



Agenda Item	Title of Report/ Description	Action and Deadline	Responsible officer	Action taken
6.	P8 and P9 Finance Reports	Denise Murray to provide additional information to clarify details around longstanding debts (more than 120 days) owed to the Council by residents, and in particular whether the amount had reduced over time.	Denise Murray	Update to be provided prior to the next meeting
7.	New Decision Pathway	The Mayor's Office to be asked whether setting up a dedicated email address to enable Members to submit ideas to the Mayor would help to manage administration.	Lucy Fleming	Referred to Mayor's Office
13	Scrutiny Structures and New Ways of Working	A Hothouse event is to be arranged to take place in early April 17. Members to be provided with the date as soon as possible.	Lucy Fleming	Complete – the event will take place on 5 <sup>th</sup> April 17
		Party Group Leaders and the Mayor/Cabinet Members to be invited to attend the Scrutiny Hothouse.	Lucy Fleming	Complete

		All Members and the Senior Leadership Team to be invited to attend the last 20 minutes of the Hothouse (from 4pm to 4.30pm ) in order to hear the findings from the event	Lucy Fleming	Complete
		Hothouse outcomes to be presented to Full Council on 23 <sup>rd</sup> May 17	Lucy Fleming	In progress – a slot has been reserved on the Full Council agenda
		A Hothouse warm up event for OSM Members is to take place on 20 <sup>th</sup> March in order to identify the key issues that should be addressed.	Lucy Fleming	Complete