

POLICY AND RESOURCES SCRUTINY COMMITTEE

30th APRIL 2021

CHIEF EXECUTIVE'S DEPARTMENTAL BUSINESS PLAN 2021/22

Purpose:

To give members an opportunity to review the Department's Business Plan.

To consider and comment on the following issues:

- Elements of the business plan relevant to this Scrutiny's remit

Reasons:

To show how the department, for which this Scrutiny has a remit, supports the Corporate Strategy.

To be referred to the Executive Board / Council for decision: NO

EXECUTIVE BOARD MEMBER PORTFOLIO HOLDER:-

Cllr. Mair Stephens (Deputy Leader)

Directorate: Chief Executive's	Designations:	Tel Nos. E Mail Addresses:
Names of Heads of Service:		
Noelwyn Daniel	Head of ICT & Corporate Policy	01267246270 ndaniel@carmarthenshire.gov.uk
Paul Thomas	Assistant Chief Executive	01267246123 prthomas@carmarthenshire.gov.uk
Linda Rees-Jones	Head of Admin & Legal	01267224010 lrjones@carmarthenshire.gov.uk
Jason Jones	Head of Regeneration	JaJones@carmarthenshire.gov.uk
Report Author: Robert James	Performance Planning & Business Officer	01267 224486 RNJames@carmarthenshire.gov.uk
Peter Edwards	Valuations Manager	01267 246254 Pedwards@carmarthenshire.gov.uk

EXECUTIVE SUMMARY
POLICY AND RESOURCES SCRUTINY COMMITTEE
30th APRIL 2021

Chief Executive's Departmental Business Plan 2021/22

Purpose:

To give members an opportunity to review the Department's business plan.

1. BRIEF SUMMARY OF PURPOSE OF REPORT.

Elements of the business plan relevant to this Scrutiny's remit are identified below:-

- ICT and Corporate Policy
- Legal and Administration
- People Management
- **NB Only part of Regeneration**
 - **Re: Property (Actions 22+23+24 +25 only)**
- Direct Reports
 - Business and Executive Board Support
 - Media and Marketing
 - Electoral Services and Civil Registration
- Due to the Coronavirus COVID-19 pandemic this is an abbreviated plan, usually it would include a review section, but this has been covered in the Service COVID-19 Impact Assessments previously submitted to this Scrutiny.
- The Business Plan shows how the Service supports the delivery of the Corporate Strategy, recently reported to the Scrutiny committee.

2. OTHER OPTIONS AVAILABLE AND THEIR PROS AND CONS

- The impact of the pandemic and BREXIT create a lot of uncertainty in future planning and this plan is subject to change.

DETAILED REPORT ATTACHED?

YES

IMPLICATIONS

I confirm that other than those implications which have been agreed with the appropriate Directors / Heads of Service and are referred to in detail below, there are no other implications associated with this report :

Noelwyn Daniel	Head of ICT & Corporate Policy
Paul Thomas	Assistant Chief Executive
Linda Rees-Jones	Head of Admin & Legal
Jason Jones	Head of Regeneration

Policy, Crime & Disorder and Equalities YES	Legal YES	Finance YES	ICT YES	Risk Management Issues YES	Staffing Implications YES	Physical Assets YES
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1. Policy, Crime & Disorder and Equalities

- This departmental business plan extract shows how the department supports the Corporate Strategy and its Well-being Objectives.
- It will be supported by more detailed divisional business plans.
- The actions that support the Well-being Objectives and the steps taken to achieve them will be monitored throughout the year.
- The COVID-19 pandemic has had a considerable impact on departments and business plans reflect this. There have been many lessons learnt and new ways of working developed that will be maintained.

2. Legal

The Well-being Future Generations Act (2015) requires that functions of the council should maximise their contributions to the Well-being Objectives set by the Council. Our Well-being Objectives maximise our contribution to the seven national Goals of the Act and demonstrate the five ways of working.

3. Finance

The Well-being Future Generations Act (2015) requires that we ensure that resources are allocated annually to meet our objectives. The budget breakdown has been reported to a previous meeting.

4. ICT

The Digital Transformation Strategy sets out the Council's strategic digital priorities and aspirations, and outlines what we plan to do to achieve our vision for a Digital Carmarthenshire. See the *Digital infrastructure and connectivity* element of the plan.

5. Risk Management Issues

Key risks are identified for each department and mitigating actions are outlined.

6. Staffing Implications

As identified within the plan.

7. Physical Assets

As outlined in the business plan.

CONSULTATIONS

I confirm that the appropriate consultations have taken in place and the outcomes are as detailed below

Signed:

Noelwyn Daniel
Paul Thomas
Linda Rees-Jones
Jason Jones

Head of ICT & Corporate Policy
Assistant Chief Executive
Head of Admin & Legal
Head of Regeneration

1. Local Member(s) N/A
2. Community / Town Council N/A
3. Relevant Partners N/A
4. Staff Side Representatives and other Organisations N/A

**EXECUTIVE BOARD PORTFOLIO
HOLDER(S) AWARE/CONSULTED - YES**

Include any observations here

**Section 100D Local Government Act, 1972 – Access to Information
List of Background Papers used in the preparation of this report:**

THESE ARE DETAILED BELOW:

Title of Document	File Ref No.	Locations that the papers are available for public inspection
Corporate Strategy		<u>Corporate Strategy 2018-2023</u>