

# DRAFT

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REPORT TO:	ENVIRONMENTAL & DEVELOPMENT SERVICES COMMITTEE	AGENDA ITEM:
DATE OF MEETING:	TBA	CATEGORY: RECOMMENDED
REPORT FROM:	CORPORATE SCRUTINY COMMITTEE	OPEN:
MEMBERS' CONTACT POINT:	CLLR R BELL (CHAIR OF THE CORPORATE SCRUTINY COMMITTEE)	DOC:
SUBJECT:	MONITORING OF COUNCIL PLANS AND STRATEGIES	REF:
WARD(S) AFFECTED:	ALL	TERMS OF REFERENCE:

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## 1.0 Recommendations

1.1 That the Committee receives this report and considers the issues raised in Section 4.

## 2.0 Purpose Of Report

2.1 The purpose of this report is to:

- explain the background to the review of arrangements for monitoring Council plans and strategies by the Corporate Scrutiny Committee
- outline the findings
- identify issues for further consideration by Policy Committees

2.2 It is also being presented to the Housing & Community Services and the Finance & Management Committees.

## 3.0 Detail

### *Background to the review*

3.1 The scrutiny of plans and strategies that comprise the Council's budget and policy framework or form part of Best Value Reviews is an important part of the work programme for both the Corporate and Community Scrutiny Committees.

3.2 The volume and nature of this work prompted the Corporate Scrutiny Committee Members to investigate arrangements for monitoring all Council plans and strategies and the contribution of Policy Committees in this process.

- 3.3 A small Working Group comprising Cllr Harrington, Cllr Rose, Cllr Mrs Robbins and myself was set up to carry out the investigation, supported by officers from the Policy and Best Value Division.

#### ***Baseline information***

- 3.4 The first task for the Working Group was to produce a comprehensive list of all the Council's current plans and strategies, along with those planned over the next 12 months or so.
- 3.5 This list can be found at Annexe A. It contains over 100 items covering:
- plans and strategies comprising the Council's budget and policy framework (as set out in Article 4 of the Constitution)
  - other corporate or service related plans and strategies
  - Service Plans
  - improvement/implementation plans resulting from Best Value Reviews
  - action plans following reports by the District Auditor
  - other action plans linked to specific initiatives (e.g. Investors in People)
- 3.6 For each plan or strategy, details are also provided about:
- its status -
    - whether it is required by law (i.e. *statutory*) (e.g. Best Value Performance Plan)
    - whether it is required by *Government*, usually linked to funding or the delivery of national policies/programmes (e.g. Housing Strategy/Housing Investment Programme)
    - whether the Council has a choice about producing the plan or strategy (i.e. *discretionary*). These plans or strategies are usually produced to assist the Council in particular areas of work (e.g. the promotion of Tourism)
  - date of approval and review
  - the responsible officer within the Corporate Management Team
  - the Committee responsible for the development and implementation of the plan or strategy

#### ***Consideration by the Working Group***

- 3.7 Given the large number of plans and strategies that had been identified, the Working Group considered that it would be impractical for them to review monitoring arrangements in detail, but that the issue should be referred to Policy Committees for further discussion.
- 3.6 This approach was endorsed by the Corporate Scrutiny Committee at its meeting on 10 February 2003 (Minute No. COS/50 refers).

#### 4.0 Issues for Policy Committees

- 4.1 The investigation has illustrated the large number and broad range of Council plans and strategies. The concern is that without 'ownership' by Members and Officers and effective monitoring arrangements, some plans and strategies may 'stay on the book shelves' rather than contribute to the provision of high quality, value for money services to local people.
- 4.2 This raises a number of important questions for Policy Committees:
- **Are all the plans and strategies still relevant and/or needed? Is there any scope for rationalisation?**
  - **What arrangements are in place for monitoring existing plans and strategies? To what extent do Members wish to be involved in this process and by what means?**
  - **How can Members contribute to the development of new plans and strategies?**
  - **Are changes needed to Committee agendas and/or working arrangements to give Members the opportunity for considering important plans and strategies in more detail?**
- 4.3 In thinking about these issues, Members should also be aware of the changes that are taking place at the national level.
- 4.4 In the White Paper '*Strong Local Leadership – Quality Public Services*', the Government announced proposals to streamline and rationalise the number of plans that it requires Councils to produce. Further details are contained in the paper '*Freedoms and Flexibilities for Local Government*', which was published last November 2002.
- 4.5 Essentially, Councils judged '*excellent*' under the Comprehensive Performance Assessment would have to prepare just two plans – the Best Value Performance Plan and the Community Strategy. Other Councils can expect up to a 75% reduction in the number of plans they produce. Details are set out in Annexe B.
- 4.6 A key decision for Policy Committees will be whether they wish to retain certain plans and strategies (even though they may no longer be required) in order to support the effective management of the organisation. (A current example is the Capital Strategy, which has achieved the required assessment of 'good' and is not required by Government.)
- 4.7 A further consideration in terms of rationalisation is the proposed South Derbyshire Community Strategy, which will form the overarching plan for the district. A draft Community Strategy is expected to be in place by the end of 2003.

