

National Park Authority – Audit Committee Meeting

Response to Best Value in Public Services Guidance – Appendix 2 Action Plan for 2016/17

Best Value Actions in Operational Plan, Team Plans or Objectives	Comment	Area	Responsibility
1. Best Value vision and policy to be developed	<i>Delayed from 2015/16</i>	Best Value	Jaki Carnegie Catriona Morton
2. Consider the use of improvement tools and techniques		Best Value	Jaki Carnegie
3. Identify resource to progress sustainability requirements and start to gather data. Increase staff understanding of 'adaptation' (training course booked for two members of staff).	<i>Delayed from 2015/16.</i>	Sustainability	Simon Jones
4. Produce an annual climate change report for 2015/16		Sustainability	Simon Jones
5. Internal audit highlighted that we could improve our performance in relation to mitigation of climate change emissions within the organisation: advice has been sought from Resource Efficient Scotland (RES) and improvements will be made	<i>Delayed from 2015/16.</i>	Sustainability	Simon Jones
6. More explicit referencing to the science being used to support our activities (requirement to use 'sound science' responsibly).		Sustainability	Simon Jones
7. Clearly quantify and report upon the positive impacts we are achieving in relation to climate change and emissions.		Sustainability	Simon Jones
8. Clear reporting in relation to our compliance with Climate Change Duties – (future legal requirement)		Sustainability	Simon Jones
9. Equalities Group to have more resource / time to achieve desired outcomes e.g. further development and improvement to the Equalities Mainstreaming report	Full implementation of new Working Group progressing from 2015/16.	Equality	Jaki Carnegie

National Park Authority – Audit Committee Meeting

Response to Best Value in Public Services Guidance – Appendix 2 Action Plan for 2016/17

Best Value Actions in Operational Plan, Team Plans or Objectives	Comment	Area	Responsibility
10. ICT strategy to be developed	Being considered as part of the Digital Transformation Strategy	ICT	Stevie Thomson
11. Property strategy to be refreshed		Property	Markus Kroner
12. Property Risk Management reviewed and refreshed		Property	Markus Kroner
13. Successful implementation of Organisational Development strategy will achieve a number of best value actions (Vision & Leadership, Use of Resources, Performance Management)	<i>Delayed from 2015/16.</i> Behind schedule because of conflicting priorities of the key project team members in 2015/16. Management development of all line managers completed by 31 March 2016.	Organisational Development	Elaine Wade
14. Fully embedding and exploiting benefits of records management improvements	<i>Delayed from 2015/16.</i> Working group meetings are continuing to ensure that improvements are maintained. Requires increased focus and will be Information Officer top priority for 2016/17.	Governance	Laura Baird
15. Grant Documentation Project	<i>Delayed from 2015/16.</i> Good progress being made on this action and legal and finance teams are working effectively together on this task. Completion of this will continue into 2016/17 and will be considered as part of the finalisation of the 2016/17 budget.	Governance	Lorna McWilliams Catriona Morton

National Park Authority – Audit Committee Meeting

Response to Best Value in Public Services Guidance – Appendix 2 Action Plan for 2016/17

Best Value Actions in Operational Plan, Team Plans or Objectives	Comment	Area	Responsibility
16. Partnership working “Corporate Governance Framework” and “Process for Performance & Risk Management and Reporting” to be developed	<i>Delayed from 2015/16.</i> Progress being achieved with memoranda of understanding for partnership working and through grant documentation project.	Governance	Amanda Aikman (Sandra Dalziel) Catriona Morton
17. Performance Management: review and refresh framework, reporting and public performance reporting requirements and ensure communicated effectively and understood throughout organisation, ensure equalities performance is reported and that information is ‘accessible to all’. Handover to Strategy & Policy Advisor.	No progress to date as a result of other workload priorities. This action links closely with the development of the NPPP 2017-2022. Therefore it was agreed that this would be delayed in order to coincide with the next NPPP development. <i>(NB will not be final until new NPPP agreed in 2017/18)</i>	Reporting	Catriona Morton
18. Demonstrate efficiency and effectiveness of our assets through reporting	<i>Delayed from 2015/16.</i> Significant progress made in balance sheet reporting to the executive team, Delivery Group and the Board. The work to develop reporting on efficiency and effectiveness of our assets requires significant input from the other staff. As these are mainly new appointments this action was delayed to allow staff the time to understand their roles.	Reporting	Catriona Morton with input from Markus Kroner Emma Yendell Paul Scullion Martin Page Stevie Thomson
19. Website Development: to consider performance management and reporting requirements (see above)	<i>Delayed from 2015/16.</i> Website development is taking account of performance management and reporting requirements, however although the website will be substantially complete by the end of the year, content development will extend into 2016/17.	Reporting	Anna MacLean
20. Delegated Authority process to be updated	<i>Delayed from 2015/16.</i>	Policy	Catriona Morton

National Park Authority – Audit Committee Meeting

Response to Best Value in Public Services Guidance – Appendix 2 Action Plan for 2016/17

Best Value Actions in Operational Plan, Team Plans or Objectives	Comment	Area	Responsibility
21. Procurement strategy and processes update including public disclosure of contract awards and involvement of Senior Managers in other improvements	<i>Delayed from 2015/16.</i> Delayed by increased consultation period. Strategy and Policy are scheduled for Executive review during March/April 2016. Training and implementation will continue into 2016/17.	Policy	Andy Jump
22. State Aid process and guidelines developed further and relevant training	<i>Delayed from 2015/16.</i>	Policy	Andy Jump

Author: Catriona Morton, Financial Performance Manager
Executive Sponsor: Jaki Carnegie, Director Corporate Services