

**SERVICE DELIVERY COMMITTEE**

**ACTION LIST**

**Arising from the Meeting held on Tuesday, 08 September 2020**

<b>No.</b>	<b>Minute Ref. / Item of Business</b>	<b>*Action Details / Action Due Date</b>	<b>Responsible Officer(s)' Initials</b>	<b>Action Status</b>
<b>1.</b>	<b>7. - Council Performance Update (Q1 2020/21)</b>	Further information be provided at future meetings identifying those who have dropped-out of DFG's yet remain in need of alternative assistance.  <i><b>Due by Ongoing</b></i>	<b>AdTh ChEy</b>	Ongoing
		At the last partnership meeting, the Head of the Built Environment asked Lightbulb to provide a case study to provide an example of the reason for a drop out and the support / alternative assistance that was provided to the customer. Lightbulb is currently following a case, with consent from the customer, and this will be reported to a future meeting.		
<b>2.</b>	<b>7. - Council Performance Update (Q1 2020/21)</b>	An estimated end-point for Council Tax and NNDR collection rates be provided to inform future target and budget setting.  <i><b>Due by Feb-21</b></i>	<b>StHi CoCa</b>	Complete (Verbal Update)
<b>3.</b>	<b>7. - Council Performance Update (Q1 2020/21)</b>	A full breakdown be provided at future meetings regarding all incident types of anti-social behaviour for each quarter.  <i><b>Due by Mar-21</b></i>	<b>AvLe ThMc</b>	Complete (Report Update (Agenda Item 8))
<b>4.</b>	<b>7. - Council Performance Update (Q1 2020/21)</b>	A survey be undertaken of those 12 Members still in receipt of hard paper copies of agendas etc. to explore the individual barriers faced to successfully migrate to paperless meetings.  <i><b>Due by Oct-20</b></i>	<b>DaGi StTu SaBa</b>	Complete (Report Update (Agenda Item 8))
		The full survey responses (8 received from a total of 18 Members) were circulated to Members on 9 October 2020.		

\* | 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).