

No.	Committee	Theme from 4 year plan	Applicable Sub Theme Priority from 4 year plan	2023/2024 Annual Plan Key Deliverables	Target	Responsible Officer	Completion Date
1	S&R	Effective Council	1 - Strengthen the council's financial independence.	Post election (May 23) review financial framework (including all panels and working groups) with Members to ensure underlying assumptions and governance processes are still valid and that the structure enables clear decision making.	Approved by Strategy and Resources Committee	S151 Officer	30 September 2023
2	S&R	Effective Council	2 - Improve access to services through technology.	A costed and funded ICT Strategy, with associated delivery timeline	Approved by Strategy and Resources Committee	Head of Information Technology	30 September 2023
3	S&R	Effective Council	1 - Strengthen the council's financial independence.	Development of a costed plan around a potential Town Hall move to 70 East Street for further consideration by Members, as agreed at Strategy and Resources committee.	Programme plan completed and agreed at S&R then put to Council for approval.	SMT / Project Manager	30 November 2023
4	S&R	Effective Council	1 - Strengthen the council's financial independence.	Development of full options proposals around the development/disposal of current Town Hall site if Item 3 is approved for progression.	Programme plan completed and agreed at S&R then put to Council for approval.	Acting Director of Environment, Housing and Regeneration / Head of Property and Regeneration	30 November 2023
5	S&R	Opportunity & Prosperity	3 - Encourage and support business creation and growth. 4 - Work with partners to secure an attractive and vibrant high street and market place experience.	Identification of business start up premises through TC masterplan, Local Plan and Economic Development work. Refresh previous Econ Dev Strategy. ** To be further defined following agreement of where Economic Development activity sits Hold Pop-Up shops / displays in Bourne Hall	Proposals for locations considered in the LP/MP work New Economic Development Strategy produced and agreed 4 Pop-Ups, 1 per quarter.	TBC	31 March 2024
6	S&R	Opportunity & Prosperity	1 - Promote Epsom & Ewell as a great place to live, work and study, and encourage inward investment. 3 - Encourage and support business creation and growth. 4 - Work with partners to secure an attractive and vibrant high street and market place experience.	Clarify committee ownership of the Economic Development activity and identify resource requirements and funding to progress further. If agreed, develop a costed and resourced Economic Development Strategy.	Group established and approved by committee.	Head of Place Development	30 September 2023

7	LPP	Opportunity & Prosperity	<p>1 - Promote Epsom & Ewell as a great place to live, work and study, and encourage inward investment.</p> <p>2 - Address the housing needs of the Borough, including affordable housing need, through the development of our Local Plan.</p>	<p>Regulation 18 and Regulation 19 on the Local Plan consultation.</p> <p>Continued close working with Business Improvement District Partners and other key stakeholders and partners.</p> <p>Introduction of a Community Infrastructure Levy (CIL) Protocol.</p>	<p>Consultation commenced.</p> <p>Evidence of ongoing engagement</p>	Head of Place Development	31 March 2024
8	LPP	Smart & Connected	<p>1 - Work with partners to develop and improve transport and infrastructure with particular emphasis on sustainable travel options.</p> <p>2 - Increase digital connectivity for all.</p>	<p>Draft Infrastructure Delivery Plan (linked to the Local Plan), which includes telecommunications infrastructure. Develop clear definition of what 'digital connectivity' means in the context of Council Strategy and deliverables and agree delivery plan.</p>	<p>Draft Infrastructure Delivery Plan published alongside the Local Plan consultation.</p>	Head of Place Development	31 March 2024
9	LPP	Green & Vibrant	<p>2 - Enhance the borough's natural assets, preserving and increasing biodiversity.</p>	<p>Produce a business case for additional resource to enable a Tree Preservation Order Review.</p>	<p>Business case taken to committee by completion date.</p>	Head of Place Development	30 September 2023
10	LPP	Green & Vibrant	<p>3 - Enhance the borough's natural assets, preserving and increasing biodiversity.</p>	<p>Produce a business case for additional resource to enable a TRN Review and formulation of new process.</p>	<p>Business case taken to committee by completion date.</p>	Head of Place Development	01 October 2023
11	LPP	Cultural & Creative	<p>2 - Promote the borough's rich history and heritage.</p>	<p>A local Heritage List (to link to/inform Item 13).</p>	<p>Approved by committee.</p>	Head of Place Development	30 September 2023
12	C&W	Effective Council	<p>1 - Strengthen the council's financial independence.</p>	<p>Increased surplus from Bourne Hall</p>	<p>* Flying Saucer Cafe launched.</p> <p>* Increased retail activity.</p> <p>* Completion of charges review.</p>	Head of Operational Services	31 December 2023
13	C&W	Cultural & Creative	<p>1 - Promote Epsom & Ewell's identity as a centre for creative and cultural excellence.</p>	<p>A costed and resourced Arts, Cultural and Heritage Strategy.</p>	<p>Approved by Community and Wellbeing Committee and stakeholder group.</p>	Head of Place Development	31 October 2023
14	C&W	Cultural & Creative	<p>2 - Promote the borough's rich history and heritage.</p>	<p>Delivery of an increased programme of heritage tours and events along with digital information which promote the Borough's heritage assets, allowing residents to see local heritage assets and partake in heritage open days.</p>	<p>Approved by C&W Committee</p>	Head of Place Development	Ongoing throughout 2023-2024

