

**Bracknell Forest Council  
Record of Decision**

<b>Work Programme Reference</b>	<b>I116282</b>
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1. **TITLE:** Service plans 2024/25
2. **SERVICE AREA:** Chief Executive's Office
3. **PURPOSE OF DECISION**

To present the directorate service plans for 2024-25, setting out key activity to deliver the council's strategic aims.

4. **IS KEY DECISION** Yes
5. **DECISION MADE BY:** Executive
6. **DECISION:**

**RESOLVED** that

- i. the new service plan content for 2024-25 be endorsed, noting the actions committed to by each directorate to support the delivery of the Council Plan.
- ii. the plans be published on the Council website in April and to monitor their delivery through the review of the Council Plan Overview Report.

7. **REASON FOR DECISION**

Departmental Service Plans describe how directorates are working towards the delivery of the Council Plan and form a key part of the council's overall local performance framework. It demonstrates the work of services in delivering the objectives set out in the Council Plan and provides the basis for the quarterly service reports and the council plan overview report.

8. **ALTERNATIVE OPTIONS CONSIDERED**

Amendments have been made as part of the development process and have contributed to the final completion of the plans.

9. **DOCUMENT CONSIDERED:** Report of the Chief Executive
10. **DECLARED CONFLICTS OF INTEREST:** None

<b>Date Decision Made</b>	<b>Final Day of Call-in Period</b>
19 March 2024	26 March 2024