

WYRE FOREST DISTRICT COUNCIL

CABINET
20TH APRIL 2010

Directorate Business Plans 2010/11

OPEN	
SUSTAINABLE COMMUNITY STRATEGY THEME:	-
CORPORATE PLAN AIM:	A Well Run and Responsive Council
CABINET MEMBER:	Councillor J-P Campion
DIRECTOR:	Ian Miller, Chief Executive
CONTACT OFFICER:	Jo Payne, Policy and Performance Officer, Ext. 2722 joanna.payne@wyreforestdc.gov.uk
APPENDICES:	Appendix 1 – Resources Directorate Business Plan Appendix 2 – Planning & Regulatory Service Directorate Business Plan Appendix 3 – Legal & Corporate Services Directorate Business Plan Appendix 4 – Community & Partnership Services Directorate Business Plan <i>The appendices to this report have been circulated electronically and a public inspection copy is available on request. (See front cover for details).</i>

1. PURPOSE OF REPORT

- 1.1 To seek Member’s approval of the Directorate Business Plans for 2010/11.

2. RECOMMENDATION

The Cabinet is asked to RECOMMEND to Council that:

- 2.1 The Directorate Business Plans as set out in Appendices 1 – 4 be adopted.**

3. BACKGROUND

- 3.1 Business Plans are produced by Directorates each year to guide business activity and form the basis for Directorate performance management. They are linked to the Corporate Plan and demonstrate how Corporate Priorities are being delivered ‘on the ground’ by reference to a set of targets and performance indicators.

- 3.2 A Corporate template is used by all Directorates for Business Plans. This consists of an overarching Directorate Plan and individual Service Plans to reflect the often diverse work and responsibilities of the different teams.
- 3.3 Training was provided for service managers in November 2009 and support given by the Corporate Development Team to improve the quality of the Plans and ensure a consistent approach is taken across the Directorates.
- 3.4 A copy of the Business Plan 2010/11 for each Directorate is attached in the Appendices.

4. KEY ISSUES

- 4.1 The Business Plans do not include performance indicator information in Part E of the Service Plans as this information will not be available until data is collected following the end of the financial year.
- 4.2 Actions and indicators which support the achievement of the Council's Priorities, Transformation Programme and CAA recommendations are included in the Business Plans to ensure that this work is incorporated into the service's work programming.
- 4.3 Business Plans are monitored bi-monthly by Directorate Management Teams and reported by exception to CMT / Cabinet and the Corporate Performance Clinic if necessary. Progress is reported to the Corporate Resources Scrutiny Committee on a quarterly basis.

5. FINANCIAL IMPLICATIONS

- 5.1 There are no direct financial implications arising from this report. Resource allocation for each Directorate is identified in the relevant sections of each Business Plan.

6. LEGAL AND POLICY IMPLICATIONS

- 6.1 None

7. EQUALITY IMPACT NEEDS ASSESSMENT

- 7.1 Equality Impact Assessments completed for services and service activities are identified in the relevant sections of each Business Plan.

8. RISK MANAGEMENT

- 8.1 The risks identified by each service are included in the relevant sections of each Business Plan.

9. CONCLUSION

- 9.1 The Directorate Business Plans will provide the foundations for managing the performance of the Council to ensure the continued delivery of high quality, value for money services to the district's communities.

10. CONSULTEES

10.1 Corporate Management Team

10.2 Corporate Development & Improvement Manager

10.3 Corporate Resources Scrutiny Committee

11. BACKGROUND PAPERS

11.1 Corporate Plan 2008-11