

7 September, 2015

**Name of Cabinet Member:**

Cabinet Member for Business, Enterprise and Employment – Councillor Maton

**Director Approving Submission of the report:**

Executive Director of Resources

**Ward(s) affected:**

None

**Title:**

Outstanding Issues Report

---

**Is this a key decision?**

No

---

**Executive Summary:**

The City Council has 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 Business, Enterprise and Employment so he is aware of them and can monitor progress.

**Recommendations:**

The Cabinet Member for Business, Enterprise and Employment is requested to consider the list of outstanding issues and to ask the Member of the Strategic 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):**

Suzanne Bennett

**Name and job title:**

Governance Services Officer

**Directorate:**

Resources

**Tel and email contact:**

Tel: 024 7683 3072

E-mail: [Suzanne.bennett@coventry.gov.uk](mailto:Suzanne.bennett@coventry.gov.uk)

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>                                 |                |                                    |                          |   |
| Other members  | Not applicable |                                    |                          |   |
| <b>Names of approvers:</b><br>(officers and members) |                |                                    |                          |   |
| Finance: Name  | Not applicable |                                    |                          |   |
| Legal: Name  | Not applicable |                                    |                          |   |
|  |                |                                    |                          |   |

This report is published on the council's website: [www.coventry.gov.uk/meetings](http://www.coventry.gov.uk/meetings)

|    | <b>Subject</b>  | <b>Date for Further Consideration</b> | <b>Responsible Officer</b>  | <b>Proposed Amendment to Date for Consideration</b> | <b>Reason for Request to Delay Submission of Report</b> |
|----|---|---------------------------------------|-----------------------------|---|---|
| *1 | <p><b>Save The Employment Support Service</b></p> <p>Further report on options to be submitted</p> <p>(Cabinet Member for Business, Enterprise and Employment , 20 July, 2015 – Minute 6/15 refers)</p> | September, 2015                       | Executive Director of Place |   |   |

\*There is a report on the agenda relating to this issue