Peer Review Action Plan - June 2022

Key Recommendations

	Recommended Action	Translated	Reference Point in Peer Review Document	Proposed Completion Date
1	Along with key partners, develop and lead a long-term vision for Blaby as a place/district.	Develop a long-term vision for Blaby.	Page 4	Nov-22
2	Review the council's corporate plan to drive the council and its priorities forward, post pandemic.	Review the Corporate Plan.	Page 4	Aug-23
3	Develop a corporate performance management framework, including service plans and personal appraisals.	Develop a performance framework.	Page 4	Aug-22
4	Develop an overall delivery/business plan, including targets, building on your Medium-Term Financial Strategy (MTFS) and other plans, to address local government financial challenges.	Develop a business plan to address the financial budget gap.	Page 4	Oct-22
5	Define what transformation means to the council and any consequent organisational change required.	Develop a transformation narrative and action plan.	Page 5	Sept-22
6	Define what commerciality will mean for the council, and challenge members' and officers' appetite for risk.	Develop a stance to commerciality and a narrative.	Page 5	Oct-22
7	Use communications to full effect throughout the council, for example, to best engage with customers, promote your achievements and services.	Secure an LGA peer review on Comms and a subsequent action plan.	Page 5	Dec-22
8	Review and refresh the scrutiny function.	Secure some LGA support for the scrutiny function and develop an action plan.	Page 5	Sept-22

Local Priorities & Outcomes

	Recommended Action	Translated	Reference Point in Peer Review Document	Proposed Completion Date
9	Measure / increase levels of active over 16-year-olds.	Have initiatives in place to support increasing physical activity in over 16's.	Page 9	Mar-22
10	Utilise district demographic profiles more proactively to better understand the needs of diverse communities, or groups affected by poverty or digital connectivity/skills levels, to improve existing or consider future services.	Develop a system of accessing data to understand the district. Then develop a customer services access strategy to reflect the needs of our communities.	Page 9	Oct-22
11	Re-open council reception and services to direct face to face contact with residents and clearly communicate to residents when this is possible.	Re-open council reception and services to direct face to face contact with residents and clearly communicate to residents when this is possible.	Page 10	Apr-22
12	Strengthen and promote the green agenda within the refreshed corporate plan (once reviewed) and enable service teams to take more responsibility for the green agenda by building it into their service planning.	Ensure green is reflected in the corporate plan and service plans - website additions.	Page 11	Aug-23

Organisational and Place Leadership

	Recommended Action	Translated	Reference Point in Peer Review Document	Proposed Completion Date
13	Increase the level of strategic oversight by SLT of the partnership work undertaken by BDC, to ensure that this work contributes to both the council's and our partners' corporate priorities.	Governance system for our partnerships developed and implemented.	Page 13	Sept-22
14	Review the need, timing and detail required for the council's proposed pipeline of plans including the financial, transformation, service, learning and development plans and mental health support review.	Annual plan developed with key milestones.	Page 13 (linked to review of corporate plan # no.2)	Jul-22
15	Share and agree with service managers clear reasoning, collective understanding, and support for the proposed changes in departmental structure.	New management structure agreed and implemented.	Page 13/14	Jun-22
16	Consider reviewing the Joint Appointments Panel to ensure cabinet members own, and are part, of the (above) process. Any related reports or presentations should be put to the relevant committee, including overview and scrutiny, for their consideration, to ensure they also own and are part of the process.	Review member engagement and communication in key decisions and policy discussions.	Page 14	Aug-22

Governance and Culture

	Recommended Action	Translated	Reference Point in Peer Review Document	Proposed Completion Date
17	Review the 'Scheme of Delegation'.	Review the 'Scheme of Delegation'.	Page 15	Apr-23

Financial Planning and Management

	Recommended Action	Translated	Reference Point in Peer Review Document	Proposed Completion Date
18	Review the reasons for continued underspends against agreed budgets. This could inform a review of base budgets as part of the annual budget setting process.	No further context required.	Page 17	Nov-22
19	Formally align savings and income opportunities with the council's corporate and financial plans to ensure they contribute as effectively as possible to those corporate priorities.	No further context required.	Page 18	Apr-23

Capacity for Improvement

	Recommended Action	Translated	Reference Point in Peer Review Document	Proposed Completion Date
20	Consider how to re-introduce managerial and leadership development and support to assist proactive and committed employees' progress, as well as enabling existing managers to take more responsibility to address issues in their teams, maybe as part of service planning.	Leadership development plan implemented.	Page 20	Nov-23
21	Consider how to strengthen 'succession planning' to encourage a 'grow our own' approach to staff development.	Agree an approach to recruitment, retention, and succession planning.	Page 20	Apr-23
22	Consider how, with Leicestershire council partners, job opportunities can be created to at least share and retain their skills within the county, as well as within the council.	No further context required.	Page 20	N/A
23	Provide clear corporate policy and guidance on 'hybrid' working.	Provide clear corporate policy and guidance on 'Hybrid' Working'.	Page 21	Jun-22
24	ICT provision and policy needs to be fit for purpose, especially regarding officers and members working as effectively as possible in flexible, hybrid and remote ways as required – both within and outside council buildings.	ICT strategy in place and agreed.	Page 21	Dec-23
25	Increase focus on internal enablers, such as ICT, HR, OD, and Comms and review its HR and OD provision to ensure sufficient capacity and resilience to deliver what will be required.	Review of our HR function.	Page 22	Aug-23
26	Increase reminders and encouragement to take up the council's wellbeing offer and consider ways to create space for staff to think about, improve and shape future services.	Review of mental health support.	Page 23	Aug-23