

**Decision Maker:** Renewal, Recreation and Housing PDS Committee

**Date:** 5 November 2019

**Decision Type:** Non-Urgent                      Non-Executive                      Non-Key

**Title:** **MATTERS OUTSTANDING FROM PREVIOUS MINUTES**

**Contact Officer:** Lisa Thornley, Democratic Services Officer  
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**Chief Officer:** Mark Bowen, Director of Corporate Services

**Ward:** N/A

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1. Reason for report

1.1 For Members to monitor progress against actions outstanding from previous meetings.

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**2. RECOMMENDATION**

2.1 **That Members note the report.**

## Impact on Vulnerable Adults and Children

1. Summary of Impact: None

## Corporate Policy

1. Policy Status: Existing policy. The Committee is regularly updated on matters outstanding from previous meetings.
  2. BBB Priority: Excellent Council.
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## Financial

1. Cost of proposal: No cost
  2. Ongoing costs: N/A.
  3. Budget head/performance centre: Democratic Services
  4. Total current budget for this head: £358,740
  5. Source of funding: 2019/20 revenue budget
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## Personnel

1. Number of staff (current and additional): There are 8 posts (6.79 fte) in the Democratic Services Team.
  2. If from existing staff resources, number of staff hours: Monitoring the Committee's matters outstanding can take up to two hours per meeting.
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## Legal

1. Legal Requirement: No statutory requirement or Government guidance.
  2. Call-in: Call-in is not applicable. The report does not involve an executive decision
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## Procurement

1. Summary of Procurement Implications: N/A
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## Customer Impact

1. Estimated number of users/beneficiaries (current and projected): The report is intended primarily for Members of this Committee.
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## Ward Councillor Views

1. Have Ward Councillors been asked for comments? No.
2. Summary of Ward Councillors comments: N/A

### 3. COMMENTARY

This report provides updates on progress achieved in regard to requests made by the Committee at previous meetings. Following each meeting, required actions are listed and monitored to ensure that any outstanding issues are addressed in a timely fashion.

All matters outstanding from previous Minutes have been completed as set out in Appendix A to this report.

<b>Non-Applicable Sections:</b>	Impact on Vulnerable Adults and Children, Policy, Financial, Personnel, Legal and Procurement Implications.
Background Documents: (Access via Contact Officer)	-