

POLICY, FINANCE AND DEVELOPMENT COMMITTEE

ACTION LIST

Arising from the Meeting held on Tuesday, 01 May 2018

Min. Ref.	Item of Business	*Details of Action <i>Action Due Date</i>	Responsible Officer(s)' Initials	Status / Update
67.	Action List Arising from the Meeting held on 06 February 2018	An issue regarding the rear emergency exit from the Council Chamber (accessible via the Committee Room) at the Council Offices to be investigated. <i>Due by Jun-18</i>	KP PE	Complete (See Below)
		The primary emergency exit route from the Council Chamber is via its main entrance as marked. The sliding-wall partition between the Chamber and the Committee Room remains unlocked in to order provide a secondary emergency exit route.		
69.	External Audit Plan 2017/18	All Members to be advised regarding the submission of questions on the draft financial statements for 2017/18 and for the Chair and Vice-Chair to be included in any questions submitted and the answers provided. <i>Due by May-18</i>	SH CR	Complete
70.	Key Performance Measures and Reporting 2018/19	All Council tenants to be notified about the option to pay their rent using the payment facility 'Allpay'. <i>Due by Ongoing</i>	JG AM	On Target to Complete (See Below)
		A notification to all Council tenants will be sent out as part of a "communications package" associated with and to promote the ongoing project being delivered to provide easy and convenient alternatives for residents to make payments for services.		
71.	Annual Review of Health and Safety 2017/18	Health and safety statistics to feature as part of the Council's leisure services contractor's annual report in respect of the Parklands Leisure Centre and Wigston Pool and Fitness Centre. <i>Due by Feb-19</i>	AL PE	On Target to Complete
74.	The Real Living Wage under TUPE Arrangements	An article to be published in the Letterbox regarding the position adopted by the Council on the	KP JH	Complete (See Below)

		Real Living Wage (RLW). <i>Due by Sep-18</i>		
		An article is to be featured as part of the Summer 2018 edition.		

* | All actions listed are those which are informally raised by Members during the course of debate upon a given item of business which do not form part of - but may be additional, incidental or ancillary to - any motion(s) carried. These actions are for the attention of the responsible Officer(s).