

STRATEGIC VISION

To restore the trust and confidence of the Parish Council to the residents of Melbourn in the diversity of Service, guidance, advice and associated expenditure.

DRAFT STRATEGIC PLAN NOVEMBER 2018 TO OCTOBER 2019

Aim: To maintain public confidence in the Parish Council and develop a clear view of how Melbourn residents want the village to be improved.

1. **Openness and transparency, and engagement with the community.**
 - To develop further the annual Melbourn Awards and use this to make the Annual Parish Meeting a 'must attend' event.
 - Re-design the website to make it a repository of easy-to-find information.

Outcome: To develop further public engagement with the Council's business.

2. **Work effectively as a PC, ensuring that governance is excellent.**
 - Identify any missing policies.
 - Complete the review of policies and adopt an action plan for their proper implementation.
 - Understand the changing environment in which the Council will operate.
 - Co-opt new Councillors as a matter of urgency.
 - All new Councillors to have mandatory training within 3 months of joining the Council.
 - Publicise the work of councillors and the rewards to those who serve.

Outcome: To achieve the aim of having 2/3 of Councillors elected in the 2022 election.

3. **Be a good employer.**
 - Carry out employee training on PC expectations when at work, together with employee rights and obligations; this is to be done in conjunction with routine performance appraisals.
 - Address better fulfilment of Health and Safety obligations through Risk Assessment of working conditions (both inside and outside work) and

implementation of preventative measures where these are found to be needed.

- Review and re-write PC Health and Safety Policy and Procedures.

Outcome: a workforce which is clear about what the council expects from it and is confident to raise concerns if necessary.

4. Establish a clear understanding of the Council's Finances and develop a strategy for future spending

- Plan to bring the level of reserves up to an amount equivalent to the Council's 6 month spend.
- Continue to review value for money in all the Council's activities, including ensuring contracts are fit for purpose.
- Investigate ways of increasing the Council's income, including making grant applications.
- Develop a 'Maintenance Map' so everyone can see what areas of the Parish are owned by the PC and what is maintained by it.
- Develop a Maintenance and Replacement Plan for Parish Council-owned assets.

Outcomes:

- **A Parish Council which has a clear picture of its actual spend and committed spend at any point in the financial year.**
- **A published plan to build the reserves up to an acceptable level with timescales.**

5. Further Development of the Hub in conjunction with the Hub Management Group.

- Creation of a reliable Hub Asset Register, supported by a costed maintenance and replacement plan.
- Propose benefits and services needed by Melbourn and the surrounding villages for inclusion in the Hub Business plan, where these are consistent with the constraints of the business and its charter as a charity.
- Work with the Hub Management Group to develop a plan for extending the Hub which will be subject to public consultation.

Outcome: The commitment which the Parish Council has to the Hub¹ is supported by a plan to sustain and develop the potential of a Parish asset.

¹ The parish Council has an on-going commitment to fund the loan taken out for the building of the Hub. The PC and HMG must therefore work closely together to ensure that the Hub delivers for the Parish the aims set out in the Hub Vision (PC297/16). The PC continues to support the Hub financially and logistically subject to assurances that the HMG runs the Hub efficiently and for the benefit of the community.

6. Develop plans to deliver new projects for the Parish.

- Use of s106 money to mitigate future development:
 - Replacement skateboard ramp
 - Pull off at the Co-op

Outcome: By October 2019 to have drawn up a business case for each project which includes a case of need, plans and costs. Each business case must show evidence of consultation with the community and whether or not the project is supported by the public.

7. Become a Council which has a clear idea of what its community wants and which works to achieve them.

- To develop, publish and carry out a consultation plan linked to the future plans set out at 6 above.
- Consult the community on what improvements to Melbourn are needed.
- Determine what is needed to integrate the new homes into village life.
- Put into place a Time bank for Melbourn.

Outcome: A published plan whose impact can be seen in the Outcome for 6.

Document Approval: 
(Chair to Melbourn Parish Council)

Date of Parish Council Meeting: 25 January 2019

Review Policy: Every October prior to setting the Precept