

Corporate Policy & Resources Committee Matters Arising Schedule

Purpose:

To consider progress on the matters arising from previous Corporate Policy & Resources Committee meetings.

Recommendation: That members note progress on the matters arising and request corrective action if necessary.

Matters arising Schedule

Status	Title	Action Required	Comments	Due Date	Allocated To
Black					
	Debtors' letters	Members stated that they would like to see a template of the letters sent to debtors in order to pursue outstanding debts, and also suggested that perhaps second and subsequent letters could follow sooner.	Report on the debt collection process to be brought to a future meeting	16/06/16	Ian Knowles
	Progress and Delivery	Members requested that the colour coding, RAG rating, be reinstated to the P&D reports	to be included in first quarter report to Committee	16/06/16	Ian Knowles
Green					
	Progress and Delivery - Projects	Minutes Extract 12/05/16 It was acknowledged that not all projects reached stage 2 or 3, and it would also be useful to see information on those projects taken off the list either due to completion or non-pursuance. The Director of Resources agreed to provide Members with a half yearly update on projects which reached stage 3.		10/11/16	Ian Knowles