

Agenda Item

Executive Scrutiny Committee

8 May 2012

**ACTION PLAN FOR AGREED RECOMMENDATIONS – EFFICIENCY,
IMPROVEMENT AND TRANSFORMATION (EIT) REVIEW OF LEGAL
SERVICES**

Summary

Members are asked to consider the Action Plan setting out how the agreed recommendations from the Officer Led EIT Review of Legal Services will be implemented and target dates for completion.

Detail

1. The final report of the Officer Led EIT Review of legal Services was considered by Cabinet on 12 January 2012. Cabinet accepted the recommendations contained within.
2. These are now subject to the procedure for monitoring the implementation of agreed recommendations. An Action Plan has been drawn up and is attached at Appendix 1. This sets out how the relevant departments will be taking forward the agreed recommendations and includes target dates for completion.
3. Members should consider the Action Plan. Progress Reports will be presented to Committee.

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Action Plan – EIT Review of Legal

No.	Recommendation	Proposed Actions/Progress	Success Measures	Savings/Cost	Lead Responsibility	Finance Manager	Completion Date
1	Maintain the current in-house Legal Service taking account of 19% reductions in budget made to date.	None.	Maintain capacity in-house to minimise the use and cost of external legal services.	To be determined.	Head of Legal Services.	Suzie Lloyd	31/03/2013
2	Review the management of all the Council's spatial data sets to ascertain if further efficiencies or improvements can be gained by consolidating these services.	<p>(a) Carry out a scoping exercise to identify property & environmental spatial data sets maintained by the Council, their purpose, usage and applicable software systems.</p> <p>(b) Quantify the costs of maintaining the data sets.</p> <p>(c) Review the effectiveness of each system and linkages to other processes, e.g. FOI/EIR</p> <p>(d) Identify improvements.</p>	<p>Better use of existing resources.</p> <p>Remove duplication of processes.</p> <p>Improved data capture and quality.</p> <p>Service Improvements</p>	To be determined.	Head of Legal Services/GIS Manager.	Suzie Lloyd	<p>30/06/2012</p> <p>30/09/2012</p> <p>31/03/2013</p> <p>31/03/2013</p>

No.	Recommendation	Proposed Actions/Progress	Success Measures	Savings/Cost	Lead Responsibility	Finance Manager	Completion Date
3	Undertake a tender exercise for the procurement of services provided by barristers	Liaise with neighbouring authorities on setting up a North East Barristers Framework Agreement. Alternatively, carry out an informal tender exercise for Stockton.	Costs will be benchmarked and value for money demonstrated. A Framework Agreement or Protocol will be established	To be determined.	Head of Legal Services	Suzie Lloyd	30/09/2012