

# REPORT TO COMMUNITY COMMITTEE

## STRATEGIC PLAN UPDATE REPORT



**Report Reference** COM-25-16  
**Meeting Date** 16<sup>th</sup> February 2026  
**Agenda Item** 7  
**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.

Overdue actions will be progressed by the Community Engagement Officer once they move into post.

### 2.0 CURRENT YEAR ACTIONS

| Ref             | Action  | Lead Officer                 | Target         | Status /Committee Update  |
|-----------------|---|------------------------------|----------------|---|
| COM01/<br>25/C6 | Deliver a successful fifth ReFresh Knutsford community freshers fair  | Community Engagement Officer | March 2026     | Complete  |
| COM02/<br>23/S4 | Investigate current and potential community usage of the Adelaide Academy Sports Barn                                 | Town Clerk                   | July 2025      | Advised that the building is not available due to requiring repair. |
| COM03/<br>24/C7 | Develop a 'setting up a new group' section of the council website to provide guidance on setting up new organisations | Town Clerk                   | August 2025    | Going Live 17/04  |
| COM04/<br>24/C6 | Undertake a community group survey to understand areas where groups need support                                      | Community Engagement Officer | August 2025    | Complete  |
| COM05/<br>25/C6 | Agree actions to address issues arising from the community group survey   | Community Engagement Officer | October 2025   | Complete  |
| COM06/<br>23/C6 | Develop an updated community organisation directory both for internal use and published on the Town Council website.  | Community Engagement Officer | September 2025 | Going Live 17/04  |
| COM07/<br>23/C7 | Undertake a gap analysis of the community organisations within the town to identify if there are                      | Community Engagement Officer | December 2025  |   |

|             |   |                              |             |  |
|-------------|---|------------------------------|-------------|--|
|             | any areas where new organisations would be beneficial   |                              |             |  |
| COM08/25/S3 | Undertake further engagement with young people to develop a Knutsford Youth Strategy            | Community Engagement Officer | March 2026  |  |
| COM09/25/C8 | Trial councillor “ward walks”   | Community Engagement Officer | August 2025 | Complete.  |
| COM10/25/C8 | Issue monthly news and community group e-newsletters  | Community Engagement Officer | April 2026  | Implemented  |
| COM11/23/C8 | Develop the e-newsletter database to reach 1,000 resident subscribers                           | Community Engagement Officer | April 2026  | Currently at 681 (increase of 0.3% since previous meeting) |
| COM12/25/C8 | Subject to the outcome of the trials, host regular Mayor in the Market engagement opportunities | Civic Events Officer         | March 2026  | Programme to be planned with new Town Mayor from May       |

### 3.0 DECISIONS REQUIRED

The committee should note progress against the current year action plan.