

Committee:	Date:
Policy & Resources Committee	20/01/2022
Subject: Draft Communications Team Business Plan for 2022/23	Public
Which outcomes in the City Corporation's Corporate Plan does this proposal aim to impact directly?	The Communications Team business plan supports all 12 outcomes of the corporate plan
Does this proposal require extra revenue and/or capital spending?	N
If so, how much?	N/A
What is the source of Funding?	N/A
Has this Funding Source been agreed with the Chamberlain's Department?	N/A
Report of: Director of Communications Bob Roberts	For Decision
Report author: Director of Communications Bob Roberts	

Summary

This report presents for approval the Business Plan for the Communications Team for 2022/23.

Recommendation

The committee is recommended to:

- i) Approve, subject to the incorporation of any changes sought by this Committee, the business plan for the Communications Team for 2022/23

Main Report

Background

1. Business plans for 2022/23 are being presented based on current departmental structures. These will be adjusted, alongside budgets, when any changes to these structures are implemented.

Current Position

2. Business plans are aligned to departments, so all financial information presented within the business plan reflects the departmental budget rather than the committee budget.
3. Policy & Resources Committee funds all elements of the business plan presented.

Proposal

4. The draft high-level summary Business Plan for the Communications Team is presented at **Appendix 1**.

Key Data

5. Key data is presented within the draft high-level summary Business Plan for the Communications Team is presented at **Appendix 1**.

Corporate & Strategic Implications

6. Strategic implications – Strategic priorities and commitments are expressed in **Appendix 1**.
7. Risk implications – Key risks managed by the department and their flightpaths are included in the draft high-level summary Business Plan at **Appendix 1**.
8. Resource implications – Any changes to resources will be identified and delivered through the move to the Target Operating Model.
9. Equalities implications – Equalities self-assessment scores are included within the high-level summary business plan.
10. Climate Implications –The Communications Team not only promotes the Climate Action Strategy but encourages and promotes the whole of the organisation and external stakeholders to meet their responsibilities.
11. Security implications –The Communications Team has responsibility to communicate key messages and encourage behaviour change both internally and externally to mitigate potential hostile intentions.

Conclusion

12. This report presents the draft high-level summary Business Plan for 2022/2023 for the Communications Team. This committee is recommended to approve.

Appendices

- Appendix 1 – Draft High-level summary Business Plan 2022/23 for Communications

Bob Roberts

Director of Communications

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