night's Amesbury Town Council meeting. As a result, the council have agreed to permit	Completed

No.	Area & meeting date	Agenda Item	Action	Assigned to	Deadline	Comments	Progress
						<p>the display of a recruitment banner in a prominent position on Council property, Stockport Avenue Archers Gate was suggested as this gets a significant traffic flow; please contact Wendy Bown – the Town Clerk on 01980 622999 to confirm details. In addition several Councillors including The Mayor (Andy Williams) and his deputy welcomed the opportunity to visit the fire station during training, Wednesday 21st March has been suggested, can this be confirmed. Andy, as the proprietor of The Stonehenge Trader, will include an article on the visit in the publication, distributed free to every household in Amesbury.</p> <p>This should raise the profile of the Fire Service and hopefully result in additional recruits.</p>	
128	28/02/18	W18/8.1	AM to follow up on the issues/difficulties that Cllr Andrews had with door access at Warminster and Mere	Byron Standen	14/03/18	16/3 - Confirmation from B Standen that the action has been completed.	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 2018