
REPORT TO: ENVIRONMENTAL AND DEVELOPMENT SERVICES

AGENDA ITEM: 8

DATE OF MEETING: 31st MAY 2018

CATEGORY: DELEGATED

REPORT FROM: LEADERSHIP TEAM

OPEN DOC:

MEMBERS' CONTACT POINT: FRANK MCARDLE (Ext. 5700)
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SUBJECT: SERVICE PLANS 2018/19

WARD (S) AFFECTED: ALL

TERMS OF REFERENCE: G

1.0 Recommendations

1.1 That the Service Plans for Service Delivery and the Chief Executive's Directorate be approved as the basis for overall service delivery over the period 1 April 2018 to 31 March 2019.

2.0 Purpose of Report

2.1 To consider the Service Plans for Service Delivery, attached at **Appendix A**, and the Chief Executive's Directorate at **Appendix B**.

3.0 Detail

3.1 Service Plans are a key part of our Performance Management Framework, acting as an important link between high-level plans and strategies, such as the Corporate Plan and Sustainable Community Strategy, as well as performance objectives established for employees.

3.2 Each Service Plan contains information about:

- The Directorate
- Its workforce and budget
- Service performance, including key measures and projects
- Partnerships
- Aims and aspirations

3.3 The Service Plans reflect the current priority themes and outcomes within the Corporate Plan 2016-21 and Sustainable Community Strategy 2009-29.

3.4 The Service Plans cover a one-year period and will be reviewed in March 2019 to link in with the Corporate Plan and Sustainable Community Strategy.

3.5 Progress reports on Service Plans will be made to Elected Members as part of the Performance Management Framework monitoring process.

5.0 Financial and Corporate Implications

5.1 All implications are detailed in the relevant Service Plans.

6.0 Community Implications

6.1 All implications are detailed in the relevant Service Plans.

7.0 Background papers

7.1 Electronic copies of service plans for Service Delivery and the Chief Executive's Directorate are available on request.