

For information

Operational Plan 2017-18 Q3 update

Agenda: 15
HEFCW/18/08

Disclosable

25/01/2018

1 Issue

- 1.1 This paper provides an update on progress on activities in HEFCW's *Operational Plan 2017-18*. The last update was provided to Council in November (HEFCW/17/86 refers). The Corporate Strategy and Operational Plan 2017-18 were approved by the Cabinet Secretary in December 2017

2 Corporate Planning Implications / Rationale for paper

- 2.1 All Welsh Government Sponsored Bodies are required by the Welsh Government to have a corporate plan / strategic statement setting out their medium to long-term objectives, and an operational plan for the financial year ahead. Plans must take into account the specific requirements contained in the latest Remit Letter from the Minister.
- 2.2 In relation to progress against the operational plan, the Council has agreed to receive quarterly progress reports against activities included in its current operational plan.

3 Recommendation

- 3.1 The Council is invited to note the *Operational Plan 2017-18* update.

4 Timing for decisions

- 4.1 There are no decisions arising from the issues presented in this paper, which are routine items presented to Council periodically.

5 Council members' interests

- 5.1 No conflicts of interests have been declared in advance of the meeting.

6 Further information

- 6.1 Contact Steve Williams (029 2085 9744; steven.williams@hefcw.ac.uk)

7 Operational Plan 2017-18

- 7.1 The Corporate Strategy and Operational Plan 2017-18 were approved by the Cabinet Secretary in December 2017.
- 7.2 The Operational Plan has been updated with progress against activities up to and including the third quarter of the reporting period, attached at **Annex A**.

8 Financial implications

- 8.1 There are no financial implications directly arising from this paper.

9 Communications implications

- 9.1 The *Operational Plan 2017-18* has been published on our website following approval by the Cabinet Secretary. At the end of the financial year, a version with activities against the priorities in the plan will be published.

10 Diversity and Equal Opportunities implications

- 10.1 This paper has direct no direct implications for age, disability, marital/civil partnership, maternity/pregnancy, race, religion or belief, sex, sexual orientation, any other protected characteristic or Welsh Language. The Operational Plan has been based on the Corporate Strategy, which has been subject to impact assessment. Actions set out in the Operational Plan for HEFCW will also be subject to impact assessment as they are developed for implementation.

11 Risk Assessment

11.1

Risk	Action to address risk
Elements of the remit letter are not included in the operational plan.	<ul style="list-style-type: none">• Ongoing dialogue with WG and officers to ensure that the remit letter is interpreted correctly and covered in the operational plan.
Parts of the operational plan are not achieved within the agreed timescales.	<ul style="list-style-type: none">• Quarterly updates and monitoring meetings with WG ensure a continued assessment of achievement and timely opportunities to address areas that may be not progressing adequately.• The team and corporate risk registers are also updated termly and reflect potential risks of non-achievement as appropriate, with additional actions identified.• Process of cross reference has been established to ensure that tasks are carried forward as appropriate.