

BRIDGEND COUNTY BOROUGH COUNCIL

**REPORT TO CORPORATE RESOURCES AND IMPROVEMENT OVERVIEW AND
SCRUTINY COMMITTEE**

23 MARCH 2016

REPORT OF THE CHIEF EXECUTIVE

Directorate Business Plans 2016-17

1. PURPOSE OF REPORT

- 1.1 This report presents extracts of the Council's draft Directorate Business Plans for 2016-17 for the Committee to comment.

2. CONNECTION TO CORPORATE IMPROVEMENT PLAN / OTHER PRIORITIES

- 2.1 The business plans have been developed to implement the commitments in the Council's new Corporate Plan 2016-20, as well as other service priorities.

3. BACKGROUND

- 3.1 On 10th March 2016, Council approved both the new Corporate Plan 2016-20 and the Medium Term Financial Strategy (MTFS) 2016-17 to 2019-20.
- 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 Councils' Performance Management Framework.
- 3.3 To enable effective scrutiny of the business plans, the Committee requested that each directorate provide an extract of their business plan containing:
- the resources section, including finance, staffing and assets; and
 - the action plans and performance measures section linked to the Corporate Plan priorities.

A copy of the latest corporate risk assessment was also requested to show corporate risks that each director owns.

4. CURRENT SITUATION / PROPOSAL

- 4.1 An extract from each directorate business plan has been attached, as requested. They are saved separately for ease of reading and scrutiny. In each extract, Corporate Plan indicators have been highlighted in yellow. These indicators have already been approved by Council. They have been included for information only and to show all indicators in context. It should be noted that full business plans are more comprehensive and diverse in appearance, reflecting the diversity of services each Directorate provides as well as carrying out corporate commitments.

Action Plans and Performance Measures Section

- 4.2 In order to provide the key information for Corporate Performance Assessment (CPA) and the performance management system, the action plans and performance

measures section is prepared to a common corporate format. For each commitment in the Corporate Plan, directorates set out:

- the milestones that will be taken to achieve them, and the target date for completion;
- measures they will use to assess performance with targets set for 2016-17; and
- responsible officers for the milestones and measures.

4.3 To reflect the synergy between the Corporate Plan, Directorate Business Plans and the Transformation programmes, the action plans and performance measures section identifies the associated Transformation projects and programmes.

4.4 In addition each measure has been assigned an indicator type that will be used to support monitoring of performance.

4.5 Some targets in these draft plans will be updated when the final performance of 15-16 is known. Business plans are intended to be 'live' documents that are amended to reflect changes in services throughout the year.

Monitoring Progress 4.6 Progress against the commitments and performance indicators in the business plans are monitored on a regular basis by directorate management teams. Corporate commitments and related key performance indicators are monitored quarterly by the Council's Corporate Performance Assessment (CPA) Panel attended by Corporate Management Board, Heads of Service and Cabinet Members, and scrutinised by this Committee.

5. EFFECT UPON POLICY FRAMEWORK & PROCEDURE RULES

5.1 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

6.1 An Equality Impact Assessment was conducted on the Corporate Plan. Specific changes to policy or practice identified in the directorate business plans will need a separate equality impact assessment.

7. FINANCIAL IMPLICATIONS

7.1 The Directorate Business Plans are drafted to support the Corporate Plan, which is aligned with the MTFS.

8. RECOMMENDATION

8.1 The Committee consider this report and comment on the attached extracts of draft Directorate Business Plans for 2016-17 (Appendix A-E).

Darren Mephram
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Background Documents - None