



**DORSET & WILTSHIRE
FIRE AND RESCUE
AUTHORITY**

Item 18/26

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| MEETING | Dorset Local Performance & Scrutiny Committee |
| DATE OF MEETING | 29 August 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 Tel: 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 |
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| 102 | 14/11/17 | D17/26.15 | AM Why to refer attendance at SDSA to the schools' forum, via DCC. | Seth Why | 28/11/17 | 15/3 - comment from S Why: The Schools Forum, on investigation, may not be the best route that assists us to target Key Stage 5 pupils. I will continue to liaise with them for an opportunity to address Head teachers and seek wider audience. 6/2 - From Seth: I have spoken to Karen Smallwood who is the Clerk to the Schools' Forum. Karen is supportive of our work and will be attempting to get the Prevention Team's Road Safety Manager an opportunity to present the benefits of SDSA at their next meeting via a short presentation. Currently the Schools Forum is undergoing change and so it may be more | Closed |

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| | | | | | | <p>advantageous to raise this through the various head teacher groups that feed into the Schools Forum. I am awaiting an update on the best route to give the presentation but feel the door is open to our request and we will be able to promote SDSA to schools that have not attended the show yet;</p> <p>6/2 - MT to chase Seth Why for a response; 22/1/17 - email request sent to Seth Why/Stu Legg asking for updates. 14/12 - chased for an update by email.</p> | |
| 103 | 14/11/17 | D17/26.19 | AM Legg to follow up on DCLG private landlords' initiative and ongoing cost of increasing responsibility since Grenfell and its outcomes. | Stu Legg Seth Why | 15/02/17 | <p>18/5 - a response from the Local Government Association (LGA) will come from Lord Porter in due course so action to be closed.</p> <p>21/3 - MT confirmed this was not covered at the last mtg.</p> <p>13/3 - awaiting an update</p> <p>6/2 - this item is awaiting interim report outcomes; 22/1/17 - email request sent to Seth Why/Stu Legg asking for updates. 13/12 - chased for an update by email.</p> | Closed |

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| 121 | 26/02/18 | D18/8.4 & 8.5 | To revise the letter to be sent to the Principal/ Headteacher and Chairman of Governors for schools that had not engaged with SDSA, requesting that paragraph one and two be swapped to provide more impact and to be signed by the DWFRA Chairman and the DWFRS Chief Fire Officer | Ian Hopkins | | 12/7 - CFO Ansell has agreed the revised wording. MT to discuss with Authority Chairman. 18/5 - at the meeting Members discussed this action and suggested it be amended to provide detail on which schools have not engaged and how best to approach them. Members discussed the best way to ensure that the forum understands what is going on with schools within Dorset. 4/4/18 - MT has final draft ready for use; 15/3 - Comment from Ian Hopkins: Draft letter was presented at the meeting, and with a few suggested amendments a final copy was produced. | In progress |
| 122 | 26/02/18 | D18/8.6 | Members to review at the next LPS meeting in May and follow up as required | Members | | | Closed |
| 130 | 18/05/18 | D/18/15.4 | GM Coleman to ensure that all details of schools are up to date | GM Coleman | 01/06/18 | 9/7 - GM Coleman provided details of all schools SDSA have and will be targeting for the rest of 18/19 29/6 - left phone message for GM Coleman re outstanding action. | Completed |

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| 131 | 18/05/18 | D/18/15.5 | GM Coleman to provide the names of the seven schools who should be targeted [for SDSA letter] | GM Coleman | 01/06/18 | 9/7 - GM Coleman provided the names of the schools, Clayesmore School, Bryanston School, Milton Abbey School, St Mary's School, Isle of Portland Aldridge Academy 29/6 - left phone message for GM Coleman re outstanding action. | Completed |
| 132 | 18/05/18 | D/18/15.6 | To provide contact names for Twynham School for SDSA letter. | Cllr Jamieson DSO | 01/06/18 | 9/7 - GM Coleman provided details of schools and dates which are already booked, as follows: Canford School, Wimborne 11/01/19, Twynham School, Christchurch, 28/11/18 and 5/12/18 and Beaminster School, 11/12/18 26/6 - MT to look on web and contact schools directly (Cllr James not returned to FRA). | Completed |
| 133 | 18/05/18 | D/18/16.6 | To send letters to non-engaging schools about SDSA, once information received from GM Goleman | Democratic Services | 01/06/18 | 12/7 - CFO Ansell has agreed the revised wording. See Action 121. 26/6 - provided copy of letter to CFO via PA for his agreement to circulate to non-engaging schools. | Completed |
| 134 | 18/05/18 | D/18/16.7 | To request local fire stations make contact with schools through the Dorset Schools' Pyramid | AM Baker | 01/06/18 | 2/7 - CB commented that there is no need for this action as this piece of work is not under the station's remit, the Education Officers carry this out as a part | Closed |

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| | | | | | | of their day job 29/6 - no explanation received from AM Baker so circulated draft minutes; 25/6 - AM Baker deleted this action, MT asked for an explanation. | |
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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, four closed and the remaining one is in progress.

August 2018