

'Report later' measures

– update of Finance and Corporate Resource Plan 2018-19 Quarter 4 Progress Report

Measure	Comments at Quarter 4 2018-19	Updated status at Q2 2019-20	Updated comments
% unemployed people assisted into work from council operated/ funded employability programmes (LGBF)	This is a Local Government Benchmarking Framework (LGBF) indicator. 2018-19 figures will be available in January 2020 and 2019-20 figures will be available in January 2021.	Report Later	This is a Local Government Benchmarking Framework (LGBF) indicator. 2018-19 figures will be available in January 2020 and 2019-20 figures will be available in January 2021.
The gender pay gap between average hourly rate of pay for male and female council employees. Target <5.9% (LGBF)		Report Later	
All employees will be paid correctly and on time – target 100%	This is reported annually. The 2018-19 figure will be reported in July 2019.	Green	Target achieved - All employees were paid correctly and on time
Benefits Administration: - Gross admin cost per Housing Benefit/Council Tax Reduction (HB/CTR) case - Target £25	Information not available.	Red	The figure reported for 2018-19 was £26.96 which exceeded the target for the year. This is primarily due to a slightly greater than anticipated decrease in Housing Benefit (HB) caseload, particularly within the private sector, as well as the backdated 3.5% pay award in 2018-19. The reduction in HB caseload coincides with the migration to Universal Credit (UC).
Develop and deliver the annual council Governance Statement by due date	The Annual Governance Statement has been drafted and a peer review has been completed by the Good Governance Group. This action is on course to be completed by the June 2019 deadline.	Green	The Annual Governance Statement for 2018-19, which includes an annual improvement plan and Q4 progress report, was presented to the Corporate Management Team in May 2019 and the Risk and Audit Scrutiny Forum in June 2019. This action is now complete.
Feedback from elected members to be considered and improvement agreed and implemented	Initial meeting of the Standards and Procedures Advisory Forum has been scheduled for 25 March 2019 for members to input to the mid-term review of the Council's procedural documentation. The outcome of the review will be reported in 2019-20.	Report later	The Forum has met on five occasions and a further meeting is to be scheduled late October/early November in order to finalise recommendations for submission to Executive Committee and Council by December 2019.

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Develop a Gaelic Language Plan in consultation with the community - to be published by 15 December 2018	The second Gaelic Language Plan has been developed and has received all the necessary committee approval. The plan was sent to Bord na Gaidhlig (BnG) in December 2018 for their approval. Due to a change in staff at BnG this is still outstanding. BnG gave assurances that this will be looked at as a matter of urgency. Following final approval from Bord na Gaidhlig, the plan will be published on the council's website in English and Gaelic. An action plan has been developed and work will begin across all Resources to deliver these actions.	Report later	BnG have looked at our plan content and structure and are looking for amendments to the structure, in line with a new Scottish Gaelic Plan with revised aims and structure. Personnel have been working closely with BnG to make the necessary changes and have our plan submitted to the Bord for approval. Following final approval from BnG the plan will be published on the council's website.
Review the Equality Impact Assessment online recording tool and the process by March 2019	Guidance on the Fairer Scotland Duty is still interim, in addition the review of the PSED is still outstanding with no date when this will be completed. The review of the process will not be undertaken until a clearer picture emerges of the requirements of the Duty. This will be subject to review and reported later.	Report later	Guidance on the Fairer Scotland Duty is still interim. There has been no progress in terms of the review of the PSED: the latest date for this being published in the end of 2019. Only after this is published and the requirements of the Duty are known will the review of SLC's process be undertaken. (This measure will be monitored and reported in the 2019-20 progress reports.)
Develop a Recruitment Strategy by March 2019	Work is ongoing in respect of changes in recruitment, and policies and procedures are being updated accordingly.	Report later	Work is still ongoing in respect of changes in recruitment (This measure will be monitored and reported in the 2019-20 progress reports.)
Meet the council's L&D requirements in the most economically viable way through optimising the blend of online, webinar and classroom based activities	Management information providing attendance figures will be available by 30 April 2019.	Green	During 2018-19 - 61,179 learn on line packages were completed by employees. An increase of 23.1% from 2017-18. During 2018-19 employees attended 24,544 classroom based learning and development events. A decrease of 8.5% from 2017-18.
Increase in-house delivery of L&D using appropriate access channels previously delivered by external provision (7% efficiency saving)	Management information providing attendance figures will be available by 30 April 2019.	Green	During 2018-19 the increase in in-house delivery of Learning and Development resulted in a 6.9% efficiency saving.

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Number of accidents per 1,000 employees	Contextual information only	N/A	No further action required

(Data/Information correct as at 28 October 2019)