

REPORT TO: Children, Young People, and Families Policy and Performance Board

DATE: 14th June 2021

REPORTING OFFICER: Strategic Director, People

SUBJECT: People Directorate Business Plan 2021-22

PORTFOLIO: Children & Young People

WARDS(S): Borough Wide

1.0 PURPOSE OF THE REPORT

1.1 To provide Policy and Performance Board Members with an overview of the People Directorate's element of the Council's Business Plan for 2021-22, and to ensure members are aware of the requirement of them to review the Directorate's plan at future meetings on a quarterly basis.

2.0 RECOMMENDATION: That

2.1 The report be received and members of the board note the requirement to receive quarterly updates on progress against the action plan.

3.0 SUPPORTING INFORMATION

3.1 Following a review by the Council's Management Team, they endorsed the continuation of the approach to the development of a single Business Plan for the 2021 – 22 financial year. Attached as Appendix 1 is the People Directorate's element of that Business Plan for this Board's information.

3.2 The Business Plan is structured in the following sectional format

Introduction – This section provides details of the primary work of the Directorate and the purpose of business planning.

Key Developments - This section provides a concise summary of the departments / service areas progress and key success that have occurred during 2020 - 21, what strategic challenges remain and what will be the focus of attention in 2021 – 22.

Emerging Issues - This section provides information concerning any local and national factors that will, or may, arise during 2021 – 22 that will need to be taken into account and what impact these may have in terms of resource requirements and the delivery of services.

Service Objectives and Milestones – This section provide details of the objectives and milestones that are intended to be delivered during 2021 – 22.

Objectives are supported by individual milestones i.e. specific time-bound activities that will lead to the achievement of the objective.

Key Organisational Measures – This section details those measures which will be used to indicate the extent of progress and level of performance being achieved in relation to the strategic priority.

- 3.3 The amount of information that Departments are required to provide has been determined taking into account continuing resource constraints and the need for the Business Plan to remain a meaningful and informative document which supports the effective governance and scrutiny of the Council.
- 3.4 The intention remains that the Business Plan will focus upon those matters which are considered to be the most significant in progressing each of the priorities as opposed to providing a detailed and extensive narrative concerning every aspect of the Councils operations.
- 3.5 As such it is anticipated that the Plan will provide the reader with an overview and understanding of what we have achieved and where we are going (*key developments / emerging issues*) and how we intend to get there (*service objectives / milestones and performance indicators*).
- 3.6 The Business Plan will continue to form the foundation of Quarterly Monitoring Reports that are provided to the Council's Management Team, Executive Board and each of the Policy and Performance Boards.

4.0 POLICY IMPLICATIONS

- 4.1 The Business Plan forms a key part of the Council's policy framework and reflects known and any anticipated legislative changes.

5.0 FINANCIAL IMPLICATIONS

None identified.

6.0 IMPLICATIONS FOR COUNCIL PRIORITIES

- 6.1 The business planning process is the means by which we ensure that the six corporate priorities are considered and translated into operational activity. In accordance with the Councils performance management framework arrangements for the provision of Quarterly Performance Monitoring Reports will continue for 2021-22. Individual Priority Based Reports will be provided to relevant Policy and Performance Boards with Executive Board receiving quarterly Directorate Overview Reports.

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 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 issues related to equality and diversity.

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

9.1 There are no relevant background documents to this report.