

**REPORT TO:** Corporate Policy and Performance Board

**DATE:** 20 October 2015

**REPORTING OFFICER:** Strategic Director (Community and Resources)

**PORTFOLIO:** Resources

**SUBJECT:** Business Planning 2016 – 17

**WARDS:** Boroughwide

## **1.0 PURPOSE OF THE REPORT**

1.1 To provide an opportunity for the Board to contribute to the development of the Business Plan for the 2016 – 17 financial year.

**2.0 RECOMMENDATION: That the Board receive and consider the information provided and add any further comment / observation that it considers relevant to plan development.**

## **3.0 SUPPORTING INFORMATION**

3.1 The Council develops its business plan in parallel with the determination of its annual budget and the review and refresh of Corporate and Directorate Risk Registers. This process has now commenced for 2016 – 17.

3.2 At this stage Members are invited to consider a small number of priorities for development that they would like to see reflected in the Business Plan. Strategic Directors will then develop a draft plan which will be presented to the Board for consideration early in the New Year.

3.3 Whilst providing an overall operating context the Business Plan will also provide details of specific objectives and performance measures which would provide a focus for the ongoing monitoring of progress throughout the year.

3.4 It is important the Members have the opportunity to contribute to the process of plan development in order that their knowledge of local and organisational issues forms an integral element of plan development.

3.5 As Plans can only be finalised once final budget decisions have been confirmed in March 2016 annual targets can only be properly determined once this information, along with year-end outturn figures for 2015 – 16 becomes known.

3.6 To assist the Board the Strategic Director (Community and Resources) will give a short presentation on the issues and challenges for those areas that fall within the remit of this Board over the period of the next plan. Additional information will be circulated in advance of the meeting of the Board on 20<sup>th</sup> October.

3.7 The timeframe for plan preparation is detailed below

Receiving Audience	Timeframe	Information / Purpose
PPB's	Autumn 2015	Discussion with relevant Strategic / Operational Directors concerning emerging issues, priorities etc.
Directorate SMT	Agreed with Strategic Directors	To receive and endorse advanced draft Business Plan content
Management Team	December 2013	To receive and consider proposed Business Plan
PPB's	Jan / March 2016	Receive advanced draft plans and details of relevant service objectives and indicators.
Executive Board	March 2016	To receive advance draft Business Plan for consideration / approval

#### **4.0 POLICY IMPLICATIONS**

4.1 Business planning forms a key element of the Council's policy framework and as such its development will take account of known and anticipated changes within the operating environment.

#### **5.0 OTHER IMPLICATIONS**

Plans will continue to form the basis upon which progress will be monitored and reported to Policy and Performance Boards throughout the course of the coming financial year. Such reports will routinely contain information concerning key developments and emerging issues as well as the delivery of predetermined actions and targets.

#### **6.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES**

The business planning process is one means by which the Council aligns its operational activity with its overall strategic aims and those priorities detailed below.

6.1 **Children and Young People in Halton**

6.2 **Employment, Learning and Skills in Halton**

6.3 **A Healthy Halton**

6.4 **A Safer Halton**

6.5 **Halton's Urban Renewal**

## **7.0 RISK ANALYSIS**

- 7.1 The development of the Business Plan will allow the authority to both align its activities to the delivery of organisational and partnership priorities and provide information to stakeholders concerning work that is planned for 2016 – 17.
- 7.2 As the planning process aligned to the annual review and refresh of organisational and Directorate risks this ensures that these are fully considered when determining future direction and actions.

## **8.0 EQUALITY AND DIVERSITY ISSUES**

There are no equality and diversity issues directly related to this report. However such matters will continue to be monitored and reported annually to the Board through the existing performance monitoring framework.

## **9.0 LIST OF BACKGROUND PAPERS UNDER SECTION 100D OF THE LOCAL GOVERNMENT ACT 1972**

None under the meaning of the Act.