## 5.0 Financial Implications

- 5.1 None arising directly from this report. Some rationalisation of existing plans and strategies and greater attention to monitoring arrangements will help to ensure that resources are directed to priority areas.

## ANNEXE A: LIST OF PLANS AND STRATEGIES

### COUNCIL APPROVED PLANS AND STRATEGIES

Responsible Officer (CMT)	Plan /Strategy	Statutory / Discretionary / Government	Date Approved	Review Date	Proposed Date (if new)	Report via Committee?
CE	Constitution	S	Jul-01			Finance & Management
CFO	Financial Regulations	S	Dec-01	Dec-03		Finance & Management
CFO	Budget	S	Jan-02	Jan-03		Finance & Management
CFO	Capital Strategy	G	Jul-02	Jul-03		Finance & Management
DCE	South Derbyshire Local Plan	S	Dec-02	2007		Environmental & Development Services
DCE	Best Value Performance Plan	S	Jun-02	Jun-03		Finance & Management
DCE	Corporate Plan	S	Nov-02	Nov-03		Finance & Management
DCE	Community Strategy	S			Dec-03	Finance & Management
HCS	Crime & Disorder Strategy	S	Mar-02	Apr-05		Housing & Community
HCS	Housing Strategy	G	Jul-02	Jul-03		Housing & Community

## ENVIRONMENTAL & DEVELOPMENT SERVICES COMMITTEE

### Plans and Strategies

Responsible Officer (CMT)	Plan /Strategy	Statutory / Discretionary / Government	Date Approved	Review Date	Proposed Date (if new)	Report to other Committee / Council?
DCE	South Derbyshire Local Plan	S	Dec 02	2007		Council
DCE	Derbyshire Local Transport Plan (County)	S	2000	2005		
DCE	Derby Joint Local Transport Plan (County)	S	2000	2005		
DCE	Cycling Strategy	D	2001	2005		
DCE	Town Centre Strategy	D	2000			
DCE	Walking Strategy	D	2001	2005		
CE	Economic Development Strategy	D	2000	2005		
CE	Tourism Strategy	D	2001	2006		
DCE	Recycling Plan	S	1995	2003		
DCE	Waste Management Strategy (County Wide)	S	1999	2003		
DCE	Waste Management Strategy (SE Derbyshire)	S	2000	2003		
HCS	Air Quality Strategy	S	2000	Apr 03		
HCS	Contaminated Land Strategy	S	2001	2003		
HCS	Dog Fouling Strategy	D	2002	2003		
HCS	Food Law Enforcement Service Plan	S	2002	2003		
HCS	SDDC Health & Safety Policy	S	1975	2003		

### Service Plans

Responsible Officer (CMT)	Service	Report to Other Committee?
CE	Economic Development	Finance & Management
DCE	Planning	
DCE	Technical Services	Housing & Community Services
HCS	Environmental Health	Housing & Community Services

### Best Value Reviews

Responsible Officer (CMT)	Details	Status	Inspected?	Report to Other Committee?
DCE	Cleansing the Environment	Complete – Improvement Plan underway	Yes	
DCE	Development Control	Complete – Improvement Plan underway	Yes	

### Other Action Plans

Responsible Officer (CMT)	Details	Date
DCE	District Audit – Probity in Planning	2001
HCS	HSE – Enforcement Audit	Nov 01

