

## PUBLIC ENGAGEMENT COMMITTEE

## ROLLING ACTION LIST

Ref No.	Meeting Date and Paper Number	Action	Responsible Officer	Timescale	Progress / Update / Outcome	Status
25	13 November 2024, item 13	<b>Consultation and Engagement Log</b> - Officers to meet with the Chair and Vice Chair offline to discuss the format of the log and role of the Committee.	Craig Cowan / Steven Blair	Dec-24	A meeting took place with the Chair on 16th December 2024. A report with proposals will be presented to PEC on 19th February 2025 which outlines all the changes to the log and how it is reported for approval by the Committee, with the subsequent report providing the updated consultation activity information in the new format.	Open
26	13 November 2024	The Chair requested that Officers liaise with colleagues across partner agencies to ensure citizens are being appropriately signposted to services and receiving everything they are entitled to. The Chair asked for a report to the next Committee with suggestions on resources that can be used to publicise entitlements and where advice can be received.	Craig Cowan / Steven Blair	Feb-25	A report will be presented to PEC on 19th February 2025.	Open