

Report

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| Report to: | Corporate Resources Committee |
| Date of Meeting: | 4 May 2005 |
| Report by: | Executive Director (Corporate Resources) |

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| Subject: | Corporate Resources - Resource Plan 2005/2006 |
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1 Purpose of Report

1.1 The purpose of the report is to:-

- ◆ provide an overview of key achievements within the Resource during 2004/2005
- ◆ provide an overview of the proposed headline programmes/priority projects contained within the Resource Plan for 2005/2006.

2 Recommendation

2.1 The Committee is asked to approve the following recommendation(s):-

- (1) that the key achievements made by the Resource in 2004/2005 as detailed in the Resource Plan be noted;
- (2) that the proposed headline programmes and priority projects for implementation in 2005/2006, as detailed in the Resource Plan, be approved; and
- (3) that the Resource Plan be referred to the Executive Committee for approval

3 Background

3.1 The Resource Plan has been prepared in relation to the agreed corporate format for 2005/2006. The purpose of the Resource Plan is to assist the Resource with co-ordinating its respective policies, delivery programmes, and the implementation of particular projects. It is an integral part of the Resource's arrangements for performance management.

Members of the Committee will receive a 6 monthly monitoring report on progress in respect of the agreed headline programmes/projects for the Resource.

- 3.2 The Plan will be monitored and reviewed throughout the year with a progress report to Committee midway through the year.
- 3.3 The Resource Plan is complemented by individual Service Plans which make up Corporate Resources. The individual Service Plans provide greater detail about the work plans for each individual Service over the next 12 months.
- 3.4 A summary copy of the Resource Plan is attached as Appendix 1. Full copies of the Resource Plan and respective Service Plans can be made available to members.

3.5 Members will be aware that the Council Plan “Fourcast” was approved and adopted by Committee in September 2003. The headline programmes/priority projects contained in the Resource Plan for 2005/2006 have been organised in line with the Council’s key corporate themes and objectives, as detailed within “Fourcast”.

3.6 The Resource Plan links with the priorities being set at national and local level as appropriate and provided the context for the development of Services in South Lanarkshire.

4 Employee Implications

4.1 The headline programme and priority projects will inform the Employee Development process, in particular the Performance Development and Review Scheme.

5 Financial Implications

5.1 The headline programmes/priority projects are reflected in both the Resource’s Revenue and Capital budget programmes for 2005/2006.

6 Other Implications

6.1 None.

7 Consultation

7.1 Consultation has taken place with key stakeholders as part of the process in preparing this Plan.

Alan Cuthbertson
Executive Director (Corporate Resources)

14 April 2005

Link(s) to Council objectives

- ◆ Creating Successful Communities
- ◆ Learning In the Community
- ◆ Living in the Community
- ◆ Supporting Communities
- ◆ Modernising Services
- ◆ Resource Management

Previous References

Report to Corporate Resources Committee 20 October 2004

List of Background Papers

Individual Action Plans (available from appropriate Heads of Service)

Contact for Further Information

If you would like to inspect any of the background papers or want further information, please contact:-

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CORPORATE RESOURCES

1 Brief Statement of the National and Local context for the Resource

- ◆ The need to support the policy themes outlined in *Fourcast*
- ◆ The need to continue to respond effectively to the Government's E-targets for electronic access to services
- ◆ The need to deliver the Executive's policies on Social Justice and Corporate Governance.
- ◆ The need to respond to the outcome of the review of liquor licensing in Scotland and the requirements of the Local Government in Scotland Act, Freedom of Information and Ethical Standards legislation and developments in Employment legislation.
- ◆ The need to continue to build the Council's capacity to respond effectively to internal and external challenges while maintaining effective service delivery.
- ◆ The need to operate within agreed budget levels.
- ◆ The need for partnership working towards achieving the objectives of the Council's Community Plan
- ◆ The need to comply with the Civil Contingencies Act and associated regulations
- ◆ The need to comply with equalities legislation, including public duties contained in the Race Relations Act (2000), the Disability Discrimination Act etc.

