

REPORT TO COMMUNITY COMMITTEE STRATEGIC PLAN UPDATE REPORT AND 2025/26 ACTION PLAN



Report Reference COM-24-17
Meeting Date 25th November 2024
Agenda Item 10
Prepared by Town Clerk

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 Corporate Peer Challenge identified the need to review the strategic plan and realistic number of actions that can be completed within any period. This review is due to commence shortly and will involve assessing which objectives under the plan are a priority after which committees will re-evaluate actions to deliver the priority objectives. It is suggested that the committee may wish to indicate priority for existing actions, but that it would be prudent to wait until the wider review before making changes to the current (or next) year action plans.

Section three includes updates in respect of whether actions are likely to be completed by the end of the current plan year (ends April 2025).

2.0 DECISIONS REQUIRED

The committee should review the progress on implementing the agreed action plan to date (section three).

3.0 COMMUNITY COMMITTEE ACTIONS REPORT 2024/25 FEBRUARY 2025

	Origin	ARef	ORef	Action	Lead Officer	Target	Status	Committee Update
	23/24	COM21	S4	Obtain a clear position from Cheshire East Council on the status of funding for improvements to Knutsford Leisure Centre following changes introduced in their medium-term financial strategy	Town Clerk	10/05/2024	Complete	
	23/24	COM4	C6	Develop an updated community organisation directory both for internal use and published on the Town Council website.	Town Clerk	31/05/2024	Started	This will be undertaken by the Communication and Engagement Officer once they start (mid April).
	23/24	COM15	C14	Develop a 'consultation and engagement template' for use when planning engagement activity, detailing opportunities for connecting with existing networks and events, developing novel engagement methods and how to reach different stakeholders and demographics.	Town Clerk	31/05/2024	Started	This will be undertaken by the Communication and Engagement Officer once they start (mid April).
	23/24	COM20	S4	Investigate current and potential community usage of the Adelaide Academy Sports Barn	Town Clerk	31/05/2024	Started	Awaiting information from school.
	24/25	COM24	C2	Council Anniversary '50 things to do' to encourage all residents to explore more of the town	Town Clerk	30/06/2024	Started	Will be scaled down from 50 and released for summer 2025
	24/25	COM28	C7	Develop a 'setting up a new group' section of the council website to provide guidance on setting up new organisations	Town Clerk	30/06/2024	Started	Will be completed before May.
	24/25	COM33	C8	Install a new noticeboard	Town Clerk	30/06/2024	Started	Awaiting delivery. Will be completed before May.
	24/25	COM34	S1	Host a community update meeting on the work over the previous 12 months in relation to the Medical Centre.	Town Clerk	30/06/2024		Pending: KMP currently awaiting feedback on its submission to ICB.
	24/25	COM35	S3	Develop and commence implementation of an action plan following consultation with young people	Town Clerk	30/06/2024	Complete	Report tabled to November committee recommending next steps.

23/24	COM16	S1	Facilitate joint meetings of stakeholders in connection with the delivery of a new medical centre, leading to an agreed delivery plan.	Town Clerk	30/06/2024		Linked to COM34 (above)
23/24	COM17	S3	Compile a schedule of existing services and facilities within Knutsford to create a baseline	Town Clerk	30/06/2024		This will be undertaken by the Communication and Engagement Officer once they start (mid April).
23/24	COM2	C1	Develop a forward plan with stakeholders to further understand issues in relation to access to services in St John's Wood ward and how they will be addressed.	Town Clerk	30/06/2024		Great Places currently developing their 'neighbourhood plan' which will feed into this.
23/24	COM8	C7	Undertake a gap analysis of the community organisations within the town to identify if there are any areas where new organisations would be beneficial	Town Clerk	31/07/2024		This will be undertaken by the Communication and Engagement Officer once they start (mid April).
24/25	COM22	C1	Commence implementation of the forward plan to address service access in St John's Wood Ward.	Town Clerk	30/09/2024		See COM2 (above)
24/25	COM30	C8	Trial a public version of the Week in Brief bulletin	Communications Officer	31/03/2025		This will likely not be implemented before May but will be implemented by the new Communication and Engagement Officer.
24/25	COM26	C6	Utilise e-newsletter to support community group communications	Communications Officer	31/10/2024		Ongoing
23/24	COM10	C9	Proactively develop the e-newsletter database to reach 1,500 resident subscribers	Communications Officer	31/10/2024	Started	Currently at 532/1,500 on the <i>For Residents</i> topic list.
24/25	CPM32	C8	Undertake a critical review of the effectiveness of council public consultations	Town Clerk	31/12/2024		This will be undertaken after additional consultations are undertaken (planned consultation activity has been delayed so there is only one to review against).
24/25	COM25	C6	Undertake a community group survey to understand areas where groups need support	Communications Officer	31/12/2024		This will be undertaken by the Communication and

								Engagement Officer once they start (mid April).
24/25	COM36	S4	Develop an action plan to address shortfall in services	Town Clerk	31/12/2024			See COM25 (above)
23/24	COM3	C2	Undertake a consultation with the residents of Longridge on whether the streets should be renamed and ideas for renaming.	Town Clerk	31/12/2024			This will be looked at for Summer/Autumn 2025.
24/25	COM27	C6	Deliver a successful fourth ReFresh Knutsford community freshers fair	Communications Officer	31/01/2025	Complete		
24/25	COM23	C2	Subject to the outcome of the consultation on renaming Longridge: further develop proposals with the community.	Town Clerk	31/03/2025			See COM3 (above)
24/25	COM29	C8	Issue 12 monthly news and community group e-newsletters	Communications Officer	30/04/2025	Started		Issued resident newsletters May/July/October/January
24/25	COM31	C8	Develop the e-newsletter database to reach 2,500 resident subscribers	Communications Officer	30/04/2025			Currently at 332/2,500 on the <i>For Residents</i> topic list.