

Report to the Overview and Scrutiny Committee

Date of meeting: 19 July 2016



Portfolio: Leader (Councillor C. Whitbread)

Subject: Corporate Plan Key Action Plan 2017 / 2018

Responsible Officer: Barbara Copson (01992 564042)

Democratic Services Officer: Adrian Hendry (01992 564246)

Recommendations/Decisions Required:

That the Committee considers and provides comment on the proposed Corporate Plan Key Action Plan for 2017-2018

Executive Summary:

In April 2015 the Council adopted a new Corporate Plan to take the authority forward from 2015-2020. The Corporate Plan includes Aims and Objectives which are the Council's highest level strategic intentions for these five years.

The Aims and Objectives are delivered via an action plan produced annually to incrementally progress specific activities to achieve the Aims and Objectives across their lifetime. The Action Plans are set in a timely way to inform the budget setting process which commences in July and to allow for Member input at an early stage of their development.

2017/18 is the third year in the lifetime of the Aims and Objectives and a draft Key Action Plan for 2017/18 has been produced building on activities identified in the action plan for the current fiscal year.

Report:

1. The Corporate Plan is the Council's highest level strategic document. It sets the strategic direction for the authority for the five year lifetime of the plan, and focuses on a number of key areas that it needs to focus on during that time. These key areas are known as the Corporate Aims which are supported via Key Objectives, which in turn are delivered via an annual action plan.
2. The Corporate Plan Key Action Plan is an important element in the Council's Performance Management Framework and corporate business planning processes. It informs the development of detailed annual directorate business plans and other detailed service plans setting out service provision and informing the prioritization of resources to ensure delivery of the Corporate Aims and Key Objectives. The plan is developed at an early stage of the budget setting process to allow for member input.

3. The draft Key Action Plan for 2017/18 has been developed, populated with actions or deliverables which build on work identified and delivered through the action plans for 2015/16 and 2016/17 or are new initiatives to take forward the Aims and Objectives. The draft Key Action Plan 2017/18 is attached at Appendix 1.

4. Key Action Plans are monitored by the select committees, Overview and Scrutiny Committee and Cabinet on a quarterly basis. As living documents they could be subject to change or development as appropriate to reflect emerging priorities or unforeseen circumstances.

5. The draft Key Action Plan 2017/18 will be considered by Joint Management Board / Cabinet Committee on 21 July before submission to Cabinet on 1 September. As the committee cycle dictated this report should be submitted to this meeting of the Overview and Scrutiny Committee which precedes the Joint Management Board / Cabinet members meeting on 21 July, as a courtesy the action plan has been emailed to Cabinet members and responses invited before 19 July.

6. The Overview and Scrutiny Committee is requested to consider and provide comment on the draft Key Action Plan 2017/18.

Resource Implications: None for this report. Requirements relating to actions identified in the Key Action Plan 2017/18 will be addressed separately by the responsible service director.

Legal and Governance Implications: None for this report. Good business processes help us to achieve best value as required by the Local Government Act 1999.

Safer, Cleaner, Greener Implications: None for this report. Requirements relating to actions identified in the Key Action Plan 2017/18 will be addressed separately by the responsible service director.

Consultation Undertaken: The Corporate Plan Key Action Plan is a strategic planning document for the Council and which is directed internally.

Background Papers:

The Corporate Plan 2015-2020
Corporate Plan Key Action Plan 2015/16
Corporate Plan Key Action Plan 2016/17

Impact Assessments:

Risk Management: None for this report. Relevant issues relating to actions identified in the Key Action Plan 2017/18 will be addressed separately by the responsible service director.

Equality: None for this report. Relevant issues relating to actions identified in the Key Action Plan 2017/18 will be addressed separately by the responsible service director.