

# REPORT TO ASSETS AND OPERATIONS COMMITTEE STRATEGIC PLAN UPDATE REPORT AND 2024 ACTION PLAN



**Report Reference** A-24-04  
**Meeting Date** 10<sup>th</sup> June 2024  
**Agenda Item** 11  
**Prepared by** Town Clerk

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## 1.0 BACKGROUND

As part of the committee's role in overseeing the implementation of the council's strategic plan, it considers an update report at each meeting outlining progress on delivering the current year action plan.

The uncompleted actions from the 2023/24 action plan have been rolled over into the 2024/25 action plan. The Town Clerk has assigned target dates for all actions.

## 2.0 DECISIONS REQUIRED

The committee should review the progress on implementing the agreed action plan to date (section three) and consider whether it wishes to amend any of the target dates set out .

### 3.0 ASSETS AND OPERATIONS COMMITTEE ACTIONS REPORT 2024/25

|  | Origin | ARef  | ORef | Action  | Lead Officer                    | Target     | Status  | Committee Update   |
|--|--------|-------|------|---|---------------------------------|------------|---------|--|
|  | 23/24  | ASS03 | C3   | Explore enhanced use of CEC depot at Longridge.   | Town Clerk                      | 30/06/2024 | Started |  |
|  | 23/24  | ASS03 | C3   | Undertake a review of equipment provided for the Town Ranger service and bring proposals for future purchase/replacement to the Assets and Operations Committee | Planning and Facilities Officer | 30/06/2024 | Started |  |
|  | 24/25  | ASS12 | C3   | Implement Town Ranger apprenticeship  | Planning and Facilities Officer | 01/09/2024 | Started | Recruitment commenced.   |
|  | 24/25  | ASS13 | C5   | Deliver a refurbishment of the Market Hall  | Town Clerk                      | 30/11/2024 | Started | Technical design almost complete, tender pack being developed. |
|  | 23/24  | ASS04 | S5   | Develop a phased programme for renovation of the Council Offices  | Town Clerk                      | 31/12/2024 | Started |  |
|  | 23/24  | ASS06 | S5   | Terms to be agreed with Bruntwood for their occupation of 60 King Street  | Town Clerk                      | 31/12/2024 |         |  |
|  | 24/25  | ASS15 | C5   | Increase usage at the Tabley Hill Chapel  | Town Clerk                      | 31/03/2025 |         |  |
|  | 24/25  | ASS14 | C5   | Develop a funding plan for the phased refurbishment of the Council Offices  | Town Clerk                      | 31/03/2025 |         |  |