

Service and Performance Panel Action Log/Work Programme – 2023

Agenda Item No 3

SERVICE AND PERFORMANCE PANEL – ACTION LOG

No.	Date of Meeting	Issue	Actions	Assigned to	Update	Completed
1.	10 January 2023	Employee Absence - Update	To provide a confidential briefing to Members of the Panel with further information on the subject matter	Chief HR Adviser	To be provided to Panel Members by 6/2/23 <i>Sent to all Members on 6/2/23</i>	YES
2.	7 February 2023	Elected Members' Briefings/Training Update	An Officer to write to the various political group leaders asking them to liaise with their group members for ideas on suitable training sessions.	Head of Legal and Regulatory Services	To be undertaken by 31 March 2023.	NO

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SERVICE AND PERFORMANCE PANEL – WORK PROGRAMME

	Issue	Actions	Assigned To	Due Date To Panel	Latest update
1.	Developer Contributions Update – Quarters 1 and 2	Six-monthly update for reporting period April to September 2022	Depute Chief Executive and Director of Housing, Operations and Development	18/4/23	Deferred from 7 March 2023
2.	Community Wealth Building Action Plan	Scrutiny of annual progress report	Director of Strategic Change and Communities/Head of Finance, ICT and Procurement	18/4/23	
3.	Fleet Strategy 2021-2026 Progress Report	Annual update (this year, to include proposal to review options for delivery of fleet/transport including transfer to ARA)	Depute Chief Executive and Director of Housing, Operations and Development	18/4/23	
4.	Participatory Budgeting Activity in 2022/23	6-monthly update report as part of regular community engagement reporting	Director of Strategic Change and Communities	18/4/23	
5.	Complaints – Scrutiny Update - Period: 1 October 2022 to 31 March 2023	Provide statistics for scrutiny (6-monthly report) to include information from SPSO annual statistics report	Head of Legal and Regulatory Services	16/5/23	
6.	Developer Contributions Update - Quarters 3 and 4	6-monthly update for reporting period October 2022 to March 2023	Depute Chief Executive and Director of Housing, Operations and Development	16/5/23	

**Service and Performance Panel
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7.	Council Plan 2023-26 (2023 Mid-Term Refresh) - January to March 2023	Scrutiny of quarterly report	Director of Strategic Change and Communities	13/6/23	
8.	Local Government Benchmarking Framework 2021/22	Advise Members re difference benchmarking is making within SAC (National Overview Report published March 2023)	Director of Strategic Change and Communities	13/6/23	