






## 08/09 Delivery Plan




**Report Author:** 2 Admin  
**Report Type:** Action Report  
**Generated on:** 31 July 2008




Action Status	
	Completed
	Assigned; In Progress
	Unassigned; Check Progress; Not Started
	Overdue
	Cancelled

IP = Improvement Priority


Theme: **01 Summary**  
Parent Code & Title: **CP 5 year Corporate Plan 2007 - 2012**

Status Icon	Action Code & Title	Administered By	Progress Bar	Due Date	All Notes
	AT Achieving Transformation	Quality of Life Director	<div><div>34%</div></div>	31/03/2009	
	EF Effective Leadership	Executive Chief	<div><div>44%</div></div>	31/03/2009	
	PP Promoting Prosperity	Development Director of	<div><div>20%</div></div>	31/03/2009	


Theme: **02 Achieving Transformation**  
Parent Code & Title: **AT\_2.1 Creating opportunities for community involvement**

Status Icon	Action Code & Title	Administered By	Progress Bar	Due Date	All Notes
	AT_2.1.08 Develop a local forum or Council for the town of Whitehaven through consultation.	Executive Chief	<div><div>25%</div></div>	31/03/2009	18/07/08 - High level proposals out to community for consultation. 13/08/07 - Agreed basic plan under Better Government for Cumbria. Implementation subject to CLASB negotiation post-unitary decision.


Theme: **02 Achieving Transformation**  
Parent Code & Title: **AT\_2.1.04 Run a series of out-reach consultations and workshops on policy issues with local people and provide feedback. Make more use of the Cumbria Strategic Partnership to make additional direct links between the communities views and the Council services**

Status Icon	Action Code & Title	Administered By	Progress Bar	Due Date	All Notes
	AT_2.1.04.b 08-09 out-reach consultation	Executive Chief	<div><div>25%</div></div>	31/03/2009	18/07/08 - Community Forum consultation throughout July on MRWS.

Theme: **02 Achieving Transformation**  
Parent Code & Title: **AT\_2.1.06 Work with Town Councils, Parish Councils and Parish Meetings to develop their role as champions of local communities.**

Status Icon	Action Code & Title	Administered By	Progress Bar	Due Date	All Notes
	AT_2.1.06.b Work with Town Councils, Parish Councils and Parish Meetings to develop their role as champions of local communities	Quality of Life Director	<div><div>25%</div></div>	31/03/2009	27/06/08 - Quarterly Joint three tier meeting held on 17th June. All except three Copeland Parish and Town Councils have now formally signed up to the Parish Charter



Theme: **02 Achieving Transformation**  
Parent Code & Title: **AT\_2.2 Regenerating Copeland**

Status Icon	Action Code & Title	Administered By	Progress Bar	Due Date	All Notes
	AT_2.2.02 Delivery of Market Town Initiatives (MTIs) in Millom and Egremont and the Coalfield Communities Campaign.	Development Director of	<div><div>90%</div></div>	31/03/2009	<p>30/07/08 - Funding for the continuation of the regeneration partnerships for the former MTI programmes in Millom, Egremont and Cleator Moor has been proposed and subject to final approval will secure partner activities until March 09.</p> <p>16/07/08 - Forward Plans for all three Market Town Initiatives have been prepared and sent for Portfolio Holders review and approval. Approval would allow for disbursement of £75,000 to each of the Towns to facilitate delivery of their forward Plans.</p> <p>22/04/08 - Millom MTI has been completed; Final report and audited accounts due to NWDA beginning June</p>


Status Icon	Action Code & Title	Administered By	Progress Bar	Due Date	All Notes
					<p>2008; As a continuing initiative, a Business Plan covering 2008 to 2011 is being developed by Millom Economic Development Group to be submitted to CBC by May 2008.</p> <p>-Egremont MTI is winding down with operations extended to June 2008. Egremont Regeneration Area Partnership, a succession group, is developing a forward Plan with a number of projects.</p>

Theme: **02 Achieving Transformation**


Parent Code & Title: **AT\_2.2.07 Maximise external funding, in the context of the achievement of Corporate objectives including sustainable regeneration, and within the resources of the Council and partners to deliver**

Status Icon	Action Code & Title	Administered By	Progress Bar	Due Date	All Notes
	AT_2.2.07.b Maximise external funding in the context of the achievement of Corporate objectives including sustainable regeneration, and within the resources of the Council and partners to deliver	Regeneration Head of		31/03/2009	16/07/08 - Continuous dialogue with funding partners and external bodies regarding opportunities to support Council regeneration priorities. Copeland Regeneration Delivery Plan, currently being drafted, will outline those regeneration priorities, their strategic significance and therefore enhance the case for external funding and consideration of capacity for partners to deliver.


Theme: **02 Achieving Transformation**  
Parent Code & Title: **AT\_2.3 Improving skills and education; retaining skills**

Status Icon	Action Code & Title	Administered By	Progress Bar	Due Date	All Notes
	AT_2.3.02 Work with partners to enhance skills with learning opportunities in the community	Leisure & Environmental Services Head of	<div><div>0%</div></div>	31/03/2009	


Theme: **02 Achieving Transformation**  
Parent Code & Title: **AT\_2.3.01.i Appoint an internal 'Champion' for learning.**

Status Icon	Action Code & Title	Administered By	Progress Bar	Due Date	All Notes
	AT_2.3.01.i.b Appoint a Member and a Manager as 'Champions' for learning to raise awareness of life long working	Quality of Life Director	<div><div>75%</div></div>	31/03/2009	28/07/08 - A Member and Manager have been appointed as champions: Cllr P Watson and Hilary Mitchell respectively.


Theme: **02 Achieving Transformation**  
Parent Code & Title: **AT\_2.3.01.ii Encourage take up of learning opportunities amongst CBC staff**

Status Icon	Action Code & Title	Administered By	Progress Bar	Due Date	All Notes
	AT_2.3.01.ii.b Encourage take up of learning opportunities amongst CBC staff	Quality of Life Director	<div><div>25%</div></div>	31/03/2009	27/06/08 - New training budget approved and training plan being drawn up in conjunction with Performance Interviews


Theme: **02 Achieving Transformation**  
Parent Code & Title: **AT\_2.3.01.iii Provide opportunities for staff progression to fill vacancies**

Status Icon	Action Code & Title	Administered By	Progress Bar	Due Date	All Notes
	AT_2.3.01.iii.b Provide opportunities for staff progression to fill vacancies (IP 4)	Quality of Life Director	<div><div>25%</div></div>	31/03/2009	27/06/08 - If we are unable to fill a vacancy against the job profile we are looking to appoint internally and train the member of staff to fulfill the role when possible.


