

Resources Committee Action Record

Item no	Item Title/Report No	Action	Responsibility	Timescale	Status/ Comments
26 September 2018					
5.6	AOCB	General Data Protection Regulation - training for Council Members to be arranged	H of L&CG	March 2019	GDPR 1. Data Champions - Complete 2. Roll-out - On-going
10.3.4	People Management Policy development	Submit a revised Policy review plan to Resources Cttee in December 2018	IH of HR	Deferred until Feb 2019. Revised version to be submitted to June 2019 committee	On-going - on agenda for June 2019 meeting
17.2.1	Confidential item	<i>FTP Panel Disciplinary Process - new procedure to be submitted to Cttee in due course</i>	D of Reg		
18.1.3	Confidential item	<i>The post of Director of Strategy and Performance to be advertised externally</i>	IH of HR	Feb 2019	Complete
05 December 2018					
8.3.1	Procurement of legal presenter services	Commence procurement of legal presenter services and submit a report to Cttee for decision in due course	D of Reg	Sept 2019	Process in progress - report to come back to committee in due course
14.1.3.1	Starting Salary guidance	Implement approved guidance	IH of HR	Dec 2018	Complete
14.1.3.2	Starting Salary guidance	Update Scheme of Delegation and submit to Council in Jan 2019	H of L&CG	Jan 2019	Complete

21.9	Confidential item	<i>Shared Services - Strategy and risk</i> a. Develop an updated Shared Service Strategy b. Update the Shared Service Risk Strategy c. Submit a report on SLAs and all other documents to Cttee in Feb 2019 d. Submit a report on lessons learned, actions from Grant Thornton external Audit and recommendations from Audit Scotland to Cttee in Feb 2019	CEO	Feb 2019	a. Ongoing b. Ongoing c. Complete d. Complete
20 February 2019					
7.2.6.5	Draft budget 2019/20 and indicative budgets 2020/21 and 21/22	Submit the draft budget to Council in March 2019 for discussion and approval	H of SS	March 2019	Budget discussed but not agreed at Council in March
8.3	Financial Strategy	Present to Council in March 2019	H of SS	March 2019	Not presented to Council, awaiting information from SG
10.1.3.4	People management policy development and review programme	Make requested amendments and present to Committee June 2019	H of HR	June 2019	On Agenda
10.3.4.2	Disciplinary Policy	Make requested amendments	H of HR	June 2019	On Agenda
10.4.4.2	Overtime/Additional Hours Guidance	Amend Scheme of Delegation and submit to Council on March 2019	H of L&CG	March 2019	On Agenda
20.3.3	Confidential item	<i>Annual Leave Guidance</i> 1. redesignate Guidance as a policy 3. advise staff re status of 'buy-back' option 5. provide Committee with options for addressing the specific overtime situation in Fitness to Practise 7. the revised policy be resubmitted to Committee for approval	1. H of HR 3. CEO 5. CEO 7. H of HR	June 2019	1.complete 3.complete 5. further report to be submitted to committee 7.revised policy to be resubmitted to committee