

SCRUTINY COMMITTEE RECOMMENDATION ACTION AND IMPLEMENTATION PLAN (SCRAIP)

Committee: Corporate Services Overview and Scrutiny Committee

Meeting Date: 6 November 2012

Minute N^o: 44

Topic: Quarter 1 Key Performance Indicator Report 2012/13

Recommendationⁱ	Cabinet Memberⁱⁱ	Responseⁱⁱⁱ	Timetable^{iv}	Lead Officer^v
The term 'direction of travel' should be replaced with 'trend' in the quarterly performance report;	Eric Hotson	I appreciate the Committee's recommendation and agree that it is important to use plain English wherever possible. However the two terms have different meanings so it would not be appropriate to swap direction of travel with trend. Trend describes when the performance of an indicator has continually gone in particular way for a length of time, direction of travel is used to compare the performance at one point in time with another. In the period in between the performance may have fluctuated. For example the direction of travel for may be showing as improved when the quarter is compared to the same period last year. But the trend of the indicator overall could show that the indicator is declining. In the spirit of using less jargon we will change the term to direction.	Quarter 3 Report	Clare Wood

Notes on the completion of SCRAIP

ⁱ Report recommendations are listed as found in the report.

ⁱⁱ Insert in this box the Cabinet Member whose portfolio the recommendation falls within.

iii The Officer/Cabinet Member responsible for responding to the recommendation should indicate in this box either the acceptance or rejection of the recommendation.

If the recommendation is rejected an explanation for its rejection should be provided. The 'timetable' and 'lead officer' boxes can be left blank

If the recommendation is accepted an explanation of the action to be taken to implement the recommendation should be recorded in this box. Please also complete the 'timetable' and 'lead officer' boxes.

iv The Officer/Cabinet Member responsible for responding to the recommendation should indicate in this box when the action in indicated in the previous box will be implemented.

v The Officer/Cabinet Member responsible for responding to the recommendation should indicate in this box the Officer responsible for the implementation of the action highlighted in the 'response' box.