



Committee: COUNCIL BUSINESS COMMITTEE

Date: THURSDAY, 3 APRIL 2008

Venue: MORECAMBE TOWN HALL

Time: 4.30 P.M.

A G E N D A

1. **Apologies for Absence**

2. **Minutes**

Minutes of meeting held on 6th March, 2008 (previously circulated).

3. **Items of Urgent Business Authorised by the Chairman**

4. **Declarations of Interest**

5. **Corporate Plan 2008/09** (Pages 1 - 3)

Report of Corporate Director (Finance and Performance)

6. **Supporting Councillors: A Manifesto for Councils** (Pages 4 - 8)

Report of Head of Democratic Services.

7. **Appointments to Committees and Changes to Membership**

The Committee will consider any appointments to committees and changes to membership.

ADMINISTRATIVE ARRANGEMENTS

(i) Membership

Councillors Susan Bray (Chairman), Morgwn Trolinger (Vice-Chairman), Shirley Burns, Geoff Knight, Karen Leytham, Joyce Pritchard and Rob Smith

(ii) Substitute Membership

Councillors June Ashworth, Abbott Bryning, Chris Coates, Jean Dent and Janie Kirkman

(iii) Queries regarding this Agenda

Please contact Gillian Noall, Head of Democratic Services - telephone: 01524 582060 or email gnoall@lancaster.gov.uk.

(iv) Changes to Membership, substitutions or apologies

Please contact Members' Secretary, telephone 582170, or alternatively email memberservices@lancaster.gov.uk.

MARK CULLINAN,
CHIEF EXECUTIVE,
TOWN HALL,
DALTON SQUARE,
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Published on 25th March, 2008

COUNCIL BUSINESS COMMITTEE

Corporate Plan 2008/09

3 April 2008

Report of Corporate Director (Finance and Performance)

PURPOSE OF REPORT			
To present to the Committee a range of options in respect of targets and outcomes that can be recommended to Council for inclusion in the 2008/9 Corporate Plan.			
Key Decision	<input type="checkbox"/>	Non-Key Decision	<input type="checkbox"/>
		Referral from Council	<input checked="" type="checkbox"/>
Date Included in Forward Plan	N/A		
This report is public.			

RECOMMENDATION

That the Committee consider the options for targets and outcomes for inclusion in the 2008/9 Corporate Plan and make the appropriate recommendations to Council for their approval.

1 Introduction

- 1.1 Council, at its meeting on the 6 Feb 2008, considered a report setting out the preferred approach for the development of the 2008/9 Corporate Plan. Council subsequently agreed the objectives and priorities for inclusion in the Corporate Plan, but delegated consideration of the outcomes and targets to support each priority to the Council Business Committee (Min No.107 refers):
- 1.2 *“That the further development of the targets and outcomes for each corporate priority be undertaken by officers and reviewed by the Council’s Business Committee prior to referral back to Council for approval.”*

2 Targets and Outcomes

- 2.1 Since the Council meeting, Officers have been working to produce a range of potential outcomes and targets for members’ consideration to support the objectives and priorities agreed by Council. At the time of writing this report, not all the options have been received and this will be circulated as **Appendix A** as soon as practicable.

- 2.2 In drafting these options, particular account has been taken of recent changes to the way performance of the public sector is monitored at the national level. The existing statutory Best Value Performance Indicators (BVPI's) have now been abolished. A new set of "National Indicators" (NI's) has been developed to monitor delivery of national priorities delivered by the public sector as a whole (not just local government) through Local Area Agreements. All the National Indicators relevant to local government at a district level will need to be monitored and reported.
- 2.3 Those national indicators which are applicable to local government, and therefore will be considered for inclusion within the Corporate Plan and subsequently in Service Business Plans, are listed in **Appendix B** to be circulated with Appendix A in due course.
- 2.4 Previously the Council's Corporate Plan and Service Business Plans contained a mix of BVPI's and local indicators. This will not be the case from April 2008, and the Council now has the opportunity to set a range of meaningful outcomes and targets that are locally driven albeit based on a mixture of NIs, former BVPIs still useful to collect to monitor Service performance, and other local determined indicators. Setting the right targets now will become the key to delivering and monitoring future service improvements and efficiencies.

3 Options

- 3.1 The Committee is asked to consider the draft options for each priority and recommend their preferences to full Council for their approval. As the number of outcomes and targets for each priority will be limited to reflect the strategic nature of the Corporate Plan, not all the drafted options for outcomes and targets will be supported for inclusion in the Corporate Plan. It is likely therefore that those omitted at this stage will be included in service business plans.

RELATIONSHIP TO POLICY FRAMEWORK

The Corporate Plan sets out the Council's key objectives and priorities for the next 3 years. Each of these is supported by a range of targets and outcomes that will be used to monitor and demonstrate that the Council has delivered its priorities. The determining of targets and outcomes for inclusion in the Corporate Plan will be crucial to establishing the council's Performance Management Framework for 2008/9 and beyond.

CONCLUSION OF IMPACT ASSESSMENT

(including Diversity, Human Rights, Community Safety, Sustainability and Rural Proofing)

None directly arising from this report.

FINANCIAL IMPLICATIONS

None directly arising from this report.

SECTION 151 OFFICER'S COMMENTS

The Deputy Section 151 Officer has been consulted and has no further comments.

LEGAL IMPLICATIONS

None directly arising from this report.

MONITORING OFFICER'S COMMENTS

The Deputy Monitoring Officer has been consulted and has no further comments.

