

Decision maker: Cabinet Member for Resources

Subject: Customer, Community & Democratic Services (CCDS)
Business Plan 2013 – 2014

Date of Decision 4th July 2013

Report By: Head of CCDS

Wards affected: All

Key decision (over £250k): No

1. Purpose of report

This report presents the CCDS 2013/14 business plan and its main objectives.

2. Recommendations

That the Cabinet Member for Resources approves the main objectives set out in this business plan.

3. Background

The CCDS business plan is a corporate document that sets out the service's goals for the year 2013/14.

In order to be both efficient and consistent in terms of internal CCDS staff communications the format of this year's business plans has been designed to provide a succinct overview of our main objectives and measures of success. The business plan has been completed on the basis of resource we have within the service, opportunities for working with others and the challenges and pressures we are aware of.

CCDS corporate functions, in particular communications, democratic services and customer and community engagement contribute across all of the corporate priorities.

4. Reasons for recommendations

To enable CCDS to implement the objectives set out in the plan.

5. Equality impact assessment (EIA)

There is no overall EIA for the business plan , though individual EIA s are prepared for each function within the service.

6. Legal implications

There are no legal implications arising from this report.

7. Head of financial services' comments

The Service objectives set out in the CCDS business plan are to be achieved within the approved 2013/14 Budget.

The impact of future savings targets on resources available will be reviewed as part of the rolling review of Service Business Plans.

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Signed by:

Appendices:

None

Background list of documents: Section 100D of the Local Government Act 1972

The following documents disclose facts or matters, which have been relied upon to a material extent by the author in preparing this report:

Title of document	Location
CCDS Business Plan 2013 – 2014	Attached

The recommendation(s) set out above were approved/ approved as amended/ deferred/ rejected by on

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Signed by: