

REPORT TO OVERVIEW & SCRUTINY		Report No. 7
Date of Meeting	15 January 2009	
Title of Report	Service Plan Review – December 2008	
Portfolio	Policy	
Link to Corporate Priorities	All	
Public Report	Yes	

Summary of Report

Report to Overview & Scrutiny (considered by the Executive on 8 January 2009).

To provide a performance update on key actions from the Individual Service Plans, prepared early in 2008.

Not all Service Plan actions have been included in this report due to the large number of Service actions compiled. The actions which have been included were selected on the basis that there was no duplication of the actions incorporated within the Transitional Corporate Plan, on their likely relevance to members and those judged to have a high importance to the community.

Officer Recommendations

That the Committee notes the report.

Other than those implications agreed with the relevant Officers and referred to below, there are no other implications associated with this report.

Financial Implications	Legal Implications	Community & Environmental Implications	Human Resources Implications	Equality & Diversity Implications
None	None	None	None	None
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1. Introduction

- 1.1 This is the first update report on the Service Plans to be presented to the Executive this financial year. It covers the period 1st April 2008 to 18th December 2008.

2. Background Information

- 2.1 The Service Plans focus on key areas within a specific service area, each of which has within it a set of goals and key actions. All areas were asked to look at their service plans for the final transitional year of authority. Its intent was also to include such actions as required toward the new unitary council.

3. Risk Analysis

- 3.1 Separate Service Plan Risks Registers are kept and reported upon separately. Discussions with individual offers have revealed no significant operational risks beyond those identified in these registers.

Appendices:	Appendix 1: Service Plan Update
Background Documents Used in the Preparation of this Report:	<ul style="list-style-type: none">• Service Plans for each Service area. 2008/09