

REPORT TO: PLANNING & TRANSPORTATION COMMITTEE – 26 JANUARY 2004

REPORT ON: PLANNING & TRANSPORTATION DEPARTMENTAL SERVICE PLAN 2003-2007

REPORT BY: DIRECTOR OF PLANNING & TRANSPORTATION

REPORT NO: 5-2004

1 PURPOSE OF REPORT

- 1.1 To report on the Department's new Service Plan for 2003-2007 (copies of which are available in the Members lounges and with Group Secretary).

2 RECOMMENDATIONS

- 2.1 That the new Service Plan together with performance targets be noted and approved.

3 FINANCIAL IMPLICATIONS

- 3.1 All services are to be provided within the Department's Budget.

4 LOCAL AGENDA 21 IMPLICATIONS

- 4.1 None

5 EQUAL OPPORTUNITIES IMPLICATIONS

- 5.1 None

6 BACKGROUND

- 6.1 As in previous years the Departmental Service Plan has been designed to ensure that the Department contributes as fully as possible to the achievement of the City Council's Corporate Plan.
- 6.2 Reference is made to the Department's original Service Plan Report No 827-1999 which was approved by the Planning & Transportation Committee on 13 December 1999, in which performance targets were set. These were measured against actual performance over the three years of the plan.
- 6.3 For the new plan, these performance targets have been reviewed and updated and actual performance during the period 2003-2007 will be measured against these.
- 6.4 Also included in the new plan are targets established by the Department's European Foundation of Quality Management Self-assessment. These improvements will be achieved and further improvements identified in future years.

7 CONSULTATIONS

- 7.1 The Chief Executive and Assistant Chief Executive (Community Planning) have been consulted on the content of this report.

8 BACKGROUND PAPERS

8.1 None.

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MPG/MS

19 December 2003

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