

REPORT TO EXECUTIVE			
PORTFOLIO AREA: STRATEGY & PERFORMANCE			
Date of Meeting:	25th March 2002		
Public			
Key Decision:	No	Recorded in Forward Plan:	Yes
Inside Policy Framework			

Title: CORPORATE PLAN UPDATE

Report of: Town Clerk and Chief Executive

Report reference: TC64/02

Summary:

This report gives an update on progress in developing the Council's Corporate Plan and provides executive members with a final version of the timetable for this process following its endorsement by Overview and Scrutiny Management Committee on 14th March 2002.

Recommendations:

That members:

- Receive the final timetable for their reference
- Note progress to date

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UPDATE ON CORPORATE PLAN

1. The Corporate Plan is currently being drafted based on consultation to date. This has so far included input from members of the executive and feedback from the Strategic Planning Workshop held on 1st March with members of the Executive, Chairs of Overview and Scrutiny Committees, Corporate Management Team and Service Unit Heads.
2. As members will recall a timetable for development of the Corporate Plan was agreed at the last meeting of the Executive on 11th March 2002. This timetable was subject to the Overview and Scrutiny Management Committee agreeing the Overview and Scrutiny consultation arrangements.
3. Overview and Scrutiny have now agreed their consultation arrangements and at the meeting of Overview and Scrutiny Management Committee on the 11th March, they resolved (draft minute OSM 29/02) that:

3.1 the arrangements for a 21st March Overview and Scrutiny Workshop on the Corporate Plan be agreed but asked that the invitation be extended to all non-executive members. This was actioned on 12th March and an invitation went to members 1st Class.

2. following the workshop all three Overview and Scrutiny Committees would meet to agree their responses to the Executive on 15th April 2002. These meetings are being arranged for the week commencing the 1/4/02 and so far the Community Overview & Scrutiny Committee have agreed to do this at their ordinary meeting on 4 April 2002.
 3. a further presentation on the draft Corporate Plan take place on 7 June 2002 to all non-executive members of the Council which would be immediately followed by individual meetings on the three Overview and Scrutiny Committees to deal with their formal responses to the Executive.
1. The final timetable is therefore attached as Appendix A for members' reference.

Recommendations

That members:

- Receive the final timetable for their reference
- Note progress to date

APPENDIX A

Timetable for the Corporate Plan

Following the Executive Meeting today (11 March) this is the timetable for the Corporate Plan now endorsed by Overview & Scrutiny Management Committee

Date	
1 March	Service & Financial Planning – Corporate Planning Workshop with District Audit (incl. O & S Chairs?)
7 March	O & S Management Cttee Agenda out
14 March	O & S Management Cttee Agree Timetable
15 March	O & S papers dispatched for workshops
21 March	O & S Workshop(s) consultation with all 3 Committees
Wk Comm. 1/4/02	O & S Meeting to decide on responses to Executive?
8 April	Papers dispatched for the Executive
15 April	Executive – Consideration of Overview & Scrutiny feedback and initial proposals
13 May	Papers out for Executive – copied to O & S Members for information
20 May	ANNUAL COUNCIL
20 May	Executive – receive draft Corporate Plan & circulate immediately to O & S Members
27 May	Parish Councils Meeting with the Executive; consultation on Corporate Plan
28 May or 6 June? (Leader to advise)	Possible Special Council – The Leader's 'State of the City' Debate and further Public consultation (Note – if 28 May, summons dispatched on 21 May)
29 May	Summons and Papers out for Special O & S Meetings

7 June	3 Special Meetings O & S Community Special O & S Corporate Resources Special O & S Infrastructure Special
10 June	Papers out for Executive Special
17 June	Executive Special
20 June	Papers out for Special Council
27 June	SPECIAL COUNCIL