

REPORT TO:	FINANCE AND MANGEMENT COMMITTEE	AGENDA ITEM: 8
DATE OF MEETING:	14th JUNE 2018	CATEGORY: DELEGATED
REPORT FROM:	LEADERSHIP TEAM	OPEN DOC:
MEMBERS' CONTACT POINT:	FRANK MCARDLE (Ext. 5700) KEVIN STACKHOUSE (EXT. 5811)	
SUBJECT:	SERVICE PLANS 2018/19	
WARD (S) AFFECTED:	ALL	TERMS OF REFERENCE: G

1.0 Recommendations

- 1.1 That the Service Plans for Corporate Resources and the Chief Executive's Directorate be approved as the basis for overall service delivery over the period 1 April 2018 to 31 March 2019.

2.0 Purpose of Report

- 2.1 To consider the Service Plans for Corporate Resources, attached at **Appendix A**, and the Chief Executive's 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 Sustainable Community Strategy, as well as performance objectives established for employees.
- 3.2 Each Service Plan contains information about:
- The Directorate
 - Its workforce and budget
 - Service performance, including key measures and projects
 - Partnerships
 - Aims and aspirations
- 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 The majority of services sitting within Corporate Resources and the Chief Executive's Directorate are covered by the Finance and Management Committee. The Plans for Service Delivery are presented to the Housing and Community Services Committee and the Environmental and Development Services Committee.
- 3.5 The Service Plans cover a one-year period and will be reviewed in March 2019 to link in with the Corporate Plan and Sustainable Community Strategy.
- 3.6 Progress reports on 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 relevant Service Plans.

5.0 Community Implications

5.1 All implications are detailed in the relevant Service Plans.

6.0 Background papers

6.1 Electronic copies of Service Plans for Corporate Resources and the Chief Executive's Directorate are available on request.

