

**PAPER NO. 10**

**REPORT TO THE EXECUTIVE MEETING OF 11 JANUARY 2016**

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**Meeting:** Executive

**Date:** 11 January 2016

**Subject:** Corporate Plan and Corporate Delivery Plan, 2016/17

**Report of:** Beverley Jolly, Corporate Director – Resources

**Portfolio Holder:** Councillor Liquorish, Business Planning and Performance

**Status:** For Consideration

**Relevant Ward(s):** N/A

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1 Purpose of the Report

1.1 To consider the draft Corporate Plan for the 2016/17 year and the draft Corporate Delivery Plan for the 2016/17 year, as set out at Appendices A to C to this report.

2 Recommendations:

2.1 That the Executive considers the Corporate Plan for the 2016/17 year, as set out at Appendix A to this report, and refers the document to the Resource and Performance Scrutiny Panel for discussion.

2.2 That the Executive considers the Corporate Delivery Plan for the 2016/17 year, as set out at Appendix B to this report, and the format of the Strategic Performance Dashboard for the 2016/17 year, set out at Appendix C to this report, and refers the documents to the Resource and Performance Scrutiny Panel for discussion.

3 Summary of Reasons for the Recommendations

3.1 The Corporate Plan and Corporate Delivery Plan are documents which outline the Council's Vision, Priorities, Critical Outcomes and associated Key Activities.

3.2 Both of the documents are underpinned by the Council's vision, which is:

“Working with communities in a vibrant, safe and prosperous District.”

- 3.3 Four priorities have been identified for the 2016/17 year. Both the Corporate Plan and the Corporate Delivery Plan are structured around the delivery of these four priorities:
- Working with communities to develop places in which to live and be happy.
  - Enable public services which are effective and deliver value for money.
  - Encourage a vibrant and sustainable business community intent on prosperity, employment and learning opportunities.
  - Support the vulnerable in the communities where they live.
- 3.4 The Corporate Plan for the 2016/17 year is the overarching public document that sets out the Council's vision for the District, its ambitions and priorities and how it will work with its partners and the community to ensure that living in, working in, and visiting the District is the best possible experience. It is based on information about the area and customer feedback and identifies how the Council will achieve its long-term vision.
- 3.5 The Corporate Delivery Plan for the 2016/17 year is the Council's annual high-level plan which sets out how it will deliver its vision and priorities through Critical Outcomes and Key Activities during the forthcoming financial year. There should be a clear 'golden thread' that links these two documents.

#### 4 Key Facts

- 4.1 The Corporate Delivery Plan identifies high-level Expected Outcomes of the Key Activities, which will add depth to what the Critical Outcomes will mean for communities in the District. It also contains the headline Performance Indicators and Risks connected to these Key Activities.
- 4.2 The number of Key Activities proposed in the 2016/17 Corporate Delivery Plan is currently around 57 – 4 more than in the 2015/16 Corporate Delivery Plan.
- 4.3 The Corporate Delivery Plan is a dynamic document and the development of the Key Activities, performance indicators and risks/ opportunities is an iterative process. For this reason, elements of the Corporate Delivery Plan will continue to be developed, and may change as a result of further review and target challenge sessions. During the 2016/17 financial year, any proposed changes to the content of the Corporate Delivery Plan, including revisions to targets, will be reported to the relevant portfolio holder, the Executive, and Scrutiny, as appropriate.
- 4.4 Reporting mechanisms for the Corporate Delivery Plan will remain the same during the 2016/17 year. The Strategic Performance Dashboard will continue to be produced on a monthly basis, and monthly scrutiny of performance will take place through the internal Performance Improvement Board. Performance Reports will be submitted to the Executive and Scrutiny on a quarterly basis.


4.5 The proposed Strategic Performance Dashboard is attached at Appendix C. This is based on a review of the current dashboard (for the 2015/16 year) with some additional alterations to reflect the draft 2016/17 Corporate Delivery Plan. The proposed Strategic Performance Dashboard contains a suite of Key Performance Indicators to provide an overview of the Council's performance in achieving its four priorities.

4.5.1 The Strategic Performance Dashboard has been modified to show performance trends. The intention of this is to improve the quality of the information reported by providing a complete picture of performance rather than labelling direction of travel as simply 'Better', 'Same' or 'Worse'. Example extracts, containing example data, are shown below to make the improvement clear.

2015/16 version:

|  | Value  | Status | Target | Comments   | Direction of Performance from last month YTD |
|--|--------|--------|--------|--|--|
| 60% of major applications determined within 13 weeks | 100.0% | ⊙      | 60%    | No major applications were received during April and May 2015. In June 2015 four major applications were received. | Same   |

2016/17 version (including trend diagram):

|  | Status/ Value | Target | Explanatory Comments/ Mitigating Actions   | Trend   |
|--|---------------|--------|--|---|
| 60% of major applications determined within 13 weeks | ✓ 100.0       | 60%    | No major applications were received during April and May 2015. In June 2015 four major applications were received. |  |

## 5 Legal Issues

5.1 The Council's Corporate Plan and Corporate Delivery Plan feed into the Council's budget-setting process. The budget is set in accordance with the Council's Constitution and the expenditure proposed is within the statutory powers of the Council.

## 6 Resource Issues

6.1 The Corporate Plan and Corporate Delivery Plan have been developed in line with the Budget Planning process. The Key Activities set out in these business planning documents are based on the resources set out in the Revenue and Capital Budgets which are recommended to Council elsewhere in these papers.

## 7 Equality Analysis Implications/Outcomes

7.1 Matters of equality are considered part of the business planning process. Details of equality actions relating to Key Activities outlined in the Corporate

Delivery Plan are identified in Team Plans, where appropriate, and monitored via the Council's [performance management database](#)<sup>1</sup>.

## 8. Risk Management Implications

8.1 Risks connected to the Key Activities have been identified and incorporated into the Corporate Delivery Plan, and will be included in Team Plans. These will be managed through the Council's [performance management database](#)<sup>2</sup>.

## 9 Consultation

9.1 Business Planning workshops for the Corporate Management Team and the Executive were held on 21 September 2015, 19 October 2015 and 30 November 2015. Business Planning workshops were also held with the Corporate Management Team on 27 October 2015 and 17 November 2015.

9.2 At its Meeting on 21 January 2016 the Resource and Performance Scrutiny Panel will consider the proposals set out in these papers. Following consideration by the Scrutiny Panel, the Draft Corporate Plan 2016/17 and Draft Corporate Delivery Plan 2016/17 will be considered again by the Executive on 8 February 2016 and then by Council on 22 February 2016.

## 10. Options

10.1 Option 1: to do nothing. This option is not recommended as it could lead to the Council entering a new financial year without clearly articulating its vision and priorities and, as such, not being able to be held to account by the public.

10.2 Option 2: to agree the Corporate Plan for the 2016/17 year and the Corporate Delivery Plan for the 2016/17 year.

## 11 Background Papers

11.1 N/A.

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**Previous report (s): N/A**

**Information Issued Under Sensitive Issue Procedure: N**

**Ward Members Notified: N**

### **Appendices:**

**A. Corporate Plan 2016/17**

**B. Corporate Delivery Plan 2016/17**

**C. Strategic Performance Dashboard 2016/17**

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<sup>1</sup> This link is not available for public viewing

<sup>2</sup> This link is not available for public viewing