

ACTION PLAN NUMBER	GRADE	WEAKNESSES IDENTIFIED	AGREED ACTION	RESPONSIBLE OFFICER	DATE OF IMPLEMENTATION	REVISED DATE	PREVIOUSLY REPORTED	COMMENT/EXPLANATION
A- REVIEW OF CAPITAL CONTRACTS								
3	MATERIAL	Contractor claims in the Campbeltown Community Project are potentially underestimated and the capital plan exposed.	Closely monitor the progress of the project and consult with Legal and Protective Services.	Project Manager - Campbeltown Community Project	28 February 2006 31 March 2007	Ongoing	June 2006 March 2007 June 2007	On the advice received from Brodies, the Council's Legal advisers it was decided to put the Contractual Claims issue on hold until responsibility for the render failure issue has been established. The Building Research Establishment (BRE) have been asked to investigate this issue and have issued their final report on 30 May 2007. This report will be reviewed by the Council's technical staff. Following the review of the BRE report further specialist advice is being sought to accurately ascertain the costs due to the render failure. This is required before any settlement can be made to the contractor.
B- REVIEW OF CONTRACT TENDERING AND VETTING								
7	MATERIAL	The Council's Health and Safety Manager requires all contractors whether registered on a Constructionline or on a local Select List to be approved by Argyll & Bute Health and Safety. The	Determine the requirement for the Council's Health and Safety to approve all contractors, including those registered with Constructionline. If agreed, develop a	Governance & Risk Management Officer	30 April 2006	November 2007	September 2006	Discussion between the Governance and Risk Manager and the Health and Safety Manager will result in any proposed amendments to the Standing Orders being included in the report to the Council due in November 2007.

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		Contract Standing Orders so not reflect this.	proposal to amend the Constitution, for ratification by the Council.					
C - REVIEW OF PURCHASING AND e-PROCUREMENT								
1	FUNDAMENTAL	Legal & Protective Services were not making use of Pecos, the e-Procurement System.	Arrangements should be made with the Exchequer Manager to provide Legal & Protective Services with a purchase card which would be used to order goods from specialist suppliers who are not on Pecos. Training will be provided for staff in order that they can start making use of Pecos for all other purchases.	Exchequer Manager	31 May 2007	30 September 2007	No	Purchase Card functionality was to be tested through an existing user group in Dunoon Grammar School. Although this is now working there were initial problems. Implementation for Legal and Protective Services, CPC functionality will now take place late August/ September.
2	FUNDAMENTAL	A photocopier had been purchased from Q5 Oban. They are not one of the 3 suppliers on the approved list from the Authorities Buying Consortium.	All departments must be made aware of the existence of the approved suppliers lists and the requirement to only use suppliers from these lists. This applies to all goods and services and not only photocopiers.	Head of ICT & Financial Services	11 May 2007	No date at present	No	This is to be discussed at the Shared Services and Procurement Board. Postmaster message could be sent to departments to reinforce the need for compliance with Financial and Security Regulations and Contract Standing Orders.