
Effective Organisation Overview & Scrutiny Committee

30 June 2009

Report of the Democratic Services Manager

‘Effective Organisation’ – A Core Element of the Corporate Strategy

Summary

1. This report presents an update report on the Single Improvement Plan (SIP) for 2009/10, in order to inform this Committee of work currently being undertaken throughout the Council in support of the eighth theme of the Corporate Strategy, that of being an Effective Organisation.

Background

2. The Single Improvement Plan forms a core element of the Corporate Strategy’s eighth theme. It is intended to cover continuous corporate improvement of internal processes and governance frameworks, which in turn support effective service delivery.
3. The Executive considered the report attached at Annex A, in May 2009. It set out proposals for the work streams within the refreshed version of the Council’s Single Improvement Plan (SIP) for 2009/10. and explained the basis for their inclusion in the SIP.
4. A total of nine workstreams were proposed for inclusion in the SIP, namely: HR, Equalities, Health & Safety, Member Training, Project Management, Code of Conduct Awareness, Partnership Governance, Internal Communications and Risk Management. Details of the proposed coverage of these areas, and the lead Officers in respect of each area, are set out in paragraph 12 of the report.
5. The Executive agreed to the inclusion of all the suggested workstreams and a further report is expected to go to the Executive in July 2009 outlining each workstream in more detail and any progress made against the key actions. The Executive also agreed to receive quarterly update reports on performance and progress.

Consultation

6. Details on the consultation carried out are shown in paragraph 8 of the attached report.

Options

7. Having considered the workstreams identified within the attached report, Members may choose to:
 - i. request further written information on any of the workstreams identified
 - ii. request a briefing from the relevant senior officer in regard to a particular workstream of interest
 - iii. identify a possible topic for review based on, and in support of one of the workstreams
 - iv. request copies of the quarterly update reports following their presentation to the Executive

Corporate Strategy

8. The SIP forms one of the council's key objectives under the theme of "Effective Organisation", and achieving the milestones of the SIP as a whole, forms one of the theme actions for the 2009/10 year.

Implications

9. Any relevant Legal, HR, Equalities, Finance, Crime and Disorder, ITT, Property & Other implications associated with the information in the Executive report attached, are outlined in the report at paragraph 17. There are no known implications associated with the recommendations in this cover report.

Risk Management

11. This Committee is responsible for promoting a culture of continuous improvement in all services and monitoring efficiency across the Council. The Committee's role and responsibilities should not be confused with that of the Audit and Governance Committee as some of the service plan areas within the remit of this Committee are also the responsibility of the Audit & Governance Committee. The Audit & Governance Committee have already agreed to look at some of the workstreams identified within the attached report and therefore this Committee should be mindful of any duplication in work. The Assistant Director of Resources (Governance) will be in attendance at this meeting to help in the identification of where the overlaps in remits may occur.

Recommendations

12. Members are asked to consider the information contained within the attached report and agree:
 - i. what if any further information is required on any of the identified workstreams:
 - ii. to request copies of the Executive's quarterly update reports
 - iii. if any of the workstreams would be suitable for review by this Committee

Contact Details

Author:

Melanie Carr
Scrutiny Officer
Scrutiny Services
Tel. 01904 552063

Chief Officer Responsible for the report:

Dawn Steel
Democratic Services Manager

Report Approved**Date** 16 June 2009**Specialist Implications Officer(s)****Wards Affected:****All**

For further information please contact the author of the report

Background Papers: N/A**Annexes**

Annex A – Executive Report dated 26 May 2009 – Single Improvement Plan Refresh 2009/10