
Report to Resources & Audit Committee

Date of Meeting: 26 February 2015

Subject: Resources and Audit Improvement Plan

Report by: Head of Strategy & Customer Services

1.0 Purpose

- 1.1. The purpose of this report is to outline an Improvement Plan for 1 April 2015 to 31 March 2016. This improvement plan is focused on the scrutiny aspects of Committee remits.

2.0 Recommendations

- 2.1. It is recommend that Resources and Audit Committee:
- notes the report, commenting and challenging as appropriate;
 - agree that an scrutiny improvement and development workshop should be arranged in April or May of 2015 for all elected members

3.0 Considerations

- 3.1. There is a need to build on and systematically strengthen scrutiny capability for elected members, officers and partners. In February 2014, the Resources & Audit Committee agreed a scrutiny improvement plan. This updates and builds on that and the updated plan is outlined at Table 1.
- 3.2. As a result of a Training Needs Analysis was conducted for elected members, the result of which was the following programme during 2014:
- Guidance on Social Media - January
 - Equality Impact Assessment - March
 - Corporate Parenting Training - May
 - Improvement Service - Benchmarking - April
 - Scrutiny Improvement and Development - May
 - Stepping Up to Scrutiny - November
 - Licensing Board Training
- 3.3. A Scrutiny Improvement & Development workshop was held in May 2014 using the Performance Management Guide as a basis for discussion and

development. The Guide, which is designed around the Covalent Performance Management System, is now available to all elected members, managers and partners and should form the basis of scrutiny of performance and finance.

- 3.4. Other specific development requirements for elected members are being taken forward on an individual basis. Managers have, and will continue to receive, development on a wide range of competencies, including performance management, through the Leadership Development approach which supports the Making Clackmannanshire Better programme
- 3.5. It is proposed that a scrutiny improvement workshop is held in April or May 2015 to review and assess any key further improvements and development. This workshop will be informed by feedback and evaluation from members, officers and partners. It may be useful to invite some senior managers and partners to the workshop.

Table 1:

Action	Target Audience	By When
Scrutiny Improvement Workshop - using evaluations from previous year, together with observations from those scrutinised and scrutinisers - looking at what worked well and what could be improved during the course of the year. This will help form the basis of officer and members L&D Programme.	All elected members, senior managers from council services and partner agencies	April/May 2015
Learning & Development Programme	All elected members/ senior managers/ partners (as appropriate)	April 2015 to March 2016
Development Evaluation Questionnaire - a formal evaluation of learning and development provided throughout the year to improve scrutiny standards. This will help shape discussion at Scrutiny Improvement Workshop	All elected members/ senior managers/ partners	March 2016

4.0 Sustainability Implications

- 4.1. There are no direct sustainability implications arising from this report.

5.0 Resource Implications

- 5.1. *Financial Details*

5.2. The full financial implications of the recommendations are set out in the report. This includes a reference to full life cycle costs where appropriate. Yes

5.3. Finance have been consulted and have agreed the financial implications as set out in the report. Yes

5.4. *Staffing - there are no significant staff implications arising from this report.*

6.0 Exempt Reports

6.1. Is this report exempt? Yes (please detail the reasons for exemption below) No

7.0 Declarations

The recommendations contained within this report support or implement our Corporate Priorities and Council Policies.

(1) **Our Priorities** (Please double click on the check box)

- | | |
|--|-------------------------------------|
| The area has a positive image and attracts people and businesses | <input type="checkbox"/> |
| Our communities are more cohesive and inclusive | <input type="checkbox"/> |
| People are better skilled, trained and ready for learning and employment | <input type="checkbox"/> |
| Our communities are safer | <input type="checkbox"/> |
| Vulnerable people and families are supported | <input type="checkbox"/> |
| Substance misuse and its effects are reduced | <input type="checkbox"/> |
| Health is improving and health inequalities are reducing | <input type="checkbox"/> |
| The environment is protected and enhanced for all | <input type="checkbox"/> |
| The Council is effective, efficient and recognised for excellence | <input checked="" type="checkbox"/> |

(2) **Council Policies** (Please detail)

8.0 Equalities Impact

8.1 Have you undertaken the required equalities impact assessment to ensure that no groups are adversely affected by the recommendations?
Yes No Not required in this instance.

9.0 Legality

9.1 It has been confirmed that in adopting the recommendations contained in this report, the Council is acting within its legal powers. Yes

10.0 Appendices

10.1 Please list any appendices attached to this report. If there are no appendices, please state "none".

None

11.0 Background Papers

11.1 Have you used other documents to compile your report? (All documents must be kept available by the author for public inspection for four years from the date of meeting at which the report is considered)

Yes (please list the documents below) No

Author(s)

NAME	DESIGNATION	TEL NO / EXTENSION
Stuart Crickmar	Head of Strategy & Customer Services	2127

Approved by

NAME	DESIGNATION	SIGNATURE
Stuart Crickmar	Head of Strategy & Customer Services	Signed: Stuart Crickmar
Garry Dallas	Executive Director	Signed: Garry Dallas