

Matters arising and actions from previous meeting

Issue

1. This paper summarises the matters arising and actions from the meeting on 22 May 2023.

Steering Group action

2. The Steering Group is asked to:
 - **Note** the update on matters arising and actions in the table below.

Matters and actions from 22 May 2023 meeting

3. The matters arising and actions from the 22 May 2023 meeting are listed below, together with an indication of the current status.

Action required	Responsibility	Target date	Status
Agenda item 2 Action 1 – Steering Group Secretariat to publish the note of the January 2022 meeting and papers from today’s meeting.	Secretariat	ASAP	COMPLETE The note of the January 2022 meeting was agreed without amendment and published on the FSA’s Smarter Communications platform along with the papers from the May 2023 meeting.
Agenda item 2 Action 2 - Chair to continue to forward examples of Head Offices not being notified of ratings of individual outlets, to be broken down by region, on an ongoing basis.	Steering Group Chair	Ongoing	ONGOING We have followed up with the local authorities identified in the examples provided to obtain assurances that the FHRS brand standard requirements are being followed.

Action required	Responsibility	Target date	Status
Agenda item 3 Action 3 - Steering Group Secretariat to provide a copy of the presentation to steering group members.	Secretariat	ASAP	COMPLETE The presentation on the Food Hygiene Delivery Review was sent to members with the draft minutes of the May 2023 meeting on 23 June 2023.

**FHRS Steering Group Secretariat
September 2024**