

Limerick County Council Progress Report – March 2008 Payment

Indicator Check List	Verifiable progress since June 2007 Yes / No	Comments
Co-operation with ongoing change/modernisation	Yes	<ul style="list-style-type: none"> ▪ Co-operation with the introduction of new contract forms and procedures for construction projects ▪ Co-operation with the new Health & Safety measures arising from the Ashbourne Document. ▪ Implementation of new regulations on Drinking Water, and Waste Water Discharges ▪ New procedures implemented for inspection and follow up action in respect of Standards for Private Rented Dwellings ▪ Implementation of Primary Schools Programme as part of the National Fire Services Change programme. ▪ New IT system introduced in Planning on Development Contributions ▪ Established an Audit Committee
Staff flexibility in light of changed business requirements / alterations in work procedures as necessary	Yes	<ul style="list-style-type: none"> ▪ Staff co-operation with PPP initiatives ▪ New staffing arrangements agreed for Retained Fire-fighters in Foynes Fire Station ▪ Use of marked van for Dog Control duties ▪ On-going flexibilities in relation to Planning Application validation process ▪ Upgrade of Councillors access to Council network from PSDN/ISDN to 3G Broadband ▪ Upgrading of Microsoft SharePoint from version 2001 to version 2007 ▪ Formation of a Limited Company with Askeaton Swimming Club to provide and Indoor 25m Swimming Pool and associated facilities in

		<p>the town of Askeaton</p> <ul style="list-style-type: none"> ▪ Re-location of 80 staff approx. to new Corporate Buildings on Dooradoyle Road
Enhanced team working	Yes	<ul style="list-style-type: none"> ▪ Multi Disciplinary Teams are created as required for specific purposes e.g. Castleview/Sharwood Sustainability Forum ▪ Specific Teams established within Planning to prepare a Serviced Sites Policy, a Taking Over of Estates Policy, Promotion of Development of Amenity Areas / Public Parks, preparation of Submission for Gateway initiative under the NSS ▪ PMDS Team Development Plans have greatly assisted the principle of team working within departments. ▪ Team established to oversee the introduction of the Project Costing Module of the FMS
Outsourcing	Yes	<ul style="list-style-type: none"> ▪ The Council will comply with National Policy on the issue of the issue of outsourcing subject to the terms of Towards 2016 e.g. Installation of non-domestic water meters; Construction and operation of Kilmallock Waste Water Plant, etc. ▪ The Council will consider different options, including outsourcing in the context of the efficient delivery of services e.g. the Public Appointments Service held Clerical Officer competitions for the Council in 2007, Preparation of Local Area Plans etc.
Redeployment of Staff	Yes	<ul style="list-style-type: none"> ▪ Redeployment of staff within Directorates is part and parcel of normal ongoing staff management e.g. staff moves from Validation team to Planning Enforcement.
Enhanced attendance at work	Yes	<ul style="list-style-type: none"> ▪ There was a reduction of 33% in the % days lost to certified sick leave between 2005 and 2006. The Council's % of days lost through uncertified sick leave rose marginally to 0.43% for the same period. ▪ The Council propose to bring proposals to the Unions regarding the implementation of the nationally agreed Attendance Management

	<p>Policy before the 28th February 2008. Appropriate training for staff members will be provided.</p> <ul style="list-style-type: none"> ▪ New system of work for Lifeguards and Pier Attendants introduced in 2007 ▪ Introduction of Risk Management procedures in two Directorates. All Directorates to have Risk Registers completed by February 2008. ▪ Development of an Annual Procurement Plan for significant purchases ▪ Co-operation with the introduction of national initiatives e.g. Health & Safety, etc. 	<p>Policy before the 28th February 2008. Appropriate training for staff members will be provided.</p>
Introduction of new work practices	<p>Yes</p>	<ul style="list-style-type: none"> ▪ Wider distribution of Planning Newsletter ▪ Working with communities to provide Playgrounds at ten locations throughout the county ▪ Joint initiative with FAI to appoint a Football Development Officer for the County. The development of five mini pitches throughout the county. ▪ Organisation of the Annual Environmental Achievement Awards to recognise the contribution of communities in environmental matters ▪ Continuation of the Green Schools Programme ▪ Part 8 and Public Consultations are undertaken as part of the advancement of capital projects. ▪ Development of 17-acre Public Park in Castletroy after extensive local consultation with interested groups e.g. residents, schools, students, local sporting clubs, etc. ▪ Incorporation of Residents Associations into pre-tenancy training programmes ▪ To mark the 50th Anniversary of Tidy Towns, the Council is to host a seminar in Spring 2008 to encourage greater participation levels in the county.
Enhanced links with local community	<p>Yes</p>	