# FINANCE & MANAGEMENT COMMITTEE

## Plans and Strategies

Responsible Officer (CMT)	Plan /Strategy	Statutory / Discretionary / Government	Date Approved	Review Date	Proposed Date (if new)	Report to Other Committee / Council
CE	Constitution	S	Jul 01			Council
CFO	Financial Regulations	S	Dec 01	Dec 03		Council
CFO	Budget	S	Jan 02	Jan 03		Council
CFO	Capital Strategy	G	Jul 02	Jul 03		Council
DCE	Best Value Performance Plan	S	Jun 02	Jun 03		Council
DCE	Corporate Plan	S	Nov 02	Nov 03		Council
DCE	Community Strategy	S			Dec 03	Council
CE	Asset Management Plan	G	Jul 02	Jul 03		
CE	Corporate Property Strategy	D			Jun 03	
CE	Corporate Training Plan	D	Jun 02	Jun-03		
CFO	Anti-Fraud & Corruption Strategy	D	Mar 01	Mar 03		
CFO	Audit Plan	D	Feb 02	Feb 03		
CFO	Business Risk Management Strategy	D			Jan-03	
CFO	Financial Strategy	D	Oct 02	Oct 03		
CFO	I.E.G. Statement	S	Oct 02	Oct 03		
CFO	I.T. Strategy (incl. Telecommunications Strategy)	D	Jan 01	Nov 02		
CFO	Treasury Management Policy Statement	S	Aug 02	Aug 03		
DCE	Consultation Strategy	D	Mar 00	Apr 03		
DCE	Procurement Strategy	D	Nov 02	Dec 03		
DCE	Vehicle Replacement Strategy	D	1998	2003		
HCS	SDDC Emergency Plan	D	2002	Sep 03		



## Other Action Plans

Responsible Officer (CMT)	Details	Date
CE	District Audit – Annual Audit Letter	Jan 02
CE	District Audit – Asset Management	2000
CE	District Audit – Democratic Renewal	May 02
CE	Investors In People	Jun 02
CE	District Audit - New Management Structures	Dec 01
DCE	District Audit- Community Strategy	Nov 01
DCE	District Audit – Performance Indicator issues	Oct 02
DCE	District Audit – Best Value Report	Nov 02
DCE	Equal Opportunities	1999
CFO	District Audit - Countering Housing Benefit Fraud	Jan 02
CFO	District Audit & Internal Audit Joint Working Arrangements	Apr 02
CFO	District Audit -Final Accounts Memorandum	Dec 02
CFO	District Audit -Financial Standing Memorandum	Nov 02
CFO	District Audit -Implementing e-government- update	Oct 02
CFO	District Audit - Joint Protocol	May 02
CFO	District Audit - Telecommunications	2000

# HOUSING & COMMUNITY SERVICES COMMITTEE

## Plans and Strategies

Responsible Officer (GMT)	Plan /Strategy	Statutory /Discretionary / Government	Date Approved	Date of Next Review	Proposed Date (if new)	Report to Other Committee
HCS	Crime & Disorder Strategy	S	Mar 02	Apr 05		Council
HCS	Housing Strategy	G	Jul 02	Jul 03		Council
DCE	Heritage Strategy	D	2001		2003	
HCS	Anti-Social Behaviour Strategy	S			2003	
HCS	Empty Homes Strategy	G	2002	2003		
HCS	Homelessness Strategy	G	2002			
HCS	Housing Revenue Account Business Plan	G	Jul 02	Jul 03		
HCS	Private Sector Housing Strategy	G	2002	2003		
HCS	Supporting People Strategy	S				
HCS	Tenant Participation Strategy	G	Sep 02	Sep-03		
HCS	Cultural Strategy	S	2002	Jan 05		
HCS	Public Arts Strategy	D	1998			
HCS	Sports Development Strategy	D	2003	Jan 06		
HCS	Arts Development Strategy	D	1998			
DCE / HCS	Leisure Strategy	D	Dec 98	Jan 04		
.DCE / HCS	Derbyshire & Peak Park Sport & Recreation Strategy	D	1998		2003	
DCE / HCS	Derbyshire Playing Pitch Strategy	D	2002			
DCE / HCS	Derbyshire Sports Facilities Strategy	D	2002			
HCS	Community Legal Services Strategy	G	2002		2003	
HCS	Home Energy Conservation Act Strategy	S	1996	2003		

