

ENVIRONMENT AND ACCESS PERFORMANCE IMPROVEMENT COMMITTEE

15 March 2004

DEVELOPMENT SERVICES BUSINESS PLAN

REPORT OF THE DIRECTOR OF DEVELOPMENT SERVICES

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RECENT REFERENCES:

CAB597 - Development Services Business Plan 2002/3 - 5 March 2003

PS110 - Business Plan Informal Group Recommendations - 12 January 2004

EXECUTIVE SUMMARY:

The draft Development Services Business Plan for 2004/5 is set out according to the new corporate guidance for business plan preparation agreed by the Council's Principal Scrutiny Committee, Business Plan Informal Group.

The document addresses the Council's six strategic priorities, with the Director of Development Services taking prime responsibility for the Green Agenda and Economic Prosperity strategic priorities. The Business Plan incorporates the key activities and priorities for the Comprehensive Performance Assessment Improvement Plan and the Community Strategy.

The Business Plan does not yet include any proposals for use of the Planning Delivery Grant, as this has yet to be announced by Treasury (this is now anticipated by 8 March 2004). If known, the proposals will be announced verbally at Committee.

RECOMMENDATIONS:

- 1 That the draft Development Services Business Plan be recommended for approval to Cabinet.
- 2 That the budget and proposals for spending the Planning Delivery Grant be recommended for approval to Cabinet.

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DETAIL:

1 Introduction

1.1 The Business Plan is a working document which is used for the following purposes:

- Communication of Development Services plans, primarily for staff and Members, but in other formats to customers and other stakeholders as well.
- To establish the means of achieving the Department's priorities, objectives and performance improvements. The Plan incorporates the relevant CPA Improvement requirements, activities identified in the Community Strategy, Best Value Improvement Plans and provides a link to joint initiatives with other departments and external partners where appropriate.
- To provide a framework from which to monitor progress on **outcomes against stated priorities and plans** and report this to the Environment and Access and Central Services Performance Improvement Committees.
- To link those key targets and activities agreed by the Development Services Management Team, Corporate Management Team and Cabinet Portfolio holders, that contribute towards achieving the Council's Strategic Priorities.
- To provide the key targets and objectives to guide staff performance appraisals, and Personal Development Plans.

2 Development Services Key Priorities for 2004/5

2.1 These are as set out in the Development Services Business Plan. The Plan also sets out longer term priorities over a 5 year period.

OTHER CONSIDERATIONS:

3 CORPORATE STRATEGY (RELEVANCE TO):

3.1 The Development Services Business Plan links to the Council's six strategic priorities.

4 RESOURCE IMPLICATIONS:

4.1 The resources of the Development Services Business Plan are detailed in Section 6 of the Plan (Appendix 1: Planning Delivery Grant to be completed and reported verbally).

BACKGROUND DOCUMENTS:

Relevant Files held in Development Services APPENDICES: Development Services Business Plan