
Report to Scrutiny Committee

Date of Meeting: 8 April 2010

Subject: Business Plans 2010/11

Report by: Head of Strategy and Customer Services

1.0 Purpose

- 1.1. The purpose of this report is to update Scrutiny Committee on progress made with Business Plans for the year 2010/11.

2.0 Recommendations

- 2.1. Committee is asked to consider progress made with business plans that services have developed for the year commencing 1 April 2010.

3.0 Considerations

- 3.1. The purpose of business plans is for managers to set the overall aims and objectives for their services and to develop a plan to achieve them. Business plans provide an important link between corporate priority outcomes and the practical actions that services need to take to improve services for our customers.
- 3.2. All services have prepared business plans for 2010/11. These have been placed in Group Rooms for Elected Members to consider.
- 3.3. Given the Council restructure, business plans have been developed in a period of transition between the old and the new structure. The plans developed to date will be consolidated around the six new services as they take shape. A further report will be brought to Scrutiny Committee when that process is complete.
- 3.4. In the meantime, the next step for service managers is to translate and communicate business plan objectives to teams, and in turn individual staff through our Performance Review and Development (PRD) approach. A key element of the PRD process involves the development of learning & development plans to support staff in the achievement of their objectives.
- 3.5. There are no direct financial implications arising from this report.

4.0 Sustainability Implications

4.1. There are no direct sustainability implications arising from this report.

5.0 Resource Implications

5.1. *Financial Details*

5.2. The full financial implications of the recommendations are set out in the report. This includes a reference to full life cycle costs where appropriate. Yes

5.3. Finance have been consulted and have agreed the financial implications as set out in the report. Yes

5.4. *Staffing - there are no direct staff implications arising from this report.*

6.0 Exempt Reports

6.1. Is this report exempt? Yes (please detail the reasons for exemption below) No

7.0 Declarations

The recommendations contained within this report support or implement our Corporate Priorities and Council Policies.

(1) **Our Priorities 2008 - 2011** (Please double click on the check box)

The area has a positive image and attracts people and businesses

Our communities are more cohesive and inclusive

People are better skilled, trained and ready for learning and employment

Our communities are safer

Vulnerable people and families are supported

Substance misuse and its effects are reduced

Health is improving and health inequalities are reducing

The environment is protected and enhanced for all

The Council is effective, efficient and recognised for excellence

(2) **Council Policies** (Please detail)

8.0 Equalities Impact

8.1 Have you undertaken the required equalities impact assessment to ensure that no groups are adversely affected by the recommendations?

Yes No

9.0 Legality

9.1 It has been confirmed that in adopting the recommendations contained in this report, the Council is acting within its legal powers. Yes

10.0 Appendices

10.1 Please list any appendices attached to this report. If there are no appendices, please state "none".

None

11.0 Background Papers

11.1 Have you used other documents to compile your report? (All documents must be kept available by the author for public inspection for four years from the date of meeting at which the report is considered)

Yes (please list the documents below) No

Author(s)

NAME	DESIGNATION	TEL NO / EXTENSION
Stuart Crickmar	Business Improvement Manager	2127

Approved by

NAME	DESIGNATION	SIGNATURE
Elaine McPherson	Head of Strategy and Customer Services	
Angela Leitch	Chief Executive	