Theme: **02 Achieving Transformation**  
Parent Code & Title: **AT\_2.3.01.iv Continue apprentice schemes**

Status Icon	Action Code & Title	Administered By	Progress Bar	Due Date	All Notes
	AT_2.3.01.iv.b Continue apprentice schemes	Quality of Life Director	<div><div>25%</div></div>	31/03/2009	28/07/08 - Existing apprentice schemes continuing also additional apprentices recruited in Open Spaces


Theme: **02 Achieving Transformation**  
Parent Code & Title: **AT\_2.3.01.v Develop new trainee schemes**

Status Icon	Action Code & Title	Administered By	Progress Bar	Due Date	All Notes
	AT_2.3.01.v.b Develop a new trainee scheme	Quality of Life Director	<div><div></div>25%</div>	31/03/2009	27/06/08 - We are participating in the ACE joint Cumbrian national graduate scheme. Some aspects of the recent Directorate restructure proposals include some trainee initiatives. Discussions have taken place with Education providers. Will be progressed further as and when resources permit.


Theme: **02 Achieving Transformation**  
Parent Code & Title: **AT\_2.3.01.vi Encourage the development of basic skills**

Status Icon	Action Code & Title	Administered By	Progress Bar	Due Date	All Notes
	AT_2.3.01.vi.b Encourage the development of basic skills	Quality of Life Director	<div><div></div>25%</div>	31/03/2009	27/06/08 - Now developing training opportunities with an account manager at the college and looking to recruit training reps. Budget for staff training in 2008/09 is a substantial increase.

Theme: **02 Achieving Transformation**  
Parent Code & Title: **AT\_2.3.03 Work with funding partners and delivery agencies to ensure that learning and skills plans meet the business needs of local existing businesses and potential inward investors**


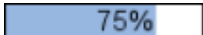


Status Icon	Action Code & Title	Administered By	Progress Bar	Due Date	All Notes
	AT_2.3.03.b Work with funding partners and delivery agencies to ensure that learning and skills plans meet the business needs of local existing businesses and potential inward investors	Regeneration Head of	<div><div>80%</div></div>	31/03/2009	16/07/08 - Continuous dialogue with partners including Cumbria Vision to ensure Copeland regeneration priorities are reflected in: 1) Revised economic plans for County. 2) Funding submissions to NMRDA (i.e. sub-regional action plan). 3) LAA, which will link opportunities for economic development with the learning and skills needs/plans for the local community.

Theme: **02 Achieving Transformation**  
Parent Code & Title: **AT\_2.3.06 Work with partners to raise the standard in educational institutions to achieve the Cumbria Agreement targets**


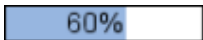

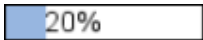


Status Icon	Action Code & Title	Administered By	Progress Bar	Due Date	All Notes
	AT_2.3.06.b Work with partners to raise the standard in educational institutions	Executive Chief	<div><div>25%</div></div>	31/03/2009	18/07/08 - Regular meetings with West Lakes College Principle. Initial development of Local Employment Partnership. Sustainable Communities Implementation Plan developed.




Theme: **02 Achieving Transformation**  
Parent Code & Title: **AT\_2.4 Equality of opportunity**

Status Icon	Action Code & Title	Administered By	Progress Bar	Due Date	All Notes
	AT_2.4.03 Undertake Equality Impact Assessments and develop plans to remedy the findings. Implement project plan and actions against Equality and Diversity standard, and in line with the Council's Social Inclusion Policy.	Legal & Democratic Services Head of		31/03/2009	
	AT_2.4.05.i Support Cumbria County Council (the lead agency) as part of the Children's Act 2004 requirements by participation in Children's Trust arrangements for Cumbria	Leisure & Environmental Services Head of		31/03/2009	29/07/08 - Officers and where appropriate the Portfolio Holder continue to support the Children's Trust arrangements. Most recently by attending meetings of, for example: 1 July - Cumbria Positive Activities Youth Offer, 8 July Healthy Care Programme, 9 July West Cumbria Children and Young People Local Planning Group and 10 July West Cumbria CYP Locality Working Group.



Theme: **02 Achieving Transformation**  
Parent Code & Title: **AT\_2.5 Customer focused**

Status Icon	Action Code & Title	Administered By	Progress Bar	Due Date	All Notes
	AT_2.5.02 Implement an action plan arising from customer survey results.	Quality of Life Director		31/03/2009	27/06/08 - Workshops held at managers groups (and others) and feedback given on results following monitoring to Executive. COMMS MOT commissioned, action plan being drawn up following the report.
	AT_2.5.02.i Develop and publish service standards for internal and external customers	Quality of Life Director		31/03/2009	28/07/08 - This indicator has now been assigned to the Director to take a more Council wide Corporate approach. Report going to Corporate Team in August 2008.
	AT_2.5.08.i Review and deliver a corporate communication strategy which seeks to explain policy, challenge views, and stimulate response in all Copeland communities and within the Council	Quality of Life Director		31/03/2009	28/07/08 - Council priorities developed through Public and Parish consultation. Budget consultation embedded. Communications strategy being updated.

