
REPORT TO:	FINANCE AND MANAGEMENT SERVICES COMMITTEE	AGENDA ITEM: 16
DATE OF MEETING:	16th JUNE 2016	CATEGORY: DELEGATED
REPORT FROM:	CHIEF EXECUTIVE	OPEN
MEMBERS' CONTACT POINT:	FRANK MCARDLE (EXT. 5700)	DOC:
SUBJECT:	CHIEF EXECUTIVE'S DIRECTORATE - SERVICE PLAN 2016-17	REF: N/A
WARD(S) AFFECTED:	ALL	TERMS OF REFERENCE:

1.0 Recommendations

- 1.1 That the Service Plan for the Chief Executive's Directorate be approved as 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 the Chief Executive's Directorate.

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 Service Plan.

5.0 Corporate implications

- 5.1 All implications are detailed in the Service Plan.

6.0 Community implications

- 6.1 All implications are detailed in the Service Plan.

7.0 Background papers

- 7.1 Electronic copies of the Chief Executive's Directorate Service Plan are available on request.