### Service Plans

Responsible Officer (CMT)	Service	Report to Other Committee
DCE	Technical Services	Environmental & Development Services
HCS	Environmental Health	Environmental & Development Services
HCS	Housing Services	
HCS	Community & Leisure Development	

### Best Value Reviews

Responsible Officer (CMT)	Details	Status	Inspected?	Comments
HCS	Sheltered Housing & Warden Service	Complete – Implementation Plan underway	Yes	
HCS	Strategic Housing	Underway		
HCS	Community Safety	Underway		Joint Review with Derbyshire County Council

### Other Action Plans

Responsible Officer (CMT)	Details	Date
HCS	Housing Change & Improvement Programme	Jun 02
HCS	District Audit – Housing Repairs	2001

## Service Plans

Responsible Officer (CMT)	Service	Report to Other Committee
CE	Legal & Democratic Services	
CE	Economic Development	Environmental & Development Services
CE	Personnel & Development	
CFO	Audit	
CFO	Financial Services	
CFO	I.T & Customer Services	
CFO	Revenue Services	
DCE	Policy & Best Value	

## Best Value Reviews

Responsible Officer (CMT)	Details	Status	Inspected?	Comments
CFO	Financial Management & Control	Complete – Improvement Plan underway	No	
CFO	Cash Collection Services	Fully implemented	No	
CE	Asset Management	Underway		
CE	Human Resources Management	Underway		
CFO	Financial Services	Underway		

## PLAN RATIONALISATION: DECISIONS

Plan title	Decision
Asset Management Plan	Remove requirement once fit for purpose. Mostly by 2003/04.
Capital Strategy	Remove requirement once fit for purpose. Mostly by 2003/04.
E-Government Strategy (IEG statement)	Remove requirement. By 2005.
Best Value Performance Plan	Retain (not submitted to Government)
Community Strategy	Retain (not submitted to Government)
LA21 Strategy	Subsume within Community Strategy
Local Neighbourhood Renewal Strategy	Integrate into Community Strategy in line with Local Govt White Paper
Local Cultural Strategy	Subsume within Community Strategy.
Biodiversity Action Plan	Subsume within Community Strategy.
Local Transport Plan	Retain. Subsumes Local Air Quality Strategy (where local transport is the main cause of air quality problems) and Rights of Way Improvement Plan.
Rights of Way Improvement Plan	Incorporate into local transport plan
Local Air Quality Management Action Plan	Incorporate into local transport plan (where transport is main factor).
Development Plans: Local Plan	Replace with Local Development Framework. Subject to passage of the Planning and Compulsory Purchase Bill commencement expected early 2004.
Development Plans: County Structure Plan	Remove requirement. Subject to passage of the Planning and Compulsory Purchase Bill commencement expected early 2004.
Development Plans: Unitary Development Plan	Replace with Local Development Framework. Subject to passage of the Planning and Compulsory Purchase Bill commencement expected early 2004.
Minerals Local Plan	Incorporate into Local Development Framework in unitary areas. Replaced by minerals/waste Development Documents in 2-tier county areas. Subject to passage of the Planning and Compulsory Purchase Bill commencement expected early 2004.
Waste Local Plan	Incorporate into Local Development Framework in unitary areas. Replaced by minerals/waste Development Documents in 2-tier county areas. Subject to passage of the Planning and Compulsory Purchase Bill commencement expected early 2004.
Housing Strategy Statement	Remove annual requirements once fit for purpose.
Homelessness Strategy	Subsume within housing strategy at discretion of authority.
Housing Business Plan	Subsume in Housing Strategy. From 2003/04. Remove annual requirements once fit for purpose.
Home Energy Conservation Report	Incorporate within Housing Strategy. From 2003/04.
Municipal Waste Management strategy	Decisions on Municipal Waste Strategies and Waste Recycling Plans to be taken in light of Strategy Unit's Waste Report, after which there will be no more than one waste-related plan
Waste Recycling Plan	
Contaminated Land Strategy	Remove requirement. 2003/04
Annual Library Plan	Streamlined 2003/04. If satisfactory in '03/04, requirement removed, otherwise resubmit for 2004/05 and requirement thereafter removed.
Class Sizes Plan	Abolished
Accessibility Strategy	Subsume in other plans at discretion of authority.
Children's Services Plan	Subsume within single strategy for children and young people. From 2004/05.
Behaviour Support Plan	
Early Years Development and Childcare Plan	
Education Development Plan	
Education Asset Management Plan	
ICT Development Plan	
Local Authority Adult Learning Plan	
School Organisation Plan.	
Local Teenage Pregnancy Strategies	Subsume within single strategy for children and young people after 2006
Area Child Protection Committee (ACPC) Business Plan	Subsume within single strategy for children and young people. From 2004/05
Youth Justice Plan	Subsume within single strategy for children and young people. From 2004/05.
Supporting People Strategy	By end of 5 year strategy subsume within Community Strategy. Review need for annual requirements from 2004/5 onwards.
Civil Defence Plan / Emergency Plan	Remove requirement as part of review of emergency planning. Will be replaced with new duties by new Civil Contingencies Bill.
Control of Major Accident Hazards Plan	Retain, but can be integrated into wide, flexible emergency arrangements
Pipeline Safety Plan	

