

REPORT TO: Executive Board

DATE: 27 March 2014

REPORTING OFFICER: Strategic Director Policy & Resources

SUBJECT: Directorate Plans 2014-2017

WARDS: Borough wide

1. PURPOSE OF THE REPORT

- 1.1. To progress the adoption of Directorate Plans for the period 2014-17, as a basis for action and performance monitoring.

2. RECOMMENDED: That

- 1) the draft Directorate Plans for the three Directorates be received; and**
- 2) the Chief Executive be authorised, in consultation with the Leader, to make any final amendments and adjustments that may be required.**

3. SUPPORTING INFORMATION

- 3.1 Each Directorate of the Council is required to develop a medium term business plan or Directorate Plan, in parallel with the budget. Such plans will be subject to annual review and refresh in order that they remain fit for purpose taking into account of any future changes in circumstances, including any future funding announcements that may emerge. Draft Service Objectives and Performance Indicators and targets have been developed by each Department and this information is included within Appendices to the Directorate Plan. These departmental objectives and measures will form the basis of the quarterly Directorate Overview Performance Reports received by the Board during the future year.
- 3.2 Elected Members are engaged in the development of Directorate Plans, primarily through the autumn 2013 cycle of individual Policy and Performance Boards meetings. This approach allowed members to enter into a dialogue with Lead Officers concerning key themes and the development of specific improvement activities and targets for the coming year.
- 3.3 Following this the draft Directorate Plans are presented for approval, at the same time as the draft budget. This will ensure that decisions on Business Planning are linked to resource allocation.

3.4 Information for each of the Directorates is contained within the following appendices:-

Appendix 1 - Children and Enterprise

Appendix 2 - Communities

Appendix 3 - Policy and Resources

3.5 It should be noted that plans can only be finalised once budget decisions have been confirmed and that some target information may need to be reviewed as a result of final outturn data becoming available post March 2014.

4.0 POLICY IMPLICATIONS

4.1 Directorate Plans form a key part of the Council's policy framework and reflect known and anticipated legislative changes.

4.2 Elected Member engagement is consistent with the new "Best Value Guidance", announced in September 2011, to consult with the representatives of a wide range of local persons.

5.0 OTHER IMPLICATIONS

5.1 Directorate Plans will identify resource implications and subject to availability include agreed budget statements for 2014 – 15.

6.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

6.1 The business planning process is the means by which we ensure that the six corporate priorities are built into our business plans and priorities, and thence cascaded down into team plans and individual action plans.

6.2 In line with the new performance framework introduced from 2012/13, arrangements for the provision of Quarterly Performance Monitoring Reports will continue. Individual Priority Based Reports would be provided to relevant PPB's with Executive Board receiving quarterly Directorate Overview Reports.

7.0 RISK ANALYSIS

7.1 The development of a Directorate Plan, will allow the authority to both align its activities to the delivery of organisation and partnership priorities and to provide information to stakeholders as to the work of the Directorate over the coming year.

8.0 EQUALITY AND DIVERSITY ISSUES

8.1 There are no specific.

9.0 REASONS FOR DECISION

9.1 To inform Executive Board on the process undertaken in developing Directorate Plans 2014-17 and thereby set the Executive Board's seal on policy and prioritisation decisions, embodied in plans for 2014-17.

10.0 ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

10.1 Draft versions of all three Directorate Plans were considered by Policy and Performance Boards and approved by the Strategic Directors, before being submitted to Executive Board.

11.0 IMPLEMENTATION DATE

11.1 The Directorate Plans form the basis for action and performance monitoring from April 2014 and in the medium term – next three years.

12.0 LIST OF BACKGROUND PAPERS UNDER SECTION 100D OF THE LOCAL GOVERNMENT ACT 1972

12.1 There are no relevant background documents to this report.