

COMMITTEE **Housing and Environment** DATE **11th January 2010**

CORPORATE DIRECTOR **Pete Leonard**

TITLE OF REPORT **Housing and Environment Improvement Plan**

1. PURPOSE OF REPORT

The purpose of this report is to present committee with an update on the key improvement work taking place within the Housing and Environment Service.

2. RECOMMENDATION(S)

To seek the Committee's comments and observations on the information contained in the report.

3. FINANCIAL IMPLICATIONS

There are no direct implications arising out of this report and each project within the plan will have considered financial implications.

4. SERVICE & COMMUNITY IMPACT

An Improvement Plan for the service is integrated with the Council's ambition of being a top performing Council which delivers on the Community Plan and the Administration's Policy Statement.

5. OTHER IMPLICATIONS

There are no other direct implications arising out of this report regarding legal, resource, personnel, property, equipment, sustainability and environmental, health and safety.

6. REPORT

This report presents the key improvement work within the Housing and Environment Service. The report consists of a progress summary of the major projects within the Improvement Plan (appendix 1).

The Housing and Environment Improvement Plan incorporates the key improvement work to take place across the service between April 2009 and March 2012 and is a key outcome from the approved Service Plans, which aim to contribute to the Council's wider Corporate Plan.

The Improvement Plan report is produced from Covalent, the corporate performance reporting system. The report shows each project description, key dates, progress and latest status update.

More detailed information on project milestones is uploaded and kept up to date on the system by the Project Lead Officers and monitored regularly in Service Improvement Team meetings.

To support this further project documentation has been or is being produced for each project in the plan. Lead officers are required to complete a project proposal, project plan and identify any risks.

Work is ongoing to update and add to the Environment projects within the plan in conjunction with producing a Housing and Environment Service Plan.

Progress overall in the Covalent report has shown a steady and consistent increase month on month. Given the short time the plan has been in progression, this percentage is encouraging and we are well on course to achieving the improvement work set out in the service plan.

7. AUTHORISED SIGNATURE

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8. REPORT AUTHOR DETAILS

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9. BACKGROUND PAPERS

N/A