

# Recommendations Due After 30 April 2016

ACTION PLAN NO:	WEAKNESSES/GOOD GRADE:	AGREED ACTION:	DATES:	COMMENT/EXPLANATION:	PYRAMID: RESPONSIBLE
<b>DEPARTMENT COMMUNITY SERVICES</b> <b>SERVICE EDUCATION</b> <b>REPORT NAME EDUCATION - EARLY YEARS NOVEMBER 2015</b>					
2	Procedure Document There are a number of procedure documents and guidance documents available, however these now require to be updated. Lack of overarching guidance document may lead to inconsistent practice resulting in objectives not being met. <b>MEDIUM</b>	Education to update and revise procedures and guidance as appropriate.	30 June 2016 <b>31 August 2016</b>	Rescheduled to August 2016 due to work pressures.	<b>Delayed but rescheduled</b> Principal Officer Early Years
<b>DEPARTMENT DEVELOPMENT &amp; INFRASTRUCTURE SERVICES</b> <b>SERVICE ECONOMIC DEVELOPMENT</b> <b>REPORT NAME ECONOMIC DEVELOPMENT ACTION PLANS 2015/16</b>					
1	SMART Actions: Some actions within area-based EDAPs were not time bound or measurable. <b>MEDIUM</b>	Some actions cannot be time bound due to the nature of the item i.e. they are linked to external factors outwith the direct control of the Economic Development and Strategic Transportation Service staff. However, where possible items are time bound and monitored. This will be taken forward during the preparation of the area-based EDAPs for 2016/17 in May 2016 (discrete workshops will be held in May in each area with elected members and members of the local Community Planning Groups). The 2016/17 area-based EDAPs are due to be approved by the Area Committees in June 2016.	30 June 2016 <b>31 August 2016</b>	Workshop sessions on 23rd, 24th, 27th and 31st May have now been organised across all four administrative areas. All elected members and community planning partners have been invited to participate in these EDAP workshop sessions. The area-based EDAPs will now go to the Area Committees in August 2016, as the June Area Committee papers would require to be submitted before the area-based EDAP workshops had taken place, late May 2016.	<b>Delayed but rescheduled</b> Economic Growth Manager

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4	There was no evidence that actions included within each of the EDAPs have been prioritised <b>MEDIUM</b>	Many actions cannot be prioritised as they are subject to external factors which are beyond the control of Economic Development and Strategic Transportation Service staff. However, where actions can be prioritised this will be taken forward during the preparation of the area-based EDAPs for 2016/17 in May 2016 (discrete workshops will be held in May in each area with elected members and members of the local Community Planning Groups). The 2016/17 area-based EDAPs are due to be approved by the Area Committees in June 2016, complete with prioritised actions, as appropriate.	30 June 2016 <b>31 August 2016</b>	Area-based EDAP actions will be prioritised as appropriate during the preparation of the 2016/17 plans. Reference will be made to the Compelling study and the recent Economic Forum report. The area-based EDAPs will now go to the Area Committees in August 2016, as the June Area Committee papers would require to be submitted before the area-based EDAP workshops had taken place, late May 2016.	<b>Delayed but rescheduled</b> Economic Growth Manager