

# POLICY AND RESOURCES SCRUTINY COMMITTEE

02/02/2022

## Chief Executive's Departmental Business Plan 2022/23

### Purpose:

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

### To consider and comment on the following issues:

1. To consider elements of the business plan relevant to this Scrutiny Committee's remit.

### Reasons:

To show how the department supports the Corporate Strategy.

To be referred to the Cabinet / Council for decision: NO

### CABINET MEMBER PORTFOLIO HOLDER:-

Cllr Emlyn Dole	Corporate Strategic Planning
Cllr Glynog Davies	ICT
Cllr Hazel Evans	Council Business Manager
Cllr Linda Evans	Audit Wales, Ageing Well
Cllr Peter Hughes -Griffiths	TIC, Tourism & Welsh Language
Cllr Phillip Hughes	HR, Performance Management, Training
Cllr David Jenkins	Planning Policy, Property Asset Management, Armed Forces Champion, Contact Centres and Customer Service Centres
Cllr Ann Davies	Equalities, Well-being of Future Generations, Tackling Poverty

**Directorate:**  
Chief Executive

**Designations:**

**Tel Nos. E Mail Addresses:**

### Names of Heads of Service:

Noelwyn Daniel	Head of ICT & Corporate Policy & Interim Director of Environment	01267246270 <a href="mailto:ndaniel@cararthenshire.gov.uk">ndaniel@cararthenshire.gov.uk</a>
Paul Thomas	Assistant Chief Executive	01267246123 <a href="mailto:prthomas@cararthenshire.gov.uk">prthomas@cararthenshire.gov.uk</a>
Linda Rees-Jones	Head of Administration & Legal	01267224010 <a href="mailto:lrjones@cararthenshire.gov.uk">lrjones@cararthenshire.gov.uk</a>
Jason Jones	Head of Regeneration	<a href="mailto:JaJones@cararthenshire.gov.uk">JaJones@cararthenshire.gov.uk</a>
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**EXECUTIVE SUMMARY**  
**POLICY AND RESOURCES SCRUTINY COMMITTEE**  
**02/02/2022**

**Chief Executive's Departmental Business Plan 2022/23**

**Purpose:**

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

The Chief Executive's Departmental Business Plan covers the period 2022/23 and the elements relevant to this Scrutiny's remit are identified below:

- ICT and Corporate Policy
- Legal and Administration
- People Management
- **NB Only part of Regeneration** - See Property Actions (B46+47+51) + (C52+57+58)
- Business and Executive Board Support
- Media and Marketing
- Electoral Services and Civil Registration.

The business plan provides:

- Departmental and divisional overview
- Self-assessment of performance in 2021-22
- Actions and measures for 2022-23.

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

<b>DETAILED REPORT ATTACHED?</b>	<b>YES</b>
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**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 & Interim Director of Environment
Paul Thomas	Assistant Chief Executive
Linda Rees- Jones	Head of Admin & Legal
Jason Jones	Head of Regeneration

Policy, Crime & Disorder and Equalities	Legal	Finance	ICT	Risk Management Issues	Staffing Implications	Physical Assets
<b>YES</b>	<b>YES</b>	<b>YES</b>	<b>YES</b>	<b>YES</b>	<b>YES</b>	<b>YES</b>

## 1. Policy, Crime & Disorder and Equalities

- This departmental business plan 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 is a separate item on the Agenda.

## 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

Head of ICT & Corporate Policy &  
Interim Director of Environment

Paul Thomas

Assistant Chief Executive

Linda Rees-Jones

Head of Admin & Legal

Jason Jones

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

CABINET 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		<b><u>Corporate Strategy 2018-2023</u></b>