

EPSOM AND WALTON DOWNS CONSERVATORS - ADDITIONAL WORK PLAN ITEMS 2021/2022

Head of Service:	Gillian McTaggart, Head of Corporate Assurance
Wards affected:	College Ward; Town Ward; Woodcote Ward;
Appendices (attached):	Appendix 1 - EWDC – Additional Work Plan Items 2021

Summary

This report accompanies an indicative Work Programme as captured at a workshop held in October 2021 for the Epsom and Walton Downs Conservators Committee to consider.

Recommendation (s)

The Conservators are asked to:

- (1) Consider and approve the attached Additional Work Plan Items**
- (2) Agree the priorities, for the work plan in order that future funding opportunities can be identified, and work allocated**

1 Reason for Recommendation

- 1.1 To provide the Committee with a Work Programme which incorporates the views of the Committee expressed at its previous meetings and also a suggestion of the relative priority and likely cost of proceeding with each item, enabling Committee Members to make informed decisions about the activities they would prefer to see progressed.

2 Background

- 2.1 A workshop was held in October 2021 with the Conservators to identify a programme of additional work that the Conservators would like undertaken. This identified a range of items that have been captured in Appendix 1. A total of 14 items were identified and estimated costs have been obtained. The total estimated cost is £51,000 excluding item 14.
- 2.2 The work plan has an additional column for the Conservators to identify their priorities, High Priority is to progress immediately, Medium Priority to progress when funds allow and Low Priority to progress when higher items are funded.

Epsom and Walton Downs Conservators

20 June 2021

3 Work plan items

- 3.1 The Conservators are asked to identify the priority rating for each item on the work plan. Those items that are identified as High Priority will need to be funded. Then an agreed owner can be identified for each item. Further work will then be undertaken to identify other funding streams.
- 3.2 All updates to work plan will be logged for transparency and reported to the Conservators.

4 Risk Assessment

Legal or other duties

- 4.1 Equality Impact Assessment
 - 4.1.1 No equality issues arise as a consequence of the contents of this report.
- 4.2 Crime & Disorder
 - 4.2.1 No issues arise as a consequence of the contents of this report.
- 4.3 Safeguarding
 - 4.3.1 No issues arise as a consequence of the contents of this report.
- 4.4 Dependencies
 - 4.4.1 None arising
- 4.5 Other
 - 4.5.1 Non applicable

5 Financial Implications

- 5.1 To progress any unfunded, additional work plan items, the Conservators will need to identify a funding option.
- 5.2 **Section 151 Officer's comments:**
- 5.3 In reserves, the Conservators hold an uncommitted working balance reserve totalling £36,443 at 31 March 2022, which equates to c.8% of net annual expenditure. This reserve provides the Conservators with financial resilience to manage risks or unforeseen events that aren't funded by the annual revenue budget.
- 5.4 It is therefore advised that this reserve should not be substantially depleted, to avoid jeopardising the Conservators' financial resilience and ability to manage any unforeseen future risks/events.

Epsom and Walton Downs Conservators

20 June 2021

5.5 Legal Implications: none

5.6 **Legal Officer's comments:** There are no legal implications arising from this report. However, Members are asked to endorse the initial work plan, this will not prevent any additional items being added during the year or changes being made if these are felt to be of value.

6 Policies, Plans & Partnerships

6.1 **Council's Key Priorities:** The following Key Priorities are engaged: Not applicable

6.2 **Service Plans:** The matter is not included within the current Service Delivery Plan.

6.3 **Climate & Environmental Impact of recommendations:** No issues arise as a consequence of the contents of this report

6.4 **Sustainability Policy & Community Safety Implications:** No issues arise as a consequence of the contents of this report

6.5 **Partnerships:**

7 Background papers

7.1 The documents referred to in compiling this report are as follows:

Previous reports:

- n/a

Other papers:

- n/a