



Hurstpierpoint & Sayers Common Parish Council
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Briefing Note

Strategy Working Group (SWG)

For Council

Introduction:

The SWG meeting for this period was held on the 02 Dec 24 with full attendance.

Update:

- Initial discussion covered the consultation process and the structure of information required.
- The desired outcome from the overall strategy review process was agreed to be a combination of high level, long term desired outcomes with shorter term action objectives. The shorter term objectives are to be achievable, dealt with proactively, budgeted for, and executed in timescales appropriate to the undertaking involved.
- It was resolved that a hierarchy of aims/objectives that would be adopted to support the structure of both the consultation and output process would be as follows:

- Vision
 - Strategy
 - Process

- To serve the longer term aims of the PC the Vision and strategy levels will not have timescales attached.
- The Strategy level statements will detail what the PC is legally required to undertake and what are desirable or "nice to do" items.
- Process level will have detailed objectives with target dates appropriate to the tasks and will form the overall Parish Action Plan.
- The Process level statements will be mandated by the full PC in collaboration with the committees and will cascade into the various committee action plans.

- It was further agreed that prior to consultation with the residents a consultation with the PC would be completed to ensure full agreement.
To that end, a consultation document will be sent out for Councillor's consideration in the next few weeks.
- Timescale - It is hoped that the timescale for completion of PC consultation will be the January meeting.
- Following completion of the PC consultation process the SWG will co-ordinate with the Clerks and CE committee to action the residents survey.

Recommendations:

1. Nil recommendations for Council – Information only.