

Committee Actions - Performance Select Committee
29 April 2008



Action Code & Title	Description	Status Icon	Due Date	Latest Status Update	Assigned To
07-PS17 Dunmow Library scoping paper	That a Dunmow Library scoping paper be prepared by the Director for Communities for consideration at the November meeting, together with costs of a "Citizen's Kiosk".		06/11/2007	Apr 08 The new Great Dunmow library is not now due to open until March 09. Officers and Members are working with Essex County Council and will report / seek approval at key stages. The action as described has been overtaken and could now be signed off.	Simon Martin Head of Corporate Support and Revenue
07-PS20 Understanding of risk management monitored in appraisals	That senior managers have a full understanding of risk management and this be monitored in appraisals		27/09/2007	Apr 08 A review of the appraisal system is being undertaken by HR.	Carol Bell HR Partnership
07-PS45 Statement of Internal Control Risk Register	That the Statement of Internal Control and Risk Register be submitted to the next meeting of the Committee.		05/02/2008	Apr 08 The draft Corporate Risk Register 2007-09 is in the process of finalisation. Risk Management Update report to include Risk Register and progress on monitoring to be brought to the next Committee.	Sheila Bronson Audit Manager
07-PS46 Audit of Emergency Planning	That a report on audit of Emergency Planning be submitted to the next meeting of the Committee.		05/02/2008	Apr 08 This report was reviewed at the February meeting.	Sheila Bronson Audit Manager
07-PS50 Section 106 agreements	That a report be brought to the next meeting of the committee on the financial operation of the Section 106 agreements.		05/02/2008	Apr 08 A report will be presented to PSC in June if still wanted.	Roger Harborough Head of Planning and Housing Strategy
07-PS54i Internal Audit - local authorities comparison report	Audit Commission to bring report to next meeting of PSC on comparison of internal audit mechanisms used by other local authorities		29/04/2008	Apr 08 The Audit Commission will bring a report to PSC on 29 April.	Sheila Bronson Audit Manager
07-PS54ii Press statement on audit initiatives	Issue press statement on initiatives to be set in place by internal and external audit		29/04/2008	Apr 08 A press statement was issued within two days of the meeting	Richard Auty Head of Community Engagement
07-PS55 Budget map	Budget map to be prepared and e-mailed to all Committee Members, based on (i) identification of HODs to whom Committee Chairmen should direct Members' questions (ii) timings for budgetary information (iii) committee meeting dates		29/04/2008	Apr 08 A report will be presented to PSC on 29 April.	Adrian Webb Interim Director of Central Services
07-PS57 Emergency Plans	Emergency Planning Officer to visit each Area Panel to encourage provision of information to the District Council for purpose of supporting local parishes in preparing emergency plans.		29/04/2008	Apr 08 This action is being progressed by the new Emergency Planning Officer.	Lisa Lipscombe Emergency Planning Officer
07-PS59 Audit Commission report on Housing	Housing Report of Audit Commission to be brought before PSC at meeting after next		29/04/2008	Apr 08 The Community Housing Inspection report will be presented to PSC in September once finalised.	Roz Millership Head of Housing Management
07-PS60 Corporate indicators 2008/09	List of corporate indicators to be prepared and passed to HODs for comment then brought back to PSC at its main meeting; Committee Members to contact the Chairman with any further indicators to be included		29/04/2008	Apr 08 A list of corporate, service and national indicators for 2008/09 has been circulated to HODs.	Alaine Clarke Head of Partnerships and Performance

Key: action assigned	action completed	Page action overdue
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