

<b>REPORT TO:</b>	<b>FINANCE AND MANAGEMENT COMMITTEE</b>	<b>AGENDA ITEM: 7</b>
<b>DATE OF MEETING:</b>	<b>10<sup>th</sup> JUNE 2021</b>	<b>CATEGORY: DELEGATED</b>
<b>REPORT FROM:</b>	<b>LEADERSHIP TEAM</b>	<b>OPEN DOC:</b>
<b>MEMBERS' CONTACT POINT:</b>	<b>FRANK McARDLE (EXT. 5700)/ KEVIN STACKHOUSE (EXT. 5811)</b>	
<b>SUBJECT:</b>	<b>SERVICE PLANS 2021/22</b>	
<b>WARD (S) AFFECTED:</b>	<b>ALL</b>	<b>TERMS OF REFERENCE: G</b>

## **1.0 Recommendations**

1.1 That the Service Plans for the Chief Executive's Directorate and Corporate Resources Directorate be approved as the basis for overall service delivery over the period 1 April 2021 to 31 March 2022.

## **2.0 Purpose of Report**

2.1 To consider the Service Plan for the Chief Executive's Directorate at **Appendix A** and the Service Plan for the Corporate Resources Directorate at **Appendix B**

## **3.0 Detail**

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 Equality, Diversity and Inclusion Strategy as well as performance objectives established for employees.

3.2 The Service Plan contains information about:

- The Directorate
- Service performance, including key measures and projects
- Equality, diversity and inclusion actions
- Workforce and budget information
- Partnerships.

3.3 The Service Plan reflect the current priority themes and outcomes within the Corporate Plan 2020-24 and Sustainable Community Strategy 2009-29.

3.4 The Plans for the Chief Executive's Directorate and Corporate Resources Directorate are presented to the Finance and Management Committee.

3.5 The Service Plans covers a one-year period and will be reviewed in March 2022 to link in with the Corporate Plan and Sustainable Community Strategy.

3.6 Progress reports on the Service Plans will be made to elected members as part of the Performance Management Framework monitoring process.

## **4.0 Financial and Corporate Implications**



4.1 All implications are detailed in the Service Plans.

**5.0 Community Implications**

5.1 All implications are detailed in the Service Plans.

