

Service Delivery Plan for *[name of service]* 2021-2023

Head of Service: *[name of HoS]*

List of activities

No.	Description	BP link
1	<i>[What is to be undertaken]</i>	Choose an item.
2		Choose an item.
3		Choose an item.
4		Choose an item.
5		Choose an item.
6		Choose an item.
7		Choose an item.
8		Choose an item.

Activity 1 [Description]

Impact		<i>[The intended impact of the activity]</i>				
BP Mission		Primary link (just one)	BP other links	BP Mission	Primary link (just one)	BP other links
Best start in life		<input type="checkbox"/>	<input type="checkbox"/>	The right housing	<input type="checkbox"/>	<input type="checkbox"/>
Stay Active		<input type="checkbox"/>	<input type="checkbox"/>	The right skills	<input type="checkbox"/>	<input type="checkbox"/>
Safe		<input type="checkbox"/>	<input type="checkbox"/>	Well-connected Communities	<input type="checkbox"/>	<input type="checkbox"/>
Live well together		<input type="checkbox"/>	<input type="checkbox"/>	Responsibility for the Environment	<input type="checkbox"/>	<input type="checkbox"/>
Involved in decisions		<input type="checkbox"/>	<input type="checkbox"/>	Carbon neutral (net zero)	<input type="checkbox"/>	<input type="checkbox"/>
Owned by		Expected start date			Target completion date	
Required council resources	<ul style="list-style-type: none"> <i>[Finance, Capital, HR, Procurement pipeline, Information management, Digital, Assets]</i> 			Governance milestones and decision gates	<ul style="list-style-type: none"> <i>[Boards, partnerships, or democratic decisions required to progress the activity]</i> 	
Partnership	<ul style="list-style-type: none"> <i>[Other service areas or other organisations that will need to contribute to make this a success]</i> 			Council Impact	<ul style="list-style-type: none"> <i>[Impact on other service areas in the council of the activity. Including where investment in this activity would result in savings elsewhere in the council and vice versa]</i> 	
Measure of progress or success	<ul style="list-style-type: none"> <i>[How can the leadership know this is being or is likely to be achieved?]</i> 			Risks	<ul style="list-style-type: none"> <i>[What might happen to disrupt the delivery or the impact of this activity]</i> 	

Activity 2 [Description]

Impact		<i>[The intended impact of the activity]</i>			
BP Mission	Primary link (just one)	BP other links	BP Mission	Primary link (just one)	BP other links
Best start in life	<input type="checkbox"/>	<input type="checkbox"/>	The right housing	<input type="checkbox"/>	<input type="checkbox"/>
Stay Active	<input type="checkbox"/>	<input type="checkbox"/>	The right skills	<input type="checkbox"/>	<input type="checkbox"/>
Safe	<input type="checkbox"/>	<input type="checkbox"/>	Well-connected Communities	<input type="checkbox"/>	<input type="checkbox"/>
Live well together	<input type="checkbox"/>	<input type="checkbox"/>	Responsibility for the Environment	<input type="checkbox"/>	<input type="checkbox"/>
Involved in decisions	<input type="checkbox"/>	<input type="checkbox"/>	Carbon neutral (net zero)	<input type="checkbox"/>	<input type="checkbox"/>
Owned by		Expected start date		Target completion date	
Required council resources	<ul style="list-style-type: none"> <i>[Finance, Capital, HR, Procurement pipeline, Information management, Digital, Assets]</i> 		Governance milestones and decision gates	<ul style="list-style-type: none"> <i>[Boards, partnerships, or democratic decisions required to progress the activity]</i> 	
Partnership	<ul style="list-style-type: none"> <i>[Other service areas or other organisations that will need to contribute to make this a success]</i> 		Council Impact	<ul style="list-style-type: none"> <i>[Impact on other service areas in the council of the activity. Including where investment in this activity would result in savings elsewhere in the council and vice versa]</i> 	
Measure of progress or success	<ul style="list-style-type: none"> <i>[How can the leadership know this is being or is likely to be achieved?]</i> 		Risks	<ul style="list-style-type: none"> <i>[What might happen to disrupt the delivery or the impact of this activity]</i> 	