

SCRUTINY AND PERFORMANCE COMMITTEE

OUTSTANDING BUSINESS STATEMENT (OBS)

(Report No 22/291)

Please note that this statement sets out outstanding decisions of this committee along with an update and estimated completion date. Actions which are overdue are shaded for ease of reference. Where an update reflects that an action is complete then the Committee's agreement will be sought to its removal from the OBS.

No	Minute Reference	Subject Title	Outstanding Action	Update	Lead Officer /Service	Action due	Action Expected
1.	29 November 2021	Business Gateway	Circulate PKC/DCC Chief Executive correspondence on Business Gateway – Memorandum of Understanding to Committee Members	Memorandum of Understanding been circulated to members. Letters are being followed up with IT. PART COMPLETED	David Littlejohn	TBC	TBC
2.	6 June 2022. Item 4.	Forward Planner	Forward Planner for Scrutiny and Performance Committee to be brought forward to future meeting of the Scrutiny and Performance Committee.	A forward planner for 2023 has been drafted. NOT COMPLETED.	Lisa Simpson	1 February 2022	1 February 2022
3.	6 June 2022. Item 5.	Scrutiny and Performance Reviews.	Vice-Convener to provide detailed update on Scrutiny and Performance Review into	Briefing note issued to members. COMPLETED.	Lisa Simpson	30 November 2022	30 November 2022

No	Minute Reference	Subject Title	Outstanding Action	Update	Lead Officer /Service	Action due	Action Expected
			Local Action Partnership funding during Emergency Powers period, including Terms of Reference and methodology for appointing members to the Review Sub-Committee.				
6.	6 June 2022. Item 6(d).	Closing out of Improvement Actions from BMIPS.	Methodology to be constructed in terms of closing out of Improvement Actions raised in BMIPS.	Initial meeting has been held with officers and the Convener. Development session to be arranged for members on how the Council measures performance against outcomes. A demo to be arranged early 2023 for members on the new Improvement Service Local Government Benchmarking Framework dashboard. NOT COMPLETED.	All services.	1 February 2023	1 February 2023
7.	21 September 2022. Item 7	Data Protection Compliance 2021/22	Detail to be provided on the number of subject access requests and how many were	Email response circulated to members. COMPLETED.	Jill Walker, Data Compliance Officer	30 November 2022	30 November 2022

No	Minute Reference	Subject Title	Outstanding Action	Update	Lead Officer /Service	Action due	Action Expected
			a result of the impact of Covid.				
8.	21 September 2022. Item 8	Corporate Workforce Plan 2021-2023 Progress report	Detail to be provided on the difference in overall staff turnover from 2021 to 2022. Also include a breakdown in turnover of EU Nationals.	Briefing note issued to members. COMPLETED.	Pauline Johnstone, Human Resources	30 November 2022	30 November 2022
9.	21 September 2022. Item 8	Perth and Kinross Council Annual Performance Report 2021/22	A slide-based presentation to be delivered to members on the different on the different types of support that are available to young people regarding mental wellbeing.	The national health and wellbeing census data will be published in February 2023. NOT COMPLETED.	Education and Children's Services	February 2023	February 2023
10.	21 September 2022. Item 8	Perth and Kinross Council Annual Performance Report 2021/22	A briefing note to be provided on UNESCO City of Craft and Folk Art that was designated to Perth in 2021.	Briefing note issued to members. COMPLETED.	Fiona Robertson, Communities	30 November 2022	30 November 2022

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11.	21 September 2022. Item 8	Perth and Kinross Council Annual Performance Report 2021/22	Further detail to be provided on businesses who have benefited from the Microenterprise Fund.	Email response circulated to members. COMPLETED.	Communities	30 November 2022	30 November 2022