Theme: **02 Achieving Transformation**  
Parent Code & Title: **AT\_2.5.01 Survey customer satisfaction and stakeholder perception at agreed frequency through the use of Place Survey and locally conducted customer surveys; implement an improvement plan arising from customer survey results.**

Status Icon	Action Code & Title	Administered By	Progress Bar	Due Date	All Notes
	AT_2.5.01.b Survey customer satisfaction and stakeholder perception (IP 9)	Customer Services Head of	<div><div>0%</div></div>	31/03/2009	28/07/08 - Awaiting place survey due Autumn 08


Theme: **02 Achieving Transformation**  
Parent Code & Title: **AT\_2.6 Effective performance management and culture**

Status Icon	Action Code & Title	Administered By	Progress Bar	Due Date	All Notes
	AT_2.6.05 Implement effective performance management system for all staff.	Policy & Performance Head of	<div><div>75%</div></div>	31/03/2009	<p>09/07/08 - First round of EPM discussions due to be complete by 30 June. Limited time extensions in areas with clashes of priority (waste management and accountancy). Initial feedback on process is positive. Need to review to pick up suggested improvements.</p> <p>30/04/08 - Complete</p> <p>25/10/07 - Draft scheme for employee appraisal to be agreed during quarter 3, to implement by 1 April 2008.</p> <p>02/08/07 - Review of existing system has started. New system in place for Chief Executive and Corporate Team, which may be basis of future general scheme.</p>
	AT_2.6.07 Develop and	Policy & Performance	<div><div></div></div>	31/03/2009	09/07/08 - Action plan in place.


Status Icon	Action Code & Title	Administered By	Progress Bar	Due Date	All Notes
	implement action plan to improve the quality of data collection systems and processes. (IP 12)	Head of			<p>Guidance reviewed and to be agreed. Service plans contain targets to develop improved data management.</p> <p>30/04/08 - Information collection nearly complete. Action plan to be developed</p>

Theme: **02 Achieving Transformation**


Parent Code & Title: **AT\_2.6.01 Create and deliver annual Member development programme, based on competencies.**

Status Icon	Action Code & Title	Administered By	Progress Bar	Due Date	All Notes
	AT_2.6.01.b 08-09 Annual development plan	Legal & Democratic Services Head of; Democratic Services Manager	<div><div>50%</div></div>	31/03/2009	17/07/08 - Training needs analysis has been completed. Work has begun on the development plan.

Theme: **02 Achieving Transformation**  
Parent Code & Title: **AT\_2.6.02 Create annual officers training and development plan to meet corporate objectives.**


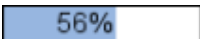



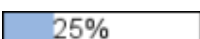
Status Icon	Action Code & Title	Administered By	Progress Bar	Due Date	All Notes
	AT_2.6.02.b 08-09 Training and development plan	Policy & Performance Head of	<div><div></div>25%</div>	31/03/2009	09/07/08 - Full plan in preparation following Employee Performance Management discussions.  30/04/08 - Training budget assigned to corporate and service training needs for 2008/9. Detailed plan to be drawn up early in 2008/9.

Theme: **02 Achieving Transformation**  
Parent Code & Title: **AT\_2.6.04 Ensure the Council manages its Scrutiny function at least equal to the national standard developed by the Centre for Public Scrutiny by completing the Centre's self-evaluation framework and developing an action plan arising from the self-evaluation.**


Status Icon	Action Code & Title	Administered By	Progress Bar	Due Date	All Notes
	AT_2.6.04.b Ensure the Council manages its Scrutiny function at least equal to the national standard developed by the centre for public scrutiny by completing the	Legal & Democratic Services Head of	<div><div></div>25%</div>	31/03/2009	17/07/08 - Self evaluation completed November 07. A 2 year action plan is now in place.

Status Icon	Action Code & Title	Administered By	Progress Bar	Due Date	All Notes
	Centre's self evaluation framework and developing an action plan arising from the self evaluation				


Theme: **02 Achieving Transformation**  
Parent Code & Title: **AT\_2.7 Strong financial and asset management**

Status Icon	Action Code & Title	Administered By	Progress Bar	Due Date	All Notes
	AT_2.7.05 Put in place an assurance framework that maps the strategic objectives to risks, controls and assurance.	Finance & Business Development Head of		31/03/2009	30/07/08 - Risk management Strategy in place. This needs reviewed and embedded. This is now on hold due to lack of resources.
	AT_2.7.09 Strengthen the governance arrangements around partnership working and grant funded projects particularly regarding accountable body status (IP 10)	Finance & Business Development Head of		31/03/2009	30/07/08 - This has been delayed due to priority being given to closure of 06/07 and 07/08 Accounts.
	AT_2.7.10 Deliver an effective audit and fraud prevention process suitable to the needs of the corporate plan and in line with CIPFA code of practice	Finance & Business Development Head of		31/03/2009	30/07/08 - Fraud has exceeded the DWP targets for the quarter but there is some slippage on the Audit plan.


Theme: **02 Achieving Transformation**  
Parent Code & Title: **AT\_2.7.01.i Deliver the Asset Management Plan, maintaining our strategic properties according to the stock condition survey, and maximising our return on properties**

Status Icon	Action Code & Title	Administered By	Progress Bar	Due Date	All Notes
	AT_2.7.01.i.a Deliver the Asset Management Plan, maintaining our strategic properties according to the stock condition survey, and maximising our return on properties	Development Director of	<div><div>25%</div></div>	31/03/2009	10/07/08 - Council approved increase in funding to address backlog for 2008 - 2012 vastly enhancing prospects to bring Council property up to good standard of maintenance, rent reviews ongoing to continue maximising income (see elsewhere for disposals)


Theme: **02 Achieving Transformation**  
Parent Code & Title: **AT\_2.7.02.i Develop e-Marketplace to strengthen procurement as a tool for transforming services and purchasing for commitment accounting**

Status Icon	Action Code & Title	Administered By	Progress Bar	Due Date	All Notes
	AT_2.7.02.i.a Develop e-Marketplace to strengthen procurement as a tool for transforming services and purchasing for commitment accounting	Finance & Business Development Head of	<div><div>25%</div></div>	31/03/2009	10/07/08 - Implementation delayed - project team re-established - pilot scheme July - Sept 2008 followed by full roll out over following 12 months

Theme: **02 Achieving Transformation**  
Parent Code & Title: **AT\_2.7.03.i Prepare the Council's Final Accounts in accordance with latest accounting standards and CIPFA SORP guidance**


Status Icon	Action Code & Title	Administered By	Progress Bar	Due Date	All Notes
	AT_2.7.03.i.a Prepare the Council's Final Accounts in accordance with latest accounting standards and CIPFA SORP guidance (IP 2)	Finance & Business Development Head of	<div><div>25%</div></div>	31/03/2009	30/07/08 - Work continuing on 07/08 Accounts. Action Plan in place.

