

ANGUS COUNCIL

PERSONNEL AND PROPERTY SERVICES COMMITTEE

13 JUNE 2000

PERSONNEL DEPARTMENT'S SERVICE PLAN FOR 2000/2001

REPORT BY DIRECTOR OF PERSONNEL

**ABSTRACT**

This report seeks agreement to the Personnel Department's Service Plan for 2000/2001.

**1 RECOMMENDATION**

The Committee agree the Personnel Department's Service Plan for 2000/2001.

**2 SERVICE PLAN**

Plans have been prepared on an annual basis for the Personnel Department since the establishment of Angus Council. With the introduction of Best Value, it was agreed to standardise the content and presentation of departmental plans and to name them "Service Plans". This reflects the commitment across the Council to the promotion of consistent approaches to planning, implementing and accounting for public services.

**3 CONTENT**

The Service Plan prepared for the period 2000/2001 includes information relating to priority objective areas on future plans for the period up to 2003. This is in line with the approach to three year budgeting and accordingly revenue estimates are included as an Appendix covering the period 2000 - 2003.

The content of the Plan follows the corporate format and style. Section 1 includes information on the context within which the Council and consequently the Personnel Department work, Departmental Objectives and a summary of the Personnel Service and Profiles. Section 2 outlines the progress which has been made against the targets established in the 1999/2000 Action Plan for both Personnel and Employee Relations and Employee Development, Training and Safety. Section 3 highlights the priority objectives which the department aims to achieve during 2000/2001 along with the future plans which will be addressed during the following two year period.

Copies of the Service Plan for 2000/2001 are available in the Members' Lounge.

**4 FINANCIAL IMPLICATIONS**

There are no financial implications associated with the content of this report.

**5 CONSULTATION**

The Chief Executive has been consulted on the content of the Service Plan.

## **6 CONCLUSION**

It is the continuing aim of the Personnel Department to provide Personnel policies and procedures which further the Council's Key Themes, support its corporate strategy and assist departments in their efforts to provide a working environment conducive to the delivery of effective services to customers of Angus Council within a Best Value environment. Through Angus Council Training Services, the Department will continue to support the economic development of the area by increasing the skills of the local workforce. The Service Plan outlines how we intend to achieve these aims.

**JANICE TORBET**  
**Director of Personnel**

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 report.