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REPORT TO:	ENVIRONMENT & DEVELOPMENT COMMITTEE	AGENDA ITEM: 9
DATE OF MEETING:	2 FEBRUARY 2006	CATEGORY: DELEGATED
REPORT FROM:	DEPUTY CHIEF EXECUTIVE	OPEN
MEMBERS' CONTACT POINT:	SALLY KNIGHT (Ext. 5728) <i>Please Note: a list of contact points for each Service Plan can be found in the reports</i>	DOC:
SUBJECT:	2005/2008 SERVICE PLANS - MONITORING REPORTS	REF:
WARD(S) AFFECTED:	ALL	TERMS OF REFERENCE: G

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## 1.0 Recommendations

1.1 The views of the Committee are requested on the Service Plan monitoring reports for Planning Services, Policy & Economic Regeneration and Environmental Services.

## 2.0 Purpose of Report

2.1 To consider Service Plan monitoring reports for the following Divisions:

- Planning Services
- Policy & Economic Regeneration (also contains matters that are the responsibility of the Finance & Management committee)
- Environmental Services (also contains matters that are the responsibility of the Housing & Community Services committee)

2.2 The reports cover the period 1 April 2005 to 31 December 2005.

## 3.0 Detail

### Introduction

3.1 Service Plans are an important part of the Council's performance management framework.

- 3.2 In 2005, the Committee approved Service Plans for the Divisions listed in paragraph 2.1. These Plans are intended to provide a basis for service delivery during the current financial year and over the next two years.
- 3.3 The 'Achieving More' framework agreed by Finance & Management committee (minute FM/85 refers) increased the frequency of monitoring from six monthly to quarterly.

### **Form and content**

3.4 Each report has sections on:

- a description of the service
- the year to date in context
- achievements (focussing on the benefits to service users)
- tasks at risk of non delivery during the year (along with explanations)
- performance in terms of the national Best Value Performance Indicators and Local Performance Indicators
- emerging issues

### **4.0 Financial Implications**

4.1 None arising directly from this report.

### **5.0 Background Papers**

5.1 Background papers are held on divisional files.

5.2 Contact points: -

<b>Service plan</b>	<b>Contact</b>
Planning Services	Gill Hague (ext. 5742 )
Policy & Economic Regeneration	Sally Knight (ext. 5728)
Environmental Services	Peter McEvoy (ext. 5830)