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<b>Report To:</b>	<b>Policy and Resources Committee</b>	<b>Date:</b>	<b>2 February 2016</b>
<b>Report By:</b>	<b>Wilma Bain Corporate Director, Education, Communities and Organisational Development</b>	<b>Report No:</b>	<b>PR/03/16/WB/AE</b>
<b>Contact Officer:</b>	<b>Angela Edwards Head of Inclusive Education, Culture and Corporate Policy</b>	<b>Contact No:</b>	<b>712828</b>
<b>Subject:</b>	<b>Corporate Directorate Improvement Planning 2016 – 19</b>		

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## 1.0 PURPOSE

- 1.1 The purpose of this report is advise the Policy and Resources Committee regarding the development and submission of the 2016 – 19 Corporate Directorate Improvement Plans.

## 2.0 SUMMARY

- 2.1 The Corporate Directorate Improvement Plan is a Directorate's key improvement planning document which sets out the projects and improvement actions that will be implemented to help the Council deliver the strategic wellbeing outcomes identified within the Single Outcome Agreement and Corporate Statement. These wellbeing outcomes are Safe, Healthy, Achieving, Nurtured, Active, Respected & Responsible and Included (SHANARRI).
- 2.2 As part of the Strategic Planning and Performance Management framework it was agreed that Corporate Directorate Improvement Plans (CDIPs) be drafted for each Directorate. These plans reflect the Corporate improvement actions which each Directorate has a lead role in implementing, and Directorate specific improvement actions.
- 2.3 The CDIPs for 2013 – 16 are coming to an end and new CDIPs are being developed for the 2016 – 19 period. These plans will be presented to the first cycle of committees in the new financial year, as the budget process and discussions will not be completed prior to the cycle of committees in March. This also allows the Health and Social Care Partnership to finalise the Strategic Plan, have this agreed and map this across to the wellbeing outcomes.
- 2.4 There are no significant changes to the format of the CDIPs for the next planning cycle, merely some minor amendments. A three year overview has been introduced where Directorates will set out their direction of travel for improvement, mapped to the wellbeing outcomes. The Improvement Actions are now for a one year timescale, with annual review and refreshment of these taking place. The Plans will be on a three year rolling basis, with the detailed action plans being updated annually. This will facilitate any revisions required after the Local Government Elections in May 2017.
- 2.5 The existing CDIPs were refreshed in July, and there are improvement actions currently being delivered by services. There will be no hiatus in the delivery of improvement actions by slightly delaying the submission of the CDIPs.

## 3.0 RECOMMENDATIONS

It is recommended that the Policy and Resources Committee

- a. Agrees that the 2016 -19 CDIPs will be submitted to the first relevant service committees in the new financial year for approval.

**Wilma Bain**  
**Corporate Director**  
**Education, Communities and Organisational Development**

## **4.0 BACKGROUND**

- 4.1 The review of the Council's strategic planning and performance management framework in 2012 recommended that Directorate Plans be refocused around improvement and based on robust self evaluation.
- 4.2 The Corporate Directorate Improvement Plans (CDIPs) have been developed from the former Directorate Plans, and now focus much more on improvement action, based on a self evaluation process which has been developed for the Council. The CDIPs cover corporate cross cutting improvement actions which are led by the relevant Corporate Director or Heads of Service, as well as the improvement actions for the Directorate, all of which have been developed through a process of self-evaluation. Each action is referenced to the Single Outcome Agreement (SOA) outcome which it contributes to the delivery of, as well as the Getting it Right for Every Child, Citizen and Community (GIRFEC) wellbeing outcome it refers to.
- 4.3 With a strong focus on improvement, the CDIPs do not set out the day to day delivery of services, but set out those actions which will improve service delivery and the outcomes for our children, citizens and communities. Services identify these improvements having assessed themselves against the key questions of:
- Where are we now?
  - Where do we want to be?
  - How will we get there?
  - How will we know we are getting there?

The assessment is informed by the gathering and analysis of data, including performance indicators, customer engagement, benchmarking, peer review and officer knowledge and experience.

- 4.4 Improvement is focused on the wellbeing outcomes, working to ensure that all our children, citizens and communities are safe, healthy, achieving, nurtured, active, respected, responsible and included. The Directorate also contributes to the delivery of the eight SOA outcomes which have been adopted by the Council.
- 4.5 The CDIPs for 2016 – 19 are in the process of being developed and will be presented to the first relevant service committee in the new financial year. This is being facilitated via a series of workshops with officers and a workshop will also be held with Elected Members.

## **5.0 IMPLICATIONS**

- 5.1 Legal: none anticipated

Finance: all financial implications should be detailed in the CDIP

Personnel: none anticipated

Equality and Diversity: this is reflected in the CDIP template and guidance setting out a commitment to Equality and Diversity. Improvement actions in regard to supporting the Council in meeting its legislative equality requirements should be included in the plans.

Repopulation: The improvement actions set out in the CDIPs are intended to improve the lives of those who live in Inverclyde and successful delivery will contribute to the good reputation of Inverclyde Council. These should in turn contribute to making Inverclyde an attractive place to live, work and visit.

Inequalities: Improvement actions should be concerned with improving the wellbeing of Inverclyde's residents, particularly dealing with inequality of outcome experienced by many. If services use and analyse data and customer and community feedback in their self-evaluation, it should be possible to target improvement action towards tackling inequality.

## **6.0 CONSULTATIONS**

- 6.1 The template and guidance for the creation of the new CDIPs have been developed in consultation with the Corporate Quality Improvement Group.

## **7.0 LIST OF BACKGROUND PAPERS**

- 7.1 Corporate Directorate Improvement Planning Update (PR070/12/AH/MMcK) 18/09/12

Revised Strategic Planning and Performance Management Framework  
(PR064/12/AH/MMcK) 14/08/12