

## FLINTSHIRE COUNTY COUNCIL

**REPORT TO:**           **CABINET**

**DATE:**                 **TUESDAY, 18 SEPTEMBER 2012**

**REPORT BY:**         **CHIEF EXECUTIVE**

**SUBJECT:**           **COUNCIL (PLAN) GOVERNANCE FRAMEWORK  
REVIEW**

### **1.00 PURPOSE OF REPORT**

1.01 To present the reviewed Council (Plan) Governance Framework for re-adoption as part of the full Council Planning Framework following annual review.

### **2.00 BACKGROUND**

2.01 County Council adopted the Council (Plan) Governance Framework in June 2011 as part of the full Council Planning Framework.

2.02 The Council (Plan) Governance Framework is subject to annual review.

### **3.00 CONSIDERATIONS**

3.01 An improved approach to the Council Plan ties together the changes to governance and business planning which the Council has adopted over time and have been operational.

3.02 The Council Planning Framework is a “family” of co-related documents which together state ambition, priorities and targets within an overall governance framework.

3.03 The framework comprises :-

- the Council (Plan) Governance framework
- annual statements
- service and directorate planning

#### **3.04 The Council (Plan) Governance Framework**

This is a statement which describes the current governance arrangements in Flintshire i.e. how the Council is run and governed and sets out organisational values, roles and responsibilities.

It is based around 6 sections:-

1. The Council and Democracy

2. Organisational Vision and Values
3. Resources
4. Business Processes
5. Customer Services and Citizenship
6. Partnerships

3.05 Some of the key contributing strategies such as the ICT Strategy and People Strategy have been reviewed and contribute to the framework. The framework also describes all Corporate Services support and functions.

3.06 Shaping and sharing the framework has been of benefit for officers who have valued one single document which outlines how an organisation such as ours is run and managed.

3.07 The full framework has been reviewed and updated and is available in the Members' library and on the Infonet.

3.08 **Annual Statements**

The annual statements are already in existence and are produced in the reporting year. These statements have both a historical (backward-looking) and predictive (forward-looking) context. Some of these statements are required by statute, for example the Improvement Plan; others we have developed as good practice e.g. quarterly performance at Head of Service level.

The predictive (forward-looking) documents are available around the start of the financial year; including the budget, risks and challenges and performance targets both in-year and aspirational longer term improvement targets.

Other statements made throughout the year are on the quarterly assessment of service performance and on an annual basis the historical reporting of our previous year's performance as required as part of the Improvement Plan by 31 October.

3.09 **Service and Directorate Planning**

The three service Directorates have produced Directorate Plans which summarise the critical priorities, performance, risk and improvement activity for the Directorate and the commitments from the strategic partnerships. The main areas of activity for corporate services are shown in the Service plans for ICT and Customer Services, Human Resources, Finance and Legal and Democratic Services.

3.10 In addition all council service areas have reviewed and completed their service plans at Head of Service level. These are plans which are annual within the longer term context. Plans are reviewed and refreshed periodically throughout the year; and reported quarterly.

#### **4.00 RECOMMENDATIONS**

- 4.01 To report the revised Council (Plan) Governance Framework.
- 4.02 To note the production and availability of the directorate and service plans.

#### **5.00 FINANCIAL IMPLICATIONS**

- 5.01 There are no direct financial implications to this report.

#### **6.00 ANTI POVERTY IMPACT**

- 6.01 There are no direct anti poverty implications to this report.

#### **7.00 ENVIRONMENTAL IMPACT**

- 7.01 There are no direct environmental implications to this report.

#### **8.00 EQUALITIES IMPACT**

- 8.01 There are no direct equalities implications to this report.

#### **9.00 PERSONNEL IMPLICATIONS**

- 9.01 There are no direct personnel implications to this report.

#### **10.00 CONSULTATION REQUIRED**

- 10.01 All aspects of the Council Planning Framework require consultation with relevant officers and members at periodic times throughout the year.
- 10.02 Aspects of service and directorate plans will inform Overview and Scrutiny's Forward Work Programmes.

#### **11.00 CONSULTATION UNDERTAKEN**

- 11.1 Corporate Management Team have reviewed and updated the plan to ensure its accuracy for the new Council.

#### **12.00 APPENDICES**

- 12.01 Appendix 1: Council (Plan) Governance Framework V2.

#### **LOCAL GOVERNMENT (ACCESS TO INFORMATION ACT) 1985 BACKGROUND DOCUMENTS**

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