

Surrey Heath Borough Council
Performance & Finance Scrutiny Committee
24 January 2024

Draft Annual Plan 2024/25

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Wards Affected:	All

Summary and purpose

This report contains the draft Annual Plan for 2024/25, which sets out the key projects and performance indicator targets for the next financial year. The Performance & Finance Scrutiny Committee is asked to consider the draft plan and submit any comments for the Executive to review at their meeting on 13 February 2024.

Recommendation

The Committee is advised to CONSIDER the attached draft Annual Plan for 2024/25 and submit any comments for the Executive to review at their meeting on 13 February 2024.

1. Background and Supporting Information

- 1.1 The Council agrees an Annual Plan each year which sets out the main goals, projects and targets for the coming financial year. The Annual Plan is the main delivery vehicle for ensuring that the ambitions in the Council's overarching strategy are delivered for residents and the borough.
- 1.2 Also on the agenda for this meeting is the new draft Council Strategy 2024 – 2028. The draft Annual Plan at Annex A is structured to deliver the priorities in the draft Strategy of *Protect our Environment, Promote Healthier and More Inclusive Communities, Support a Strong Economy and Create More Homes, Campaign for Residents and Deliver Effective Services with Sustainable Finances*.
- 1.3 The targets and projects contained within the agreed Annual Plan cascade to team projects and plans and individual staff appraisals. Progress against the

targets is monitored regularly by managers and senior officers and is reported at mid-year and year end to the Performance & Finance Scrutiny Committee and the Executive.

- 1.4 The draft Annual Plan 2024/25 is attached at Annex A, which the Committee is asked to consider and submit comments to the Executive. The proposed Annual Plan will be considered by the Executive on 13 February 2024, alongside the Council Strategy and the Annual Budget 2024/25.

2. Reasons for Recommendation

- 2.1 This report and recommendation seeks input and feedback from Members across the Council prior to the final Annual Plan being brought forward for approval.

3. Contribution to the Council's Five Year Strategy

- 3.1 The Annual Plan is the main delivery vehicle for the first year of the new draft Council Strategy 2024 – 2028, which is also on this agenda for consideration.

4. Resource Implications

- 4.1 All projects and targets within the Annual Plan need to have the necessary resources (revenue funding, capital funding, staffing, external/grant funding) in place to deliver them. The draft Annual Plan has been prepared alongside the draft budget for 2024/25. Where particular projects and targets are contingent on securing external funding, this is set out in the attached plan.

5. Section 151 Officer Comments:

- 5.1 The Corporate Peer Challenge in 2023 identified the need to set a balanced budget over the period of the Council Strategy, and reduce the reliance on the use of reserves to set the annual budget.

6. Legal and Governance Issues

- 6.1 There are no specific legal or governance issues. The agreement of an Annual Plan, with clear targets which can be cascaded down to individual appraisals, forms a key part of the Council's governance framework.

7. Monitoring Officer Comments:

- 7.1 No Monitoring Officer comments arising.

8. Other Considerations and Impacts

Environment and Climate Change

- 8.1 The draft Council Strategy 2024 – 2028 clearly sets out the Council's ambition with regards to protecting and enhancing our environment and Net Zero. The draft Annual Plan contains a number of actions to deliver on these ambitions in 2024/25.

Equalities and Human Rights

- 8.2 The draft Council Strategy 2024-28 clearly sets out the Council's ambition with regards to promoting more inclusive communities and championing greater equity and inclusion. The draft Annual Plan contains a number of actions to deliver on these ambitions in 2024/25.

Risk Management

- 8.3 Individual projects will be appropriately risk assessed and reflected where appropriate in service-level risk registers and monitoring.

Community Engagement

- 8.4 Several of the individual projects listed in the draft Annual Plan involve or are based on public consultation and input such improving playgrounds and the Local Plan. Other actions seek to improve engagement and communication with residents such as the residents panels and an e-newsletter.

Annexes

Annex A – Draft Annual Plan 2024/25

Background Papers

Draft Council Strategy 2024 – 2028 (also on this agenda)