Agenda Item 5

Rolling Action Log

Scrutiny Committee - 7 June 2018

ID	Date of Meeting	Report Title	Action	Action Owner	Lead Officer	Expected Reporting Date	Status	Comments
392	30/11/2017	Scrutiny Plan: The Role of Elected Members in Engaging in the Complaints Process	The Business and Members Services manager to establish a generic email address for enquiries and to advise members when it is set up.	Director of Corporate and Housing Services	Business and Members Services Manager	05/04/2018	In Progress	Expected completion date - 15 June 2018.
393	30/11/2017	Scrutiny Plan: The Role of Elected Members in Engaging in the Complaints Process	The Head of Policy, Technology and Improvement to hold a workshop for elected members on Customer First and recording of elected members' enquiries.	Director of Corporate and Housing Services	Head of Policy, Technology and Improvement	05/04/2018	Complete	Workshop held on 26 April. First meeting of focus group held on 8 May 2018.
411	01/02/2018	Economic Strategy Update	An annual progress report to be submitted on Economic Strategy/SOLD.	Director of Development Services			In Progress	Report to be submitted early 2019.

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412	01/02/2018	Scrutiny Panels	Scoping documents for the Antisocial Behaviour and Housing Allocations Scrutiny Panel to be brought back to Committee for approval.	Director of Corporate and Housing Services		05/04/2018	In Progress	The documents are currently being prepared. The panels are expected to meet in April to agree their scope and remit.\n\nThe first panel meeting will meet in early June. The timetable slipped to allow time to determine if changes to committee memberships as a result of recent Council decisions would impact on panel membership.
413	01/02/2018	Scrutiny Panels	A report to be brought back to Committee outlining progress of the fly tipping panel following its scoping meeting.	Director of Corporate and Housing Services		05/04/2018	In Progress	The first meeting of the Scrutiny panel was held on 28 March.\n\nA meeting on 9 April was postponed because membership changes were requred following recent Council decisions in regard to committee membership.\n\nA meeting proposed for7 June was cancelled due to a diary clash.
430	04/04/2018	Local Government Benchmarking Framework Indicator : Cost Per Planning Application- Update Report	Update to be provided following the completion of a Scottish Government benchmarking exercise.	Director of Development Services	Head of Planning & Economic Development Services	15/11/2018	In Progress	National benchmarking exercise is in progress. Follow up report will be provided on completion.