

**Surrey Heath Borough Council**  
**Performance & Finance Scrutiny Committee**  
**19 January 2022**

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**Draft Annual Plan 2022/23**

**Head of Service:** Louise Livingston, Head of HR, Performance & Communications  
**Report Author:** Sarah Bainbridge, Organisational Development Manager  
**Key Decision:** Not Applicable  
**Wards Affected:** All

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**Summary and purpose**

This report contains the draft Annual Plan 2022/23, which sets out the key projects and performance indicator targets for the next financial year. The final plan will be considered by the Executive for approval in March. This purpose of this report is to seek comments from the Performance and Finance Scrutiny Committee on the draft before a final version is approved.

**Recommendation**

The Committee is advised to CONSIDER the draft Annual Plan 2022/23 and submit comments to the Executive before a final version is agreed.

**1. Background and Supporting Information**

- 1.1 The Council agreed a new Five Year Strategy 2022 – 2027 in October 2021. This followed one of its largest ever public engagement exercises to agree the priorities going forward for the Council and the Borough. The Strategy sets out ambitious goals and targets under the headings of *Environment, Health & Quality of Life, Economy and Effective & Responsive Council*.
- 1.2 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 Five Year Strategy are delivered for residents.
- 1.3 Progress against these plans are reported to the Executive and Performance & Finance Scrutiny Committee at mid-year and year-end.
- 1.4 The draft Annual Plan 2022/23 is attached at Annex 1, and the Committee are asked to submit comments on the plan to the Executive before a final version is considered at the March Executive meeting.
- 1.5 The plan includes key projects and milestones for 2022/23. This will not generally include ‘business as usual’ activities. Details of key performance indicators for

services are also included and proposed targets for 2022/23. These measure many of the Council's key 'business as usual' functions.

## **2. Reasons for Recommendation**

- 2.1 The Council's Five Year Strategy 2022-2027 was developed with significant input from all Councillors, including the Performance & Finance Scrutiny Committee. A cross-party Task and Finish Group steered the creation of the draft Strategy and the public engagement exercise. This report ensures that cross-party Member input and comment are also part of the formulation of the Annual Plan projects and targets for the coming year which the Executive will consider when the final version is produced and agreed in March.

## **3. Contribution to the Council's Five Year Strategy**

- 3.1 The Annual Plan is the main delivery vehicle for ensuring that the ambitions in the Five Year Strategy 2022 – 27 are delivered for residents and the Borough.

## **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 is being prepared alongside the draft budget for 2022/23. Where particular projects and targets are contingent on securing external funding, this is set out in the attached plan.

## **5. Legal and Governance Issues**

- 5.1 There are no specific legal or governance issues.

## **6. Other Considerations and Impacts**

### **Environment and Climate Change**

- 6.1 The Five Year Strategy very clearly sets out the Council's ambition with regards to the Environment, climate change and associated work of the Climate Change Action Plan. The draft Annual Plan contains a number of actions to deliver these ambitions.

### **Equalities and Human Rights**

- 6.2 An equalities impact assessment was undertaken of the Five Year Strategy and identified a number of ways the Five Year Strategy ambitions can deliver positive impacts for different equality groups.

### **Risk Management**

- 6.3 The draft Annual Plan itself has no risk attached to it but individual projects will be appropriately risk assessed and will be managed and reported through the Council's performance monitoring process at Performance & Finance Scrutiny Committee and the Executive.

## **Community Engagement**

- 6.4 The Council agreed a new Five Year Strategy 2022 – 2027 in October 2021, following one of its largest ever public engagement exercises to agree the priorities going forward for the Council and the Borough.
- 6.5 In addition, several of the individual projects listed in the draft Annual Plan involve or are based on significant public consultation and input, such as The Local Plan, the Physical Activity Strategy, the Town Centre Strategy and the design and delivery of new playgrounds.

## **Annexes**

Draft Annual Plan 2022 - 2023

## **Background Papers**

Surrey Heath Borough Council Five Year Strategy 2022 - 2027