Theme: **02 Achieving Transformation**  
Parent Code & Title: **AT\_2.7.06.i Maintain a robust Medium-Term Financial Strategy including reserves**

Status Icon	Action Code & Title	Administered By	Progress Bar	Due Date	All Notes
	AT_2.7.06.i.a Maintain a robust Medium-Term Financial Strategy including reserves	Finance & Business Development Head of	<div><div>0%</div></div>	31/03/2009	16/07/08 - To review Strategy once final accounts for 07/08 have been audited, and as part of budget process for 09/10. This will be completed initially by Sept 08.




Theme: **02 Achieving Transformation**  
Parent Code & Title: **AT\_2.7.08 Update and review financial regulations and policies in line with needs of a modern local authority**

Status Icon	Action Code & Title	Administered By	Progress Bar	Due Date	All Notes
	AT_2.7.08.a Update and review financial regulations and policies in line with needs of a modern local authority	Finance & Business Development Head of	<div><div>0%</div></div>	31/03/2009	16/07/08 - Review to be carried out by Dec 08 and to incorporate any changes to the Council structure and business needs.

Status Icon	Action Code & Title	Administered By	Progress Bar	Due Date	All Notes
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Theme: **03 Effective Leadership**

Parent Code & Title: **EF\_1.1 Leading local change; influencing national and regional change**

Status Icon	Action Code & Title	Administered By	Progress Bar	Due Date	All Notes
	EF_1.1.07.i Deliver improvement plan for Access to Services in Copeland and with Cumbrian partners (IP 5)	Executive Chief	<div><div>10%</div></div>	31/03/2009	18/07/08 - Initial high level plan approved by CLASB.


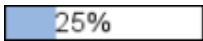



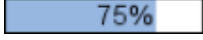
Theme: **03 Effective Leadership**

Parent Code & Title: **EF\_1.1.02 Continue to monitor and review Government policy and lobby for the interests of Copeland.**

Status Icon	Action Code & Title	Administered By	Progress Bar	Due Date	All Notes
	EF_1.1.02.b Continue to monitor and review Government policy and lobby for the interests of Copeland	Executive Chief	<div><div>25%</div></div>	31/03/2009	18/07/08 - Formal expression of interest in MRWS.



Theme: **03 Effective Leadership**

Parent Code & Title: **EF\_1.1.03 To work conjointly with the other authorities in Cumbria to improve the system of local government for Cumbria.**

Status Icon	Action Code & Title	Administered By	Progress Bar	Due Date	All Notes
	EF_1.1.03.d Joint work leading to greater efficiencies in service delivery and greater local accountability	Executive Chief		31/03/2009	18/07/08 - Aperia analysis delivered and adopted by Cumbria Improvement & Efficiency Partnership.
	EF_1.1.03.e Plans developed which would provide options for sharing services	Executive Chief		31/03/2009	18/07/08 - 'Searching for Best Value' policy development approved by June Executive.
	EF_1.1.03.f Joint working with Cumbrian Authorities produces governance arrangements for LAA & CSP	Executive Chief		31/03/2009	18/07/08 - LSP leaders group developed with CCC & ABC. Final agreement to be signed.



Theme: **03 Effective Leadership**

Parent Code & Title: **EF\_1.1.04 Agree priorities within the Cumbria Agreement for Copeland and strive to meet the Government's local area agreement targets.**


Status Icon	Action Code & Title	Administered By	Progress Bar	Due Date	All Notes
	EF_1.1.04.b Agree priorities within the LAA for Copeland and strive to meet the Governments LAA targets.	Executive Chief		31/03/2009	18/07/08 - Cumbria Agreement approved by Executive in July.

Theme: **03 Effective Leadership**


Parent Code & Title: **EF\_1.1.07 Undertake reviews of organisational effectiveness and invest in and support improvements.**

Status Icon	Action Code & Title	Administered By	Progress Bar	Due Date	All Notes
	EF_1.1.07.b Council is able to demonstrate enhanced value for money, customer focus, continuous improvement, efficiency gains towards targets (IP 11)	Policy & Performance Head of	<div><div>15%</div></div>	31/05/2009	09/07/08 - Final return on Gershon programme showed that the Council more than met its targets. Work on identifying unit costs and making progress in value for money information is under way. However accountancy staff time will be needed to support this, as well as work in services and Performance Improvement.
	EF_1.1.07.c Robust procurement policies and procedures which support equal access and opportunities	Finance & Business Development Head of; Business Development Manager	<div><div>40%</div></div>	31/03/2009	10/07/08 - Lack of resources is restricting progress - bid made for procurement officer 2008/9 on - accepted - post currently advertised internally potentially externally. 28/01/08 - Now opted to go for 'P to P' instead of Punching on Interim Head of Finance's recommendations. A programme for introduction is scheduled by end of May.

Theme: **03 Effective Leadership**  
Parent Code & Title: **EF\_1.1.08 Ethical governance framework**


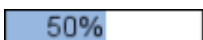
Status Icon	Action Code & Title	Administered By	Progress Bar	Due Date	All Notes
	EF_1.1.08.b Implement the IDEa's recommendation for ethical governance framework	Legal & Democratic Services Head of	<div><div>56%</div></div>	31/03/2009	

Theme: **03 Effective Leadership**  
Parent Code & Title: **EF\_1.1.10 Take a lead role in advising government and related bodies on local communities and national nuclear policies. Seek to influence policy to the benefit of Copeland residents.**

Status Icon	Action Code & Title	Administered By	Progress Bar	Due Date	All Notes
	EF_1.1.10.b Take a lead role in advising government and related bodies on local communities and national policies. Seek to influence policy to the benefit of Copeland residents.	Development Director of	<div><div>80%</div></div>	31/03/2009	16/07/08 - Responded to MRWS consultation. Established governance arrangements for Low Level Waste Repository. Responded to the MRWS GDF White Paper. Active role in NDA stakeholder forums. Currently chair NULEAF that influence national policy.




