

EFFECTIVE SCRUTINY OF DELIVERY PLANS

Key Questions to Ask Re Delivery Plans

- 1. Does the Plan assist in delivery of Corporate Plan/ Wellbeing Plan?**
 - a. Do the 'Key Actions' support delivery of priorities?
 - b. (*Other than those that are in the Corporate Plan*), how were the Directorate's priorities identified and what criteria were used?

- 2. Does the Delivery Plan meet the needs of local communities?** (*citizens/ city deal area/ large and SME businesses/ industries/ higher education/ visitors etc.*)

- 3. Is the Plan robust and fit for purpose?**
 - a. Are the milestones and timescales for 'Key Actions' appropriate and achievable?
 - b. Are the performance measures suitable?
 - c. Will it lead to improved/ more effective service provision?

- 4. Does the Directorate have sufficient resource levels to deliver the Plan?**

- 5. What are the main challenges/ risks to being able to deliver the actions in the Delivery Plan?**

- 6. Out of all the areas covered in the Delivery Plan, which are the most important for this committee to scrutinise (and why)?**

- 7. What are the main aspirations for the Directorate for the coming year?**

- 8. What are the arrangements for monitoring the implementation of the Delivery Plan?**

Role of Scrutiny re Delivery Plans

- Members assess whether Delivery Plans:
 - Assist in delivery of Corporate Plan/ Wellbeing Plan
 - Are focusing on the right issues for local communities
 - Are robust and fit for purpose.

- Members identify whether there are sufficient resources to deliver the Plan.

- Members identify whether performance measures are sufficient to monitor service delivery.

- Members check the process for monitoring implementation of the Delivery Plan.

Benefits of Scrutiny re Delivery Plans

- Assists the Council to have a robust performance management framework, with appropriate challenge to ensure Delivery Plans are fit for purpose.

- Enables Members to:
 - gain an overview of Directorate, its contribution to delivering the Council's Corporate Plan and its key priorities
 - understand the future challenges facing the Directorate
 - understand the key achievements of Directorate in previous year
 - discuss possible areas requiring further scrutiny.