

BROMSGROVE DISTRICT COUNCIL

PERFORMANCE MANAGEMENT BOARD

20 NOVEMBER 2007

STREET SCENE AND WASTE MANAGEMENT SERVICE BUSINESS PLAN

Responsible Member	Councillor Margaret Sherrey, Portfolio for Street Scene and Recycling
Responsible Head of Service	Mike Bell – Head of Service for Streetscene and Waste Management

1. SUMMARY

- 1.1 Earlier in the year, the Performance Management Board examined the templates for the 2008/09 service business plans and resolved to consider how the template worked in practice by reviewing the Streetscene and Waste Management's draft service business plan.

2. RECOMMENDATIONS

- 2.1 It is recommended that:
- i. The Board considers the draft service business plan attached and considers how the template works in practice and the content of the service business plan for Streetscene and Waste Management.

3 BACKGROUND

- 3.1 This is the third year of service business planning at the Council. The process has been significantly improved and the templates being used should now be consistent with best practice in other Councils. The service business plans will not be completely finalised until the budget has been approved in February 2008; however, Heads of Service have reported their key deliverables, budget bids and savings to Corporate Management Team. The budget position of the Council has also been considered by November's Cabinet.
- 3.2 The Corporate Communications, Policy and Performance Team are reviewing all the service business plans and ensuring all sections are completed. The final versions will then be considered by the Chief Executive, Executive Directors and Assistant Chief Executive before being approved by the relevant Portfolio Holders in March 2008.

4. FINANCIAL IMPLICATIONS

- 4.1 The budget funding requests and savings resulting from the key deliverables in the service business plans have been reported to

Corporate Management Team and a presentation given at November's Cabinet.

5. LEGAL IMPLICATIONS

5.1 Service business plans are not a statutory document, but legal implications resulting from planned actions in 2008/09 will have been discussed with the Head of Equalities, Legal and Democratic, where appropriate.

6. CORPORATE OBJECTIVES

6.1 Each service business plan is required to relate to the Council's objectives and priorities.

7. RISK MANAGEMENT

7.1 Each department has a risk register, controls and action plan that is aligned to the key deliverables. These are examined by the Corporate Risk Steering Group.

8. CUSTOMER IMPLICATIONS

9.1 Each business plan is required to set out how the service will engage with its customers and what its customer standards are.

9. OTHER IMPLICATIONS

Procurement Issues N/A
Personnel Implications N/A
Governance/Performance Management N/A
Community Safety including Section 17 of Crime and Disorder Act 1998 N/A
Policy N/A
Environmental N/A
Equalities and Diversity N/A

10. OTHERS CONSULTED ON THE REPORT

Portfolio Holders	Yes.
Chief Executive	Yes.
Corporate Director (Services)	Yes.
Assistant Chief Executive	Yes.
Head of Service	Yes.
Head of Financial Services	Yes.

Head of Legal & Democratic Services	Yes.
Head of HR & Organisational Development	Yes.
Corporate Procurement Team	No

11. APPENDICES

Appendix 1 – SSWM Service Business Plan 2008/09

12. BACKGROUND PAPERS

Business Planning Templates 2008/09, PMB, August 2007.

CONTACT OFFICERS

Name: Hugh Bennett
E Mail: h.bennett@bromsgrove.gov.uk
Tel: (01527) 881430