Plan title	Decision
Carer's Grant Plan (Prevention Special Grant)	Remove requirement from 2003/04.
Community Care Plan	Abolished
HIV/AIDS Grant Plan	Remove requirement for 2003/04
Health Improvement Programmes	Abolished.
Local Information Plan	Abolished.
Joint Investment Plans for Older People	Abolished.
Joint Investment Plans for People with Learning Disabilities	Abolished.
Joint Investment Plans - Welfare to Work for disabled people	Abolished.
Joint Investment for Adult Mental Health	Abolished.
National Services Framework Local Implementation Plans	Abolished.
Promoting Independence Grant Plan	Remove requirement for 2003/04
Quality Protects Management Action Plan	Remove requirement for 2003/04
Training / Human Resources Plan	Abolished.
Vulnerable Adults Strategy	Abolished.
Whole Systems Capacity Plan	Abolished.
Food Law Enforcement Service Plan	FSA to review with local authority enforcement stakeholders. 2004/05
Better Care, Higher Standards Charter	Not a requirement to prepare a plan, but to provide information for local people to improve access to services
OFSTED Action Plan	Retain. Response to OFSTED inspection.
Crime and Disorder Strategy	Retain, merge by 2004/5
Drugs Action Team Strategy	
Community Legal Service Strategy	Not a local authority plan, but no intention for second strategy.
Child and Adolescent Mental Health Services Development Strategy	Part of partnership plan
Children's Fund Proposal Plan	Not a local authority plan – partnership's submission to secure funding
Connexions Plan	Not a local authority plan. Business plan of Connexions partnership.

### Summary

Of the original 66 plan requirements identified, 2 are not service plan requirements:

- Ofsted Action Plan – a response to inspections
- Better Care, Higher Standards – a requirement to provide information to the public to improve access to services.

3 of the requirements that are being retained are for partnerships, not the local authority:

- Children's Fund Proposal Plan
- Connexions Plan
- Child and Adolescent Mental Health Services Development Strategy.

3 plans are not considered as service plan requirements:

- Local Development Frameworks (which would replace spatial planning plans under proposals in the Planning Bill).
- Control of Major Accidents and Hazards Plan
- Pipeline Safety Plan.

### **"Excellent" Authorities**

Excellent authorities will only be required to produce 2 plans, neither of which need to be submitted to central government:

- Community Strategy
- Best Value Performance Plan

### **All Other Authorities**

For other authorities a maximum of 11 "service" plans will, for the moment, remain in place as follows (including for this purpose the Local Development Framework identified above):

(a) all other local authorities in all tiers will still be required to prepare or substantially contribute to 6 of the original "service" plans:

- Community Strategy
- Best Value Performance Plan
- Local Transport Plan
- Housing Strategy (although this will become a 5 yearly requirement, not annual, once fit for purpose)
- Crime, Disorder and Drugs Strategy (partnership based, but largely for local authorities)
- Food Law Enforcement (although the Food Standards Agency will review this requirement with local authority enforcement stakeholders early in the New Year)

(b) 2 new requirements will be developed subsuming several existing plans:

- an overarching strategy for Children and Young People
- a single Education Plan

(c) Councils will also contribute to work on the health Local Delivery Plan (a requirement for Strategic Health Authorities although councils will work on local plans with Primary Care Trusts)

(d) Decisions on the Municipal Waste Strategies and Waste Recycling Plans will be taken in light of the forthcoming Strategy Unit Report on Waste. There will, however, be no more than one waste plan.