<p>Provision of information by Service Indicator process</p> <p>Industrial relations climate enhancement</p> <p>Extended opening hours / enhanced customer service</p>	<p>Yes</p> <p>Yes</p> <p>Yes</p>	<ul style="list-style-type: none"> ▪ Procedures put in place within organisation to capture services indicator information on an on-going basis ▪ Stable Industrial Relations climate. Ongoing meetings with staff representative groups regarding corporate and individual issues. ▪ Customer Charter, Comment Cards and Customer Complaints Procedures introduced on 7th December 2007 ▪ Systems put in place to ensure compliance with Access to Information under the Environment Regulations and Re-use of Public Sector Information. ▪ Irish Language Scheme to be introduced in February 2008 to enable customers conduct business through the Irish language. ▪ Extended opening of Dog Shelter ▪ Use of WEB in the statutory consultation processes ▪ Comprehensive Arts Programme delivered countywide ▪ Opening of new offices in Rathkeale delivering local services ▪ Local Studies Dept of the Library Service to open on Saturdays commencing in January 2008
<p>Better use if IT</p>	<p>Yes</p>	<ul style="list-style-type: none"> ▪ New Planning enquiry system introduced for the public (GIS based) ▪ New database for Housing Assessments in use ▪ Preparatory work commenced for the introduction of new HR/Payroll/Superannuation Systems ▪ Representation Tracking System introduced in Housing ▪ Wireless LAN created in Council Chamber to facilitate the use of electronic documentation for Council Meetings ▪ Installation of personal computers in Fire Stations with access to Council's intranet ▪ Electronic communication to Dog Shelter resulting in better complaint management

		<ul style="list-style-type: none"> ▪ Development and implementation of data transfer system between Regional Communications Centre and the 6 Fire Stations. ▪ Introduction of PCS system for project management of Water Services Projects ▪ Database of Community & Voluntary groups created. ▪ Continued participation in the Social Inclusion Measures Group ▪ Co-ordination and implementation of the Interagency Plan for the Delivery of Public Services to Travellers in County Limerick ▪ Implementation of Disability Strategy Action Plan ▪ The preparation and adoption of a Tenants Supports Policy ▪ On-line dog license system in use ▪ Cash receipting facilities in all Council offices located throughout the county. ▪ Extensive use is made of the e-Tenders website. ▪ Implementation of GIS based Planning enquiry system ▪ Delegation of responsibility for Departments to up-date their own web pages on www.limerickcoco.ie ▪ Continued on-going co-operation with neighbouring local authorities as previously reported. ▪ Participation in the discussions regarding having a National Centre of Excellence for Superannuation ▪ On-going discussions with Limerick City Council and the two Re-generation Companies regarding the provision of services ▪ Comprehensive Corporate Training Programme being delivered ▪ New Training policies introduced (Agreement at Corporate Training Committee level) ▪ Significant investment in Health & Safety and Fire Service Training ▪ Disability training provided to Management Team and Corporate Disability Committee (20)
Better service to marginalised groups	Yes	
Expanded options for customer payments	Yes	
Participation in e-procurement	Yes	
Enhanced website	Yes	
Examination of the potential for shared services as per the recommendations of Review Group	Yes	
Staff Training	Yes	

		<ul style="list-style-type: none"> ▪ Procurement Training delivered to senior staff (40) ▪ Career / Self Development programmes provided (12). ▪ Continuing support for Local Government Studies (37) ▪ Continuing support for Self Development Courses held outside working time (16)
Open Recruitment	Yes	<ul style="list-style-type: none"> ▪ Open competitions held for Gr III's and Gr IV's during 2007. ▪ Will comply with outcome of national discussions when completed.
Implementation of PMDS	Yes	<ul style="list-style-type: none"> ▪ Roll out continuing throughout organisation. ▪ 135 Team Development Plans completed and progress is being made on their implementation ▪ Corporate PMDS Co-ordinator designated. PMDS contact staff member in each department. ▪ Agenda item on Management Team Agendas ▪ All Team Plans and Personal Development Plans due to be completed by March 2008
Health & Safety Enhancement	Yes	<ul style="list-style-type: none"> ▪ Comprehensive H&S Training Programme delivered ▪ Appointment of two Health & Safety Officers to core team ▪ Assignment of permanent staff member to deliver H&S training to staff on a full time basis ▪ Procedures put in place to ensure compliance with Ashbourne Document ▪ Special equipment has been provided to staff members to assist them in the carrying out of their responsibilities e.g. large screen monitors, adapted keyboards, etc. ▪ On site mobile facilities provided for staff usage at different locations throughout the county
Equality	Yes	<ul style="list-style-type: none"> ▪ New Equality Officer Appointed ▪ Membership of Equality Action Team being re-constituted ▪ Two Day Equality Team Training Programme held in July 2007

		<ul style="list-style-type: none"> ▪ Disability focussed training to Equality Team delivered in December 2007 ▪ Equality proofing of policies is continuing
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Signed: Tom Lavery (Chairs) Partnership Committee

Tom Lavery

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