

Report of the Director of Resources

## **Improvement Plan 2009-10 Key Actions and Milestones**

### **Summary**

1. To provide an overall update on the 2009/10 action plans contained within the council's Improvement Plan (IP).

### **Background**

2. In May 2009 the nine workstreams for the council's 2009/10 Improvement Plan (formerly known as the Single Improvement Plan or SIP) were agreed. These were drawn from a variety of sources. In some cases, the workstreams were a continuation of those identified in the previous year's SIP (for example, HR), while other improvements were identified from audit and inspection reports and a review of corporate governance, which was presented to the Audit & Governance Committee in March 2009.
3. It was agreed at Executive on 26 May 2009 that further detail on the actions for improvement and the timescales for completion would be brought to Executive.

### **Consultation**

4. The CMT member or designated lead officer for each IP workstream has been consulted as to the milestones necessary to secure improvement. The topics for improvement have arisen out of previous consultation with Corporate Management Team, Executive and employees through the staff survey.

### **Key Actions and Milestones**

5. The actions and milestones for the nine agreed areas for improvement are set out in the tables contained in Annex 1.

### **Options**

6. There are no options as Executive are asked to note the actions and milestones for delivery outlined.

## Analysis

7. The above report is for information and decisions are not required at this stage.

## Corporate Objectives

8. The Improvement Plan represents one of the council's key corporate objectives for 2009/10 and forms an essential component of the Effective Organisation theme within the revised Corporate Strategy.

## Implications

9. Implications of noting progress:
  - **Financial** No financial implications
  - **Human Resources (HR)** The HR workstream has implications for the HR team, of which they are aware.
  - **Equalities** Failure to make the necessary improvements would have an effect on the council's ability to meet its equalities obligations.
  - **Legal** The Improvement Plan should assist the authority in fulfilling some of its statutory duties, particularly in regard to health and safety, and equalities legislation.
  - **Crime and Disorder** No Crime and Disorder implications.
  - **Information Technology (IT)** No IT implications.
  - **Other** None

## Risk Management

10. Failure to achieve improvement in the above areas could affect the council's direction of improvement and the outcomes of the Use of Resources Assessment within the Comprehensive Area Assessment process.

## Recommendations

11. Members are asked to note the milestones for the 2009-10 Improvement Plan.

### Reason

*To ensure the effective management and of key actions to be taken to support on-going development and improvement work at the council critical to the achievement of the Effective Organisation corporate priority.*

## Contact Details

### Author:

Helena Nowell  
Improvement Programme Manager  
Performance & Business Assurance  
01904 551746

### Chief Officer Responsible for the report:

Pauline Stuchfield  
Assistant Director of Resources, Customer Service  
and Governance  
Resources  
01904 551706

8<sup>th</sup> July 2009

Chief Officer's name  
Title

Report Approved

Date *Insert Date*

Wards Affected:

All

For further information please contact the author of the report

## Background Papers:

Report to the Executive dated 26 May 2009 entitled "Single Improvement Plan Refresh 2009/10"

## Annexes

Annex 1 – Improvement Plan Key Actions 2009/10