

## SDC Sustainable Development Action Plan (SDAP) assessment

**Organisation:** Driver & Vehicle Licensing Agency (DVLA)

**SDAP Publication date:** April 2008

**Title of SDAP:** DVLA Sustainable Development Action Plan (SDAP) Apr 08 – Mar 09

**SDC Assessment date:** October 2008

Please see “SDAP assessment methodology paper” for background to the assessment process, and for full details of how the Sustainable Development Commission (SDC) has assessed, scored and rated this SDAP at the following webpage: <http://www.sd-commission.org.uk/pages/sdap-tracker.html>

### SUMMARY

	Score	Rating
<b>Coverage</b>	4/4	
<b>Strategic planning</b>	8/12	
<b>Actions</b>	5/12	
<b>Ownership, engagement and delivery</b>	4/6	
<b>Monitoring, review and reporting</b>	1/6	
<b>OVERALL</b>	22/40	

### ISSUES AND RISKS

The actions in place within DVLA’s SDAP are primarily driven towards meeting government’s minimum targets and do not go beyond this. DVLA should explore how it can make its biggest contribution to sustainable development in terms of its policies, people, operations and procurement, and frame its actions around this. It appears that DVLA has made some good progress on embedding sustainability across various parts of its organisation, but the actions in place to ensure that this progress continues need to be more specific and ambitious. The SDC would also encourage the DVLA to consider how it will embed sustainability into all of its decision-making to ensure that all aspects of the organisation’s work are sustainability-proofed.

**COVERAGE**

	<i>Score</i>	<b>0</b>	<b>1</b>	<b>2</b>
1. Does the SDAP state clearly the period of time that it covers?				<b>X</b>
2. Is it clear how the SDAP relates to the wider departmental family, and is SDAP coverage of the departmental family adequate?				<b>X</b>

**STRATEGIC PLANNING**

	<i>Score</i>	<b>0</b>	<b>1</b>	<b>2</b>
3. Does the SDAP set out the organisation's strategy for contributing to the aims, objectives and commitments of the UK Sustainable Development Strategy?		<b>X</b>		
4. Does the SDAP articulate the relevance of the five sustainable development Principles to its core business, and set out how they are/will be mainstreamed and inform work?				<b>X</b>
5. Is it clear how the SDAP will contribute to the organisation's high-level strategic objectives, including any Public Service Agreements (PSAs) and Departmental Strategic Objectives (DSOs)?			<b>X</b>	
6. Does the SDAP have clear objectives, and does it articulate clearly how these objectives were prioritised and provide a rationale for any gaps e.g. in the coverage of core business areas?				<b>X</b>
7. Does the SDAP link to other corporate plans or strategies?				<b>X</b>
8. Does the SDAP include any commitment to work with other government bodies to deliver joint commitments, actions or initiatives?			<b>X</b>	

**ACTIONS**

	<i>Score</i>	<b>0</b>	<b>1</b>	<b>2</b>
9. Does the SDAP articulate how the sustainable development principles and priorities are/will be integrated into its policy and decision making, set out specific actions to achieve this, and explain how they have been prioritised?		<b>X</b>		
10. Does the SDAP include explicit actions to improve the sustainability of the organisation's procurement activity (linking to SPAP commitments where relevant), and explain how they have been prioritised?			<b>X</b>	
11. Does the SDAP contain specific actions which demonstrate how the organisation will drive forward the sustainability of its operations (linking to SOGE commitments where relevant), and explain how they have been prioritised?			<b>X</b>	

12. Does the SDAP contain actions relating to people, such as actions to engage staff in sustainable development, develop their skills and capability to support delivery of the SDAP, and to improve their general well-being in the work place?		X	
13. Are the actions outcome-focused?	X		
14. Are the actions SMART?			X

**OWNERSHIP, ENGAGEMENT AND DELIVERY**

	<i>Score</i>		
	0	1	2
15. Is it clear how the SDAP will be communicated to staff and stakeholders, and how the organisation will ensure they have the capability to put the SDAP's key messages to work?		X	
16. Are the governance arrangements for supporting delivery of the SDAP clearly identified (e.g. boards, working groups), and is it clear who has overall responsibility for its delivery?		X	
17. Has the SDAP been signed off by a Minister, Permanent Secretary or Chief Executive, and has s/he provided a foreword?			X

**MONITORING, REVIEW AND REPORTING**

	<i>Score</i>		
	0	1	2
18. Does the SDAP present links to the previous SDAP (where relevant) or to the historical context of sustainable development in the organisation (if this is the first SDAP that the organisation has produced)?		X	
19. Are the methods and structures for monitoring and reviewing the SDAP clearly identified (e.g. boards, working groups, stakeholder engagement), and is it clear who the findings will be reported to?	X		
20. Is it clear how the outcomes of internal SDAP monitoring/review will feed back into the SDAP process, including a commitment to update the SDAP within its period of coverage, where required?	X		