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**Report To:** Health & Social Care Committee      **Date:** 30<sup>th</sup> April 2009

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**Subject:** Social Work Services Business Plan Update 2009 / 2010

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## **1.0 PURPOSE**

- 1.1 To request Committee approval for the Social Work Services Business Plan Update 2009-2010.

## **2.0 SUMMARY**

- 2.1 Social Work Services has a responsibility to produce a Service Plan on an annual basis in Inverclyde Council. The format for this report has changed in recent years to divide this into two separate reports, the first being a Business Plan which outlines forward services planning, and the second report being an Annual Report that provides our performance information retrospectively.
- 2.2 This report is the Business Plan Update for 2009 / 2010. The Annual Report for 2007 / 2008 was approved by Committee in January 2009.
- 2.3 Social Work is committed to several modernisation programmes across various services that will require intense work over several years. In recognition of this the Business Plan is an update on the progress made in the last year, while also outlining the future developments planned for the coming year.

## **3.0 RECOMMENDATION**

- 3.1 Committee is requested to note and approve the Social Work Services Business Plan Update 2009 – 2010.

## **4.0 BACKGROUND**

- 4.1 Social Work have in the past produced an annual service plan which combined elements of both forward service planning and retrospective performance reporting. This has often resulted in a product which was in effect a hybrid annual report and business plan.
- 4.2 It is the intention of the service to clearly split both of these functions into separate documents each fit for its own purpose. The Annual Report is presented at the year end.
- 4.3 The Business Plan is a key planning and performance monitoring tool. It is the blueprint which informs and guides the delivery of our services for the year.
- 4.4 The Business Plan forms part of a suite of documents including the Directorate Plan and Social Work Services Strategic Plan. It provides the opportunity for service areas to outline their high-level priorities for the coming year.
- 4.5 Whilst the Business Plan is essentially an internal management tool, it is of interest to a range of stakeholders including representative organisations, partner agencies and independent providers.

## **5.0 PROPOSALS**

- 5.1 The current document represents the forward planning across Social Work Services during the period 2009 / 2010.
- 5.2 The intended recipients are primarily staff, while it will also be made available for service users, carers, stakeholders and external agencies and bodies.
- 5.3 It is anticipated that the Business Plan will be available in PDF on both Inverclyde Council's Intranet and website.
- 5.4 It is proposed to produce 100 copies of the Social Work Services Business Plan in the first instance for onward distribution, including elected members, libraries, health centres, social work offices and other community settings, as well as to stakeholder organisations.

## **6.0 IMPLICATIONS**

- 6.1 There are no legal, financial or other implications inherent in the production of the document.

## **7.0 CONSULTATION**

- 7.1 Consultation has been undertaken with stakeholder groups to inform the presentation and content of the report.

## **8.0 LIST OF BACKGROUND PAPERS**

- 8.1 None