

Southampton City Council Action Plan in response to the LGA Peer Review Recommendations

Issue	Action	Lead	Timescale	LGA input
Responding to the Peer Review recommendations	Cabinet and CMT agree way forward on LGA offer and Action Plan Need to feedback on the expert clienting offer from the LGA	Cllr Letts and Dawn Baxendale	Agreed LGA input – work is underway	<i>Provide examples of best practice and what good looks like</i>
	Consider setting up of External Sounding Board	Cllr Letts and Dawn Baxendale	Decision by October 2013	
	Visibility – regular programme of visits to SCC staff teams and partners by Cabinet and CMT	Cabinet and CMT	Has started	
Strategic Planning and priority-led 3 year Medium Term Financial Strategy	Agree clear strategic, long term priorities from the Council Plan that will drive budget proposals and resource allocation.	Cllr Letts and Cabinet	Completed in September	<i>LGA Facilitators (political and officer) for Cabinet and CMT</i>
	Work with key partners to consider how we can improve outcomes for residents and reducing costs through consideration of opportunities, dependencies and demand management	CMT - Dawn Baxendale	Work is ongoing	
	Agree clear service standards, priorities and what services we will continue to provide so that we can focus on doing the right things for the right people at the right price. In all cases (current and new services) we need to <i>question whether we have to do it and if yes, what is the best way of providing the service (focus on reducing cost and improving outcomes?)</i>	Cabinet and CMT led by Cllr Letts and Cllr Barnes-Andrews	Priorities agreed Ongoing challenge to achieve	
	Test above with scenarios to explore how this will work in practice	Cabinet and CMT	Ongoing	
	Develop Medium Term Financial Strategy to deliver the Council Plan, which <ul style="list-style-type: none"> • prioritises early help and prevention • maximises income generation • identifies invest to save opportunities 	Cabinet and CMT - led by Cllr Barnes-Andrews Andy Lowe	2014	
	Regular review of the Council Plan priorities to reflect resident feedback and link to budget process	Cabinet and CMT (led by	Started and ongoing	

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	Streamlined policy and performance framework	Cllr Barnes-Andrews, Andy Lowe and Suki Sitaram)	By September 2014	
	Consider how to enable more decisions being taken at a local level, how to support communities and how elected members as a local community leader can play a greater role in this.	Cllr Letts	TBC	
Gain political consensus on the long-term big issues	Strategic discussions with Group Leaders on long term issues and priorities	Cllr Letts	November 2014	<i>Facilitate discussions on a cross party basis to achieve consensus on long term priorities</i>
Transformation programme (including HR and IT)	Revise all current transformation programmes and agree a single, council-wide, joined-up transformation programme including cultural change, level of savings, invest to save opportunities, specific outcomes with timescales and link to internal communications and staff engagement plan.	Cllr Jeffrey Suki Sitaram, Mike Watts and Head of Transformation (starting in Nov)	January 2014 (Transformation and Improvement Board)	<i>Links to other council that are successful at transformation programmes LGA workforce team to give examples on staff engagement</i>
	Establish PMO with agreed project management framework, pool of project managers and ongoing training for relevant staff	Adrian Richardson	Agreed – work underway	<i>LGA to provide support for the training</i>
Intelligence and performance management	Establish a council-wide performance management approach, including measuring outcomes, enabling management competency	Suki Sitaram and Mike Watts	By April 2014	<i>LGA Inform and Research Manager to assist LGA to provide support for the training</i>
Decision making	Revise and simplify processes and increase delegations, in light of best practice	CMT - led by Mark Heath and Richard Ivory	October 2014 and ongoing	<i>Centre for Public Scrutiny to make contact with Mark Heath</i>
Communications	Develop and deliver an overall Communications Plan which will include: <ul style="list-style-type: none"> raising awareness of the scale of the council's budget challenges, how we address them and the need to do things very differently 	Suki Sitaram, Mike Watts and Rosanna Coppen	Plan to be agreed in Oct/Nov	<i>LGA Communications Director to assist</i>
			Work on	<i>LGA workforce team to give examples on staff</i>

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	<ul style="list-style-type: none"> present a better narrative to the public in which we celebrate our successes improve their understanding, over a period of the time, about the context and challenges in which the council is making tough decisions and reasons for them being taken internal communications and staff engagement, linked to the culture change strand of transformation 		budget is underway Other work is ongoing	<i>engagement</i>
Member development : Strong visible leadership	Agree and implement Member Development Strategy (currently in draft) to reflect feedback from LGA Peer Review team	Cllr Letts Richard Ivory and Sandra Coltman	TBA	<i>LGA to provide feedback on the draft strategy</i>
	Consider adopting LGA Member Development Charter			
Officer development	Council's Management Team development - LGA support to facilitate	Mike Watts	Work has started - ongoing	<i>LGA workforce team to support meet with Mike Watts</i>
	Agree work programme Visits and contacts to learn from others		Work has started and ongoing	<i>Contacts and leads for good practice</i>
HR and OD	CMT to agree HR Transformation priorities, action plan and resources to build organisational resilience, including developing the right skills and competencies for the future	Mike Watts	October 2013 and ongoing	