Project Exception Report for Chief Executive Service

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P1C5_CES13 — Develop our approach to encouraging our providers to pay the Living Wage

Increased commitment by our Providers towards paying the Living Wage to their employees

Planned Start Date	11-May-2015	**Actual Start Date**	11-May-2015
Original Due Date	01-Apr-2016	**Due Date**	01-Apr-2016

Project Progress (%) 66%

How are we performing?	**2015/16** - The Council has completed all document changes within its control and through regular contract review meetings, as well as meet the buyer events, has been emphasising the Council's desire that our providers and contractors pay the Living Wage. Some guidance has been issued by the Scottish Government in relation to Living Wage payments tied to budget conditions in the area of Social Care, however it is limited. There is still no Government guidance on how the issue should be addressed in general within the new European Single Procurement Document.
Improvement Action	**2016/17** – A Scottish Government Circular was issued on 2 June 2016, but it appears only to relate to legal obligations. As soon as full guidance is issued which would cover the voluntary payment of the Living Wage, we will implement any necessary changes to progress this policy.
Resource Implications	**2016/17** – No resource implications for this financial year
Managed By	Rhona Lewis, Head of Legal & Democratic Services

P4C3_CES25 — Deliver the Dumfries & Galloway Council Communications Strategy

Deliver the Dumfries & Galloway Council Communications Strategy

Planned Start Date	01-Apr-2014	**Actual Start Date**	01-Apr-2014
Original Due Date	31-Mar-2016	**Due Date**	31-Mar-2016

Project Progress (%) 90%

How are we performing?	**2015/16** – A communications strategy and action plan have been drafted with some consultation. Prior to these being presented to Elected Members for approval, further work with key stakeholders, taking into account the new reshaped Council and the outcome of relevant Service Reviews is necessary to finalise these for presentation at committee. The appointment of a Policy & Communications Manager will enable this to be finalised and brought to Policy & Resources committee later in 2016.
Improvement Action	**2016/17** – Agreement and implementation of communications strategy and action plan

	following approval by Elected Members at committee.
Resource Implications	**2016/17** – No resource implications for this financial year
Managed By	Rhona Lewis, Head of Legal & Democratic Services

CESKEY_P30 — Implementation of the Corporate Health and Safety Action Plan and Safety Audit Programme

The Corporate Health & Safety Action Plan 2014/16 and Audit Programme 2014/17 sets out key actions that our Council will take in demonstrating our commitment for managing our undertakings in a way that keeps us, our service users and others who may be affected by our activities, safe and without risks to health, so far as is reasonably practicable.

Planned Start Date	01-Apr-2015	**Actual Start Date**	01-Apr-2015
Original Due Date	31-Mar-2018	**Due Date**	31-Mar-2018

Project Progress (%) 81%

How are we performing?	**2015/16** - A good level of performance with 19 out of 23 due actions within the corporate Health and Safety Action Plan being complete/on target as planned. The four items within this covalent measure where target is behind relate to building safety arrangements, incident reduction strategy and the e-learning programme and details are set out below these were considered in a detailed report to the Audit and Risk Management Committee in May 2016. C1.2 Building Safety Policy and Guidance Forty-seven actions were identified following the Council building safety audit; 18 have been completed and 29 are in progress as at end of May 2015. The priority issue was a complete review of our Council's asbestos management procedures; these have now been completed and are being made available on a Building Safety SharePoint site to all Council employees. The other work which is progressing well includes the development of systems for more effective building safety records & inventories, and a new process for periodic building inspections. The revised Lead Occupier's Guide and Building Safety Policy are also now in the final stages ready for issue. C2.1 Incident Reduction Strategy; Good progress is being made. However, there was slippage in timescales in relation to the musculoskeletal sub-group. C2.2 Appointment Competent Persons – Building Safety Three attempts to recruit to Building Maintenance and Safety Service Leader in 2015 resulted in no appointment being made. Additional temporary part-time support provided by the Corporate H&S Team. C3.1 Health and Safety E-Learning Program Three out of four health and safety e-learning modules, which were programmed, have been completed
Improvement Action	**2016/17 -** C1.2 Building Safety Policy and Guidance Continue with progressing as described under "how are we performing" C2.1 Incident Reduction Strategy; Recommendations have now been drafted for the musculoskeletal group and will be subject to approval at Business Management Group and Joint Safety Committee C2.2 Appointment Competent Persons – Building Safety Post has been redesigned & re-evaluated; will be re-advertised in May 2016.

	C3.1 Health and Safety E-Learning Program Fourth e-learning module just developed and submitted to the Corporate Development Unit for approval
Resource Implications	**2016/17** – No resource implications for this financial year
Managed By	Paul Clarkin, Head of Organisational Development, Human Resources and Assets