

Committee(s): Licensing Committee	Dated: 2 February 2022
Subject: Draft High-Level Business Plan 2022/23	Public
Which outcomes in the City Corporation's Corporate Plan does this proposal aim to impact directly?	Outcomes: 1, 2, 3, 4, 5, 6, 8, 10, 11, 12
Does this proposal require extra revenue and/or capital spending?	No
Report of: Juliemma McLoughlin, Executive Director Environment	For Decision
Report author: Joanne Hill, Performance Management Officer	

Summary

This report presents for approval the draft 2022/23 High-Level Business Plan for the Port Health and Public Protection Division of the Environment Department, parts of which fall within the remit of the Licensing Committee.

Recommendation

Members are asked to approve, subject to the incorporation of any changes sought by this Committee, the elements of the 2022/23 High-Level Business Plan for the Port Health and Public Protection Division which fall within the remit of the Licensing Committee.

Main Report

Background

1. As part of the framework for corporate and business planning, departments have been required to produce standardised High-Level Business Plans since the 2018/19 financial year. Members generally welcomed these high-level plans for being brief, concise, focused and consistent statements of the key ambitions and objectives for each department.
2. At the time of this report, the proposed structure of the new Environment Department is progressing through the governance stage of the Target Operating Model (TOM) and will not be finalised until the end of the 2021/22 financial year. For this reason, High-Level Business Plans for 2022/23 have been prepared at a Divisional level rather than for the Environment Department as a whole.
3. For 2022/23, the Port Health and Public Protection High-Level Business Plan gives an overview of how the work of the Division, including the Licensing Team, contributes to the Corporate Plan and the priorities of the Division mainly, but not limited to, the coming 12 months.

4. The draft High-Level Business Plan 2022/23 for the Port Health and Public Protection Division of the new Environment Department is attached at Appendix A for Members' consideration and approval. A detailed Business Plan for the Licensing Team will be presented to your Committee at a later date.

Draft High-Level Business Plan 2022/23

5. This report presents, at Appendix 1, the draft High-Level Business Plan 2022/23 for the Port Health and Public Protection Division which includes the Licensing Team.
6. The High-Level plan shows the key areas of work that will be undertaken during 2022/23, all of which are focused on the need to continue to deliver statutory regulatory services in an efficient and compliant manner, while maximising opportunities to reduce expenditure and generate income.
7. The Licensing Team's major workstreams in 2022/23 will include supporting City businesses to recover from the COVID-19 pandemic and associated restrictions through the City's Al Fresco Eating and Drinking Policy. The Team will also implement relevant recommendations in the government's 'Build Back Better High Streets' Strategy, aiding the recovery of hospitality businesses and making the City's streets safe and vibrant.

Corporate & Strategic Implications

8. **Strategic implications** – The Corporate Plan outcomes the Division has a direct impact upon are listed in the Business Plan. The Plan also shows which Corporate Strategies the Division is helping to deliver.
9. **Financial implications** - The High-Level Business Plan has been drawn up in liaison with Chamberlain's Department and takes into consideration opportunities to reduce expenditure and increase income in order to make necessary savings. Further detail is included in the Plan.
10. **Resource implications** - Any changes to resources will be identified and delivered through the move to the new Target Operating Model and/or to meet budget savings. Requests for capital funding for projects will be made as part of the annual capital bidding process
11. **Equalities implications** – Where we develop new policies, strategies, service provision and capital projects we will undertake 'tests of relevance' and where appropriate a full equalities analysis.
12. **Climate Implications** – All areas of the new Environment Department will be contributing to the delivery and success of the City's Climate Action Strategy.
13. **Legal implications** – None

14. **Risk implications** – The key risks are set out within the Business Plan and risk will continue to be managed throughout 2022/23 in accordance with the Corporate Risk Management Framework.

15. **Security implications** – None

Conclusion

16. This report presents the draft High-Level Business Plan 2022/23 for the Port Health & Public Protection Division of the new Environment Department.

Members are asked to consider and approve the elements of the Plan which fall within the remit of the Licensing Committee.

Appendices

- Appendix A – Port Health and Public Protection Division, Draft High-Level Business Plan 2022/23

Contacts

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