

Resources Committee Action Log

Action Ref No	Action	Action Owner	Status	Expected Date of Closure	Date Action Closed	Commentary
MEETING HELD 23 APRIL 2020						
RES-20200423-001	CAM Benefits: Further refinement of methodology for calculating benefits to be completed and update paper to be presented to committee.	ACC John Hawkins	Open	16 June 2020		05/06 - A paper has been submitted for presentation to the SPA Resources Committee on 16 June. PROPOSED FOR CLOSURE
RES-20200423-002	Refreshed Transformation Programme: Details of revised Transformation Programme post COVID19 to be presented to the Committee as early as possible.	David Page	Open	16 June 2020		08/06: There is a paper being presented on Transformational Change Programme Management at the SPA Resources Committee on 16 June 2020. PROPOSED FOR CLOSURE
RES-20200423-003	Health & Safety: Figures in relation to RIDDORS to be considered at next Committee meeting.	James Bertram	Open	16 June 2020		05/06 – Details included within submitted H&S Report. PROPOSED FOR CLOSURE

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RES-20200423-004	2020/21 Budget Forecast: revised 20/21 forecast to be considered by the committee.	James Gray	Open	16 June 2020	(projections on revised cost impacts, adjusted saving profiles and the opportunity for underspend on areas such as travel) 05/06 - A paper has been submitted for presentation to the Resources Committee on 16 June. PROPOSED FOR CLOSURE
RES-20200423-005	Strategic Workforce Plan: All future committee updates to include progress made towards discharging Internal Audit recommendations.	Jen Allan	Open	16 June 2020	05/06 - Update included within submitted SWP Report. PROPOSED FOR CLOSURE
RES-20200423-006	Committee Work Plan: Work Plan to be reviewed and decision to be taken if additional committee in June is required.	Deborah Christie/ Committee Chair	Open	16 June 2020	Additional date put in place for June. PROPOSED FOR CLOSURE

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MEETING HELD 17 MARCH 2020

RES-20200317-003	<p>Productivity Improvements and Operational Capacity Gains Monitoring: Future committee reports to be improved to include;</p> <ul style="list-style-type: none">• Clear description/tracking of the benefit against the original business case assumption on which the investment spend was approved.• Evidence of the benefit realised either in terms of increase in productivity or in meeting previously unmet demand.• Evidence of joined up reporting across the change portfolio of the demand and productivity work and the design authority in order to be able to accurately describe the positive impact of change investment.	David Page	Open	16 June 2020		<p>05/06 – An updated paper has been submitted for presentation to the Committee on 15 June.</p> <p>PROPOSED FOR CLOSURE</p>
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MEETING HELD 06 FEBRUARY 2020						
RES-20200206-001	Strategic Workforce Planning: First draft SWP to be considered at Resources Committee in September as part of the Committee Work Plan.	Jen Allen	On Going	September 2020		ACTION NOT DUE
MEETING HELD 05 NOVEMBER 2019						
RES-20191105-003	Delivery of People Strategy: Progress update against expected delivery of People Strategy to be circulated to Resource Committee members as soon as possible. This update and future reporting should ensure clear reporting against the original plan, identifying actions/issues completed, on-going or not yet started, with an explanation of any slippage, any associated risks and plans being put in place to get back on track.	Jude Helliker	On Going	06 February 2020 16 June 2020		06/02/20: The report provided did not provide the information that was requested by the Committee and as per the action. DCCFT to work with the teams to ensure the next update satisfies the Committees information requirements. 10/03: Next due to be reported to committee in June 2020. Preparation meetings to discuss Year 2 outcomes/ Year 3 plans are taking place at present to allow a new product to be developed. DCC Taylor has offered support to help

						<p>redesign the Annual Delivery Plan tracking in line with Audit Tracker.</p> <p>05/06 – An update paper has been submitted for presentation to the Resources Committee on 15 June.</p> <p>PROPOSED FOR CLOSURE</p>
RES-20191105-005	<p>Health, Safety and Wellbeing: Next update to the Resources Committee to provide members with an understanding of;</p> <ul style="list-style-type: none"> - If the Q1 spike seen in EAP contacts has continued. - What data is available to be reported by Optima and for this to be provided in a timely manner to support committee reporting/formal governance. - Analysis of any identified trends in relation to impact of training delivered. 	Jude Helliker	<p>On Going</p>	<p>06 February 2020</p> <p>17 March 2020</p> <p>16 June 2020</p>		<p>27/01: Wellbeing data is not yet available. A detailed report responding to the points raised will be provided to Committee in June.</p> <p>05/06 – An update paper has been submitted for presentation to the Resources Committee on 15 June.</p> <p>PROPOSED FOR CLOSURE</p>

End.