15	C&W	Safe & Well	1 - Work with partners to improve the health and wellbeing of our communities, focusing in particular on those who are more vulnerable.	<p>Implementation of the Year 1 actions in the Homelessness and Rough Sleeper Strategy including updating empty homes policy</p> <p>Housing stakeholder event(s) to be agreed and arranged with clear outcomes</p> <p>Establish a plan for private rented sector inspections and stock condition surveys</p>	<p>85% of Year 1 actions complete, with quarterly reports to the committee Chairs.</p> <p>Housing event held and network operational</p> <p>Consultation completed and any recommendations from DLUHC considered - member briefing paper produced if appropriate</p>	Head of Housing and Communities	30 November 2023
16	C&W	Effective Council	4 - Improve openness, transparency and customer service.	<p>Prepare a briefing paper on the structure and purpose of options for receiving feedback from the wider community through increased consultations, targeted citizens panels (youth, students, mixed demographics etc) and other mechanisms both digital and non digital - particularly around the seldom heard.</p>	<p>Approach approved by the Strategic Management Team / Policy Chairs.</p>	Head of Policy and Corporate Resources / Communications Manager	30 September 2023
17	E&SC	Green & Vibrant	3 - Work with partners to reduce our impact on the environment and move closer to becoming carbon neutral.	<p>Implementation of Priority 1 2023-2024 Climate Change Action Plan actions.</p>	<p>85% of actions complete.</p>	Head of Place Development	31 March 2024
18	E&SC	Green & Vibrant	2 - Enhance the borough's natural assets, preserving and increasing biodiversity.	<p>Implementation of Priority 1 2023-2024 Tree Strategy actions (provided the Strategy is approved in March 2023).</p> <p>Progress plans for the implementation of a National Nature Reserve - feasibility study</p>	<p>* 85% of actions complete. * 100 trees planted.</p>	Head of Place Development	31 March 2024
19	E&SC	Effective Council	1 - Strengthen the council's financial independence.	<p>A feasibility report and business case for providing a pet crematorium and memorial garden in the Borough.</p>	<p>Report submitted to committee for consideration.</p>	Head of Operational Services	31 October 2023
20	E&SC	Safe & Well	3 - Work with partners to keep our borough safe and secure.	<p>To continue to monitor developments in Government Waste Strategy</p>	<p>Briefings provided to ES&C on any forthcoming developments or opportunities</p>	Head of Operational Services	Ongoing throughout 2023-2024
21	C&D	Safe & Well	2 - Work with partners to keep our borough safe and secure.	<p>Complete the mobilisation phase of the new CCTV arrangements.</p>	<p>Completed by completion date, including being complaint with ICO regulations.</p>	Head of Housing and Communities	31 May 2023
22	C&D	Safe & Well	2 - Work with partners to keep our borough safe and secure.	<p>Work with the CSP to create an evidenced-based action plan.</p>	<p>Updated action plan submitted to Audit and Scrutiny Committee by the completion date.</p>	Head of Housing and Communities	29 February 2024