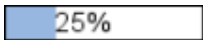
Theme: **03 Effective Leadership**


Parent Code & Title: **EF\_1.1.11 Take a lead role in the development of regeneration and economic development strategy and delivery in West Cumbria. Ensure that the Council has a clear and strong set of plans, engaging services across the Council in delivering regeneration objectives.**

Status Icon	Action Code & Title	Administered By	Progress Bar	Due Date	All Notes
	EF_1.1.11.b Take a lead role in the development of regeneration and economic development strategy and delivery in West Cumbria. Ensure that the Council has a clear and strong set of plans, engaging services across the Council in delivering regeneration objectives.	Development Director of		31/03/2009	30/07/08 - Revised delivery arrangements for regeneration across West Cumbria are currently being discussed with strategic partners including CBC.  16/07/08 - Task and Finish group is in operation. Report going to the WLR board in July.

Theme: **03 Effective Leadership**


Parent Code & Title: **EF\_1.2 Providing clear direction**

Status Icon	Action Code & Title	Administered By	Progress Bar	Due Date	All Notes
	EF_1.2.1.i Monitor and review a medium term Corporate Plan which sets out the vision, priorities and objectives for the future	Executive Chief		31/03/2009	18/07/08 - Refreshed Corporate Plan approved by Executive in June.
	EF_1.2.3.i Adopt and cascade communication plans for corporate improvements, including communications tools for staff, members and stakeholders	Policy & Performance Head of		31/03/2009	09/07/08 - Communications plans for corporate improvements in the quarter have included the Royal visit, the launch of the Nuclear White Paper, the Comms MOT and preparations for the IIP assessment.

Status Icon	Action Code & Title	Administered By	Progress Bar	Due Date	All Notes
	EF_1.2.4.i Link the Corporate Plan to the new employee performance management framework	Policy & Performance Head of	<div><div>100%</div></div>	31/03/2009	09/07/08 - The procedure was designed to identify employees' contributions to delivering the Corporate Plan and service plans. IIP assessment confirms that that has been effective.


Theme: **03 Effective Leadership**







Parent Code & Title: **EF\_1.2.2 Survey staff satisfaction and awareness of the Council's direction; develop and implement improvement plans.**

Status Icon	Action Code & Title	Administered By	Progress Bar	Due Date	All Notes
	EF_1.2.2.b Survey staff satisfaction and awareness of the Council's direction; develop and implement improvement plans (IP 8)	Executive Chief	<div><div>0%</div></div>	31/03/2009	27/06/08 - Staff survey to be carried out in December 2008.

Theme: **03 Effective Leadership**

Parent Code & Title: **EF\_1.3 Strong strategic partnerships**


Status Icon	Action Code & Title	Administered By	Progress Bar	Due Date	All Notes
	EF_1.3.1.i Produce a definitive list of key strategic partnerships and devise the appropriate support and feedback mechanisms for them	Executive Chief	<div><div>5%</div></div>	31/03/2009	18/07/08 - Briefed Managers group in June on proposed approach to capturing the data.

Status Icon	Action Code & Title	Administered By	Progress Bar	Due Date	All Notes
	EF_1.3.2.i Develop and deliver an action plan with partners for improvement for the West Cumbria Strategic Partnership	Executive Chief		31/03/2009	18/07/08 - High level draft plan presented to LSP Leaders group in June.
	EF_1.3.5 Review and revise partnership working from the recommendations and priorities of the Energy Coast Masterplan.	Executive Chief		31/03/2009	18/07/08 - Public/Private Partnership model agreed with Cumbria Vision and Energy Coast Partners. 21/01/08 - Council approved Masterplan in December 07.
	EF_1.3.9 Locality Working delivery: governance structures will be put in place giving opportunities for greater participation by the community, working with agencies to identify and address local needs. (IP 3)	Executive Chief		31/05/2009	18/07/08 - A model and approach has been approved by LSP leaders and consulted with Parishes. 30/10/07 - Governance structures in place - Terms of reference, Code of conduct and protocol agreed by Executive Nov 07. Identification of local need progressing well but working with agencies to address need still requires focus and leadership.




Theme: **03 Effective Leadership**

Parent Code & Title: **EF\_1.3.6.i Develop and agree Copeland Regeneration delivery plan in response to the requirements of the approved Energy Coast Masterplan**




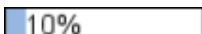


Status Icon	Action Code & Title	Administered By	Progress Bar	Due Date	All Notes
	EF_1.3.6.i.a Develop and agree Copeland Regeneration Delivery Plan in response to the requirements of the approved Energy Coast Masterplan	Development Director of	<div><div>40%</div></div>	31/03/2009	30/07/08 - Report to Executive in August will provide key objectives framework, targets and priorities for inclusion in the Regeneration Delivery Plan, linking locality working and the worklessness agenda with LAA targets and the objectives of the Energy Coast Masterplan.

Theme: **03 Effective Leadership**

Parent Code & Title: **EF\_1.3.8 Contribute to the Cumbria Strategic Partnership and the delivery of the Cumbria Community Strategy and LAA**

Status Icon	Action Code & Title	Administered By	Progress Bar	Due Date	All Notes
	EF_1.3.8.b Contribute to the Cumbria Strategic Partnership and the delivery of the Cumbria Community Strategy and LAA	Executive Chief	<div><div>10%</div></div>	31/03/2009	18/07/08 - Attended Calling Cumbria event. Executive approved LAA in June.


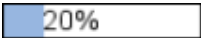
Theme: **04 Promoting Prosperity**  
Parent Code & Title: **PP\_3.1 Sufficient and diverse job opportunities**

Status Icon	Action Code & Title	Administered By	Progress Bar	Due Date	All Notes
	PP_3.1.02.i Support the development of sustainable local business	Regeneration Head of		31/03/2009	30/07/08 - The Economic Development team of CBC is in regular contact with the NWDA, Business Link and other business support providers to keep abreast of local regional and national business support issues and good practices. The team attends scheduled meetings and seminars and contributed to the BSSP debate. NWDA is funding a £1M industrial placements project from 2008-2011 which CBC will be tapping into.
	PP_3.1.03 Market Copeland opportunities to potential new employers.	Regeneration Head of		31/03/2009	30/07/08 - Proposals emanating from Whitehaven Business Summit looking to establish umbrella business representative organisation with key aim to promote the retail offer of Whitehaven Town Centre. Work continues with Invest in Cumbria to promote Copeland to potential investors.
	PP_3.1.05 Secure and develop the number of jobs in the	Regeneration Head of		31/03/2009	30/07/08 - Further discussion with health partners proposed.




