

## **WAVERLEY BOROUGH COUNCIL**

**EXECUTIVE – 1 DECEMBER 2015**

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**Title:**

**SIX MONTH PROGRESS REPORT ON SERVICE PLANS**

[Portfolio Holder: All]

[Wards Affected: All]

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**Summary and purpose:**

Service Plans are devised each year in order to deliver the Council's corporate priorities. This report gives the Executive the opportunity to monitor the six month progress of the 2015/16 Service Plans.

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

Service Plans form an important part of Waverley's performance management framework and help to ensure that Waverley delivers against all of its Corporate Priorities.

**Financial Implications:**

Service Plans were prepared as part of the budget process. This monitoring report will highlight, if applicable, any implications for the budget under each action.

**Legal Implications:**

There are no specific legal implications arising from this report.

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**Background**

1. Each year, in the autumn, Service Plans are prepared which set out the service objectives for the coming year and the actions to achieve these objectives. The 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. Set out at Annexe 1 is a monitoring report showing progress on each of the service areas; the actions have been RAG rated to assist with monitoring. The progress reports have been considered by the Overview and Scrutiny Committees and the observations of the Community Overview & Scrutiny Committee are set out below whilst those from the Corporate Overview and Scrutiny Committee will follow separately.
  3. The report indicates that progress at six months has been excellent in all service areas and that actions are on target to be completed by the year end.
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## **Observations and Recommendations**

Ref	Description	Observations and Recommendations

### **Recommendation**

It is recommended that the Executive:

1. gives consideration to the observations of the Overview and Scrutiny Committees regarding the six month progress on Service Plans, as detailed above; and
2. notes the performance to date, as set out in Annexe 1.

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### **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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