

WEST DUNBARTONSHIRE COUNCIL

Report by Chief Executive

Corporate Services Committee: 27 June 2007

Subject: Chief Executive's Department – Service Plan 2007/11

1 Purpose

- 1.1** This report sets out the 2007/11 Service Plan for the Chief Executive's Department.

2 Background

- 2.1** Following an organisational restructure in April 2006, the Chief Executive's Services and Corporate Services merged to form the Chief Executive's Department, led by the Chief Executive.
- 2.2** Prior to this restructure, the Chief Executive's Services and Corporate Services produced separate plans for 2006/7 setting out their contribution to delivering the corporate priorities and objectives identified in the Corporate Plan 2005/9. The plans also set out the specific objectives of the services over the period to March 2009 and identified the necessary actions and resources that would be required to achieve them.
- 2.3** This is the first year that a single plan has been produced for the new Chief Executive's Department.

3 Main Issues

- 3.1** Appendix 1 sets out the Service Plan for the Chief Executive's Department for 2007/11. It is organised in four sections.
- 3.2** Section 1, 'Where are we now?', provides a brief overview of the Department, summarises performance over the last year, and sets out the key internal and external factors that influence its work over the next year and beyond.
- 3.3** Section 2, 'Where do we want to be?', sets the Department's work in the context of the Council's Corporate Plan and identifies its specific objectives. These specific objectives reflect the corporate priorities and address issues raised in the performance review and strategic analysis referred to in Section 1.
- 3.4** Section 3, 'How are we going to get there?', sets out the Department's action plan for 2007/8 to help deliver the corporate objectives and its own departmental objectives as well as the resources that will be required to do this.

3.5 Section 4, 'How will we manage and report our progress?', sets out the Department's performance management and reporting arrangements in relation to this plan.

4 Personnel Issues

4.1 There are no personnel issues.

5 Financial Implications

5.1 There are no financial implications.

6 Risk Analysis

6.1 No risk assessment was required.

7 Recommendations

7.1 The Committee is invited to consider and approve the Service Plan for implementation.

David McMillan
Chief Executive
05 June 2007

Person to Contact: Lynn Henderson – Policy Officer (Corporate Planning & Performance Review)
Council Offices, Garshake Road, Dumbarton G82 3PU
Tel: 01389 737528
E-mail: lynn.henderson@west-dunbarton.gov.uk

Appendix: Chief Executive's Department Service Plan 2007/11

Wards Affected: None