

## 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
Green					
	The Customer First programme	Minute extract 04/04/17, following presentation on Quality Customer Service. "A report would then be submitted to each Committee with a Chief Executive report. A report on the new procedure would be submitted to the July Corporate Policy and Resources Committee, and a workshop would be organised with Parish Councils."	A brief and scope for this work will be considered by the Prosperous Communities Committee at their October meeting. Any financial implications emerging from that report will be brought through to Corporate Policy and Resources Committee for approval.	24/10/17	Mark Sturgess
Black					
	budget consultation software	Extract from mins of meeting 27/7/17	please ensure the final proposed layout is shared with Members in accordance	24/08/17	Katy Allen

		In response Officers indicated that prior to the consultation software going live, they would share the proposed final version with all Members of the Committee in order that they could comment and feedback on issues such as wording and layout.	with the above		
	market income/take up period 1 budget monitoring	Extract from mins of meeting 27/7/17 A Member of the Committee queried why market stall take up appeared to be down and yet income received in this area appeared to be up. In the absence of the Financial Services Manager, the Director of Resources undertook to further investigate and report back to Members outside of the meeting.	Please provide explanation to the above query	14/08/17	Tracey Bircumshaw

	Hillcrest loan agreement	Extract from mins of meeting 27/7/17 the recommendation from the Prosperous Communities Committee be accepted and the proposed Loan Agreement, appended to the report be approved subject to those drafting errors identified and reported to the Committee being amended; and	Please ensure the drafting errors as identified are rectified. personal guarantees to also be considered as part of due diligence	30/08/17	Ian Knowles
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