

# **Report to the Overview and Scrutiny Committee**

**Date of meeting: 21 July 2015**



**Portfolio:** Leader (Councillor C. Whitbread)

**Subject:** Corporate Plan Key Action Plan 2016 / 2017

**Responsible Officer:** Barbara Copson (01992 564042)

**Democratic Services Officer:** Adrian Hendry (01992 564246)

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## **Recommendations/Decisions Required:**

**That the Committee consider and provide comment on the proposed Corporate Plan Key Action Plan for 2016-2017.**

## **Executive Summary:**

In April this year the Council adopted a new Corporate Plan to take the authority forward from 2015-2020. The Corporate Plan includes Aims and Objectives which are the Council's highest level strategic intentions for these five years.

The Aims and Objectives are delivered via an action plan produced annually to incrementally progress specific activities to achieve the Aims and Objectives across their lifetime. The Action Plans are set in a timely way to inform the budget setting process which commences in July and to allow for Member input at an early stage of their development.

2016/17 is the second year in the lifetime of the Aims and Objectives and a draft Key Action Plan for 2016/17 has been produced building on activities identified in the action plan for the current fiscal year.

## **Report:**

1. The Corporate Plan is the Council's highest level strategic document. It sets the strategic direction for the authority for the five year lifetime of the plan, and focuses on a number of key areas that it needs to focus on during that time. These key areas are known as the Corporate Aims which are supported via Key Objectives, which in turn are delivered via an annual action plan.

2. The adoption of the new Corporate Plan, and its Aims and Objectives, brought with it a new approach to the delivery of the Council's strategic intentions. Formerly the Key Objectives had a 12 month lifespan and were agreed annually alongside the budget setting process in February. The move to a five year lifespan for the Key Objectives and an annual action plan to deliver them was not only more appropriate for the Council's highest level strategic objectives, but enabled a longer view of the Council's priorities and earlier planning of activities to deliver them. The development of the annual action plan has therefore been moved to earlier in the previous year, in time to inform the budget setting process in July, and to allow for greater member involvement in their development.

3. The Corporate Plan Key Action Plan is an important element in the Council's

Performance Management Framework and corporate business planning processes. It informs the development of detailed annual directorate business plans and other detailed service plans setting out service provision and informing the prioritization of resources to ensure delivery of the Corporate Aims and Key Objectives.

4. The draft Key Action Plan for 2016/17 has been developed, populated with actions or deliverables which build on work identified in the 2015/16 action plan, and in line with identified milestones for the delivery of the Key Objectives. The draft Key Action Plan 2016/17, which also includes the 2015/16 Action Plan for reference, is attached at Appendix 1.

5. The draft Key Action Plan 2016/17 has been considered by the Finance and Performance Management Cabinet Committee on 20 July and will be further considered by Cabinet in October 2015 before submission to Council for formal adoption in November 2015. As a living document the Action Plan will be reviewed at Joint Management Board / Cabinet meetings on a quarterly basis.

6. The Overview and Scrutiny Committee is requested to consider and provide comment on the draft Key Action Plan 2016/17.

#### **Resource Implications:**

Resource requirements for actions to achieve specific Key Action Plan 2016/17 actions will be identified by the responsible service director and reflected in the budget for the year.

#### **Legal and Governance Implications:**

There are no legal or governance implications arising from the recommendations of this report which ensures that the Council sets appropriate corporate priorities, and monitors progress and reports against the achievement of these priorities. Relevant implications arising from the Key Action Plan 2016/17 will be identified by the responsible service director.

#### **Safer, Cleaner, Greener Implications:**

There are no implications arising from the recommendations of this report in respect of the Council's commitment to the Climate Local Agreement, the corporate Safer, Cleaner, Greener initiative, or any crime and disorder issues within the district. Relevant implications arising from the Key Action Plan 2016/17 will be identified by the responsible service director.

#### **Consultation Undertaken:**

The Corporate Plan Key Action Plan is a strategic planning document for the Council and which is directed internally. It is not considered that consultation with customers or external organisations is required. The actions set out in this action plan have been submitted by each responsible service director. The Key Action Plan 2016/17 was considered by the Finance and Performance Management Committee (20 July 2015), and the Cabinet (8 October 2015).

#### **Background Papers:**

The Corporate Plan 2015-2020 sets out the Corporate Aims and Key Objectives 2015-2020; and the Corporate Plan Key Action Plan 2015/16.

**Impact Assessments:****Risk Management**

There are no risk management issues arising from the recommendations of this report. Relevant issues arising from the Key Action Plan 2016/17 will be identified by the responsible service director.

**Equality:**

There are no equality implications arising from the recommendations of this report. Relevant issues arising from the Key Action Plan 2016/17 will be identified by the responsible service director.