

COMPREHENSIVE AREA ASSESSMENT PREPARATION PROGRAMME PROGRESS REPORT

PORTFOLIO RESPONSIBILITY: CORPORATE, CUSTOMER SERVICES AND
HUMAN RESOURCES

CABINET

31 JULY 2008

Wards Affected

County-wide

Purpose

To report progress against the Comprehensive Area Assessment Preparation Programme.

Key Decision

This is not a Key Decision

Recommendations

THAT

- i. progress made in delivering the Comprehensive Area Assessment Preparation Programme over the first 6 months of 2008 be noted; and
- ii. Cabinet agrees the need for effective remedial action for the items marked Amber, which are listed in paragraph 3.

Reasons

The Council's current Corporate Plan sets out the Council's objectives, priorities and targets for the three years 2007-10. The Annual Operating Plan (AOP) is the detailed action plan for the first of these years, 2007-08; it includes all the indicators in the Local Public Service Agreement (LPSA), the Local Area Agreement (LAA) and the Herefordshire Community Strategy (HCS), as well as the Council's own indicators.

Considerations

1. The Comprehensive Area Assessment Preparation Programme (Appendix 1) is currently being implemented. Judgement has been made against those actions timetabled for completion during the first 6 months of the year on the following basis:

- **Green** signifies that the action has been achieved;
 - **Amber** signifies that the action is delayed or there is other cause for concern; if remedial action is taken it should be achieved although not necessarily on the original timescale; and
 - **Red** signifies that the action has not been achieved or is not expected to be achieved
2. The majority of actions required to have been delivered thus far have either been achieved and marked **Green**, or are currently on track and marked **Amber**. There are no **Reds**.
3. Those actions currently marked **Amber** are:
- 1.3 Identify changes needed to data collection and analysis to provide reliable, regular data, e.g. single, shared client data-bases, setting a prioritised timetable for each element;
 - 3.2 Action plan for the Sustainable Community Strategy (SCS), including the new LAA;
 - 4.1 Integrated planning and performance improvement cycle between the Council, the PCT and the Herefordshire Partnership;
 - 4.10 Review ICT requirements to deliver this programme;
 - 4.12 Establish strengthened scrutiny arrangements that will make a major contribution to planning and performance management across the Council/PCT and the Herefordshire Partnership;
 - 4.14 Council and PCT workforce development strategy to deliver the programme;
 - 4.15 Annual training and development programme for the Council, PCT and partner organisations to help deliver the programme;
 - 4.16 Corporate, directorate and service induction to include the core objectives and themes of the programme, relating them to each individual's role and responsibilities;
 - 4.17 Programme to develop understanding for the roll-out of the strategic risk identification and management process;
 - 5.1 Establish shared strategic risk identification and management process for the Council, the PCT and their partners, integrated with performance management systems and reporting;
 - 6.4 Action plan for prioritised improvements in partners' indicator performance and other factors relevant to the Direction of Travel assessment to improve the rating in February 2010;
 - 7.5 Rationalisation of back-office accommodation; and
 - 8.1 Communications strategy and action plan designed and rolled out.
4. Confirmation of the new CAA framework will be published towards the end of

July, together with consultation on its detailed operation. Whatever the details, the Council's and Partnership's success depends on their being able to evidence continuous improvement and the robustness of plans for further improvement.

Alternative Options

None.

Risk Management

Delivery of the programme will have a significant bearing on the Council's performance for the forthcoming Comprehensive Area Assessment from April 2009.

Consultees

The Joint Council and PCT Management Board and Council managers.

Background Papers

None identified.