
REPORT TO:	HOUSING AND COMMUNITY SERVICES COMMITTEE	AGENDA ITEM: 7
DATE OF MEETING:	9th JUNE 2016	CATEGORY: DELEGATED
REPORT FROM:	DIRECTOR OF COMMUNITY AND PLANNING SERVICES / DIRECTOR OF HOUSING AND ENVIRONMENTAL SERVICES	OPEN
MEMBERS' CONTACT POINT:	STUART BATCHELOR (EXT. 5820) / MIKE HAYNES (EXT.5775)	DOC:
SUBJECT:	SERVICE PLANS 2016/17	REF:
WARD(S) AFFECTED:	ALL	TERMS OF REFERENCE:

1.0 Recommendations

1.1 That the Service Plans for Community and Planning Services and Housing and Environmental Services be approved as a basis for service delivery over the period 1 April 2016 to 31 March 2017.

2.0 Purpose of Report

2.1 To consider the Service Plans for Housing and Environmental Services and Community and Planning Services.

3.0 Detail

Introduction

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.

Form and Content

3.2 Each Service Plan contains information about:

- The Directorate
- Its workforce and budget
- Service performance, including key measures and projects
- Partnerships
- Transformation programmes
- Managing risks

- 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 Progress reports on Service Plans will be made to Elected Members as part of the Performance Management Framework monitoring process.
- 3.5 The Service Plans will be reviewed and updated in March 2017 to link in with the Corporate Plan and Sustainable Community Strategy.

4.0 Financial implications

- 4.1 All implications are detailed in the relevant Service Plans.

5.0 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 the Community and Planning Services and the Housing and Environmental Services Service Plans are available on request.