

Cabinet Member for Education

20 January 2015

**Name of Cabinet Member:**

Cabinet Member for Education – Councillor D Kershaw

**Director Approving Submission of the report:**

Executive Director of Resources

**Title:**

Outstanding Issues Report

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**Is this a key decision?** No

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**Executive Summary:**

In May 2004 the City Council adopted an Outstanding Minutes System, linked to the Forward Plan, to ensure that follow up reports can be monitored and reported to Members. The attached appendix sets out a table detailing the issues on which further reports have been requested by the Cabinet Member for Education so he is aware of them and can monitor progress.

**Recommendations:**

Cabinet Member for Education is requested to consider the list of outstanding issues and to ask the Member of the Management Board or appropriate officer to explain the current position on those which should have been discharged at this meeting or an earlier meeting.

**List of Appendices included:**

Table of Outstanding Issues.

**Other useful background papers:**

None

**Has it or will it be considered by Scrutiny?**

No

**Has it, or will it be considered by any other Council Committee, Advisory Panel or other body?**

No

**Will this report go to Council?**

No

**Report author(s):**

**Name and job title:**

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**Directorate:**

Resources Directorate

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Enquiries should be directed to the above person.

| <b>Contributor/approver name</b>                     | <b>Title</b> | <b>Directorate or organisation</b> | <b>Date doc sent out</b> | <b>Date response received or approved</b> |
|--|--------------|------------------------------------|--------------------------|---|
| <b>Contributors:</b>                                 |              |                                    |                          |   |
|  |              |                                    |                          |   |
| <b>Names of approvers:</b><br>(officers and Members) |              |                                    |                          |   |
|  |              |                                    |                          |   |

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## APPENDIX

|   | <b>Subject</b>   | <b>Date for Consideration</b> | <b>Directorate/<br/>Responsible Officer</b>  | <b>Proposed Date/Amendment to Date for Consideration</b> | <b>Reason for Request to Delay Submission of Report</b> |
|---|--|-------------------------------|--|--|---|
| 1 | <b>Adult Education Service Fees Strategy for Academic Year 2014/2015</b> - Report on the impact of the Strategy be submitted to the Cabinet Member in March 2015 (minute 48/14 refers) | March 2015                    | Simon Brake,<br>Assistant Director for Policy, Performance, Health, Libraries and Adult Education,<br>People Directorate |  |   |

\* Identifies items where a report is on the agenda for the meeting.

