

Strategic Plan Status Report (No 1)

Strategic Theme: The Ilminster Economy

Workplan Items No specific workplan items

Non-Workplan

Period from: 1 April 2017

Period to: 20 June 2017

Overall Status

Previous Period (Red Amber Green):	Current Period (Red Amber Green):	Trend (Up/Down/Stable)

Progress since last report:

Plans until next report:

Risks and Issues

Ref	Issue / Risk Description	Mitigation Strategy/ Action Undertaken	Impact (H,M,L)	Probability (H,M,L)	Risk owner

Strategic Plan Status Report (No 1)

Strategic Theme: The Ilminster Environment

Workplan Items

- Provision of toilets on Wharf Lane Recreation Ground
- Developing a dog policy
- Implementing the Open Spaces Masterplan (including Wharf Lane Rec & Britten's Field)
- Cemetery - researching future need, availability of suitable land, feasibility of developing a new cemetery; acquiring suitable land and designing new facility
- Protecting Herne Hill from the impact of nearby development - including obtaining designation as a local nature reserve and acquisition of additional land
- Encourage use of Herne Hill by providing route signage and information boards
- Development of a Neighbourhood Plan (subject to community support)

Non-Workplan

Period from: 1 April 2017

Period to: 20 June 2017

Overall Status

Previous Period (Red Amber Green):	Current Period (Red Amber Green):	Trend (Up/Down/Stable)
	Amber	

Progress since last report:

- Toilet tender issued and award of contract considered by Town Council
- 3 actions agreed by Open Spaces Committee regarding dogs – (posters, bins and fencing)
- S106 money for pitch maintenance (cricket & football) considered by ITC
- Route signage / waymarkers put on Herne Hill
- Mini-workshops for explaining Neighbourhood Plan arranged & invitations sent,

Plans until next report :

- Work to start on toilet block
- Dog poo fairy posters erected, new dog bins ordered and installed
- Open Spaces Review Group – Play & Paths Sub Group to meet
- Options for Herne Hill Information Boards to be explored and costed
- Hold neighbourhood plan min workshops; draft funding application

Risks and Issues

Ref	Issue / Risk Description	Mitigation Strategy/ Action Undertaken	Impact (H,M,L)	Probability (H,M,L)
1	Toilet contract cost cannot be met from allocated budget provision	Scope of project to be reviewed	H	H
2	Delayed start to toilet block		H	H
3	Funding not available for Herne Hill Information Boards	Funding sources being identified	H	M
4	Neighbourhood Plan Workshops don't yield sufficient members to form implementation group or support for developing a plan	Invitation letters sent to over 150 businesses and many local community groups. Possibility of delivery to every household being investigated	H	M

Strategic Plan Status Report (No 1)

Strategic Theme: Community Engagement and Governance

- Workplan Items**
- Town Council Accommodation
 - Protecting the burial / cemetery records whilst maintaining accessibility

- Non-Workplan**
- Annual Community Assembly
 - Civic Awards
 - Civic Service
 - Scarecrow competition
 - Staff Recruitment
 - Contact List (community groups & businesses)
 - End of Year accounts
 - Internal audit
 - Cemetery record updates & transfers
 - Adoption of telephone kiosk for defibrillator

Period from: 1 April 2017

Period to: 20 June 2017

Overall Status

Previous Period (Red Amber Green):	Current Period (Red Amber Green):	Trend (Up/Down/Stable)
	Green	

Progress since last report:

- Annual Community Assembly held and awards presented
- Invitations issued for the Civic Services
- Scarecrow Competition facilitated
- Admin officer (Information) and Open Spaces Warden jobs filled
- End of Year accounts completed and sent to External Auditor and inspection period commenced all in accordance with statutory timescales
- Internal Audit conducted

Plans until next report:

- Accommodation Working Group to meet
- Progress work on adoption of telephone kiosk

Risks and Issues

Ref	Issue / Risk Description	Mitigation Strategy/ Action Undertaken	Impact (H,M,L)	Probability (H,M,L)	Risk owner