BACKGROUND PAPERS

None

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Ref: RCM/JEB

COUNCIL BUSINESS COMMITTEE**Supporting Councillors: A Manifesto for Councils
3rd April 2008****Report of the Head of Democratic Services****PURPOSE OF REPORT**

To advise Members of a request from the Local Government Information Unit (LGIU) to sign up to their Manifesto – Supporting Councillors.

This report is public

RECOMMENDATIONS

That the Committee consider whether this Council should support the Local Government Information Unit's *Supporting Councillors: a Manifesto for Councils*'.

1.0 Report

- 1.1 The LGIU has campaigned for a number of years on issues around supporting Councillors including recognition for the changing role, the need to support Councillors better and the need to attract more people into the role. In particular they have recently been campaigning on practical measures that would help existing and future councillors with the intention of working with government, councils and political parties to make a real difference so that more people feel able to seriously consider becoming a councillor.
- 1.2 As part of this campaign the LGIU has launched *Supporting Councillors: a Manifesto for Councils* to coincide with the government's response to the Councillors Commission report by Dame Jane Roberts expected shortly and a raft of new measures which will impact on the role of the councillor flowing from the empowerment agenda and the Local Government and Public Involvement in Health Act.
- 1.3 The LGIU is asking all local authorities to support and act on a dozen practical measures which could better support existing and future councillors. A copy of a suggested resolution listing the Manifesto action points is attached at Appendix A.

2.0 Options

- 2.1 The Terms of Reference of the Council Business Committee provide for this committee to determine the method of response and where necessary ratify responses on behalf of full Council to consultations.

2.2 Whilst a process is in place to deal with government and other consultation exercises in an efficient manner, these more 'ad hoc' issues are best considered on an individual basis.

2.3 The Committee is therefore requested to consider:

Option 1 – to support and sign up to the LGIU Manifesto, passing the resolution set out in Appendix A.

Option 2 – to support the content of the Manifesto but rather than pass the resolution contained in Appendix A, request the Head of Democratic Services to report to a future meeting to enable the Committee to consider the action points set out in the Manifesto and agree those elements which should be progressed.

Option 3 – to take no action.

Option 4 – to refer the matter to full Council for a full debate by all Members.

3.0 Officer Preferred Option

3.1 The Officer preference is option 2. Many of the actions within the Manifesto are already in place or are being acted upon. In the main these are issues which are being addressed through the work being undertaken as part of the member development programme. However there may be elements which are not a priority at the present time and in particular recommendation (10) is a matter on which it would be preferable to hear the views of the Independent Remuneration Panel before stating a position.

CONCLUSION OF IMPACT ASSESSMENT

(including Diversity, Human Rights, Community Safety, Sustainability and Rural Proofing)

One of the underlying objectives of the Manifesto is to ensure equality of opportunity for anyone considering standing as a Councillor.

FINANCIAL IMPLICATIONS

Signing up to the Manifesto and approving the action points listed in the suggested resolution in Appendix A could have financial implications in respect of action which may be required to implement the action points.

The officer recommended option to report to a future meeting of the Committee on action already in place and potential future action on each would set out the relevant financial implications in that report.

SECTION 151 OFFICER'S COMMENTS

The Section 151 Officer has been consulted and has no further comments.

LEGAL IMPLICATIONS

None as a direct result of this report.

MONITORING OFFICER'S COMMENTS

The Monitoring Officer has been consulted and has no further comments.

BACKGROUND PAPERS

Letter from LGIU – 5th February 2008

Contact Officer: Gillian Noall

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Suggested Model Council Resolution

That this Council considers councillors have a valuable representative role which helps to ensure that local people have an active role in the development and delivery of council services.

That this Council welcomes the LGIU's document *Supporting Councillors: A manifesto for supporting councillors*; considers it important to support actions that would help make a real difference to existing and future councillors; calls on the government to introduce measures to help people be active and effective councillors; and agrees to support and act on the following twelve action points so that local democracy is strengthened:

- 1) Promote greater awareness and understanding of what a councillor does so that more people know why they are needed and why they are important.
- 2) Provide information to all those who work closely with the council to know more about how councillors can get things done, and the limits of their powers.
- 3) Provide clear information that explains how to become a councillor and the responsibilities involved.
- 4) Provide training after elections so that members are able to become excellent councillors with a good understanding of the role and responsibilities.
- 5) Call upon government to revise the Code of Recommended Practice on Local Authority Publicity so that councils can more actively encourage and better support councillors to communicate with the public.
- 6) Call upon government to ensure councillors and local government have all the powers and constitutional reforms they need to be able to get things done.
- 7) Develop mechanisms that devolve resources so that local councillors can effectively influence spending in their locality in line with their community leadership role.
- 8) Support the development and implementation of a charter containing minimum standards of support to help local councillors carry out their councillor responsibilities effectively.
- 9) Develop with councillors a clear role definition which sets out the main functions and duties and typical demands of being a councillor. The role definition should also help to explain the councillor's role to the public.

- 10) Support the development of a voluntary national framework of allowances set by an independent panel. The panel should take into account differences in types and sizes of authorities and duties of councillors to benchmark allowances. Councils should consider the framework when setting their own allowances schemes.
- 11) Review arrangements for working with councillors so that councils adopt modern ways of working, including making best use of technology.
- 12) Work with businesses to help working councillors to manage their work / council time better; work with local employers to support employees who become councillors as part of their corporate social responsibility programmes and to help them gain public recognition for it; and publicise the many skills that being a councillor brings to the workplace, to the local authority, to the employee and the benefits that this can bring to employers.