Status Icon	Action Code & Title	Administered By	Progress Bar	Due Date	All Notes
	health sector.				30/04/08 - Proposal to develop a new hospital in Whitehaven included in Energy Coast Delivery Plan and has been subject of discussions with health partners. Proposal will also be included in Copeland Regeneration Delivery Plan, and will be the nucleus for spin-off and supporting employment investment in the health sector.

Theme: **04 Promoting Prosperity**

Parent Code & Title: **PP\_3.1.08 Working with partners help people back into work and reduce worklessness**


Status Icon	Action Code & Title	Administered By	Progress Bar	Due Date	All Notes
	PP_3.1.08.a Working with partners to help people back into work and reduce worklessness	Development Director of		31/03/2009	16/07/08 - Now linked to the Regeneration Delivery Plan.

Theme: **04 Promoting Prosperity**  
Parent Code & Title: **PP\_3.2 Safer Copeland**

Status Icon	Action Code & Title	Administered By	Progress Bar	Due Date	All Notes
	PP_3.2.01 Mainstream S17 of the Crime and Disorder Act 1998 in all Council activities through an audit process.	Regeneration Head of	<div><div>30%</div></div>	31/03/2009	31/07/08 - The Section 17 Officer post has been taken over by CCC and built in to their Crime & Disorder section. CBC & ABC will continue funding the post and an appropriate SLA will be drawn up.  30/04/08 - Unable to recruit; post still vacant. County now putting forward proposal to link this post to broader CDRP agenda. Should go to County Chief Executive's meeting in May 08.
	PP_3.2.02 Close gaps found in S17 audit. Deliver Section 17 Action Plan.	Regeneration Head of	<div><div>40%</div></div>	31/03/2009	16/07/08 - Working with CSP partners to recruit to vacant post to take this work forward.
	PP_3.2.04.i Communications strategy for CDRP, including helping to reduce fear of crime through publicising positive news about crime reductions.	Regeneration Head of	<div><div>0%</div></div>	31/03/2009	16/07/08 - Working with CSP partners to recruit to vacant post to take this work forward.


Theme: **04 Promoting Prosperity**

Parent Code & Title: **PP\_3.2.03 As a key partner in the Crime and Disorder Reduction Partnership (CDRP), play active part in CDRP at all levels working with partners. All services plan to reduce crime and disorder.**

Status Icon	Action Code & Title	Administered By	Progress Bar	Due Date	All Notes
	PP_3.2.03.b As a key partner in the Crime and Disorder Reduction Partnership (CDRP), play active part in CDRP at all levels working with partners. All services plan to reduce crime and disorder.	Regeneration Head of	<div><div>0%</div></div>	31/03/2009	16/07/08 - Working with CSP partners to recruit to vacant post to take this work forward.


Theme: **04 Promoting Prosperity**

Parent Code & Title: **PP\_3.2.06 Work with partners to identify people (particularly young people) on the edge of criminality and provide diversionary activity.**

Status Icon	Action Code & Title	Administered By	Progress Bar	Due Date	All Notes
	PP_3.2.06.a Work with partners to identify people (particularly young people) on the edge of criminality and provide diversionary activity	Leisure & Environmental Services Head of	<div><div>25%</div></div>	31/03/2009	03/07/08 - Preparatory work has begun within target communities to identify potential groups of young people to take part in distractionary activity over the summer period and in sustained activity through the SPAA projects.


Theme: **04 Promoting Prosperity**

Parent Code & Title: **PP\_3.2.07 Address with partners the skills needs of offenders and those on the edge of criminality.**


Status Icon	Action Code & Title	Administered By	Progress Bar	Due Date	All Notes
	PP_3.2.07.a Address with partners the skills needs of offenders and those on the edge of criminality	Leisure & Environmental Services Head of	<div><div>25%</div></div>	31/03/2009	03/07/08- A project has been developed with Connexions (as a part of the SPAA portfolio) to provide resource to engage 14 to 19 year olds in sports and physical activity. This project has been developed by Connexions in dialogue with the prevent and deter panel.

Theme: **04 Promoting Prosperity**



Parent Code & Title: **PP\_3.2.08 Ensure that emergency planning and business continuity arrangements for people, IT, buildings and finance are constantly up to date and effective in accordance with the Civil Contingencies Act.**

Status Icon	Action Code & Title	Administered By	Progress Bar	Due Date	All Notes
	PP_3.2.08.b Business Continuity Plan for Copeland Borough Council. Copeland Recovery Plan in place. (IP 13)	Executive Chief	<div><div>15%</div></div>	31/03/2009	<p>18/07/08 - Corporate Team have agreed to set up a task &amp; finish group to move forward and complete the plan.</p> <p>27/06/08 - Majority of services have completed Business Continuity Plans. Department and Corporate plans to be finalised.</p>

Theme: **04 Promoting Prosperity**  
Parent Code & Title: **PP\_3.2.09 Work to help the resettlement of offenders in accordance with the National Community Safety Plan.**


Status Icon	Action Code & Title	Administered By	Progress Bar	Due Date	All Notes
	PP_3.2.09.a Work to help the resettlement of offenders in accordance with the National Community Safety Plan	Development Director of	<div><div>0%</div></div>	31/03/2009	31/07/08 - Monitor progress of LAA theme group.

Theme: **04 Promoting Prosperity**  
Parent Code & Title: **PP\_3.3 Quality Living Environment**

Status Icon	Action Code & Title	Administered By	Progress Bar	Due Date	All Notes
	PP_3.3.05.ii Local development framework: Supplementary planning documents	Regeneration Head of	<div><div>10%</div></div>	31/03/2009	16/07/08 - Appointed consultants to review the documents and the timeframe.
	PP_3.3.06 Pursue THI funding for Whitehaven town centre	Development Director of	<div><div>0%</div></div>	31/03/2009	16/07/08 - Westlake and CBC funding has been secured to carry the project forward.


