

**OPERATIONAL BOARD  
12 DECEMBER 2019**

**ITEM A2b**

**OUTSTANDING ACTIONS**

	<b>Meeting date</b>	<b>Minute</b>	<b>Action</b>	<b>Action by</b>	<b>Date to be completed / Progress/completed</b>
1.	29/8/19	19/93	Review of progress against the agreed recommendations in 6 months' time - Sign Up Process	M Chapman	February 2020
2.	29/8/19	19/99	Review of progress - Grounds Maintenance Service	S Bennett	December 2019