

Committee:	Date:
Licensing Committee	25 April 2018
Subject: Final Departmental Business Plan 2018/19 – Markets & Consumer Protection	Public
Report of: Director of Markets and Consumer Protection	For Decision
Report author: Don Perry	

Summary

This report presents for information the final high-level business plan for the Department of Markets & Consumer Protection for 2018/19.

Recommendation

Members are asked to approve the Department of Markets & Consumer Protection's final high-level business plan for 2018/19 and provide feedback.

Main Report

Background

1. As part of the new framework for corporate and business planning, departments were asked to produce standardised high-level, 2-side business plans for the first time in 2017/18. These were presented as drafts to Service Committees in January/February and as finals for formal approval in May/June 2017. Members generally welcomed these high-level plans for being brief, concise, focused and consistent statements of the key ambitions and objectives for every department.
2. For 2018/19, departments were again asked to produce high-level plans in draft, and this was presented to your Committee in February 2018 alongside the departmental estimate report, so that draft ambitions could be discussed at the same time as draft budgets. This represented the first step towards integrating budget-setting and priority-setting.
3. Discussions are also taking place on aligning other key corporate processes with business planning, such as workforce planning and risk management. Achieving this will represent a significant step towards the City of London Corporation being able to optimise its use of resources. The next step was the presentation of the budget alongside the refreshed Corporate Plan at the Court of Common Council on 8 March.
4. With these key documents in place, and a new corporate performance management process in development, the City Corporation will be able to drive departmental activities to deliver on corporate priorities and allocate resources in

full knowledge of where it can achieve most impact on the issues and opportunities faced by the City, London and the UK.

5. Following the presentation of the draft high-level business plans to your Committee in February, a further refinement was made to the format to update departmental ambitions to refer to the Corporate Plan outcomes. Members should therefore start to see closer alignment between the departmental business plans and the Corporate Plan outcomes.
6. Work is also taking place on reviewing the content and format of the supporting detail that will sit beneath the high-level business plans. This includes: information about inputs (e.g. IT, workforce, budgets, property and assets); improved links to risk registers; value for money assessments, and schedules of measures and key performance indicators for outputs and outcomes. This will be a key element in the move towards business planning becoming a joined-up service planning process that links directly to Corporate Plan outcomes.

Draft high-level plan

7. This report presents at Appendix 1, the final high-level plan for 2018/19 for the Department of Markets & Consumer Protection.

Department of Markets & Consumer Protection

8. The draft high-level business plan draws together the wide range of services provided, and regulatory functions carried out, by the whole Department. The Department reports to three separate Committees (Licensing Committee; Port Health and Environmental Services Committee; Markets Committee) for discrete aspects of its work.
9. The ambitions, objectives and performance measures contained within the high-level business plan are underpinned by the Department's statutory duties, core functions and its commitment to supporting corporate priorities.
10. Since the draft high-level business plan was submitted to the February 2018 Licensing Committee, the document has been reformatted to indicate the Corporate Plan outcomes that our activities support.

Corporate & Strategic Implications

11. The ambitions set out in the plan align with a number of the outcomes in the Corporate Plan 2018-23, particularly those within the strategic objectives to 'Contribute to a flourishing society' and 'Support a thriving economy'. Much of the work of the Licensing Service is focused on ensuring the safety and wellbeing of consumers, residents, workers and visitors, through enforcement and regulation.

Conclusion

12. This report presents the final high-level plan for 2018/19 for the Department of Markets & Consumer Protection for Members to approve and provide feedback.

Appendices

- Appendix 1: Markets & Consumer Protection 2018-19 High Level Business Plan - Final

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