

REPORT OF THE LEADER OF THE COUNCIL

POLICY FRAMEWORK AND POLICY LIBRARY

Purpose of the Report

1. This report is to advise Policy Committee on progress towards achieving the strategic plan commitments for implementing a policy framework and a policy library.

Information and Advice

2. The County Council's ambitions, values and priorities are set out in the Strategic Plan for 2010 – 2014.
3. Priority E of the Strategic plan is for the Council 'to be financially robust and sustainable.' The key actions to be taken to deliver this priority includes a requirement to:
 - Implement a corporate policy framework to ensure all policies are aligned with council priorities.
 - Establish a council wide policy and strategy database.
4. Reporting of progress delivering these requirements falls within the responsibility of the Policy Committee.

Policy Framework

5. The County Council's Policy Framework provides a structure for the key documents that establish the principles that the organisation will follow in developing and providing services and achieving the Strategic Visions for Nottinghamshire.
6. The Policy Framework is set out in the constitution and was adopted as part of the change in governance arrangements approved by County Council on 17 May 2012.
7. The Framework provides a consistent basis for policy management across all of the Council and a hierarchy for the County Council's policies, strategies, plans, procedures and guidance. This replaces the previous disparate approach with the authority operating to a number

of different policy frameworks both corporately and across departments.

8. The Framework sets out that the Council's policies will be developed by Members and supported by a plan for implementation of a policy or delivery of a strategy.
9. Progress and achievements will be reported against these plans to provide transparency and to ensure that policies are implemented and that strategies are delivered.
10. Advice and support will be provided on the review of existing policies and on the development of new policies to ensure that they are consistent with the policy framework, the Council's strategic vision and other policies.

Policy Library

11. The Strategic Plan requires that all of the Council's policies and strategies be accessed from a single policy and strategy database. This requirement has also been enshrined in the constitution as part of the policy framework.
12. The development of a policy library provides a single point for Members, officers, the public and partners to access the key documents governing the County Council and is consistent with the Authority's commitment to transparency.
13. The policy library has been under development for a number of months. A trial version is currently available on the County Council's Intranet and steps are being taken to populate this with all of the Council's policies, strategies, procedures and guidance.
14. Once complete the Library will be made available on the public website. Duplicates of policies contained on pages on the intranet and website will be removed. Links will then be provided directly to the policy library, ensuring that Members, officers, the public and partners always have access to the most up to date version or reducing the risk of reliance of out of date documentation.
15. It is proposed that Members of the policy committee be provided with a demonstration of the policy library.

Other Options Considered

16. None.

Reason/s for Recommendation/s

17. The development of the Policy Framework and the Policy Library supports the delivery of the Strategic Plan and the Council's commitment to transparency and openness.

Statutory and Policy Implications

18. This report has been compiled after consideration of implications in respect of finance, equal opportunities, human resources, crime and disorder, human rights, the safeguarding of children, sustainability and the environment and those using the service and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

RECOMMENDATION/S

It is recommended that

1. progress in achieving the strategic plan commitments is noted.

**Councillor Kay Cutts
Leader of the Council**

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Constitutional Comments (SG 15/05/2012)

19. Because this report is for noting only no Constitutional Comments are required.

Financial Comments (MA 14/5/12)

20. There are no financial implications arising directly from this report.

Background Papers

Except for previously published documents, which will be available elsewhere, the documents listed here will be available for inspection in accordance with Section 100D of the Local Government Act 1972.

Nottinghamshire County Council Strategic Plan 2010 - 2014
Nottinghamshire County Council Constitution

Electoral Division(s) and Member(s) Affected

All