

Sefton Council 

SEFTON METROPOLITAN BOROUGH COUNCIL



Sefton's Performance Reporting and Information NeTwork (SPRINT)

Departmental Service Plan Monitoring

Legal and Administration Services

Quarter 2 2009/10

Author: Performance and Partnerships

Print Date: 23/10/2009

<u>Action</u>	<u>Authorising Officer</u>	<u>Lead Officer</u>	<u>Deadline</u>	<u>Status</u>
DSP-LAS-AP-001 - Commit to achieve Level 2 of the Sustainability suite of measures and progress to Level 3.	Caroline Elwood	Caroline Elwood	31-Mar-2010	On Target
<u>Progress Summary</u>				
<u>Period</u>	<u>Action Plan Status</u>	<u>% Complete</u>		
Quarter 2	On Target	50		
Quarter 1	On Target	25		
<u>Progress</u>		<u>Issues affecting current/future progress & corrective actions</u>		
There is an issue regarding funding for the EMAS system which has not been identified and a corporate steer is requested regarding the priority of implementing the EMAS system.				
<u>Activities</u>	<u>Comments</u>	<u>Lead Officer</u>	<u>Deadline</u>	<u>Status</u>
1 - Work towards the adoption of the developing sustainable procedure policy		Garry Joyce	31-Mar-2010	On Target
2 - Work actively towards the corporate EMAS system	Cost implications of corporate EMAS system currently being considered. The cost of implementation of the EMAS system is around £8000 for which no budget has been identified. A corporate steer is requested on the priority to be placed on implementing EMAS.	Garry Joyce	31-Mar-2010	On Target

<u>Action</u>	<u>Authorising Officer</u>	<u>Lead Officer</u>	<u>Deadline</u>	<u>Status</u>
DSP-LAS-AP-002 - Retain Lexcel accreditation, monitor procurement and performance of Merseyside Legal Consortium; continue to provide full legal support to all Departments	Caroline Elwood	Dave Mackey	31-May-2010	On Target

Progress Summary

<u>Period</u>	<u>Action Plan Status</u>	<u>% Complete</u>
Quarter 2	On Target	50
Quarter 1	On Target	25

<u>Activities</u>	<u>Comments</u>	<u>Lead Officer</u>	<u>Deadline</u>	<u>Status</u>
1 - Successful Lexcel annual inspection (Accredited for 3 years in October 2007 subject to annual reviews)		Dave Mackey	31-Oct-2009	On Target
2 - Re-draft sections of the Lexcel Manual to accord with revised Law Society Standard and train staff		Dave Mackey	31-Jul-2009	On Target
3 - Monitor use and performance of Legal Consortium		Dave Mackey	31-Oct-2009	On Target
4 - Continued support for all Council services		Dave Mackey	31-Oct-2009	On Target
5 - Implement new provisions for enhanced role for Standards Committee		Caroline Elwood	31-Mar-2010	On Target
6 - Support Major Service Review including all contracts and supporting agreements		Brian Gibson	31-Mar-2010	On Target
7 - Support for Litherland High School and Building Schools for the future		Caroline Elwood	31-Mar-2010	On Target
8 - Implement and fully resource Public Law Outline Protocol		David McCullough	31-Mar-2010	On Target

<u>Action</u>	<u>Authorising Officer</u>	<u>Lead Officer</u>	<u>Deadline</u>	<u>Status</u>
DSP-LAS-AP-003 - Undertake all work necessary to implement corporate requirements in relation to reduction in sickness absence levels, review of health and safety requirements, seek to retain and maintain current accreditation i.e. IIP and Lexcel.	Caroline Elwood	Caroline Elwood	31-Mar-2010	On Target

<u>Progress Summary</u>		
<u>Period</u>	<u>Action Plan Status</u>	<u>% Complete</u>
Quarter 2	On Target	50
Quarter 1	On Target	25

<u>Activities</u>	<u>Comments</u>	<u>Lead Officer</u>	<u>Deadline</u>	<u>Status</u>
1 - Comply with sickness absence guidelines		Andrea Grant	31-Mar-2010	On Target
2 - Retain IIP and Lexcel Accreditation		Andrea Grant	31-Oct-2009	Completed
3 - Implement Pay and Workforce Strategy as it relates to the Department		Andrea Grant	31-Mar-2010	On Target
4 - Contribute to the development of the Pay & Workforce Strategy		Andrea Grant	31-Mar-2010	On Target

<u>Action</u>	<u>Authorising Officer</u>	<u>Lead Officer</u>	<u>Deadline</u>	<u>Status</u>
DSP-LAS-AP-004 - Implement actions set out in Sefton's Improvement Plan for Overview & Scrutiny	Caroline Elwood	Michele Wainwright	31-Mar-2010	On Target

<u>Progress Summary</u>		
<u>Period</u>	<u>Action Plan Status</u>	<u>% Complete</u>
Quarter 2	On Target	50
Quarter 1	On Target	25

<u>Activities</u>	<u>Comments</u>	<u>Lead Officer</u>	<u>Deadline</u>	<u>Status</u>
1 - Hold Overview & Scrutiny Away Days to plan annual work programmes		Michele Wainwright	31-May-2009	On Target
2 - Implement actions arising from the governance review relating to Overview & Scrutiny's role in Performance Management		Michele Wainwright	31-Mar-2010	On Target

<u>Action</u>	<u>Authorising Officer</u>	<u>Lead Officer</u>	<u>Deadline</u>	<u>Status</u>
<p>DSP-LAS-AP-006 The Queens Bedford CPO has been confirmed; Keepmoat have commenced building on the sites that were vested in the Council. The Legal Department will work closely with HMR to ensure that the Agreements with the Developers are fulfilled and that the Council's vision for the regeneration of South Sefton is not circumvented.</p> <p>The Klondyke CPO The proceedings before the Court of Appeal by two owners who have objected were successfully concluded by mediation. This has enabled the CPO to be granted and the work to remediate two contaminated brown field sites to be commenced. The funding for this work has been agreed and the funding agreements are being drafted to secure the monies needed to make the land suitable for housing. The funding has just been announced for 2009-2010 and this has enabled the preparatory work to commence on the next phases of development. The Land and property team has the ability to do much of this work in-house which will produce considerable savings to the Council and will ensure that the limited funds available are utilised for regeneration purposes.</p> <p>Legal Officers are working closely with HMR to put together a proposal for additional funding to the newly formed Housing and Communities Agency. If successful this could ensure considerable external funding for regeneration projects across the Borough.</p>	Caroline Elwood	Anne Peplow	31-Mar-2011	On Target

<u>Progress Summary</u>		
<u>Period</u>	<u>Action Plan Status</u>	<u>% Complete</u>
Quarter 2	On Target	50
Quarter 1	On Target	25

<u>Activities</u>	<u>Comments</u>	<u>Lead Officer</u>	<u>Deadline</u>	<u>Status</u>
1 - Implement Phased General Vesting Declaration for the Klondyke CPO, and deal with all claims submitted in connection with CPO. Consideration of additional Phases 1B and 3		Anne Peplow	30-Apr-2010	On Target
2 - Continue liaising with relevant Council Departments		Anne Peplow	30-Apr-2010	On Target
3 - Land Reference and Voluntary Acquisitions		Anne Peplow	31-May-2010	On Target