

Peer Challenge Review September 2024 – Action Plan

6 months review will be March 2025 and re-visit 24th June 2025

Recommendation	Actions	Responsible Person(s)	Deadline	Progress
Local Priorities and Outcomes				
R.3.1 Refresh the overarching communications strategy in line with the review of the Council's Strategic Plan. This should incorporate mechanisms to promote Burnley Council including successes and areas of best practice, along with marketing Burnley as a place to live, work and visit.	Internal consultation Draft for management team and senior management group. Policy Board 7.11.24 Scrutiny 20.11.24 Executive 27.11.24 Publish	Clare Jackson	Jan 25	Approved by Executive 27.11.24
Organisational and Place Leadership				
R3.2 Consider future housing and commercial land supply, including the potential need for a new local plan, once the implications of proposed planning reforms are clear.	Publish Annual Monitoring Report (AMR) in December 2024 which will set out current position on housing and employment land supply	Kate Ingram	Dec 24	
R.3.3 Continue to contribute positively and constructively towards the Devolution debate to ensure the best outcome for the residents and businesses of the borough and Lancashire	Ensure political representation on the CCA Committees for districts is formalised. Constructively articulate Burnley's needs and plans to ensure that Burnley benefits from the current (and any future) devolution to Lancashire.	Lukman Patel	Jan 25 Ongoing	Ongoing

R.3.4 Continue to work collaboratively with local, regional and national partners to focus on tackling the root cause of deprivation and inequalities. This should include developing shared outcomes that can be monitored and evaluated to more effectively demonstrate the impact of this work.	Agreed priorities for the health and wellbeing partnership; Burnley Together. Establish multi-organisational collaborative working groups to lead the agreed priorities Set short, medium and long term outcomes for these objectives including communication protocol Implement secure systems for data sharing among partners to ensure consistent monitoring of health and deprivation metrics Collaborate with community groups to incorporate lived experiences, ensuring services/projects are informed by the communities Update reports presented to Burnley Together Steering Group	Clare Jackson	Jan 25 April 25 Ongoing Ongoing	Complete. 1. Childhood nutrition, 2. Poor housing and respiratory diseases. 3. Falls Prevention
Governance and Culture				
R.3.5 Enhance the role of scrutiny in holding partners to account	Establish (re-establish) clear scrutiny objectives (protocol) - review guidelines, procedures and training (ensure consistency in approach).	Catherine Waudby Training on Scrutiny	Jan 2025 On- going	

	Engage with all stakeholders (inc. external). Ensure programme considers services/ issues delivered in partnership Use solid data and evidence to help inform discussions & decisions Maintain transparency and good communication on findings. Establish periodic review of scrutiny processes to identify improvements			
Financial Planning & Management				
R. 3.6 Review the asset management strategy to underpin future financial planning and investment. This should also complement the local plan and housing improvements programme.	Review and update of Asset Management Plan identified for completion during 2024/25 in the Finance & Property Service Plan. Work is underway and will be completed by the end of the financial year.	Howard Hamilton-Smith	March 2025	
R.3.7 Continue to embed jointly owned monthly budget monitoring between service managers and budget holders. This should also ensure joint ownership and accountability for addressing budget pressures.	Finance Business Partners produce monthly budget monitoring reports, in conjunction with budget holders, heads of service and directors. These reports are presented to the relevant Executive portfolio holder for discussion. This will help to identify areas of concern in a timelier manner.	Howard Hamilton-Smith	Ongoing	

Capacity for Improvement				
R.3.8 Consider future service delivery models to ensure organisational resilience and the ability of the council to address future community needs and remain dynamic.	Insourcing of Facilities Management/Property Services and Environmental Health & Licensing. Waste strategy and new waste and cleansing contract aligned with Simpler Recycling reforms. Delivery of the council's digital strategy. Efficient allocation of resources through new appointment booking system.	Rob Dobson	Spring 2026	Insourcing complete April 25 Waste contract 1st April 2026. Process integrations developed to improve customer experience and demand management through better data. Appointment booking process- agreed by summer 2025
R.3.9 Champion effective succession planning to embed future workforce resilience. This should incorporate a review of the approach to workforce planning in conjunction with the development of service plans.	Provide Heads of Service with revised workforce planning toolkit and service unit data to assist in the development of workforce plans in conjunction with service plans. Work with Communications to promote the Council as an employer along with the wide range of career opportunities in local government – engage with LGA resources. Continue to invest in apprenticeships/traineeships.	Vicky White	Specific service unit data to be provided in April 2025 and then annually March 2026 (linked to Talent Management programme) March 26	

	Review recruitment methods and advertising routes. Ensure council services are represented at Find Your Future careers fair events.		Oct 26	
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