Theme: **04 Promoting Prosperity**

Parent Code & Title: **PP\_3.3.01.i Control waste-related environmental challenges. Reduce crime and fear of crime arising from environmental degradation**

Status Icon	Action Code & Title	Administered By	Progress Bar	Due Date	All Notes
	PP_3.3.01.i.a Control waste-related environmental challenges. Reduce crime and fear of crime arising from environmental degradation	Leisure & Environmental Services Head of	<div><div>32%</div></div>	31/03/2009	29/07/08 - This objective links to Open Spaces Objectives 1.1, 1.2, 1.3 and 3.1, 3.2, 3.3 and 3.4 with an aggregate percentage score of 24 and 40% hence the average of 32% being used here









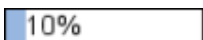

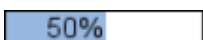

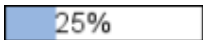
Theme: **04 Promoting Prosperity**


Parent Code & Title: **PP\_3.3.03.i Use legislative powers to ensure that environmental nuisance is controlled**

Status Icon	Action Code & Title	Administered By	Progress Bar	Due Date	All Notes
	PP_3.3.03.i.a Use legislative powers to ensure environmental nuisance is controlled	Leisure & Environmental Services Head of	<div><div>25%</div></div>	31/03/2009	16/07/08 - This objective is being largely delivered through the Open Spaces Section as outlined in 08L&ES-OS_3 annotated as 40% complete. This section scored at 25% to reflect the position in calendar year terms.




Theme: **04 Promoting Prosperity**  
Parent Code & Title: **PP\_3.4 Environmental Sustainability**

Status Icon	Action Code & Title	Administered By	Progress Bar	Due Date	All Notes
	PP_3.4.01.i Develop a strategy to reduce CO2 emissions in the Council's own operations (IP 6)	Development Director of		31/03/2009	27/06/08 - Group set up to develop baseline figure. Audit report commenced.
	PP_3.4.02.i Develop a biodiversity action plan and conservation management plan (IP 6)	Development Director of		31/03/2009	16/07/08 - Liaising with Cumbrian authorities on a joint approach. Developing a baseline for the National Indicator.
	PP_3.4.03.i Council to sign the Nottingham Declaration (IP 6)	Development Director of		31/03/2009	27/06/08 - David Davies to produce report for Executive in September.
	PP_3.4.03.ii Undertake a comprehensive risk based assessment of local vulnerabilities - achieve level 1 (IP 6)	Development Director of		31/03/2009	27/06/08 - Discussed use of GIS system to assist in sea level rise vulnerability.
	PP_3.4.04.i Evaluation of air pollutants of nitrogen oxides (NOx) and particulate matter (PM10) into the atmosphere from Local Authority operations (IP 6)	Development Director of		31/03/2009	27/06/08 - Group set up to develop baseline figure. Audit report commenced.
	PP_3.4.05 Develop Shoreline Management Plans	Leisure & Environmental Services Head of		31/03/2009	18/07/08 - Technical information provided to Halcrow. Information sent to elected members and parish councils. Beach profiles and assessment arranged for South Shore
	PP_3.4.05.i Develop Catchment Flood management Plans (CFMP)	Leisure & Environmental Services Head of		31/03/2009	18/07/08 - Completed Strategic Flood Risk Assessment which is linked to the LDF.

Status Icon	Action Code & Title	Administered By	Progress Bar	Due Date	All Notes
	PP_3.4.06 Develop a fuel poverty strategy	Regeneration Head of	<div>0%</div>	31/03/2009	16/07/08 - On hold until the Housing team is in place.


Theme: **04 Promoting Prosperity**

Parent Code & Title: **PP\_3.4.01.ii Annual measured CO2 reduction from Local Authority operations (baseline 08-09)**

Status Icon	Action Code & Title	Administered By	Progress Bar	Due Date	All Notes
	PP_3.4.01.ii.a Annual measured CO2 reduction from Local Authority operations (baseline 08-09) (IP 6)	Development Director of	<div><div>10%</div></div>	31/03/2009	27/06/08 - Group set up to develop baseline figure. Audit report commenced.


Theme: **04 Promoting Prosperity**

Parent Code & Title: **PP\_3.4.02.ii Prepare annual biodiversity performance report (baseline 08-09)**

Status Icon	Action Code & Title	Administered By	Progress Bar	Due Date	All Notes
	PP_3.4.02.ii.a Prepare annual biodiversity performance report (baseline 08-09) (IP 6)	Regeneration Head of	<div><div>10%</div></div>	31/03/2009	16/07/08 - Working with LDNP & Cumbria Authorities to develop a baseline.


Theme: **04 Promoting Prosperity**

Parent Code & Title: **PP\_3.4.04.ii Annual measured NOx and PM10 reduction from Local Authority operations (baseline 08-09)**



Status Icon	Action Code & Title	Administered By	Progress Bar	Due Date	All Notes
	PP_3.4.04.ii.a Annual measured NOx and PM10 reduction from Local Authority operations (baseline 08-09) (IP 6)	Development Director of	<div><div>10%</div></div>	31/03/2009	27/06/08 - Group set up to develop baseline figure. Audit report commenced.

Theme: **04 Promoting Prosperity**


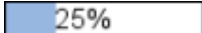


Parent Code & Title: **PP\_3.4.05.ii Flood & Coastal erosion - Annually measured performance based on percentage of agreed (with Environment Agency) actions completed**

Status Icon	Action Code & Title	Administered By	Progress Bar	Due Date	All Notes
	PP_3.4.05.ii.a Annually measured performance based on percentage of agreed (with Environment Agency) actions completed	Leisure & Environmental Services Head of	<div><div>10%</div></div>	31/03/2009	18/07/08 - No specific targets to complete.

Theme: **04 Promoting Prosperity**  
Parent Code & Title: **PP\_3.5 Quality housing**


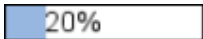
Status Icon	Action Code & Title	Administered By	Progress Bar	Due Date	All Notes
	PP_3.5.02 Review the service provided by the Home Improvement Agency.	Regeneration Head of	<div><div>40%</div></div>	31/03/2009	24/07/08 - Some work carried out by the Agency has been taken back in house and this trend will continue once the Council's newly appointed Technical Officers start work. Discussions are underway with the agency and the Supporting People Team (who fund it) about its longer term role.
	PP_3.5.06 Develop a Strategic Housing Improvement Plan in response to the Audit Commission's recommendations (IP 14)	Regeneration Head of	<div><div>15%</div></div>	31/03/2009	30/04/08 - Further meeting with agency on 18/04/08. Agreed plan to review service and regularise relationship.  24/06/08 - Housing Improvement Plan developed and fully approved by Members. Implementation on schedule.