2 Major Achievements in 2004/2005

| Council Plan Themes | Major Achievements |
|--|--|
| Creating Successful Communities | <ul style="list-style-type: none"> • South Lanarkshire Council identified as one of the top three performing councils in Scotland in Commission for Racial Equality (CERES) research into corporate race equality strategies and race equality in Education. • Extension of Vocational Development Youth Strategy. |
| Learning In The Community | <ul style="list-style-type: none"> • Council-wide Best Value Review of Careers Opportunities completed, resulting in development of graduate recruitment schemes, hosting of national careers conference and expansion of Vocational Development programme |
| Living In The Community | <ul style="list-style-type: none"> • Extension of the range of civil ceremonies e.g. naming ceremonies, renewal of vows and civil funerals • Preparatory work for the introduction of a single Registration District throughout South Lanarkshire |
| Supporting Our Communities | <ul style="list-style-type: none"> • Preparation for and delivery of the 2004 European Elections • Implementation of increased allocation for the Council's Christmas Grants Scheme for Older People |

| Council Plan Themes | Major Achievements |
|-----------------------------|---|
| Modernising Services | <ul style="list-style-type: none"> • Roll out of IT developments, including remote electronic access for elected members and associated training programme and development of Grants Administration system. • Launch of the new Council web site • Publication of <i>Fourcast 1</i>, the Council's first annual progress report, improved public awareness methods and ongoing development of public information campaign including schools modernisation programme and Home Happening – the Council's Housing modernisation programme |
| Managing Resources | <ul style="list-style-type: none"> • Publication of the Council's Freedom of Information and Data Protection Strategy • Support for the process of continuous improvement across the Council in service delivery and employment, including the implementation of a new spinal column of hourly rates in line with Single Status agreement and implementation of employee benefits package and flexible working scheme for all employees • Atholl House training rooms refurbishment completed |

3 Strategic Objectives for the Resource 2003-07

6 strategic commitments for Corporate Resources have been identified:-

- ◆ Improving policy development and modernisation, including achieving our public duty to provide equality of opportunity
- ◆ Attracting and retaining a motivated workforce to provide quality services to the public, elected members and officers of the Council
- ◆ Supporting and facilitating effective decision making, employee development and continuous improvement
- ◆ Promoting effective internal and external communications
- ◆ Protecting the integrity and reputation of the Council and the safety of members, employees and the public
- ◆ Regulating the Council's administrative and procedural framework

4 Headline Priorities 2005/2006

| Council Plan Themes | Headline Priorities |
|--|--|
| Creating Successful Communities | <ul style="list-style-type: none"> • Develop the Council's Equalities Strategy, particularly in relation to Council-wide achievement of level three Race Equality Standard for local government, adapted to cover all areas of the Council's Equalities Strategy. • Co-ordinate and oversee the implementation of the Council's strategy for access to public buildings to comply with Part III of the Disability Discrimination Act; to review and republish the Council's race equality scheme |
| Learning In The Community | <ul style="list-style-type: none"> • Extend the Vocational Development Youth Strategy into Administration, Manufacturing and Early Years Care and Education and widen occupational areas in Finance Customer Service. |

| Council Plan Themes | Headline Priorities |
|-----------------------------------|---|
| Living In The Community | <ul style="list-style-type: none"> • Implement election arrangements and in particular, prepare for:- • Prepare for anticipated UK General Election in 2005 incorporating revised constituency boundaries • Prepare for introduction of single transferable vote (STV) at local government elections in May 2007 |
| Supporting Our Communities | <ul style="list-style-type: none"> • Review the Council's procedure for responding to emergencies to ensure compliance with the Civil Contingencies Act and associated regulations which will be introduced in Spring 2005. • Implement legislative proposals arising from the Nicholson Report relating to the review of the present liquor licensing system. |
| Modernising Services | <ul style="list-style-type: none"> • Develop and implement fully the Council's Electronic Committee Administration System (ECAS) • Implement Oracle i-business suite, including a self-service module and learning management system to enhance Oracle Training Administration (OTA) module and Human Resource Management System (HRMS) already implemented • Publish South Lanarkshire editorial features, to appear in <i>The Daily Record</i> and in The Scottish and Universal Newspapers Group (linked to <i>Fourcast</i>) • Produce <i>Fourcast 2</i> (second annual progress report on the Council's four year plan) • Continue to develop public information campaign for schools modernisation programme and Home Happening – Housing's modernisation programme • Develop Council's web site to include online forms, training, video and transactions and produce electronic versions of associated publications • Develop Electronic Photographic Library • Ongoing production of Thistle TV and The Edge radio weekly programmes • Development of a corporate information strategy |
| Managing Resources | <ul style="list-style-type: none"> • Implement internal review module to assess and maintain Investors in People Standard across the Council • Extend the Leadership Development Programme • Complete Best Value Review of Graphic Design • Complete the revision and updating of the Council's Corporate Standards • Establishment of the newly merged District Court, Licensing and Registration Office in Cambuslang and the relocation of the District Court, Licensing and Registration services to the newly refurbished Rutherglen Town Hall. |

5 Indication of the Capital and Revenue Resources Available to Deliver the Priorities

All priorities will be delivered with existing revenue and identified capital resources.