

ANGUS COUNCIL
ALL COUNCIL COMMITTEES
26 May – 30 June 2005

SERVICE PLAN UPDATES 2005/2006

Report by the Chief Executive

ABSTRACT

This report provides contextual background for the submission of all departmental service plan updates for 2005-06 and asks the Committee to approve the plans as they relate to their service functions. ([Property Services Service Plan](#), [Information Technology Service Plan](#), [Law & Admin Service Plan](#), [Finance Service Plan](#) and [Personnel Services Service Plan](#))

1. RECOMMENDATIONS

It is recommended that the Committee: -

- a) approve the service plans that relate to their functions, as included in their agenda
- b) note that, in accordance with the Council's Best Value Improvement Plan, changes will be introduced at the end of this calendar year to integrate the budget and service planning cycles.

2. BACKGROUND

Elected Members will recall that Angus Council has operated a system of service plans since its inception in 1996.

In 2003, service planning arrangements were reviewed and departments were required to prepare service plans covering the four year life of the Council. It was agreed that these four-year plans would set the longer term vision for each department, with annual updates submitted to committee reporting progress, and updating the plan to reflect any priorities or actions which had emerged during the previous year. Original four year plans were submitted to Committees during the November-December 2003 cycle of meetings. The first annual updates to these plans were submitted to the August-September 2004

cycle of meetings.

During this cycle of meetings, members will receive the second year of annual service plan updates for 2005-06, which will set out progress against actions and priorities to date and specific targets for any new areas which have emerged in the last year.

Draft service plans were circulated to all support departments and the Chief Executive's Department in advance of them being submitted to committee. This allowed consideration to be given to actions and targets set out in service plans prior to them being finalised, to ensure that support departments agreed that the support they would be required to provide to deliver on plans was believed at this time to be realistic and achievable.

3. SIGNIFICANT DEVELOPMENTS

Since service plan updates were submitted to committees in August-September 2004, both the internal and external environments within which the council operates has again moved on. In particular, the following areas will significantly impact upon the council, its services and the way in which business is delivered: -

- the continued introduction of major pieces of legislation by the Scottish Executive, affecting the council as a whole and specific services
- the Responding to Change agenda, which seeks to equip the council to deal with the requirements placed upon a modern local authority and, in so doing, deliver the highest possible standard of services for the citizens of Angus
- the introduction of a development programme for all managers across the council to help them to better understand the modern environment within which they work and respond to that
- the introduction of a systematic approach to risk management both at a strategic level and across all departments of the council.

Ways in which departments are responding to these issues are contained within the service plan updates for 2005-06 attached.

4. FUTURE SERVICE PLANS

Elected Members are reminded that the council's Best Value Improvement Plan recognised the need to continue to move towards the development of business management arrangements which fully integrated service planning and budgeting processes. In this way, we recognised that our plans could become increasingly realistic and tied to the financial resources required to deliver them.

Elected Members are advised that consideration will be given to internal arrangements for planning during the year to ensure that systems are in place by November 2005 which will allow service planning discussions to take place in tandem with budget preparations. Service plans for 2006-07, therefore, will be fully informed by budget discussions and will be submitted to Committees in March 2006, ahead of the start of the financial year to which they will apply.

Elected Members are also reminded that work is underway to introduce a corporate performance management system, which will allow us to track the

progress being made to implement the priorities and actions set out in the plans we prepare.

5. FINANCIAL IMPLICATIONS

There are no financial implications arising from the content of this report. Departments have identified plans and priorities for action which are agreed at this time to be achievable within existing financial resources.

6. HUMAN RIGHTS IMPLICATIONS

There are no human rights implications arising from this report.

7. CONSULTATION

All Chief Officers have been consulted during the preparation of this report.

A B Watson OBE
Chief Executive

Note: No background papers, as defined by Section 50D of the Local Government (Scotland) Act 1973 (other than any containing confidential or exempt information), were relied on to any material extent in preparing this paper.