Theme: **04 Promoting Prosperity**  
Parent Code & Title: **PP\_3.6 Leisure and culture**

Status Icon	Action Code & Title	Administered By	Progress Bar	Due Date	All Notes
	PP_3.6.02.i Provide plans and manage the completion of new build public leisure facilities in Pow Beck.	Leisure & Environmental Services Head of		31/03/2009	18/07/08 - Significant progress supporting WRLFC as a major stakeholder in the sport village. Meetings also held with Whitehaven Amateurs.  16/07/08 - This objective is being delivered by the Cultural Services team as 08L&ES-CS_4.2.
	PP_3.6.06.i Build on current skills development initiatives and position Copeland as a destination of choice for learning establishments to facilitate workforce development in arts and sports	Leisure & Environmental Services Head of; Regeneration Head of		31/03/2009	03/07/08 - The Pathways to Sports employment project will support the establishment of training courses and workplace opportunities in Copeland. Additional resource is available within the Uni of Cumbria to develop capacity. Work has begun on a feasibility study to establish a Recording Studio within the Civic Hall to enable the University of Cumbria to deliver music technology courses in Whitehaven.


Theme: **04 Promoting Prosperity**

Parent Code & Title: **PP\_3.6.01 Build capacity amongst Copeland communities to take forward arts and sports activities after Copeland BC led start up projects, including organisations not traditionally involved in sports or arts activities.**

Status Icon	Action Code & Title	Administered By	Progress Bar	Due Date	All Notes
	PP_3.6.01.a Build capacity amongst Copeland communities to take forward arts and sports activities after Copeland BC led start up projects, including through organisations not traditionally involved in sports or arts activities	Leisure & Environmental Services Head of		31/03/2009	16/07/08 - The Arts Council have invited Copeland BC to apply for Managed Funds (to the value of the existing regular funding) and to apply for Grants for the Arts to continue a programme of work within the Community. Work has begun to collect the data necessary and to prepare an investment plan to sit within a delivery framework, agreed in partnership with the agencies that deliver arts activity within the district. Initial meetings have been held with West Lakes Renaissance, Northern Rock Foundation, and the Coalfields Trust to establish interest in supporting the Civic Hall Sound Basement Studio. Development work taking place linking to Pathways to art activity.


Theme: **04 Promoting Prosperity**

Parent Code & Title: **PP\_3.7.01 Lobby for accessible primary health care facilities for the people of the borough.**

Status Icon	Action Code & Title	Administered By	Progress Bar	Due Date	All Notes
	PP_3.7.01.b Lobby for accessible primary health care facilities for the people of the borough	Quality of Life Director	<div><div>25%</div></div>	31/03/2009	28/07/08 - Member and Officer lobby through Scrutiny, Council and consultation comment etc.

Theme: **04 Promoting Prosperity**


Parent Code & Title: **PP\_3.7.02 Challenge any proposed reduction in the nature and quality of health care services in the borough seeking support from partners in the West Cumbria Strategic Partnership and County Council Health Scrutiny.**

Status Icon	Action Code & Title	Administered By	Progress Bar	Due Date	All Notes
	PP_3.7.02.b Challenge any proposed reduction in the nature and quality of health care services in the borough seeking support from partners in the West Cumbria Strategic Partnership and County Council Health Scrutiny.	Quality of Life Director	<div><div>25%</div></div>	31/03/2009	28/07/08 - Working to influence the site for a new hospital also provision of service in the new hospital. Working also through the LSP groups and through our representatives on the County Council Health Scrutiny Group.




Theme: **04 Promoting Prosperity**

Parent Code & Title: **PP\_3.7.04.i Develop polices and actions to improve the health and safety of Copeland Borough Council's employees.**


Status Icon	Action Code & Title	Administered By	Progress Bar	Due Date	All Notes
	PP_3.7.04.i.a Develop polices and actions to improve the health and safety of Copeland Borough Council's employees. (IP 7)	Quality of Life Director	<div><div>25%</div></div>	31/03/2009	22/07/08 - Average days per head lost to sickness at the end of June stood at 2.4 which is an improvement on the corresponding period last year which was 3.07. Service managers are actively managing the process. Accident statistics for last year stood at 36 in total and the first quarter this year there has only been 1 reported accident.

Theme: **04 Promoting Prosperity**


Parent Code & Title: **PP\_3.7.06 To ensure that the public health is protected and inequalities reduced; use legislative powers to promote and protect public health**

Status Icon	Action Code & Title	Administered By	Progress Bar	Due Date	All Notes
	PP_3.7.06.a To ensure that the public health is protected and inequalities reduced; use legislative powers to promote and protect public health	Leisure & Environmental Services Head of	<div><div>19%</div></div>	31/03/2009	16/07/08 - This objective is being delivered by the Environmental Health Team under 08L&ES-EH-1 and 08L&ES-EH_2 (at 31 and 8% respectively)

Theme: **04 Promoting Prosperity**  
Parent Code & Title: **PP\_3.8 Flexible Transport Infrastructure**

Status Icon	Action Code & Title	Administered By	Progress Bar	Due Date	All Notes
	PP_3.8.06 Carry out a review and develop an action plan to assist in the provision of appropriate flexible transport to places of employment.	Regeneration Head of	<div><div>5%</div></div>	31/03/2009	<p>30/07/08 - CCC Travel Plan Coordinator providing support to companies who wish to prepare Green Travel Plans.</p> <p>30/04/08 - Work progressing in line with Master Plan exercise.</p> <p>31/01/08 - Some work being undertaken as part of Master Plan exercise by CCC.</p> <p>08/08/07 - No progress because of competing priorities/lack of resources.</p>

Theme: **04 Promoting Prosperity**  
Parent Code & Title: **PP\_3.8.07 Operate Concessionary Travel Scheme within Copeland**

Status Icon	Action Code & Title	Administered By	Progress Bar	Due Date	All Notes
	PP_3.8.07.a Operate Concessionary Travel Scheme within Copeland	Regeneration Head of	<div><div>50%</div></div>	31/03/2009	<p>16/07/08 - Met timescales at start of financial year for introducing national scheme. Currently administering new applications as and when they arrive.</p>