

APPENDIX

WAVERLEY BOROUGH COUNCIL

EXECUTIVE – 4 DECEMBER 2012

Title:

2012/13 SERVICE PLANS – SIX MONTH UPDATE

**[Portfolio Holder: Cllr Mike Band]
[Wards Affected: All]**

Summary and purpose:

This report sets out the progress against the objectives and actions in the Service Plans at the half way point for 2012/13.

How this report relates to the Council's Corporate Priorities:

Waverley's performance management framework helps ensure that Waverley delivers against all its Corporate Priorities. Service Plans form an important part of this, setting out the strategic tasks for each service and how they help to deliver the Council's priorities.

Equality and Diversity Implications:

As part of the Service Planning process, Heads of Service review and update Equality Impact Assessments (EqIA) across their service areas and identify where service plan actions require an EqIA to be undertaken to assess the potential impact of these actions on any particular group within Waverley.

Resource/Value for Money implications:

Service Plans are prepared alongside the budget process and the resources required to carry out the objectives and actions in the Service Plans are included in the 2012/13 budget.

Legal Implications:

There are no specific legal implications arising from this report.

Background

1. Each year Service Plans are prepared which set out what each service aims to deliver in the coming year. Service Plans form an important part of Waverley's Performance Management Framework – forming the link between the Council's Corporate Priorities and appraisal goals for individual members of staff.

2. Heads of Service and Corporate Management Team monitor progress against the plans and this report details the progress at the end of the first six month period.
3. Set out at Annexe 1 is a table listing the progress on all actions for the current year's Service Plans.

Recommendation

The Executive is requested to consider the Service Plan update for 2012/13 together with any recommendations from the Overview and Scrutiny Committees.

Background Papers

There are no background papers (as defined by Section 100D(5) of the Local Government Act 1972) relating to this report.

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