

University of Nottingham

Business Planning Framework

Summary

This document provides an overview of the University's Business Planning process.

Background

The process has been developed by a working group involving Finance, External Relations, Student Services Campus Life and Planning, Performance and Strategic Change (PPSC), and it is overseen by that group.

The core principles of the approach are that it should:

- Allow for mutual challenge and dialogue, including around dependencies.
- Lead to an agreed and documented business plan which sets out our intentions in relation to activity, resource (including workforce and estates) and performance.
- Provide transparency to support leaders and managers at all levels in planning and delivery within their areas of responsibility.
- Ensure alignment between all of the University's key planning processes, including finance, student numbers and activity prioritisation.
- Be affordable and realistic with clear alignment to the new University strategy.

The process continues to promote the University's operating model and supports themes within the new University strategy, strengthening the balance between collegiality and devolved responsibility, and supporting collaboration across the organisation.

The Planning Cycle

To support longer term planning in business units, plans are developed on a "rolling" cycle. During 2019/20, plans will be developed for a three-year period, covering 2020/21, 2021/22 and 2022/23.



Planning and Resources Committee (PRC) Panels

PRC Panels are designed to enable whole University consideration of priorities and activities, with support and challenge to ensure they are consistent with the University's overall strategy, resource and performance priorities. Panels will take place in December, March and June, focusing on:

December Panel	March Panel	June Panel
<ul style="list-style-type: none">• Proposed Faculty and Professional Services Department (PSD) strategic priorities / intake targets considered against the draft strategic delivery plans and Medium-Term Financial Plan (MTFP)• Dependencies, inconsistencies and gaps across priorities identified.• Performance framework and targets agreed.	<ul style="list-style-type: none">• Full and final Faculty and PSD activity plans considered.• Dependencies, inconsistencies and gaps across priorities identified.	<ul style="list-style-type: none">• Discussion focusing on performance, including predicted intake vs target data, FIF bid outcomes, MTFP figures and KPIs.• Opportunity to identify areas for in-depth review.

Planning templates and guidance are provided by Planning, performance and Strategic Change (PPSC).

Please contact scu@nottingham.ac.uk for any further information.