

# BRIDGEND COUNTY BOROUGH COUNCIL

## REPORT TO CORPORATE OVERVIEW AND SCRUTINY COMMITTEE

29 MARCH 2018

### REPORT OF THE CHIEF EXECUTIVE

#### DIRECTORATE BUSINESS PLANS 2018-19

##### 1. PURPOSE OF REPORT

This report presents the Council's draft directorate business plans for 2018-19 for the Committee to comment.

##### 2. CONNECTION TO CORPORATE IMPROVEMENT PLAN / OTHER PRIORITIES

- 2.1 The business plans have been developed to implement the Council's Corporate Plan 2018-22. They also set out actions to deliver other service priorities.
- 2.2 The Corporate Plan sets the Council's priorities which are its well-being objectives under the Well-being of Future Generations (Wales) Act 2015 and improvement objectives under the Local Government (Wales) Measure 2009.

##### 3. BACKGROUND

- 3.1 On 28 February 2018, Council approved both the new Corporate Plan 2018-2022 and the Medium Term Financial Strategy (MTFS) 2018-19 to 2021-22.
- 3.2 Directorate business plans are developed each year to implement and support the Corporate Plan, the MTFS, other strategic plans and service priorities in line with the Council's Performance Management Framework.

##### 4. CURRENT SITUATION

###### Content of Business Plans

- 4.1 Each directorate has developed an integrated business plan comprising of:
  - organisational structure
  - resources (both human and financial)
  - workforce planning
  - future property needs
  - key directorate achievements
  - action plans and performance measures that are linked to the Corporate Plan priorities.
  - action plans and performance measures that are linked to other directorate priorities; and
  - a summary of pertinent corporate and key directorate risks.
- 4.2 A copy of the latest corporate risk assessment has been attached to show in more detail the corporate risks that each director owns.

###### Commitments, milestones and indicators

4.3 Section 5 of each directorate business plan sets out

- key actions (milestones) the Directorate will take to deliver pertinent corporate commitments under each corporate priority
- success and performance indicators that are linked to the Corporate Plan. (Corporate Plan indicators have already been approved by Council and have been highlighted in grey.).

4.4 Section 6 includes other directorate priorities and performance indicators.

4.5 Target for each indicator is set for one year, with rationale for the target being provided.

### **Monitoring Performance**

4.6 Progress against the commitments and performance indicators in the business plans is monitored on a regular basis by directorate management teams.

4.7 Corporate commitments and related key indicators are monitored quarterly by the Council's Corporate Performance Assessment (CPA) panel attended by Corporate Management Board, Heads of Service, Scrutiny Chairs and Cabinet Members, and scrutinised by this Committee.

## **5. EFFECT UPON POLICY FRAMEWORK & PROCEDURE RULES**

Developing and implementing directorate business plans forms part of the Council's Performance Management Framework and will ensure our improvement priorities are embedded into delivery at every level of the organisation.

## **6. EQUALITY IMPACT ASSESSMENT**

A full equality impact assessment (EIA) was undertaken when the Corporate Plan 2016-2020 was developed in 2015 -16. Consideration was given to the potential impact on protected groups within the community and on how to avoid a disproportionate impact on people within these groups. An additional EIA screening was undertaken when the plan was developed for 2018-2022, which suggested that another full EIA was not necessary. Specific changes to policy or practice identified in the directorate business plans will need a separate equality impact assessment. Separate EIAs will be undertaken when proposals for carrying out the plans are developed and implemented.

## **7. FINANCIAL IMPLICATIONS**

The directorate business plans are prepared to support the Corporate Plan, which is aligned with the MTFS.

## **8. RECOMMENDATION**

The Committee consider this report and comment on the attached draft directorate business plans for 2018-19 (Appendix A-E).

**Darren Mepham**  
**Chief Executive**

**Contact Officer:** Yuan F Shen

Telephone: 01656-643224; email: [yuan.shen@bridgend.gov.uk](mailto:yuan.shen@bridgend.gov.uk)

**Background Documents - None**