

| Committee | Agenda Item No: | Date of Council meeting | Issue | Log | Current Status - RAG 0-3 mths Green 3-6 mths Amber |
|--|-----------------|-------------------------|-------------------------------|--|--|
| Finance & Facilities | F20/046 | 09/09/2020 | Health and Safety Consultants | <p>200421: Draft policy received</p> <p>210122: Policy forwarded to Russell for editing as agreed in O&R</p> <p>240122: Policy returned to TC to update, prior to circulation</p> <p>110722: Draft H&S Policy circulated</p> <p>090123: Health and Safety audit conducted by Worknest. Report to follow.</p> <p>28022023: Report received by Council. Actions ongoing.</p> | Ongoing |
| Operations & Resources Town Council | OR21/059 | 15/11/2021 | ARC Leaks/Plumbing | <p>22/166 RESOLVED: That up to £23,000 for a replacement downstairs boiler and relevant downstairs water supplies at the ARC is approved</p> <p>22/192: RESOLVED: That the quote from Anchor Maintenance for £23,023 for the replacement of existing boilers and associated plumbing with a Remeha Quinta Ace boiler and quick recovery cylinder is approved</p> <p>08032023: Anchor attended site to scope out works and look at possibility of installing sub meters on boilers. Work scheduled for May 23</p> <p>10/07/2023 - Works due to begin- estimated to take 2 weeks</p> | Ongoing |
| Operations & Resources | OR21/088 | 11/01/2022 | Fire Safety | <p>130422: Enquires made with the 3 suppliers of fire alarm quotes, regarding reporting to control room/digital voice</p> <p>270422: Fire Risk Assessor assess ARC</p> <p>110522: Fire Risk Assessor to assess SB pavilion 18/05/22</p> <p>070622: Risk Assessments received. TC to arrange for remedial works to be carried out.</p> <p>220622: Meeting held with Caretaker and CC to address issues</p> <p>090123: Health and Safety audit conducted by Worknest, which included Fire safety</p> <p>April 23: Annual fire risk assessment conducted - actions being worked through</p> | Ongoing |

| | | | | | |
|------------------------|--|------------|------------------|--|----------------|
| Operations & Resources | | 12/10/2021 | Redesign website | <p>120422 OR21/140 RESOLVED: That supplier A - Forum Media and Design is approved at a value of £2900.00</p> <p>100522: Website proposal received for review</p> <p>170522 OR22/014: - Proposal reviewed and updates suggested.</p> <p>140622: Website designer invited to next meeting to update committee</p> <p>210622: Website designer attended Committee meeting for design review</p> <p>July/Aug: Requested update re website design. They are still working on design</p> <p>200922: The website is 80% complete and designers will be able to present shortly.</p> <p>15112022: New version of website circulated to Cllrs for comment</p> | Ongoing |
|------------------------|--|------------|------------------|--|----------------|